

## Minutes from the Learning Disability Partnership Board Meeting on Wednesday 28<sup>th</sup> May 2014 at Hatters Space, Nuneaton



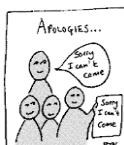
Kay Reeve Warwickshire County Council (WCC) chaired the meeting with Neil Roberts (Co-Chair) as Becky Hale was unable to attend the meeting.

### Who Came to the Meeting?

- Ian Alsop - LD Representative
- Suzi Miller - LD Representative
- Liam Abraham - LD Representative
- Councillor Josie Compton - Warwickshire County Council
- Ellen Alcock - Manager, Advocacy Support, Grapevine
- Cathy Watt - Coventry Warwickshire Partnership Trust
- Laura Hill - Bromford Support
- Emily Green - Bromford Support
- Sherryl Gaskell - Commissioner, LD, WCC
- Hardip Johal - Commissioning Support Officer WCC
- Rachel Faulkner - Learning and Development Manager WCC
- Laura Nesbit - New Directions Service Provider
- Deborah Smith - Lead Practitioner Safeguarding Adults WCC

Words in **blue** have been included in a glossary list at the end of the minutes to help understand them better.

### Apologies



Becky Hale, Philomena Humphries, Doreen Woodward, Jo-Ann Golding, Helena Wallis, Jatinder Kaur, Sue Fox, Julie Curtis, Tina Dixon

### People who shared information



Ellen Alcock (Grapevine), Laura Hill (Bromford), Sherryl Gaskell (WCC), Rachel Faulkner (WCC)

## 1. Previous Minutes and Feedback



- PB Co- Chair advert will be going out soon.
- A request was made to the **Clinical Commissioning Group (CCG)** for a Rep. This request was unfortunately declined due to lack of capacity. It was suggested that 3 CCG's could share the role and attend 2 meetings each a year.
- A reminder about not using abbreviations unless the meaning is explained.

## 2. Grapevine Advocacy Support



- The Learning Disability Reps did not feedback at this meeting because of the changes in staff. Grapevine has been awarded the contract for Advocacy Support for people with learning disabilities.



- Ellen Alcock introduced herself as manager at Grapevine. She explained that Grapevine will now be supporting the LD Reps at Partnership Board meetings.



- Grapevine is based in Coventry and supports LD Reps on the Partnership Board in Coventry and have been working with people for learning disabilities for 20 years. Grapevine will be exploring bases in the Warwickshire area.



- There will be four members of staff who will be starting soon to support the LD Reps on the Partnership Board and also arranging meetings with other groups of people with learning disabilities across Warwickshire.



- All four support workers will work across the County, however each will have an area of responsibility.

- Kay asked the LD Reps if they had any worries and the Reps said that they were okay with the change in support.



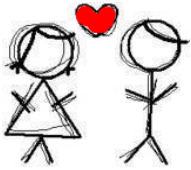
- Ellen said that the Reps had been very patient with the change over and also getting used to the new staff.

- For more information about Grapevine, please contact Ellen Alcock email: [ealcock@grapevinecovandwarks.org](mailto:ealcock@grapevinecovandwarks.org) or

### 3. Dating and Friendships Service - Laura Hill Bromford Support



- Bromford Support provide advice and information at four of the community hubs across Warwickshire.



- Laura has been working on a new project called 'Dating and Friendships' Service (for people with learning disabilities).

- She has been carrying out research across Warwickshire to find out if there is a need for a dating and friendships service in Warwickshire for people with learning disabilities.



- Laura has also been speaking to people in Worcestershire as they have set up a similar scheme there. The Worcestershire scheme has been running for 6 years and has 350 people signed up to the service.



- The service works by setting up profiles and then carrying out **reference checks** to make sure safety of vulnerable groups who are interested in dating and friendships.



- A group was set up in January to develop this service, with members including people from Warwickshire County Council and Coventry, Warwickshire Partnership Trust.



- A survey was put together to gather the views of people across Warwickshire about the scheme.

- 109 people completed the survey - 74 people with a learning disability and the rest were parents, carers and support staff.



- The results of the survey told us a high number of people thought that it would be a good idea to have this type of service in Warwickshire.



- More work will be carried out to find out what people's concerns are. Laura said there is a possibility of **debating events** being set for people to come along and tell them what they think about this type of service.



