

Learning Disability Partnership Board minutes

10 March 2020 10am-11am, Bromyard and Sutton Room, Plough Lane

Attendees and apologies:

Attendees	
Gill Gorle	ACSYL
Rob Gorle	ACSYL
Tracey Crum	Echo / Our News Our Views
Mike Cook	ECHO
Rose Hunt	Mencap
Paul Scott	Mencap and service user
David Davies	Shared Lives
Louise Walton	Marches Family Network
Mary Simpson	Heathwatch
Carolyn Whippman	Herefordshire Council Quality Team
Helen George	Herefordshire Council Housing Team
Laura Ferguson	Herefordshire Council
John Gorman	Herefordshire Council
Paul Choppen	Herefordshire Council

Apologies	
Ian Harper	Aspire Living
Barbara Brown	Aspire Living
Jayne McGlone	Parent carer
Rebecca Hill	2gether
Lauren Keen	Crossroads

Due to Public Health needing the Hereford and Leominster room to discuss COVID 19 (coronavirus) the meeting was shortened to 1 hour.

Introductions, Previous Minutes and Matters Arising

John welcomed everyone and went through the previous minutes.

Matters Arising

- **Letters to High street banks around Financial Support-** Paul has sent out letters to the banks and has had acknowledgments from Barclays, TSB, Coventry Building Society, Principality Building Society and Lloyds. It has yet to be decided how this is taken forward.

- **Social Prescribing Rowena Nicell**- Unfortunately Rowena was unable to attend today's meeting. This topic may have to be revisited at a later date.

Logo Voting-Board members voted for their favourite logo after the meeting. Due to voting being close board members were emailed to select their favourite out of the most popular 3 designs.

Action 1- Board members to email Paul their LDPB logo vote by Friday 13th of March.

Bill of Rights-Due to time this was not discussed, however board members were asked to send in their feedback by Friday 13th of March. Paul, Tracy, John, Laura and Mike will work on updated version of the Bill of Rights. Paul will then sent round to board members for comment. Tracy to arrange with Paul a zoom meeting

Action 2 - Board members to send in their feedback on the Bill of Rights by Friday 13th of March.

Action 3- Paul, Mike, Laura, John and Tracy to discuss feedback and update the Bill of Rights. Paul will then send round the document for comment.

How do we make sure people in Shared Lives are heard?-David Davies. (Shared lives Manger)

David.Davies@herefordshire.gov.uk

David Davies said shared lives support 65 people in shared lives placements and 13-15 in respite. Up to 3 people can live in shared live setting although less than 3 is preferred. David work with Shared Lives Plus which is the national body that provides guidance for Shared lives in England and Wales.

David talked about how Shared Lives try to match individuals with carers and Individual are supported to live active and independent lives as much as possible. The Shared Lives Co-ordinators works with Individuals and their carer to resolve issues. Feedback from the service users is are also gathered through questionnaires (My Shared Lives) every few months. If Individuals for any reason want to leave shared lives they have to give 28 days' notice.

Any Issues around shared lives can be raised by a social worker, family, friends, and the locality teams. Any learning is provide to the carers through strength based training.

David said that carers can take part in Shared Lives carer forum to discuss issues however there is currently not a service user group but he wants to set one up. Mary said Healthwatch was willing to help.

Action 4- Mary to lease with David Davies.

Rose raised a point that during Stay Up late events often individuals have to leave early due to staff change overs at their placement.

Action 5-Laura, Rose and Caroline to meet to discuss further.

Co-Chair Role=Louise Walton

Louise and Tracy had been working on list of measure to make meetings more accessible.

Points included:

- Displaying the agenda and information on a big screen
- Conduct meetings at a reasonable or slower pace.
- Increase the number of board members who have a learning disability.
- Summarise each topic and set out clear actions.
- Consider allowing 2 meetings to each theme in the strategy if needed.

Paul Scott also added that a glossary or words that are often used during board meetings should be available.

See list attached for more information.



Suggestions for
LDPB meetings.docx

Tracy also volunteered to be to co-chair. Laura asked everyone whether they were happy for Tracy to be co-chair and all board members were. Laura then called a motion for Tracy to become the board's co-chair Louise and Alexa first and seconded this motion.

A discussion ensued about how Tracy as co-chair will be supported.

Mike Cook, Mary Simpson and Louise Walton offered to support Tracy.

It was suggested that name badges/sticky labels or name cards should be used at future minutes and the minutes need to be proof read before they go out.

Action 6. Paul to arrange pre-meets with Tracy a week before future board meetings.

Sub Groups.

When Louise and Tracy raised the point of potentially allowing 2 meetings to each theme in the strategy the board started to discuss the possibility of having sub groups around specific topics. Points raised during this discussion included:

- Having a sub group of 5-10 people with more complex learning disabilities
- Splitting board meeting in half so sub groups could feedback to the board.

The board agreed to discuss the structure of the board, sub groups and learning disability engagement at the next board meeting in June.

A.O.B

Community Games-Rose stated that the community games would be held on the 23 September.

Reasonable Adjustments-Mary said the Reasonable Adjustments tool kit will soon be available on WISH website. The toolkit will have advice specific to a variety of conditions including learning disability, dementia and mental health.

Actions

Actions table		
Who	What	When
Paul, Laura, Mike, Tracy, John	Action 3- Paul, Tracy, John, Laura and Mark to discuss updates to the Bill of Rights. Paul will then send round to board members for comment.	May 2020
	Action 6-. Paul to arrange LDPB pre –meetings with Tracy a week before the board meetings.	May 2020
David Davies / Mary Simpson	Action 4- Discuss setting up a Shared Lives User feedback group	16 th of June 2020
Rose, Laura and Carolyn	Action 5- meet to discuss how to prevent staff changeovers contributing to people leaving Stay Up Late and other social events early.	16 th of June 2020
All	Action 1 Vote on board Logo	Friday 13 th March 2020
	Action 2 Board members to email Paul their feedback on the Bill of Rights	

Items for the next agenda:

- Keeping Healthy and Felling Safe-update from the CCG
- Structure of the board including sub groups and LD engagement.
- A.O.B

Next Learning Disability Partnership Board Meeting –Tuesday 16th of June 2020 10am-1pm, Herefordshire and Leominster Room, Herefordshire Council Offices, Plough Lane, Hereford.