



Lancashire Learning Disability Partnership Board

held on 18 October 2017 at 10.00 am

Cabinet Room D, County Hall, Preston

Meeting Notes



Introductions:

People who came to the meeting

Ellen Smith

James Hughes

Mark O'Farrell

Sam Gow

Mark Shackleton

Stephen Smith

Louise Calvert

Debbie Anderson

Co-Chair / Commissioning Manager, Lancashire County Council

Co-Chair / REACT

Co-Chair / REACT

Timekeeper / REACT

REACT

REACT

REACT

REACT

Brian Atkin
Karen Lapping
Richard Woods
Lee Scott
Mavis Abel
John McBeth
Charlotte Hammond
Paul Daly
David Hinchcliffe
Denise Wilkinson
Kiran Banati
Stephen Haywood
Sue Sharples
Peter Green
Jade Spencer
Pat Afflict
Pip Tatham
Judy Coupe

North West LTL
Sunnyfield Services
REACT
Sail Representative
Family Network Chorley
Pendle Support Manager
Head of Service Learning Disability and Autism, Lancashire County Council
Provider Rep – Shared Approach
PIMD
PIMD (David Hinchcliffe's Assistant)
Lancashire County Council
REACT and U Night Group
U-night Group
Project Director, Integrate
Student LD Nurse, Integrate (Observing)
Integrate
Lancashire County Council
Minute Taker, Lancashire County Council



Apologies

People who could not come to the meeting

Nick O'Keefe
Lisa Capstick

Shared Lives
REACT

Georgia Dornan
John Whitehead
Becky Gammon
Lizzie McClennan

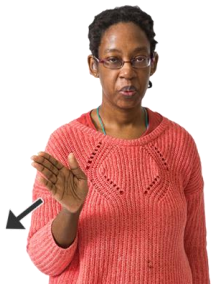
Chorley Link Up / Chorley South Ribble Forum
Voice for All Facilitator
Brothers of Charity and Voice for All
Voice for All



Welcome and Housekeeping

Everyone was welcomed to the meeting.

The red and green cards were explained.



Hello

Introductions

Everyone said who they were and which organisation they were from.



Apologies

Apologies were given for the people who could not come to the meeting.



Minutes from the last meeting held 6 September 2017

A copy of the minutes from the meeting held on 6 September 2017 had previously been sent out.



Updates from actions from the meeting held 6 September 2017

Action: Ellen to send out the link to the Blackburn with Darwen LDPB website, which in addition to copies of the minutes, contains other useful information.

Update: Ellen has sent out the link – it is: <http://www.bwdld.org.uk/>
Action completed



Action: Ellen Smith to contact Tracy Lloyd Moore for an update on the LDPB and Autism Boards in Blackpool.

Update: Ellen has emailed Tracy Lloyd Moore at Blackpool Council requesting an update on the LDPB and Autism Board but has not had a reply.

New Action: Ellen to email Tracy Lloyd Moore again.



Action: Living Well Subgroup to review Lancashire County Council's LDPB website to ensure it was fit for purpose. To ensure all the previous minutes were available on the LDPB website.

Update: Ellen has asked the Living Well Subgroup to discuss reviewing the LDPB website. Unfortunately there was no time left to discuss this at their last meeting. It should be discussed at the next meeting.

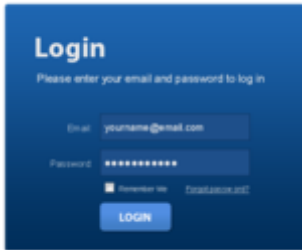
Action outstanding



Action: Ellen to share Lee's story at the Providers' Network meeting in November, as the September meeting has been cancelled.

Update: Lee's story has been added to the agenda for the Providers' Network meeting in November.

Action completed.



Action: Lee's story to be added to the LDPB website. Ellen to ask Victoria Wilson (LCC Business Apprentice) to do this.

Update: A log in to the website has been requested for Victoria Wilson and once this was received the LDPB website will be updated.

Action pending



Action: Next year LDPB to send out information about what was happening all around Lancashire during Disability Week 2018.

New Action: Ellen Smith to ask the Living Well Subgroup to do some promotional work for Disability Week 2018 as part of their action plan. Providers to be contacted in advance about events being held.

Update: The next Disability Week was due to be held in June 2018. The matter will be discussed at the next Living Well Subgroup and will be part of their action plan.

Action completed



Action: Ellen Smith to contact Lancashire County Council's communication team to ask if Disability Week can be advertised as a footer on emails sent out by LCC staff.

Update: Ellen has contacted the communication team and they were happy to put information on to LCC staff's emails about Disability Week 2018.

