



Learning Difficulties Partnership Board



MINUTES

Meeting	Date	Time	Location
LDPB	14 th March 2012	10:30-14:30	City Hall, Room 15
Attendees			
<p>Mike Hennessey: Co-chair, Service Director, Care Management David Goodhind: Co-chair & Service User Representative Vin Martin Support to Co-chair Alistair Henderson: Planning & Development Manager, Lead Officer LDPB Lal Heaton: Service Manager, Care Management, (LD) Sally Hesford: Project Manager / Housing Group Lead Jeffery Osbourne: Service User Representative Sam Radford: Carer Support Worker – CSC - SR Mandie Lewis: Family Carer Representative Mary Brennan: Family Carer Representative Vicki Jeffries: PCP Co-ordinator & PMLD champion Jane Trathen: Service User Representative Claire Hayward: Director of Community Services – Freeways - CH Lizanne Harland: Community Commissioning Manager (PCT) Tim Wye: Strategic Commissioning Manager Alison West: Senior Nurse, Clinical Service Development Lin Blight: Locality Manager CLDT Central Lesley Doherty: Project Co-ordinator, Bristol & South Glos People First Keith Bates: Employment Lead Mark Hamilton: Planning & Development Manager (CYPS) Lesley Russ: Public Health / Health Group Lead Laura Coke: Service User Representative Debb Stevenson: Area Manager Milestones Trust Gemma Holden: Commissioning Officer Paula French: Commissioning Manager MH / LD David Abbey: Director, My Safe Home Limited Kay Russell: Strategic Planning Manager</p>			
Observing			
<p>Salin Razik: Psychiatrist Carisa Douglas - Service User from Black members group</p>			
Apologies			CC
<p>Sheena Huggins: Service Manager (Care Services) Terena Lewin: City Of Bristol College Roger Moyse: CLDT General Manager Pamela Stanning: – Family Carer Representative</p>			

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1.	Attendees introduced themselves. MH welcomed observers and new members to the meeting. No declarations of interest.	
2.	<p>Day Service Changes – Tim Wye</p> <p>TW updated the Board on timescales. Lawrence Link and Shirelink closures have been delayed by about 4 weeks as a result of issues regarding assessing service users needs.</p> <p>ACTION: AH to circulate timeline for Day Service changes.</p> <p>TW explained a Prevention Fund for start up projects existed some examples of projects that the fund supports includes:</p> <ol style="list-style-type: none"> 1) Safe Havens and Travel Buddies 2) 'Bristol is me' which is the name for Bristol's "People & Places" which is a safe social network for service users. <p>Recently there was a Provider Day where service users met providers and saw the range of day opportunity services on offer. Providers and Commissioners are working together to build capacity to meet needs.</p> <p>A booklet of providers had been prepared and copies were circulated. Action AH to circulate electronic copies.</p> <p>ML asked about the quality of the staff working for these providers. TW explained that providers are accredited with the Council, consequently their staff are trained in many essential areas including Safeguarding.</p> <p>ML asked about the monitoring of People & Places. TW explained safety is built into the system and Sally Foster Project Manager would be looking at how people used it, a 'Bristol is Me' launch event will be held in the future. Lal H mentioned having positive relationships is included in the Social Workers assessments. Bristol & Me could be used to develop positive friendships between service users.</p> <p>There were questions about Person Centred Plans and how they differed from Person Centred Care Plans. VJ explained the different terms and clarified what a Person Centred Plan is.</p>	<p>AH</p> <p>AH</p>
3.	<p>Service Users Report – Jeffrey Osbourne</p> <p>J.O. read through the Service Users Report.</p> <p>Regarding housing and contacts, SH said there was a general number to contact for anyone with specific housing problems. Users could also ask staff in the city Customer Service Centre</p>	

