



HEREFORDSHIRE'S
LEARNING DISABILITY
PARTNERSHIP BOARD
everything about us but not without us



Meeting-LDPB

Date/Time-04 October, 2am-4pm

Venue-Zoom Conferencing and Bromyard and Sutton Room, Plough Lane

Attendees:	
Name	Organisation / Role
Tracy Crum	Chair, Echo
Mike Cook	Chief Officer, Echo
Chris Smith	Service Development Officer, Envirobility
Emma Cairns	Vice Chair of Parent Carer Voice
Debbie Hobbs	Chair of the National Autistic Society
Carolyn Whippman	Senior Commissioning Officer Community Wellbeing, Herefordshire Council
Paul Choppen	Partnership Board Assistant, Community Wellbeing, Herefordshire Council
Carly Burton	Nurse, Community Learning Disability Team
Mary Simpson	Healthwatch Herefordshire
John Gorman	Commissioning Officer, Community Wellbeing, Herefordshire Council
Tracy Teague	Nurse, Community Learning Disability Team
Nick Gregory	Engagement Co-ordinator, CarerLinks
Ginnie Jaques	Shared Lives Manager
Rob Gorle	ACSYLE
Gill Gorle	ACSYLE
Claire Wilson	Clinical Lead, Community Learning Disability Team

Apologies

Name	Organisation / Role
David Johnson	Alzheimer's Society
Barbara Brown	Executive Assistant to Service Quality Director Aspire Living
Ian Harper	Service Quality Director, Aspire Living
Richard Keble	Project Lead NHS Herefordshire and Worcestershire CCG
Rose Hunt	Herefordshire Mencap
Jenny Dalloway	Programme Director – Mental Health, Learning Disabilities and

Name	Organisation / Role
	Autism, Herefordshire and Worcestershire CCG
Rachael Skinner	LeDeR Lead
Sean Ladd	Manager, Star College

Welcome and Introduction

Tracy welcomed everyone and asked members to introduce themselves.

Zoom etiquette

Tracy went through the Zoom etiquette.

Previous Minutes and Matters Arising

July 26th LDPB Meeting

Attendee	Action	Detail	Update
Paul	Action 1	Correct the 24 May 2022 LDPB minutes with this change.	Corrected and re-published on website
	Action 3	Rebecca also asked for ideas for Learning Disability Week 2023 to be put on the agenda for the next LDPB meeting on the 4th of October.	Paul has added this as an agenda item for this meeting
Rebecca	Action 2-	Emily asked Rebecca to forward the information shared with Belmont Surgery to her regarding improving the take up of Annual Health Checks along with easy read information, so she can share it with Wargrave and Cantilupe Surgeries.	No Update- Paul to chase.
Colleen	Action 4	Colleen to send Carolyn more information on the abuse CLDT had received from members of the death community for promoting Sign Along so she can see the finer detail.	Colleen hasn't sent Carolyn any more information on the abuse that staff at the CLDT received. Carolyn thought Colleen may feel that she has raised the issue enough already with her colleagues and line management.

Action 1-John asked Paul to correct grammatical errors before the minutes are published on the Council's LDPB web page.

Action 2-Paul to chase whether Emma has received the information off Rebecca regarding improving the take up of Annual Health Checks and easy read information that she had previously shared with Belmont Surgery.

ICS Updates-Carolyn Whippman

Carolyn went through various updates from the ICB meetings including:

Annual Health Checks- a report was released about Annual Health Checks from the Annual Health Checks Priority Action Group-dated 26 September for the July to September reporting period. It detailed what had gone well since the last report including around 20% of annual health checks being completed as of the 31st of August and 87% of those had a completed health action plan.

Sensory Friendly Environments- 12 GP practices have had a sensory friendly assessment.

14 PCN's have been signed up for the Annual Health Checks support offer. There is also going to be a standard template produced for the annual health checks and health action plan. All required practice staff will be trained in annual health checks and health action plan planning.

ICS Health Dashboard- Carolyn has located the dashboard and said it capture information on the autism diagnostic pathway, diagnostic assessment, the dynamics support register, the number of admissions in young children and adults services across the two counties. It hasn't been updated since the end of 2021 with the likes of Jenny Dalloway, Caroline Kirby, Rachael Skinner and Richard Keble have had the most input into it.

Carolyn said based on the feedback she has received this week it is unclear whether the dashboard will be updated as they have found other ways through the ICS and partnership boards of cascading information.

LeDeR Updates- Updates from July to September include around 13 notifications were made to LeDeR and 9 reviews have been completed, with 100% allocations within that 3 month time frame. Not all reviews have been completed within the 6 months due to staff absence and changes in the review process.

Action 3- Chris asked Carolyn to find out if there are people with lived in experience take part in the LeDeR reviews.

Learning Disabilities and Tackling Health Inequalities Board- From the august meeting it has been noted that there has been good performance in annual health checks and progress has been made around the sensory friendly environments.

