

Learning Disability Partnership Board

11 December 2018

Bromyard and Sutton Room, Plough Lane, Hereford

10am-12:15pm

Attendees:

Gill Gorle	ACSYL
Rob Gorle	ACSYL
Debbie Hobbs	Herefordshire NAS
Louise Walton	Marches Family Network
Judith Loveridge	Herefordshire Carers Support
Cllr Swinglehurst	Herefordshire Council
Mary Simpson	Healthwatch
Tracy Roberts	Our News Our Views
Mike Cook	Echo manager
John Gorman	Herefordshire Council
Laura Ferguson	Herefordshire Council
Paul Choppen	Herefordshire Council

Apologies:

John Burgess	Herefordshire CCG
Jade Brooks	Herefordshire CCG
Ian Harper	Aspire
Barbara Brown	Aspire
Rose Hunt	Herefordshire Mencap
Carolyn Whippman	Herefordshire Council
Nicky Symonds	Herefordshire Carers Support

Introductions and Apologies

Paul welcomed everyone and asked everyone to introduce themselves. John recapped the previous minutes.

Matters Arising

Community Games- Tracy Roberts said quite a few people attended the Community Games. Tracy herself led a dance workshop.

Healthwatch Feedback Service- Mary said Healthwatch had extended the deadline till January or February for people with a Learning Disability to tell their experiences of living with dementia. For more information please email: mary@healthwatchherefordshire.co.uk

LeDeR- John Burgess is still looking for experts by experience to take to join the LeDeR programme steering group that meets every 2 months at the CCG offices near the town hall. If you are interested please email John Gorman on: John.Gorman@herefordshire.gov.uk

Walsingham- John is planning on to attend Walsingham Involvement Group meeting on the 19th of December to discuss whether they would like to have a representative on the LDPB.

Recap of Previous work

John explained that in the previous meeting Laura had split the board into groups and had asked each group to answer the following questions:

1. Check what we have against what we need for ALL services for people with a learning disability.
2. Create a set of data that can be produced regularly to help inform planning and measure progress. Make the changes to the systems, so we can capture the data easily.
3. Make sure we ask the right people the right questions to show the stories behind the strategy to check its making a difference and the areas that need further work. Make sure the strategy represents and reaches more people.

Paul and John collated all the answers to these questions and formatted into a document which was sent out with the previous minutes. **To make sure everyone's point wasn't missed this document will be re-issued with these minutes for members to comment on and make sure no points were missed.** –Action Partnership Board Assistant.

Laura also asked everyone what advocacy groups they know existed in Herefordshire that could be used in future engagement work.

Listed below are the advocacy group's people suggested at the previous meeting in September.

In reviewing the previous minutes today it was suggested to also add the Horizon group in Ross and to also use residential homes and day care providers when conducting future engagement.

Advocacy Groups in Herefordshire	
Herefordshire Carers Support	Keep it Simple
Aspire	Our News Our Views
Echo rep group	2gether
Walsingham (formally Salters Hill)	LD Dementia Support Group
Healthwatch	Herefordshire Mencap

Review the Learning Disability Strategy and Implementation Plan

Laura started by discussing the findings of Dorset's Learning Disability Partnership Board Survey. The survey was sent out to 50 Learning Disability Partnership Boards of which 15 responded.

Some of the key findings from the survey were:

- 14 out of 15 Boards have a Chair or a Co-Chair who has a learning disability-Our board being the exception.
- Most of the Boards meet 4 times a year.
- Most of the Boards meet for half a day or less. Only 2 Boards meet for a whole day.
- LDPB's meet at the local council building or at places in the local community.
- All Boards said they are accessible to people with learning disabilities.

The survey will be sent out with the minutes - action Partnership Assistant

Laura held a discussion with the board on variety of issues including

- **LD Strategy**-what are the board members views on the final document. Do they know and understand it. Is an easy read version going to be produced?
- **Implementation Plan**- how can the board hold people to account and make sure the work set out in the implementation plan is carried out. How do colleagues report on their work? – Louise Walton raised concerns about their not being enough clarity in the Implementation Plan and that there were to many people involved in implementing the strategy.
- **LDPB chair/ co-chair** -how will they be recruited, should they have a learning disability?
- **Meeting Format** –the board discussed changing the format of meetings to include discussions and updates from colleagues regarding the LD Strategy Implementation Pan.
- **Membership**-who should be on the Learning Disability Partnership Board and should there be a wider board / boards that can be used for consultation/ engagement?
- **Engagement**- how can the board better at engaging with people with a Learning Disability?