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	<p>http://www.bristol.gov.uk/page/council-and-democracy/customer-service-points</p> <p>People could also contact Sally Hesford direct: Tel 0117 9037792</p> <p>The issue of fridge magnets with helpful numbers on them was discussed, Lal H said if it was felt fridge magnets were a good idea then funding was possibly available from the Prevention Fund.</p> <p>SH mentioned making the Starter Pack information more accessible.</p> <p>JO asked about benefit changes. MH said they were complicated and phased in over a long period. Social Workers were also being trained up to offer advice to service users.</p> <p>A Benefits Briefing will be circulated with the minutes with contact details for questions. AH has arranged for someone to attend the next Board meeting to give an update including Universal credit, Personal Independence Payments and Employment support allowance.</p>	<p>AH / LH</p> <p>AH</p>
4.	<p>Work Groups</p> <p><u>Employment</u> KB said they were in the process of reviewing last years delivery plan' and planning next years. The panel that allocates the job coach funding met yesterday to consider applications. There was a high level of interest in Project Search at a recent event promoting an intake planned for September.</p> <p><u>PCP</u> VJ updated the Board on her work with quality assurance and Person Centred planning.</p> <p>VJ said work had been done around 'what is PCP for carers' and how it could be useful for the people who they cared for. VJ described how the use of one or two page individual profiles is a good starting point in the PCP process and she had some examples to share with interested members.</p> <p>JO asked if the PCP Co-ordinator role would still be going after a year. AH said yes, as VJ was in post until September and they had positive responses about extending this fixed term post.</p> <p><u>Health – Lesley Russ</u></p> <p>LD went through the Health group report, describing developments in Domestic Violence training and a DVD available to staff and service users.</p> <p>LR asked people to note the outcomes of the Confidential Inquiry that will be published on 20th March; there will be an update to the board in June.</p>	

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	<p>LR discussed cancer screening, annual health checks and the '5 Steps to Wellbeing' that had been distributed at the last Board. Lizanne H mentioned coming to the next Board meeting with a report regarding annual health checks.</p> <p><u>Providers</u> CH asked for an update on E-Marketing.</p> <p>From Kay Russell, outside of the meeting: "H&SC is leading a piece of work for the Council, to make it possible for people to buy care, support and other services online. This would mean that people could look online to choose a service, book it and then pay for it all online. The project is at an early stage, but we will be learning from colleagues in Gloucestershire who have developed a national framework that builds on best practice."</p> <p>CH raised the subject of gaps in local service provision and how this affects Care Brokerage. MH said there are some gaps, and a strategic view of what we need to Commission for people with high support needs is required and needs to be fed back to the relevant provider forums. PF mentioned the relevance of the MH / LD accommodation strategy that we were to discuss later on the agenda.</p> <p><u>Housing</u> SH was now based in the Housing Choice Team on the 3rd floor of Amelia Court with the same contact details. In the Community Supported Accommodation project they met the target of 30 people in April. They had a variety of providers available for October to offer more choice.</p> <p>AH thanked SH for inviting David Abbey to present an agenda item on buying your own home – see agenda item 7</p>	AH/ Lizanne
5.	<p>Family Carers Report</p> <p>ML read through the Carers Report and asked about the Changing Places facilities at City Hall. Lal H said the ceiling was not strong enough to support the proposed hoist so other options of providing this are being planned.</p> <p>Funding is identified and work will start in the new financial year</p> <p>MH said English Heritage closely monitored the building and so it was difficult to change. MH had also checked the Access Guide and at present there were no plans to update it.</p> <p>ML and SR raised concerns about the impact of the Charging Policy on families, such as difficult forms to fill out and limited timescales. MH said that was a piece of work they had to catch up on and lessons had been learned from it.</p>	

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	<p>ML also raised the issue of having ‘true’ consultations, starting from a blank sheet. Some carers had felt their views hadn’t been taken into account.</p> <p>Members discussed the range of ways Service Users and carers are engaged in developments, some are consultations, some are for views and feedback and some are for information sharing.</p> <p>MH said that peoples views were valued and often made a difference, for example after consultations on day services the Council decided to keep the Drop – In facilities open instead of including them in the planned closures.</p> <p>ML asked about the Resource Allocation System. Carers wanted to be assured they would be involved. Lal H responded, she and Stephen Beet were considering the RAS process alongside other Care Management processes and carer involvement is valued in the assessment process.</p> <p>SR confirmed Kirsty Armitage had resigned and SR would continue in the role, Family Carer reps see this an essential role and thanked BCC.</p>	
6	<p>Quality Assurance Framework – Gemma Holden</p> <p>Further to the report that had been circulated GH presented an update on the Quality Assurance Framework</p> <p>MH commented that this work was a direct result of what people had told the Council. LR said links with public health are very helpful. Many members commented that peer review is a valuable tool.</p> <p>DG said that many people with LD would not have access to the internet and said Easy Read hard copy information is still needed.</p> <p>GH said yes, there would always be other options available besides digital / electronic information. It was important to get everyone involved as they were raising the profile of Quality Assurance. PF commented there is a focus on more joint working and working with other Local Authorities in this program.</p> <p>LR said that more work could be done in Bristol libraries to get people using the Internet. ML said that many carers do not have access to the Internet. Lal H commented that all drop-in centres should have access to the Internet. JT confirmed they did.</p> <p>AH asked about access to the Annual State of care report and GH said it would be a public document for everyone.</p>	