Herefordshire and Worcestershire Safe and Wellbeing Reviews- the 5 eyes review panel met in July and the Health Checkers were visiting groups in Herefordshire throughout August and September to recruit more people.

Learning Disability Week 2023 Ideas

The board had a discussion including the idea including having Learning Disability Week events quarterly rather than all within one week every year. It was also suggested that Herefordshire could have its own local theme alongside the theme picked by Royal Mencap each year. John pointed out that it was a big effort from Collen, Rebecca and the rest of the Community Learning Disability Team in organising this year's event. It was proposed that a working group should be set up with as many organisations as possible to help organise and run next year's event.

Action 4-In the absence of Coleen and Rebecca it was agreed that this agenda item would be discussed further at the next LDPB meeting on December 6th. Paul to add this to the next agenda.

Joint Worcestershire and Herefordshire LDPB's Meeting

Mike explained how members of both boards had attended each other's meetings and it had been proposed that a joint LDPB meeting may be beneficial to discuss issues and topics that stretch across both counties and discuss how both boards can work more closely together. Chris said he would be interested in any pan county sub group that may come out the joint meeting.

Action 5-Mike and Tracy agreed to approach the Worcestershire LDPB to scope out the best way forward including a first joint meeting.

Mary asking what differences Tracy and Mike had noted when they had attended a Worcestershire LDPB meeting to which they both replied more established reporting mechanism for advocacy group to report back updates at meetings and a high number of attendees with a learning disability.

Action 6-Tracy, Paul, Carolyn and Mike to look into how we can get more people with a learning disability to attend or have an input in our board meetings and its work.

Supported Living Framework Review and Day Opportunities Framework Review

Supported Living

Carolyn said the Supported Living Review is still be worked on with a meeting tomorrow to start the work in earnest.

Carolyn explained the review is being done so people can maintain their independence, make quality assurance more robust around supported living, to find a better way of managing voids and vacancies. Also implement the Talk Community approach in service delivery even more than currently and ensuring we keep having a strength based approach that is based around the individual.

Carolyn mentioned that within the review they will look at all the current supported living providers that are on the register already along with the extra care and live in care services and the out of county placements.

As part of the review they will be looking at:

- The position of Herefordshire within the market
- The current provision and any additional provision that's needed
- Future models and revising the service specification.

We will developing a framework with procurement and our promotional team and will look at our referral process, our housing and accommodation requests, technology innovation alongside the systems we use to access people when they need support. They will also look at direct payments, finances, rates and charging and purchasing.

Providers will be met and consulted on in due course with the hope that the review will be finalised in June or July 2023.

Day Opportunities Review

Carolyn and Eleanor Crichton who has been brought in to complete the Day Opportunities Framework review have been meeting with various providers over the past few weeks learning about their business and what activities they deliver. Eleanor has also been having meetings about the role of Talk Community will play in promoting services.

Action 7-Chris made an offer for Carolyn and Eleanor to come and visit Envirobility. Carolyn said she will be in touch.

Sub Group LDPB Survey Feedback

Mary Simpson went through the feedback she had received. Please see attached.

[LDPB poll Volunteering June/July 2022.](#)

[LDPB poll Exercise July/August 2022](#)

[LDPB poll Relationships August/September 2022](#)

Mary noted that it may be good idea to run some more sessions on sexual health and relationships.

She also noted the number of surveys filled in was boosted by supporting individuals to fill in the surveys by those who attended the learning disability awareness days.

Mary mentioned she has visited the Horizon Centre and aims to speak to Aspire staff on the 17th of October. She plans to keep going round visiting different groups and places that might be able to support people to fill in the surveys. Mary would really appreciate if members keep promoting and sharing the surveys.

The next free surveys will be on:

1. Moving from where you live
2. What jobs I would like
3. How I manage my health

Mary noted that the platform that is used for the surveys doesn't allow for pictures to be added and so shared a link to the surveys that can be printed off and sent back that do have pictures in.

[Speak to your LDPB -Change where I live.pdf](#)

[Speak to your LDPB - Jobs November and December](#)

[Speak to your LDPB – Moving Away](#)

Chris invited Mary to visit Envirobility.

Mary asked Rob and Gill from ACSYLE who help Mary comprise the survey if they had anything else to add.

Rob said that the question of friendship and relation is vital, so if there is anything the board can do to meet each other in a way that is healthy and friendly, anything the board can do to promote connections with people that do have learning disabilities and those that do not is really useful.

Mary also noted that she had comments from people with a learning disability on Learning Disability Awareness Week that appreciated the celebratory nature of it and the way they could come and meet others and feel like a community. It would be great if we could have more events where people with a learning disability could come together and compare notes and develop friendships, relationships and wider circles of support.

Chris mentioned that Leisure Links does allow people with a learning disability to meet up with those who do not have a learning disability to partake in leisure activities.

Action 8-John asked Paul to make sure the LDPB Surveys are added to the LDPB webpage.

