

**Learning Disability Partnership
Board Meeting 27th September 2018**

Present:

Joanna Tubb (Chair) John Gurney Amy Hodson	David Sheardown Marie O'Sullivan Olivia Brister	Kerry Gibson Justin Hackney Richard Eccles	Rob Barber Mick Skipworth
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1.	<p>Welcome, Introductions and Apologies</p> <p>Joanna welcomed everyone to the second meeting of the new Board of the LDP and everyone attending introduced themselves. Apologies were received from Sheridan Dodsworth and Philip Burgess.</p>	
2.	<p>Minutes and Actions from the last meeting</p> <p>The minutes from the meeting held on 17th May 2018 were confirmed as being accurate. The only amendment needed is that 'Lincolnshire' needs to be included in documents when referring to the four local CCG's, including in acronyms, e.g. SWLCCG.</p> <p>A copy of the new structure model for the LDP has not yet been shared with Board members.</p> <p>Rob advised that currently the connections between this Board, the Autism Partnership Board and the Mental Health Partnership Group is through the joint involvement of Adult Care officers (Mick and Rob), officers at SWLCCG (including the EBE's – Amy, Lorraine and Jo) and Voiceability. Where there are themes and issues that affect all of these groups, as well as people with physical disabilities, there will be opportunities to form Joint Task and Finish Groups and work together.</p> <p>All other actions from the last meeting were dealt with as part of the agenda items detailed below.</p>	<p>Action: Mick to correct details in the Terms of Reference when referring to the CCG's.</p> <p>Action: Rob to attach copy when circulating the Minutes.</p> <p>Action: Minutes of each of the three Boards to be shared with each Chair to identify any cross-cutting themes for joint working.</p> <p>Action: Marie to add the Minutes to the LDP website.</p>
3.	<p>LDP Action Plan – Progress Report</p> <p>Mick presented a progress report on work the LDP is doing linked to the Specialist Adult Services Commissioning Workstreams and the existing themed working groups. The following was discussed and agreed;</p>	
4.	<p>Housing</p> <p>Justin explained that this is part of a larger agenda around housing needs in Lincolnshire. It will include work to look at the specific needs</p>	<p>Action: LDP to be involved in gathering</p>

	<p>of people with learning disabilities regarding accommodation and the development of a strategy. This will help us to understand the current issues around housing and also to predict future demand for different types of housing and needs that people with learning disabilities have.</p> <p>Questionnaires need to be developed to ask people about the type of accommodation that is needed, where it needs to be located and find out about specific requirements that some people may have.</p>	<p>feedback about housing needs to help develop the Learning Disability Accommodation Strategy</p> <p>Action: LDP to help with design of questionnaires</p>
5.	<p>Strengths Based Working</p> <p>Mick advised that some engagement work was completed about strengths based approaches at a previous LDP meeting and provided details of the feedback from it.</p> <p>Joanna explained that LCC Practitioner Teams are completing similar work to review the key themes of introducing strengths based working. Richard highlighted the need to build this into support planning to ensure we provide personalised care.</p>	<p>Action: Mick to share the feedback with Joanna and Justin, so that it can be used to help inform the main messages LCC want to promote about strengths based working</p>
6.	<p>Direct Payments</p> <p>Mick confirmed that he has got the current take up figures for Direct Payments. It was suggested that one problem is the lack of easy read information to help people understand about how Direct Payments work. Marie has an old easy read document but it may need to be reviewed and updated.</p> <p>Justin highlighted the need to understand reasons why people don't take a Direct Payment and identify barriers stopping people from using this option. We also need case studies of people who have taken up a Direct Payment where it has worked well, and share these examples.</p>	<p>Action: Marie to lead work with LDP members to produce an easy read version of the current Direct Payments Policy</p> <p>Action: Identify case studies that could be shared – Practitioner Teams may be able to suggest examples</p>
7.	<p>Shared Lives</p> <p>Mick advised that Lorraine Abbott is on the tender evaluation panel for the Shared Lives service. Marie highlighted that the panel date has changed several times, which has disrupted Lorraine's plans. This needs considering if there is a desire to involve service users in work like this.</p> <p>Justin explained that some issues with timescales for this particular tender process could not be controlled but he agreed that we need to learn from this and the problem should be fed back to the Commercial Team. He added that it is important service users are involved in the development of specifications in future, not just the evaluation panels.</p>	<p>Action: Mick to provide feedback to the Commercial Team</p>

8.	<p>Day Services</p> <p>Mick confirmed that an LCC working group has been set up to look at options for the use of the day services buildings. The first meeting is on 08/10/18 and Mick will be attending. We will know more about what co-production opportunities there are for the LDP after this meeting.</p> <p>Justin added that a service user rep from the LDP is welcome to attend if somebody can be found at short notice.</p>	<p>Action: Mick to attend the working group meeting and invite a service user rep along if they are available at short notice.</p>
9.	<p>Employment</p> <p>Mick advised that LCC are working with Linkage around developing employment opportunities and Linkage have offered to provide informed support for employment work to the LDP. Joanna suggested that the day services buildings could be used as venues for Linkage to deliver employment information sessions around the county. There could also be opportunities to link in with the DWP to provide details about work-based benefits at these sessions.</p> <p>Amy suggested that the sessions could be promoted via the LDP newsletter. The sessions could be promoted to schools to encourage young people to attend. The Lincolnshire Young Voices could also be used to help work on this and generate interest among young people.</p> <p>John mentioned the need to consider that Linkage will have targets for their own service users. Justin advised that a specification is being written for LCC's Specialist Tailored Employment Partnership (STEP) contract. The information sessions could be used to identify people who are interested and also businesses willing to be involved in supporting people with learning disabilities into employment.</p>	<p>Action: Mick to discuss the proposal about employment information sessions with Linkage and Hazel at LCC, who is leading the STEP contract</p>
10.	<p>Carers</p> <p>Mick has requested details from Carers First about the number of carers of people with a learning disability who have received a Carers Assessment. He highlighted the need to consider the best way to reach carers to get their views on what the priorities are for carers support.</p> <p>Joanna highlighted that the demographic of carers is changing such as working full time, single carers or those with multiple carer responsibilities. Mick advised that County Carers are trying to work more closely with other support groups who have a younger cohort of carers, as their priorities may be different to older carers.</p> <p>Justin suggested that some of the needs may be about different types of short breaks, access to Disabled Facilities Grants (DFG's), and</p>	<p>Action: Mick to chase up details of carer numbers from Carers First</p>