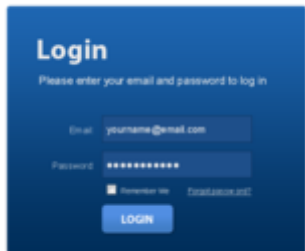
Action completed



Action: Ellen Smith to contact Pathways and to report back to the next Partnership Board about their recent work

Update: Ellen has emailed Pathways but has not had a response as yet. Pathways were still supporting the transforming care group. Ellen will email again.

Action pending



Action: Victoria Wilson to ensure all documents/presentations produced were available on the LDPB website.

Update: As soon as Victoria has the log in details the LDPB website will be updated.

Action pending



Action: Victoria Wilson to email Dawn Fenton to check that she has information about the Ossyfest on 21 October 2017 in Oswaldtwistle.

Action completed



Action: Victoria Wilson to put the easy read Safeguarding document on the LDPB's website. Document should also be available on the Providers' website.

Update: The easy read safeguarding document was on the provider's website and will be discussed at the next Providers' meeting. The LDPB will be updated as soon as possible. The easy read document has been circulated to social care operational teams.
Action pending



Action: Ellen Smith to link Sue Sharples with Charlotte Hammond re: sex, love and relationships

Action completed



Action: Ellen to email all providers with respect to their priorities and to have an agenda item on this at the next LD Provider Network meeting in November.

Update: Providers' action plan to be discussed as part of the Providers' meeting in November.

Action completed



Action: Living Well Subgroup to link in with Charlotte Hammond re employment. Action completed.

Action: Autism Board employment subgroup to link in with Charlotte Hammond via Ellen Smith.

Action completed

New Action: Ellen Smith to add employment to the agenda for the next Providers' Network meeting to be held on 7 November 2017.



Action: Ellen Smith to ask for an update from the Transforming Care Team

Update: Ellen has requested the information however Sally Nightingale, Transforming Care Lead for LCC, has been on annual leave, and information will be received shortly.

New Action: Ellen to send out updated Transforming Care information with the minutes.

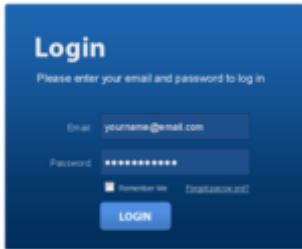
Action: Ellen Smith to add a date column and a who column to the draft action plan. The name and contact details of the chair of the subgroup is also to be recorded on the action plan. Part B to be added – i.e. when action has been completed it will be moved to Part B to record what work has been done. The action plan was a live document and will become an easy read document.

Action pending

Action: Victoria Wilson to circulate the action plan asap.

Update: The updated action plan will be sent out asap.

Action pending



Action: Victoria Wilson to put the action plan on to the LDPB website.

Update: Victoria will update the LDPB website once she receives a log in.

Action pending



Action: The Board to consider whether a burning issues section should be added to the agenda.

Update: To be discussed later in the group work.

Action completed



Action: Ellen to look at the feedback from the group work and decide if a vote is needed about how often the meetings are held and how long they were.

Update: To be discussed as part of the group work.

Action completed



Action: Ian from Advocacy Focus to share information with Victoria Wilson. The information should be sent out to everyone.

Update: Information was sent out to all Board members and also to the Providers'

Network.

Action completed

Questions and Answers:



Question – It was discussed at the last meeting on 6 September 2017 that the Terms of Reference should be reviewed. Is there an update?

Answer – It was agreed during the group work at the last meeting that some changes were needed to the Terms of Reference. However, the membership of the Board was not resolved. As part of the group work later it will be discussed how often LDPB meetings should be held.

Overview of Today's Agenda and Aims of the Meeting



Over the last couple of meetings, discussions have taken place about how the Board meetings should be organised. It was agreed that the sub-groups will provide feedback to the Board at each meeting to keep the Board members informed of progress and actions taken.



News and Updates from Voice for All Advocacy Group

Louise gave the report from Voice for All. A copy will be sent out with these notes.



Questions and Answers

Question – It was good to hear how much self-advocates were involved in training and staff recruitment at Brothers of Charity. The work was very important. Were self-advocates paid for their work?

Answer – No one present knew the answer.

Action: Ellen to ask Voice for All if self-advocates got paid for being involved in training and staff recruitment etc.

Self-advocates Feedback

Louise gave a presentation for React. A copy will be sent out with these notes.





- The DVD about Safety in Town has been finalised. It will be launched at an event at Plungington Community Centre, Preston, on 19 October 2017.
- The Easy Read document of the Safeguarding Policy has been completed and has been circulated.



Keeping Safe Subgroup

Keeping Safe Top 3 priorities

- Safety in Town launch and future development
- Produce an easy read guide to what is a social care assessment
- Promote the easy read safeguarding policy

Safety in Town will be launched on 19 October 2017. Peter Steen, County Councillor and Member Champion for Disability will attend.

