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| MEETING NOTES: | Learning Disability Partnership Board |
| DATE: | 11 th December 2018 |
| LOCATION: | Wesley Halls, Wesley Street, Redruth |

ATTENDANCE

| Name | Position | Organisation |
|-------------------------|---|------------------------|
| Nuala Kiely (NK) | Partnership Boards Officer | Healthwatch Cornwall |
| Sophie Smith | Minute Taker | Healthwatch Cornwall |
| Cllr. Jayne Kirkham | Councillor for Falmouth Smithick | Cornwall Council |
| Natalie Swann (NS) | Research Manager | Healthwatch Cornwall |
| Christine Bateman (CBa) | CEO | Cornwall Advocacy |
| Deborah Rees (DR) | Screening Liaison Nurse for Adults with Learning Disabilities | Cornwall PFT |
| Laura Truswell (LT) | Support Worker | Mencap |
| Lesley Saunders (LS) | Shared Lives Coordinator | Shared Lives |
| Paula Volkner (PV) | Transforming Care Plan Project Manager | NHS Kernow |
| Cllr. Rob Rotchell (RR) | Portfolio Holder for Adults | Cornwall Council |
| Sam Edwards (SE) | Interim Programme Manager for Learning Disabilities and Autism | NHS Kernow |
| Shelagh Mitchell (SM) | Liaison Lead for Learning Disabilities/Autism, CHAMPS and Safe Places Manager | Cornwall Council |
| Gordon Christie (GC) | Advocate | Cornwall Advocacy |
| Neil Carpenter (NC) | Advocate | Cornwall Advocacy |
| Anthony Dunn (AD) | CHAMPS | Cornwall Council |
| Chris Jordan (CJ) | Carn Brea Parish Councillor | Cornwall Council |
| Heather Davidson (HD) | Parent Carer and Self-Advocate | Parent Carers Cornwall |
| Andrew Gray (AG) | Trustee | Cornwall People First |
| Colin Blandford (CBl) | Co-Production and Engagement Officer | Cornwall Council |
| Nigel Walker (NW) | Adviser | Cornwall People First |
| Suzanne Leggett (SL) | Manager | Cornwall People First |
| Maurice Sturmer (MS) | Self-advocate | Cornwall People First |
| Ebony Rose (ER) | CHAMPS | Cornwall Council |
| Pam Godwin (PG) | Primary Care Liaison Nurse | CPFT |
| Richard Gittens (RG) | CHAMPS | Cornwall Council |
| Suzanne Wixey (SW) | Service Director, Adult Social Care and Support | Cornwall Council |

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| Liz Nichols (LN) | Senior Manager Strategic Commissioning | Cornwall Council |
| David Coleman (DC) | Head of Business Support and Administration | Cornwall Council |
| Caroline Finlayson (CF) | Speech and Language Therapist | CPFT |
| Allison Kirk (AK) | Bodmin Community Learning and Disability Nurse | CPFT |

APOLOGIES

| Name | Organisation |
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| Megan Julian | Cornwall PFT |
| Sgt. Julie Jamaa Ben M'Hand | Devon & Cornwall Police |
| Betty Farnell | Cornwall Council |
| Anne Bowdler | Cornwall PFT |
| Deborah Thomas | Erya |
| Elizabeth Campling | Cornwall Council |
| Fliss Hedge | Cornwall Advocacy |
| Georgia Jenkin | Cornwall Council |
| Jayne Price | CRCC |
| Karen Riley | Cornwall PFT |
| Linda Byrne | CRCC |
| Phil Hoare | Cornwall Fire & Rescue |
| Roxanne Sutherland | Cornwall People First |
| Sharon Ashby | Cornwall PFT |
| Sharon Hambley | Cornwall PFT |
| Sue Waring | Cornwall Council |
| Susan Hodgson | Mencap |
| Tim Francis | NHS Kernow |
| Tina Sandford | Cornwall Council |
| Aisling Khan | Isles of Scilly Council |
| Graeme Jackson | Advance Housing |
| Jody Wilson | Healthwatch Cornwall |
| Jonathan Price | Cornwall Council |
| Rod Landman | Association for Real Change |
| Richard Sharpe | Public Health |
| Joanne Marks | Cornwall Council |
| Andrea Gilbert | Inclusion Cornwall |
| Asa Bosley | Cornwall Council |
| Graeme Plunkett | Cornwall Council |
| Stuart Cohen | NHS Kernow |
| Helen Childs | NHS Kernow |
| Jane Rees | RCHT |

