

Leicester City Learning Disability Partnership Board



Minutes



**Main Hall
City Hall
115 Charles Street
Leicester
LE1 1FZ**



Wednesday

5th July 2017



10.00am to 12.30pm

Some of the pictures used in the Partnership Board minutes, have been taken from the Photo symbols

If you would like the minutes in bigger print please call: 0116 454 2392

1. Welcome and introductions



Tracie Rees and Zoe Goodwin chaired the meeting and welcomed everybody.

Everybody said their names and what they do.



- **Tracie Rees**
Director for Care Services & Commissioning, Leicester City Council
- **Zoe Goodwin**
Local Leader, Mosaic
- **Mark Aspey**
Lead Commissioner – Learning Disabilities & Mental Health, Adult Social Care, Leicester City Council
- **Tom Elkington**
Business Change Commissioning Manager, Adult Social Care, Leicester City Council
- **Ben Smith**
Business Change Commissioning Manager, Adult Social Care, Leicester City Council
- **Cathy Carter**
Commissioning Manager, Adult Social Care, Leicester City Council
- **Mary McCausland**
Head of Care Services, Leicester City Council
- **Ranjan Ravat**
Head of Service, Learning Disabilities, Leicester City Council
- **Joe Dawson**
Head of service, SEN & Disabilities, Leicester City Council

- **Leon Jeffers**
Local Leader, Mosaic
- **Ranjit Singh**
Local Leader, Mosaic
- **Helen Perry**
Advocate, Mosaic
- **Rashpal Binning**
Mosaic
- **Gill Huddlestone**
Carers Centre worker and Family Carer
- **Jashvanti Bhogaita**
Carer
- **Steph Chapman**
Family Carer
- **Meena Ackbarally**
Ansaar
- **Barry North**
Family Carer
- **Jackie North**
Family Carer
- **Darren Goddard**
Leicestershire Police
- **Laura Horton**
Leicestershire Centre for Integrated Living (LCIL)
- **Anthony Church**
Department for Work and Pensions
- **Rob Melling**
Head of Community Development
Leicestershire Partnership NHS Trust

- **Donna Bishop**
Valuing People Support Assistant, Leicester City Council
- **Shamima Essat**
Valuing People Support Assistant, Leicester City Council
- **Kavita Dholakia**
Valuing People Officer, Leicester City Council
- **David Brown**
Person centered planning assistant, Leicester City Council
- **Aaron Keen**
Values Manager, Voluntary Action Leicestershire
- **John Singh**
Strategy & Implementation Manager
Leicester City Clinical Commissioning Group
- **Sangita Topiwala**
Strategy & Implementation Support Officer
Leicester City Clinical Commissioning Group
- **Katrina Dickens**
Learning Disability Acute Liaison Lead Nurse Practitioner, University Hospitals of Leicester

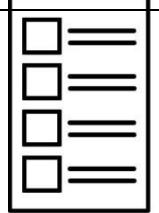
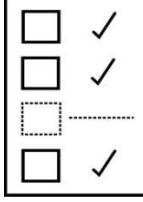


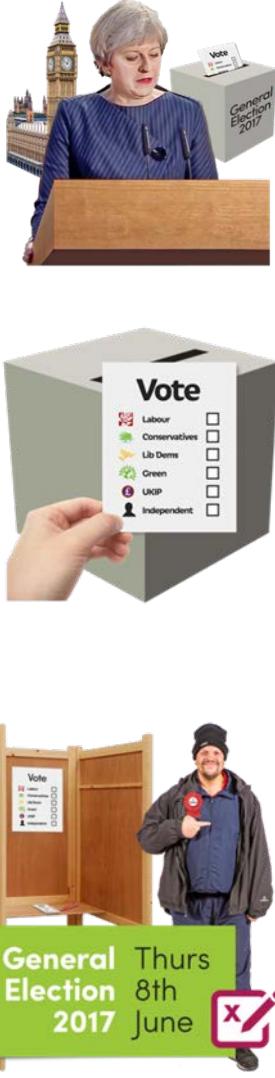
2. Apologies

(People who could not come to the meeting)

- **Councillor Rory Palmer**
Executive Lead for Adults Social Care and Deputy City Mayor