	<p>emergency planning needed to help families avoid hitting crisis. Richard stated that Public Health should be involved, as the carer population generally has poorer health. He asked if a Needs Assessment has been completed for carers. This would identify their health needs and could also link into the work around strengths based approaches.</p>	
11.	<p>Health and Wellbeing Strategy</p> <p>Mick advised that the LDP meeting on 05/09/18 was on the theme of health and wellbeing. Good links are being built with Public Health and the LDP is now an 'Expert Panel' as part of the Health and Wellbeing Strategy. A further open meeting is being held on 11/12/18, which will have input from leads in a number of specific Public Health services. Justin suggested that it would be useful to get these services to visit the day services buildings and speak to service users directly.</p>	
12.	<p>Transitions</p> <p>Justin advised that a Scrutiny Review Panel is looking at transitions for young people with disabilities as they prepare for adulthood. As part of it, Councillors are visiting schools and meeting families. Once the review has finished a Transitions Protocol will be produced, which will require some engagement with service users and families to help develop it.</p>	
13.	<p>Children and Young People</p> <p>Mick advised that since the last Board meeting Sheridan Dodsworth has met with Voiceability and that Kerry from Voiceability will be attending the next Lincolnshire Young Voices meeting on 06/10/18. This will be a chance to explain to the group about what the LDP is working on and workstreams they wish to be involved in – Transitions will be a priority.</p>	<p>Action: Kerry to update on the outcomes of her visit to the Lincolnshire Young Voices meeting</p>
14.	<p>Healthy Lifestyles</p> <p>Mick confirmed that he has contacted Jennie Negus, Deputy Chief Nurse at ULHT, who is keen to work with the LDP. ULHT have signed up to Mencap's 'Treat Me Well' campaign, which aims to change how people with learning disabilities are treated in hospitals.</p> <p>Richard advised that the number of LD Annual Health Checks completed in 2017/18 was around 300 more than in 2016/17. 81 out of 90 Practices have signed up to complete Annual Health Checks this year. However, there are issues with recording processes, as GP's appear to be incorrectly coding the Health Checks. NHS England have set new targets to increase the number of people on the LD Register and the number of LD Annual Health Checks completed but Richard is confident these will be met and an action plan is in place to achieve the targets.</p>	<p>Action: Justin to see if Talking Books can be presented to the Adult</p>

	<p>Very positive feedback has been received about the Talking Books scheme at recent visits to some Practices. It was suggested that a Talking Books presentation could be given at a future Adult Scrutiny Committee meeting. It was also suggested that we should put the scheme forward for an award and Richard advised of one that might be suitable – nominations need to be submitted for this by 30/11/18.</p> <p>Mick advised about the Health Charter for Social Care Providers, which has been released by Public Health England. This is designed to support social care providers to improve the health and wellbeing of people with learning disabilities.</p>	<p>Scrutiny Committee</p> <p>Action: Richard and Mick to submit an award nomination for the Talking Books Scheme</p> <p>Action: Justin to promote the Health Charter at the LinCA meetings and inform the Commercial Team to help promote it with providers</p>
15.	<p>Staying Safe</p> <p>The 'All About Me' cards have been developed by the Staying Safe Working Group, with assistance from the Lincolnshire Safeguarding Adults Board. These were showcased at the meeting and service users have begun using them to assist with using public transport, etc.</p>	
16.	<p>Operations and Communications</p> <p>Mick advised that he is drafting a Communications Plan for the LDP and will share it with members of the Board to get their feedback on it. Some contact links are still required with regards to NHS organisations.</p> <p>The LDP website is being developed and will be showcased at the next Board meeting on 05/12/18 for approval. A meeting has been set up with Tim Marks from the LCC Comms Team about branding for the LDP.</p> <p>Justin highlighted the need to build the LDP network and service user involvement. Closer links with the Commercial Team, who have direct contact with local providers that LCC commissions, would be useful.</p>	<p>Action: Rob to send the draft Communications Plan with the minutes – All to provide feedback (Richard to provide NHS links)</p> <p>Action: Mick/Rob to link in with Commercial Team and share a Provider List with Voiceability</p>
17.	<p>Any Other Business</p> <p>Richard advised that people with learning disabilities and carers are entitled to a free flu jab and some easy read information has been made available about it, which needs to be circulated.</p> <p>Justin expressed his thanks to the LDP for their help in producing the easy read version of the Specialist Adult Services Commissioning Strategy and to Lorraine Abbott for attending the Adult Scrutiny Committee to help present it.</p> <p>The next meeting is on 5th December 2018, 1:00pm – 3:00pm, Orchard Meeting Room 8, Orchard House, Lincoln.</p>	<p>Action: Richard to send details to Marie and Joanna for them to cascade to the LDP and Practitioner Teams</p> <p>Action: Mick to check if the venue can be moved to Ancaster Day Centre</p>