ACTION LOG:

| <u>ACTION</u> | <u>RESPONSIBLE</u> | <u>COMPLETED</u> |
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| <p>1d) NK to contact Tasha Milton for UC roll-out update</p> <p><i>All new claimants are being put on UC. No specific date for transfers from existing claimants. Government announced on 19/2/19 that they may change UVC from monthly to weekly.</i></p> | NK | |
| <p>1e) NK to circulate CC helpline number for UC application with minutes</p> <p><i>Please see attached information summary with phone numbers.</i></p> | NK | |
| <p>1f) Board members to let NC know if there are similar issues to those he previously documented with Advocacy .</p> <p><i>No responses to date</i></p> | All | |
| <p>2.1 AK to give DC and LN contacts for the LD advisory group she sits on</p> | AK | |
| <p>4.1 SL to send ER version of feedback from the forums to NK to circulate to board</p> <p><i>Not available.</i></p> | SL/NK | |
| <p>4.2 LN to liaise with CBa and get definite wait times for urgent to non-urgent care assessments, and how urgent provision for vulnerable carers is accessed. Feedback at next meeting.</p> <p><i>Awaiting response</i></p> | LN | |
| <p>4.4 NK to get assurances from DWP of the quality of training for care assessors.</p> <p><i>I haven't found any local information but there are national guidelines which say that all assessors are: OT, nurses, doctors, paramedics, physio with 2 years registration and complete a standard training. Training depends on provider. Handbooks are online. Maximus</i></p> | NK | |
| <p>5.1 CBa to contact NK with potential invitees to the board to discuss advocacy.</p> | CBa | |

| Item | What was discussed? | Action |
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| 1 | <p>Nuala Kiely opened the meeting with discussion of previous meeting's action log</p> <p>1.1</p> <p>a) Cllr Jayne Kirkham to become a co-chair for the Learning Disability PB advocate co-chair. Appointing a self-advocate co-chair will be delayed until the new terms of reference for the board are finished</p> <p>b) Update from working group: There have been 3 meetings. We're in a position to think about membership but haven't got there yet. The terms of reference are also upcoming.</p> <p>c) SM - we are meeting with First buses next week and taking them safe places stickers to be put on the buses. Training will be provided for drivers.</p> <p>d) DR - point to make: people are only being switched to Universal Credit IF there is a change in their circumstances, not before. All new claimants are assessed for UC.</p> <p>NK - I will contact Tasha Milton and see if we can get an update or statement on state of UC roll-out</p> <p>HD -May be a particular issue with students on PIP claiming UC.</p> <p>SL - A recent UC workshop acknowledged that the system is not fit for purpose and that where people can be supported to make applications, the community is relied upon to help these people</p> <p>e) SW - There are helplines within the Council for help with applying for UC. Can we circulate the numbers with the minutes?</p> <p>f) NC - Please can you let me know if the itemised list of issues with applying for benefits I have circulated rings true with others. Some issues do seem designed to confuse people with a Learning Disability.</p> <p>g) Transport issues to be discussed at Blue Light Day planning committee.</p> <p>1.2 CF and AD -Concerns that multiple attendees of the PB have a learning disability and find it hard to follow the</p> | <p>NK to contact Tasha Milton for UC roll-out update</p> <p>NK to circulate CC helpline number for UC application with minutes</p> <p>Board members to let NC know if the issues he hears about at Cornwall Advocacy has experienced are common</p> |