Tracey and Mary both raised concerns that people often talk too quickly at meetings. They also said that it would be beneficial to have reports or information from upcoming speakers prior to meetings so people can formulate opinions and help them participate in meaningful discussions.

- **Easy Read Material / WISH page**- What material should be in easy read- LD Strategy, Implementation plan reports, meeting summary's

The board agreed the following actions:

1. **Learning Disability Strategy.** - agreed to remove the watermark draft from the LD strategy on the intranet and upload the final version to the Learning Disability Strategy to the Learning Disability Partnership Board page on Herefordshire Councils website- Partnership board Assistant
2. **Easy Read Summary of Meeting**- agreed to include easy read summary created for news and views with each set of mins- Partnership Board Assistant
3. **Easy read Learning Disability Strategy**- agreed to explore volunteers in the community through known links to create a plain English/simple summary of the LD strategy-Rob Gorle
4. **Implementation Plan reports** – upload reports to the Council LDPB page - Partnership Board Assistant
5. **Board Agenda** Add description of LDPB is at the beginning of agendas - Partnership Assistant
6. **WISH**- Look into creating a LDPB page on WISH that links to Herefordshire Council website and mins- - Partnership Board Assistant
7. **Learning Disability Chair / co-chair**

- Create a simple Job Description /role description for the chair of the LDPB-commissioners
 - To seek nominees for the chair of the LD board, based on job share and to include an expert by experience. - Commissioners to email out for nominations
8. **Rep Groups** Write to all community activity providers on the commissioning framework to seek whom has a rep group to create a more complete list- Commissioners
9. **Rep Group Engagement meeting-** Set a provisional date in Feb for a meeting with facilitators of rep groups – Commissioners (complete in December)

Host a meeting in Feb to plan engagement links. Explore/plan

- How the groups can contribute best to the strategy themes and links and feedback to the 4 meetings per year
- Lead in times and timeframes to link to themed meetings

This has now been set for Tuesday 12th of February from 10:30-12pm in the Kingston room.

The following board members showed interest in coming to the Rep group engagement meeting group:

- Rob Gorle
- Mary Simpson
- Tracy Roberts

10. Membership –

- Create a draft membership list per meeting (core and subject specific)-
- Commissioning-Create draft template for reporting (simple format/key questions/1 page/font 14 aerial)

Future meetings

Each meet per year to be themed to reflect the priorities in the strategy

- March- Citizenship , Choice and Control;
- June – Where I live
- September – What I do during the day
- December- Being Healthy and Safe

The format;

(First 2 hours)

- Implementation plan update (provided on a simple reporting template- 1 page font aerial 14). Invite action holders to deliver reports and seek feedback.
- Feed information from rep groups (Questions, observations, comments)
- Update of the plan to include capturing any live issues for any future planning (create a live ideas board at each meeting)
- Any key significant updates from other parts of the plan

(3rd hour)

- Networking/guest speaker (end of meeting- extra hour)

Membership;

Invite key people relevant to each theme, so membership will have a core representation and also be meeting specific.

March Meeting;

To be worked up by commissioning and recognised would be a first trial at the new format, and speakers may depend on availability. Ideas included transport and independent travel/Voting and elections/ Good practice guidelines for engagement and inclusion in meeting/ Direct Payments.

Next Meetings:

Learning disabilities - Experts by experience rep group planning meeting 12th February 2019, **to be confirmed**

26th March 2019 10am-1pm, Bromyard and Sutton Room, Herefordshire Council Offices, Plough Lane, Hereford

18th June 2019 10am-1pm, Bromyard and Sutton Room, Herefordshire Council Offices, Plough Lane, Hereford

10th September 2019 10am-1pm, Bromyard and Sutton Room, Herefordshire Council Offices, Plough Lane, Hereford

3rd December 2019 10am-1pm, Bromyard and Sutton Room, Herefordshire Council Offices, Plough Lane, Hereford