The Safety in Town DVD was shown. The feedback from the Board was that it was excellent.

During discussions it was suggested that the DVD should be published on:

- Facebook
- YouTube
- That's Lancashire



- A copy sent to the Tourist Board



Kiran has been talking to Lancashire County Council's communication team about putting the DVD on to the Lancashire County Council's website.

Action: Ellen to send a link to Charlotte Hammond to circulate the Safety in Town DVD amongst her team.

Action: The DVD should be put on the LDPB website. Victoria Wilson to upload.



Work was ongoing putting together an easy read document explaining a social care assessment. Support has been provided by social workers, the learning disability and autism remodelling team and the transition team.

REACT have worked hard on this project and the draft document should be available to share soon.



Work on promoting the Safeguarding policy was ongoing.

As updated earlier the Easy Read Safeguarding document was on the provider's portal and will be discussed at the next providers' meeting.

The LDPB website will be updated as soon as possible.

The easy read document has been circulated to Social Care operational teams.

Living Well Subgroup

Living Well Top 3 priorities

- Transitions – learning what it means (produce an easy read document)
- Support for parents with a learning disability
- College courses for people with learning disabilities



The work on transitions has taken priority. The other two actions will be started once the transition easy read document has been completed. The work is making good progress.

PIMD Group (Profound Intellectual and Multiple Disabilities)



Top 3 priorities

- Mapping social and leisure pursuits for people with PIMD around Lancashire and developing a directory
- Raising the awareness of PIMD (we intend to have a table at the Diversity Festival in Preston 25 September 2017 to share the purpose of the group, communication passports/hospital passports, map of social and leisure pursuits, equipment used by people with PIMD). Raise awareness through training of Social Workers
- Intend to develop some guidance on love, sex, relationships for people with PIMD. Work will also include looking at the health passports and maintaining body shape.



Work continues with Sue Sharples looking at sex and relationships.

Hate crime and mate crime have been discussed. It can be very distressing for someone with a learning disability to be the subject of hate crime. This can include financial abuse.

Work has taken place on raising awareness of the PIMD group. Events have been attended including a health event in Chorley and the Preston Pride.



Staying Healthy Subgroup

This group was still being established.



Friends and Relationships Group

Friends and Relationships Group Top Priorities

- Training
- Opportunities to form and maintain relationships
- Working with universal services, including sexual health services
- We now need to develop these ideas into an action plan for the year, hopefully taking into account any issues or steer from the Partnership Board, which will be a focus of our next meeting on Sept 13.
- We are experiencing difficulties in communication with providers, shown by a distinct drop in take up of training places, which are free to service users.



A presentation was given by Stephen and Sue. It will be sent out with these notes.

Work was being done with Blackpool Teaching Hospitals to produce an easy read version document about sexual health.



Some good news. Thanks to the work carried out by the Friends and Relationship Group, recommendations were made to the Care Quality Commission (CQC) and they have agreed to ask providers questions relating to love, sex and relationship when they do future inspections.



This is a fantastic achievement and many congratulations to Sue Sharples and all the members of the group.



John McBeth said that his organisation has recently been inspected by the Care Quality Commission. The Inspector touched on friends and relationships.

Sue Sharples and a group of self-advocates went to London recently to talk about the work done in Lancashire on the 'Y Be Shy' training.

Stephen told his story when he visited London. Stephen explained that he was in a relationship and he was very happy.

More good news:



- More people have joined the meet and match group
- More funding has been received to do further training, including staying safe in a relationship

It was hoped that the meet and match group could be extended to include people with autism. Work was ongoing to look at this (e.g. with the Lancashire autism Partnership Board) and updates will be given at future meetings.

Family Carers



Following consideration family carers would like their 3 top priorities to be:

- Direct link to the Partnership Board website, so that minutes etc. from family carers meetings can be uploaded.
- Input about how the LLDF money was spent. (This is money put aside to be used for learning disability services only)
- Family carers to have a representation on all the Board's task groups

Ellen thanked Mavis and will add these points to the Board's action plan.

The only family carers group who met and who linked in with the Board were based in Chorley. Mavis reported she has found it difficult to contact other family carers in other areas of Lancashire because of the data protection act. Mavis was happy for her contact details to be provided to family carers who were looking for advice.



Mavis understood that many family carers worked and many could not attend meetings so the way forward was to keep in contact by email. N-compass used to assist family carers with facilitating meetings but that has now stopped.

John McBeth offered a meeting room at his office. It was invaluable for family carers to network and this resource could improve the situation.



Providers

Providers to be asked for their priorities.

This will be discussed at the next Providers' Network meeting in November. Feedback will be given at a later date.



