



MINUTES

Meeting	Date	Time	Location
LDPB	12 th September 2013	10:30-14:30	City Hall, Room 15
Attendees			
<p>Mike Hennessey: Co-chair, Service Director, Care Management Alistair Henderson: Planning & Development Manager, Lead Officer LDPB David Goodhind: Co-chair Lal Heaton: Service Manager, Care Management, (LD) Sally Hesford: Project Manager/Housing Group Lead Jeffery Osbourne: Service User Representative Mandie Lewis: Family Carer Representative Mary Brennan: Family Carer Representative Vicki Jeffries: PCP Co-ordinator & PMLD champion Claire Hayward: Director of Community Services – Freeways Lizanne Harland: Community Commissioning Manager (PCT) Lin Blight: Locality Manager CLDT Central Keith Bates: Employment Lead Laura Coke: Service User Representative Debs Stevenson: Milestones Trust Lesley Russ: Public Health / Health Group Lead Mark Hamilton: Planning & Development Manager (CYPS) Caris Douglas: Service User Representative Paula Cordell: Care Quality Commission Debbie Millar: Strategic Manager for LD & Prisons, Bristol Community Health Julie Collison: Bristol Community Health Mary Moore: City of Bristol College Vin Martin: Service User Rep Support Pam Stenning: Family Carer Rep Sam Radford: Carer Support Centre Avril Marshall: Transitions Information Co-ordinator, Bristol City Council (observer) Wendy Sharman: Commissioning Manager, Bristol City Council Geraldine Summers: Planning & Development Manager, Bristol City Council (notes) Rebecca Lillie: Team Manager, Bristol City Council (item 8 – Day service changes) Louise Briggs: Community Development Manager, Bristol City Council (item 8) – Day service changes) Jo Pilbeam – Brandon Trust (Item 2) Jevon Smith – Travel Buddy trainer</p>			
Apologies			CC

Agenda Item	Discussion Points/ Outcomes & Actions	Action
1	MH welcomed attendees to meeting, introductions were made and apologies taken. There were no declarations of interest.	
2	<p>Travel buddies and safe places – Jo Pilbeam and Jevon Smith</p> <p>JP and JS presented the report. JP confirmed that all the travel buddies are peers, are paid and that what they do is:</p> <ul style="list-style-type: none"> • Get people independent with their travel • Offer one to one person centred support • Cover basics in travel training and personal safety and help a person to plan a safe journey • Help by providing accessible information to trainees about their journey in the form of a Travel Wallet • Help people until they are independent <p>Details of the Travel Buddy project were presented to the Transport Committee at the House of Commons this year, George Ferguson the Elected Mayor of Bristol was there.</p> <p>JS gave details of his work with the project including how the project has helped people without verbal skills to become independent with their travel.</p> <p>JP confirmed that Safe Havens are now going to be known as Safe Places and will be managed by Avon & Somerset Police who will be responsible for signing up new places to be part of the scheme. Brandon Trust’s involvement will now be focused on promoting the scheme. The existing green logo will still be displayed alongside the new yellow logo. The launch date for Safe Places will now be 25th November.</p> <p>A question and answer session followed</p> <p>Action – AH asked JP to provide a list of the Safe Places when available.</p>	JP
3	<p>Family Carers Report</p> <p>ML, SR and MB presented the Family Carers Report that had been circulated.</p> <p>ML asked a number of questions regarding the 0-25 Service and how this linked to Transitions Service ML also referred to the recommendations of the Foundation for people with Learning Difficulties</p> <p>After significant discussion it was agreed that the board requires a full update / presentation on the 0-25 Service and how this links to the changes that are happening in the Health & Social Care, Care Management review.</p> <p>ACTION: It was agreed to ask Carol Watson from H&SC and a relevant officer from CYPS to come to the next would be invited to a future LDPB meeting.</p>	AH