- The survey results showed that people are willing to pay for this type of service, as they know it is safe.
- Deborah Smith asked if a member of the Safeguarding Team could be part of the planning group.



- Events will also take place which support the service such as - raising awareness of the Sex Education and also linking in with Coventry and Warwickshire Partnership Trust on the health and sex education sessions.



- The next steps are looking at the **debating events**, service design and the overall responsibility. The Service should be up and running by February 2015.

- For more information please contact Laura Hill email: [Laura.Hill@bromford.co.uk](mailto:Laura.Hill@bromford.co.uk)

#### 4. Coventry and Warwickshire Partnership Trust - Cathy Watt



- Sue Fox and Philomena Humphries were unable to attend the meeting. It was requested to invite a health colleague to give an update on the Health Subgroup.



- Cathy Watts gave a brief summary about her role as a Health Specialist Nurse.

- Part of her role is to support GP Practices to carry out health checks for people with a learning disability and also support people when they attend hospital and doctor appointments.

- We know that the '**flagging system**' which tells a health professional that a person with a learning disability comes in to hospital and needs extra support still needs more work to make sure it informs professionals.



- For more information please contact Cathy Watts email: [Catherine.Watt@covwarkpt.nhs.uk](mailto:Catherine.Watt@covwarkpt.nhs.uk)

## 5. Learning Disability Plan 2011 - 2014 Engagement - Sherryl Gaskell



- A seven week engagement period will start on 16 June to gather feedback and comments on the previous Learning Disability Plan 2011 - 2014. These are drop-in type sessions & you don't need to book.



- During Learning Disability Week, two events will be held on 17 June - Nuneaton Hub and 19 June - Stratford Hub to re-launch the Partnership Board. These events will also be an opportunity to engage with people on the learning disability plan.



- Community Hubs and Guideposts will also be running coffee mornings for people with learning disabilities and family carers.



- The feedback will inform future plans for learning disabilities.

- A twelve week consultation will take place starting in September 2014 on the draft learning disability plan following the engagement.



- Please see link to the LD Plan Survey:  
[www.surveymonkey.com/s/LDSTRATEGYREVIEW2014](http://www.surveymonkey.com/s/LDSTRATEGYREVIEW2014)

### Winterbourne View Plan - Sherryl Gaskell



- We will also be talking to people about the Winterbourne View Plan for Warwickshire.



- During the seven week engagement period we will be talking to people about the plan which has been put together for people with a learning disability who are living outside of Warwickshire and how we want to make sure they are safe, able to do the things we want to do and support them to come back to Warwickshire if that is what they want to do.



- Providers have also been asked to complete the questionnaire with people with learning disabilities whom they support.

- Please see link to the Winterbourne View Plan online survey:  
<https://www.surveymonkey.com/s/Winterbourneview2014>

## 6. Warwickshire's Health and Social Care Self-Assessment Framework Update - Sherryl Gaskell



- Warwickshire County Council collected information on Health and Social Care Services last year and this was sent to **IHAL** (Improving health and lives).
- An **improvement plan** has been put together. There has been a delay in the plan being signed off.
- Once this has been signed off by the Health and Wellbeing Board in July it will be shared with Board members.
- Work has already started on some of the actions from the **improvement plan**.

## 7. Warwickshire Hate and Mate Crime Handbook - Rachel Faulkner



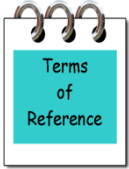
- An online hate and mate crime handbook was put together for people with learning disabilities and service providers.
- The handbook has recently been updated by Julie Curtis, Learning and Organisational Development Officer.
- The Board discussed ways in which they could promote the handbook to people. Some of the suggestions made were, creating posters to display in various locations, ask the community hubs to promote.
- Rachel said that she would request Julie to attend future meeting to provide a demonstration of the handbook to Board Members.

For more information please contact Julie Curtis email:

[Juliecurtis@warwickshire.gov.uk](mailto:Juliecurtis@warwickshire.gov.uk)

## 8. Information Sharing

### Partnership Board – Sherryl Gaskell



- The updated terms of reference for the Partnership Board will be circulated to Board Members.
- Sherryl discussed the Family Carer Role on the Partnership Board. There will be a carer rep from the North, South of the County and Rugby as well as representation from a Family Carer of a person with High Support Needs. The Carer Rep for People with High Support Needs will be representing his cohort of individual's.