Adult Social Care

The presentation prepared by Charlotte Hammond will be sent out with these notes.

Top Priorities

- Supporting more people with Learning Disabilities and Autism into Employment.
- Developing the market for housing and support.
- Supporting people to move to more independence
- Transforming Care



1. Employment (Charlotte)

Question – Will an employment strategy be put together?

Answer – Yes.

Question – Does LCC have a policy for employing people with a learning disability?

Answer – No. This will be looked into further because a policy was needed.

Question – Will benefits be taken into account when looking at employing people with a learning disability?

Answer – Yes, it was an issue but it should not stop people with a learning disability being employed. People suffering with mental health will also be affected.



Question – Will funding be available to support people with a learning disability when they are in paid employment?

Answer – There is an LCC Disability Employment Service available and providers helped people into different types of employment. A strategy will pull all this together in order to help as many people as possible.





Question – What happened in Lancashire as they used to be very good at supporting people into employment?

Answer – The LCC Disability Employment Service responsibilities changed a couple of years ago which had an impact.



Question – Will voluntary work help me get into paid employment?

Answer – Yes. Work experience was always good. Work can be done to help people put a CV together. It was important to get as many people into paid employment as possible.



2. Developing the market for housing and support

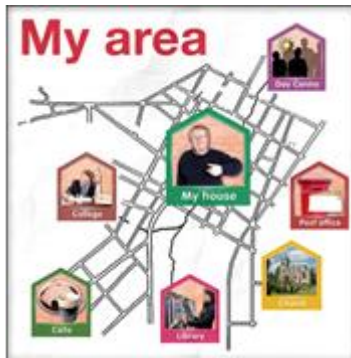
The Transforming Care Board has paid a company to do a report into housing and support in Lancashire.



3. Supporting people to move to more independence

The review team were doing more reviews. It was likely people will be helped to move to become more independent.

There has been some success with people with mental health needs and mild learning disabilities who have moved from residential care into supported living.



4. Transforming Care

Lancashire and South Cumbria was on track to discharge more people than expected, we have 94 people still in hospital, which was better than the 98 that was expected.

Group Work Discussion

Each table was asked to discuss:

- The frequency of meetings
- New issues for discussion for the Board or for the Subgroups to pick up
- Is there anything missing?





Frequency of meetings

A vote was taken on how often the Board should meet:

- 15 people wanted the meetings to be every 6 weeks
- 4 people wanted the meetings to be every 2 months
- Nobody wanted the meetings to be every 3 months

It was a majority decision that the Board should meet every 6 weeks.

New issues for discussion for the Board or for the Subgroups to pick up Is there anything missing?



Lancashire County Council has recently sent out letters about the results of the Homecare framework (some people may have a change in provider in the future) and about maybe having a direct payment. Providers reported that the letters have not been sent out in an easy read format, which has left people with a learning disability confused. After discussion it was agreed that James Hughes, REACT should write to Lancashire County Council.

Action: James Hughes to write to Lancashire County Council on behalf of the Partnership Board raising the concerns with respect to the letters.



Fire safety – work was done about four years ago on fire safety but there have been some changes since. There has been a recent meeting with providers to look at the changes.

Any other Business



Question – Has anyone replaced Amanda Topps?

Answer – Amanda left in April and has not been replaced. Some key parts of Amanda's role are being done by different people at the moment.

Victoria Wilson, Business Apprentice, was supporting with the administration for the Partnership Board and Provider Network and sent out emails and information.

Kian Banati is a Community Engagement Officer, who has worked with sensory impairment, physical disability and adult groups for many years. Kiran has picked up leading the Living Well and Keeping Safe Subgroups, supporting with family carers priorities and attending the PIMD and Friends and Relationships Subgroups.

Action: As Amanda Topps has not been replaced Ellen to circulate the contact details for Victoria and Kiran.

Victoria – victoria.wilson@lancashire.gov.uk

Kiran – kiran.banati@lancashire.gov.uk



Next Meeting

The date, time and venue of the next meeting is 29th November, 10-12.45pm in Cabinet Room C, County Hall, Preston.

To Listen to the Minutes

If anyone wants documents and minutes of meetings read aloud the **Adobe reader** has this built in so individuals can read the minutes. People who have paid support may need staff to set this up with them. You can see how to set it up using this you tube video: <https://www.youtube.com/watch?v=ETOohmYui3Q>





The Lancashire Learning Disability Partnership Board website (www.ildpb.org) now has a read aloud function. This speaks out all the menus on the page. To read other text on the page you just triple click on text and that will select a paragraph that will then be read aloud. There is also a new button at the top of each page which allows the whole page to be read aloud.

Currently, this function is on the home page but it will be added in due course to all the pages.