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| | <p>conversation. Could board members be reminded to use simpler language and talk slowly?</p> <p>NK - Possibility of smaller meeting with those with a LD that could provide more time to discuss more complex topics but the aim is that all meetings should be mindful of differing needs of Board members.</p> | |
| 2 | <p>CC Day Services Presentation - LN and DC's presentation was to discuss the engagement project around use of Cornwall's day centres. Presentation is attached as Appendix 1.</p> | |
| 3 | <p>Following on from the presentation: Discussion on who to engage with and different ways to do this. Attached as Appendix 2</p> <p>Board members to notify LN and DC if there are other groups that CC need to engage with during the consultation.</p> <p>SW - let us know if you know of any other groups we need to engage with, tell LN and DC. An ask from me is for everyone here who will be sharing this information, can we come up with a cohesive message we'll be sharing around this issue.</p> <p>RR - What we don't want to take away is the message that 'CC is closing all day services'. We are looking at a way of changing them for the better and also money-saving. Decisions won't be made until September 2019. We want co-production.</p> | |
| 4 | <p>Cornwall People First:</p> <p>3.1 SL - We will send an ER version of our presentation around with the minutes</p> <p>3.2 LN - [In reference to alleged 9 week waiting time for urgent care assessments and prioritising care assessments for vulnerable carers] I will get in touch with CB or other way around and get correct details and source about wait times for care assessments. Will then come back with how people are prioritised for assessments and exact wait times</p> <p>3.3 NK - [In reference to issues with unknown housing pathways and issues with tenancy] Housing may be a big topic of a discussion at another PB meeting.</p> <p>3.4 NK - [In reference to comment from care assessor,</p> | <p>SL to send ER version of points to NK to circulate to board</p> <p>LN to liaise with CB and get definite wait times for urgent to non-urgent care assessments, and any urgent provision for vulnerable carers</p> <p>NK to get assurances</p> |

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| | <p>“How long has he had Down’s syndrome?”] We will ask about training assessors’ training and seek assurances as to whether they are trained correctly</p> | <p>from DWP that care assessors are trained correctly</p> |
| 5 | <p>Advocacy and Future Board Meetings:</p> <p>4.1 CB - want advocacy to be on the agenda as a main issue, know advocacy is key issue for CC. Inclusion Cornwall is something we want to promote.</p> <p>NK - Advocacy and what we do or don’t have is something we have to research and bring back. We know of some organisations, voluntary or paid organisations, we need all this information to be there to be discussed at a meeting. Please let me know who we should invite to the board to discuss advocacy in Cornwall.</p> | <p>CB to contact NK with potential invitees to the board to discuss advocacy</p> |

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| NEXT MEETING DATE | 12 th March 2019 |
| LOCATION | TBC |

Appendix 1: Cornwall Council Day Services Easy Read Presentation

Making plans for Day Services



We want:



- Services that help people to stay independent



- To help people get a good job if they would like to

www.cornwall.gov.uk

We want:



- To help people to use community buildings like libraries, sports centres and community centres



- To keep our staff, but help them to work in new, better ways

www.cornwall.gov.uk

We want:



- To have centres or hubs for people with complex needs



- To work with other organisations so people can find suitable opportunities in Cornwall

www.cornwall.gov.uk

Why we need to change



- We need to save £2m



- We need to think about how we use our buildings

www.cornwall.gov.uk

How we will make our plans



- We will speak to lots of different people about what they think



- Together we will write a plan

www.cornwall.gov.uk

When will we do it?



- We will ask more people what they think

- We will make sure people with a learning disability understand what is happening



- We hope the council will make it's final decision in September 2019

Asking people what they think about our plans



- Who should we ask?



- How should we talk with:
 - People who use the service?
 - Carers and families?
 - People who may want to use the service in the future?



Points to consider in planning for new day services.

Consider the following groups which may be adversely affected or difficult to engage.

1. Adults with challenging behaviour and/or autism.
They may find change difficult and may be difficult to place in community activities
2. Adults who are non-verbal and cannot express their wishes.
Families, carers and support workers can advocate or if needed a formal advocate.
3. Vulnerable carers, particularly as an ageing population.

Which organisation or people should the engagement include. This list does not exclude other groups but was the response of those present at the PB.

1. CFT and RCHT staff
2. KCCG
3. LD advisory group
4. Cornwall People First
5. CHAMPS
6. Mencap
7. Cornwall Advocacy
8. Parent Carer Council
9. Special schools
10. Truro College.
11. Cornwall Carers Service

How will the information be cascaded.

1. Get the news everywhere, online, newspapers, radio, by letter and email.
2. Have small groups feeding into larger groups
3. Use videos showing choices
4. Share flyers. Leave them in libraries, doctors surgeries and leisure centres
5. Using leaflets specific for each client group and carers.

Other points

1. Don't forget the need for advocacy.
2. Money will be needed to enable voluntary organisations to carry out engagement/focus groups.