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7	<p>My Safe Home – David Abbey</p> <p>DA went through a presentation on Home Ownership for people with Long term Disabilities (HOLD) DA is the Director of My Safe Home, he described how people with LD could have greater choice in home ownership.</p> <p>The presentation had been sent in advance and DA explained how the process worked and there was a brief question and answer session. Members discussed joint ownership and the potential risks.</p> <p>Contact details for David Abbey – Director (My Safe Home Limited) Tel: 024 76 402211 E mail: davidabbey@mysafehome.info Website: www.mysafehome.info</p>	
8	<p>Accommodation strategy – MH & LD – Helen Pitches</p> <p>Helen talked through her report and described how the Serious Case review at Winterbourne View had been considered in the planning that was going ahead with relevant stakeholders.</p> <p>This strategy will be outcome focussed to deliver more control for service users in having accommodation choices.</p> <p>Helen will liase with People First about having an Easy Read version of the Strategy when it is ready to go out for consultation. Members suggested links with the Housing Sub Group of the board.</p>	HP / LD
9	<p><u>AOB</u></p> <p><u>1) Social Work in Bristol</u></p> <p>Mike Hennessey described why Social work structures, practice and systems need to change, this included the impacts of people living longer, the demand and implications of safeguarding, the changing population in Bristol and the need for better IT recording systems.</p> <p>The Council could no longer carry on the same way if it is to improve how we respond to service user need and demonstrate best value. On 14th December there was a Care Management discussion day with good attendance from many interested parties. This is an internal change but we want feedback from stakeholders to the process.</p> <p>The Council will redesign and simplify the care pathway with a single point of access. There will be a restructuring of Social work teams so that teams are no longer specialists. Lal H described how specialist skills would not be lost.</p> <p>LB asked about lessons learnt from other authorities. MH said other authorities had been contacted and the risks and benefits of planned changes have been considered and an Equalities Impact</p>	

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	<p>assessment has been completed. Developments will include changes in Care Brokerage and reablement programmes.</p> <p>Members discussed eligibility criteria and developments in transitions teams</p> <p><u>2) Health & Wellbeing Draft Strategy Consultation</u></p> <p>Kay Russell introduced the above and invited comments on the proposed themes and priorities for Bristol:</p> <ol style="list-style-type: none"> 1. A city of healthy, safe and sustainable communities and places 2. A city where healthy life expectancy and wellbeing are improving for everybody 3. A city where health inequalities are reducing 4. A city where people get high quality care and support when and where they need it <p>KR recorded feedback on the priorities and will send this to Kathy Eastwood for consideration by the Health & Wellbeing Board. Members can give direct feedback as individuals and also further feedback can be passed to Alistair.</p> <p>The draft strategy is quite complex and People First have produced an Easy Read Summary that has been circulated. KR agreed to ask Kathy Eastwood if she can contact People First about facilitating an event for Service users so they can give informed feedback.</p> <p>Examples of feedback from members included :</p> <p>The Strategy does not mention out-of-area placements and the right to a family life as a priority. Access to mainstream services for people with learning difficulties should be a priority. The relevance of the Confidential Inquiry Life expectancy differences across the city</p> <p>For further info: www.bristol.gov.uk/healthandwellbeing</p> <p>If you are not online you can pick up a paper copy of information and the questionnaire in your local library or customer service point, or request a copy by telephoning 0117 922 2848</p>	<p>KR AH LD</p>
9	<p>LDPB Update – Alistair Henderson</p> <p>AH described plans for the next two board meetings</p> <p><u>June 13th</u> In June we already have a full agenda: Welfare Reform, Safeguarding Adults, Confidential Inquiry, Annual Health Checks and the usual standing agenda items.</p>	

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	<p><u>September 12th</u></p> <p>In September we will have a break from the usual reports and standing agenda items, instead we will allocate a significant amount of time to review the work of LDPB.</p> <p>We will do this by considering a draft strategy that AH will prepare from priorities the Sub / Work groups and members have provided. We will also consider results of a member's survey that AH will circulate.</p> <p>Action. Everyone to consider what questions should go into a members survey regarding the work of the LDPB. Suggestions to Alistair before the next board meeting.</p> <p>Previous minutes & Action List</p> <p>Previous minutes agreed and Action List to be updated and circulated with minutes from today.</p> <p>All members to check Action List for things they need to do ahead of future meetings.</p>	<p>All members</p> <p>All members</p>
	<p>Next meeting 13th June 2013, City Hall, 10:30</p>	