- A request has been made by the Warwickshire Learning Disability Forum & Friends of Bloxham, these are groups of carers. They felt that having a formal application process would be a barrier and would prevent carers applying to become a board member. The groups have also shared feedback about the role of the carer and made suggestions and also commented how the barriers may be overcome.



- Sherryl said that she would agenda this for the next board to give members time to consider the options and then discuss as we want to make sure that this is a fair process for everyone.
- Information on the benefits and the down sides to this proposal could be put together for discussion at a future meeting.

## 9. Any other business

### Observers



- Deborah Smith requested for two Social Workers to observe at the LDPB Meetings. Board members agreed to this request.

### Care Quality Commission (CQC)





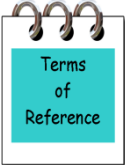










- Sherryl circulated a letter from CQC and talked about how they want to engage with Partnership Boards and people with learning disabilities to make sure that they are checking for the right things when they carry out inspections.

## 10. Date of next meeting



The next meeting will take place on **Wednesday 30 July at 10am – 1pm at The Sydni Centre, Leamington Spa.**

Actions from 28 May meeting		By When
	<b>Key Reeve</b> to speak to Chris Lewington to ask her to speak to her colleagues in Clinical Commissioning Group to request a rep to attend Partnership Board.	<b>Next Meeting</b>
	<b>Hardip</b> to invite Deborah Smith to future 'Dating and Friendship' Scheme planning meetings.	<b>As and when arranged</b>
	<b>Julie Curtis</b> to bring the Hate and Mate Crime Handbook to a future meeting to show the board.	<b>Future meeting</b>
	<b>Sherryl</b> to promote the Hate and Mate Crime Handbook at the next Providers Forum.	<b>Future Providers Forum meeting</b>
	<b>Hardip</b> to circulate updated LDPB Terms of Reference	<b>Next meeting</b>
	<b>Hardip</b> to circulate LD Events Flyers	<b>Next Meeting</b>
	<b>Sherryl</b> to discuss the Partnership Board application process with Board Members following request from Carers Group.	<b>Future Meeting</b>
	<b>Hardip</b> to circulate the Care Quality Commission letter electronically to board members	<b>Next Meeting</b>
Actions from 26 March Meeting		By When
	<b>Sherryl</b> to look at LD reps looking at minutes before they go out to make sure they are easy read. <b>Grapevine</b> to start looking at once support workers have started.	<b>September meeting</b>
Actions from 20 <sup>th</sup> November meeting		By when
	<b>Learning Disability Reps</b> to visit Housing with Care sites once open to evaluate and feedback to Board. <b>Sherryl</b> will get plans which tell us when sites will be ready.	<b>Feedback at future meeting</b>  <b>Sherryl G</b>

	<p><b>Learning Disability Reps</b> to share with other people with Learning Disabilities information about the Housing for Care Scheme.</p>	<p><b>ongoing</b></p>
<p><b>Actions from meeting 14<sup>th</sup> November</b></p>		<p><b>By When/done</b></p>
	<p>To look at making the Safeguarding Process information easier to understand to use to circulate to people with learning disabilities. .</p> <p><b>Action May 2014: Kay Reeve to contact Steve Jones to look at an easy read process of making a Safeguarding complaint.</b></p>	<p><b>In progress</b></p>
<p><b>Actions from meeting 12<sup>th</sup> September 2012</b></p>		
	<p><b>Julie Curtis and Amanda Burn</b> to look at the Learning and Development Action plan and how that fits in with the Learning Disability Strategy.</p> <p><b>Update:</b> Amanda B is planning with Julie Curtis in line with LD needs and strategy. <b>Ongoing</b></p>	<p><b>In progress</b></p>

## Glossary - what some of the hard words mean

Hard word	meaning
"Flagging" system	Doctors and healthcare staff record on a patients record to say they have a learning disability, so that for any future appointments people get the right support
Clinical Commissioning Groups (CCG)	Clinical Commissioning groups (CCGs) are groups of family doctors and other health professionals
Debating events	For people to talk about something and also be able to challenge other people's views.
IHAL (Improving health and lives).	<p>The Improving Health and Lives look as information from around the country on</p> <ul style="list-style-type: none"> <li>• the health of people with learning disabilities</li> <li>• the health care they receive</li> </ul>
Improvement Plan	A plan out together to make changes to make things better.
Reference Checks	Checks which are carried out on a person by asking other people they know and also checking official records.