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	<p>Sam Radford (SR) reported that carers have raised a number of concerns about assessments as part of the Day Opportunities project:</p> <ul style="list-style-type: none"> • Some people have been assessed without key people from their circle of support being included • Carers are concerned that the “Supporting Carers through change” protocol is not being followed. <p>MH will take this up with Service Managers to ensure that both concerns are addressed.</p> <p>SR asked how does the council commission and monitor services? WS described the Quality Assurance (QA) team who visit providers and monitor services. The frequency of this depends on the service and can vary from fortnightly to every 2 years depending on circumstances. WS said that the council is reviewing the quality assurance (QA) process under the heading “Quality is everyone’s business”. Action – AH to consider inviting a presentation for a future meeting.</p> <p>CH said that they had not received a QA visit for non-residential services.</p> <p>With reference to care reviews and assessments MH explained that the council aim is to review all packages of care and support annually and we currently achieve 80% reviews. If a review hasn’t taken place for 2 years there is sometimes a reason for it. However if a carer has concerns that a review hasn’t taken place they can contact MH direct.</p> <p>Mary Brennan (MB) talked about the concerns about carers assessments not being given and in some cases being carried out only after the person they care for has been assessed. MH said that some carers decline the offer of a carers assessment but it should always be offered</p> <p>Pam Stenning (PS) asked whether there are details of the numbers of people with Learning Difficulties who may be affected by the Bedroom Tax. MH said we don’t have details of people affected by the Bedroom Tax from particular clients groups, but there are potentially 200 people in Bristol who will be affected by it. At the moment the Mayor has made a commitment not to evict people as a result of it.</p> <p>ML asked what is Bristol’s contingency plan for direct payment recipients if a “appointee” or “managing authority” is incapacitated. MH said the priority would be to ensure the service is secure, if necessary reverting to a managed account. AH confirmed that there are currently 93 people with learning difficulties receiving a direct payment.</p> <p>ML referred to £71,000 due to come to the council to collect information about Adult Social Care Services. Following the meeting here is the link from ML that refers to this:</p> <p>https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/225310/Final_LASSL_13-14_new_burdens.pdf</p>	<p>AH</p>

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	<p>AH will ask members what they want the questions to be. The survey will then be sent out for members to complete and return by the end of October.</p> <p>AH to consider all responses in confidence and bring back a summary and proposal to the December meeting.</p>	<p>All</p> <p>AH</p>
7	<p>Work Group Reports</p> <p>Further to the Employment Report Lal Heaton gave an update on the BASE Conference where the LDPB Employment group ran a workshop in supporting people with LD into work at a challenging time.</p> <p>Lesley Russ gave an update on her report to the Health & Wellbeing board on the Confidential Inquiry. Lizanne Harland described how the CCG is looking into the quality of annual health checks.</p> <p>This lead to a discussion about the Joint Health & Social Care Self-assessment framework and the Big Health & Wellbeing check-up day that all members would be welcome to attend.</p> <p>ACTION – Alistair to forward invitations.</p> <p>Provider reps referred to the problems in getting accessible taxis, booking well in advance can help but it is really difficult for journeys before 9.30 a.m.</p> <p>Action – MH to talk to transport colleagues to consider who is best to respond to these concerns.</p> <p>Regarding housing, a report regarding the Community Support Accommodation project is going to cabinet in November with a hope that the project can be extended to other locations in the city. Members gave positive responses to examples of service user experiences given by SH.</p>	<p>AH</p> <p>MH</p>
8	<p>Day Services update – Rebecca Lillie & Louise Briggs</p> <p>Members were given an update on the new hubs, now to be known as Bristol Community links including details of timescales, building works and plans to transfer some service users from units that are closing.</p> <p>Reviews for Service Users at Lockleaze are on-going as closure will not be until June or July 2014</p> <p>Facilities for changing, training and person centred planning were described; some parts of the building are open to the public.</p> <p>There has been a lengthy recruitment process that is now being concluded and RL described the training that staff are receiving.</p>	

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	LB said Family carers are invited to visit Bristol South Community Link when it is open.	
9	<p>Any Other Business</p> <ul style="list-style-type: none"> • WS and Lal Heaton gave an update on the launch of Bristol’s autism strategy and the forum that will run to oversee its implementation. • The Misfits Theatre Company have won a National Lottery Good Cause Award as one of the nation’s favourite art Project <p>ACTION MH to write to the Misfits Theatre Company on behalf of members of the LDPB to congratulate them on this achievement</p> <ul style="list-style-type: none"> • More good news our Co Chair David Goodhind has passed his driving test. 	MH
10	<p>Previous Minutes and action list</p> <p>June minutes agreed as accurate.</p> <p>AH to complete an update action sheet to check we are following up on what is agreed at board meetings.</p> <p>Members to check action list</p>	AH All
	<p>Next meeting</p> <p style="text-align: center;"><u>Thursday 12th December 10.30 – 2.30 at City Hall</u></p>	