A.O.B

Position statement from the council on the bid to the government for changing places toilets

Carolyn mentioned that lots of people with varying conditions struggle to socialise, go shopping and dining because of the lack of adequate facilities in their towns and cities where they can attend to their hygiene and toiletry needs. In the summer of 2021 the government had it compulsory to include changing places toilets in certain public buildings.

The government that year launched a £30 million changing places fund which was launched to help councils increase the number of adequate toilets/changing spaces. Herefordshire missed out on part of the £23.5 million that was allocated in round 1 but have submitted their expression of interest for round 2 (£6.5m) of funding. Round 2 will operate over the financial year 2023/2024 and to be eligible for the support the local authorities have to confirm in their expression of interest that they can complete building and the registration of the changing places toilets by the end of 2023/2024 financial year.

Karen Stanton (Corporate Grant Lead Officer) has been leading on the expression of interest comprising of 3 bids that had to be submitted by 30th September 2022.

Oliver McGowan Training

Carolyn mentioned that the all staff in health and social were to receive learning disability and autism training to change the culture of care with regards to people with either or both conditions.

The first phase of training will be ready in October and is being developed by Health Education England in partnership with Skills4Care, the Department of Health and Social Care and the family of Oliver McGowan.

Tier 1-is for those who only work occasionally with those with learning disability and autism that don't have a responsibility for providing direct care. This will comprise of an e-learning session followed by an interactive session which will be delivered by a person with a learning disability and a person with autism, who will both be supported by a facilitator.

Tier 2-is for health and social care staff who have a responsibility for providing care to people with a learning disability and those with autism. This will comprise of a 90 minute e-learning session followed by a 1 day face-to-face training session.

Shard Lives Panel recruitment Ginnie Jaques

Ginnie mentioned that Shared Lives is looking for more Panel members and recruit more Shared Lives Carers.

Action 9-Ginnie asked Paul to share the documents. Please see attached.

[Herefordshire Shared Lives Panel Recruitment October 2022](#)
[Panel Member](#)
[Herefordshire Shared Lives Carer Advert October 2022](#)
[Article for Talk Community](#)

Talk Community Re-Procurement

Paul mentioned that Kelly Watts had asked him to ask board members for their views on the Talk Community website including

- What they liked about the current website
- What they don't like about the current website
- Have they had any communication with Kelly Watts about any design changes

Mike mentioned that Echo had shared their views with Kelly and felt it was a re-branding of the wish website. He mentioned that the general opinion was the WISH website was poor and search results could be very inconsistent.

At the workshop that Echo attended Talk Community acknowledged the inconsistent search results and the need to make the website more user friendly.

Mary mentioned that the website has improved since WISH launched and that the website needs to be better at filtering what information the user has asked for, with it currently giving too broad a range of information in its search results.

Mary suggested maybe a questionnaire could be developed to help understand what information people want to find out by using the website. She also said there were plans for training to find out what key search phrases people were using and organisations may need to do some of that filtering on behalf of people. An easy read section would also be beneficial along with a simpler portal to get in the website.

Nick again echoed Mary's and Mike's point about having some kind of filtering mechanic and it would initially help that when information is put onto the website by organisations they could include certain key words that would come up if you searched for them, with information being categorised when uploaded onto the website.

LDPB Surveys

Mary also noted that initially it was agreed that the LDPB Surveys would be reviewed after a year which will be in February 2023 when the Board have to decide whether the surveys are meaningful and ways of expanding it or if or look to do things a different way.

Action 10- Paul will put a note on the agenda for February's LDPB meeting to review the impact of the surveys.

Date of Next Meeting
6th December 2pm-4pm

Actions

Attendee	Action	Detail
Paul	Action 1	To correct grammatical errors before the previous minutes (26 th July 2022) are published on the Council's LDPB web page.
	Action 2	To chase whether Emma has received the information off Rebecca regarding improving the take up of Annual Health Checks and Easy Read information that she had previously shared with Belmont Surgery.
	Action 4	To add the LD Week 2023 Ideas to the agenda for the LDPB meeting on 6 th of December 2022.
	Action 8	To add the LDPB Surveys on the LDPB webpage.
	Action 9	To share the documents regarding the Shared Lives Panel and the Shared Lives Carers Advert.
	Action 10	To note on the agenda for February's LDPB meeting to review the impact of the LDPB surveys
Carolyn	Action 3	To find out if there are people with lived in experience take part in the LeDeR reviews or Chris Smith (Envirobility).
Mike and Tracy	Action 5	To approach the Worcestershire LDPB to scope out the best way forward regarding holding a joint LDPB with Worcestershire.
Tracy, Paul, Carolyn and Mike	Action 6	To look into how we can get more people with a learning disability to attend or have an input in our board meetings and its work.
Carolyn and Eleanor	Action 7	Carolyn to respond to Chris with a proposed date/time to visit Envirobility as part of the Day Opportunities Review.