- **Ann Grant**
Local Leaders, Mencap Advocacy Project
- **Shamima Sidat**
Valuing People Support Assistant, Leicester City Council

	 	3 3.1	<p>Minutes of the last meeting</p> <p>The minutes of the last meeting were agreed as correct.</p>
		4 4.1 Action	<p>Matters Arising</p> <p>Settings of Care Policy consultation did finish in February. We are waiting to hear about what will happen next so no presentation could be provided at the moment. John Singh will take back any concerns to the CCG board. The continuing health care applies to small number of people with high levels of needs.</p> <p>John Singh to take back the concerns regarding settings of care to the CCGs and feedback at the next meeting.</p>

	5.	<h2>We Think</h2> <p>Local leaders Leon and Ranjit gave We Think report.</p>
	5.1	<h3>Voting</h3> <p>The Prime minister Theresa May called a snap election. We have been talking about voting.</p> <p>We made sure that all the We Think members who wanted to vote were registered and talked about the different ways of voting, some members have chosen to vote by post.</p> <p>We talked about how to vote and that you have to put a cross in the box and not a tick other wise your vote will not be counted.</p> <p>We talked about the different parties; Red for labour, Blue for conservative and Yellow for Liberal Democrats. We had a discussion about what we would do if we were Prime Minister.</p>
	5.2	<h3>Health Campaign</h3> <p>We are supporting Mencap with their Health Campaign, to improve health services for people with a learning disability.</p> <p>Bindya came to the group to talk about the campaign and to ask the group if they would like to take part in a promotional video. We Think and Bright Light Members both</p>

  	<p>took part in making a short video clip, which will be used to promote the campaign later on in the year.</p> <p>The group members are looking forward to seeing the finished video clip when it is released.</p>
   	<p>5.3 Learning Disability Week</p> <p>The week of the 19th June was learning disability week. This year learning disability week was about employment.</p> <p>De Montfort University always celebrate learning disability week by holding a learning disability awareness workshop for the student nurses, the local leaders were invited to go and talk to the nurses and share their experiences of being employed.</p> <p>The local leaders enjoyed talking to the nurses and hope that when the nurses qualify they will use this experience in their working practice.</p>

  	5.4	<p>Any other work</p> <p>We have been talking about the Safe, well and happy group. Although we haven't been to any of the meetings, we have given some of our ideas to Ashleigh by email.</p> <p>We have had lots of discussion about what has been happening in the news around the terror attacks in Manchester and London. We have all found this news very upsetting, and some group members have said that they are worried about going out in case something happens to them.</p> <p>We have just found out that the Advocacy Service is going through another consultation, we will be filling in the consultation papers and discussing this further over the next few weeks.</p>
	5.5	<p>Darren Goddard talked about the terror attacks that happened in Manchester and London. Leicestershire Police would like to reassure people that Leicester is a safe place. We have reminded senior officers about the accessible information for people with learning disabilities.</p>

	6 6.1 Action	<p>Carers Action Group</p> <p>Gill Huddleston said that at the last Family Carers' Forum family carers talked about how caring affects their mental well-being.</p> <p>Kavita to circulate carers and mental well-being document and carers update from Gill Huddleston to all.</p> <p>The issues carers talked about at the meeting are:</p>
	6.2	<p>Learning Disability Nurses</p> <p>The family carers felt that having nurses who understand the needs of a person who has a learning disability and their family carers is a good idea in the 3 big hospitals but:</p> <ul style="list-style-type: none"> • The number of hours the nurses do is not enough to help people as soon as they go into hospital. • There are not enough learning disability nurses to cover the hours and the number of people who need them. This made us question how useful they are. • Some family carers felt the service was helpful, but others felt they were not. • If there is a leaflet available for families as soon as a person who has a learning disabilities goes into hospital which tells them about the nurses, how they can be contacted and what they can do to help. <p>Family carers felt that it is not clear what help is available to them when someone goes into hospital. For example: do all of the different ward staff point family carers to their Carers Charter.</p>

		<p>Family carers feel that some people who have a learning disability need a separate room while they are in hospital, to help them to cope better.</p> <p>A quiet room in Accident and Emergency is not always available when needed and has caused problems for a family.</p>
	6.3	<p>Health checks</p> <p>Family carers felt that testicular checks should be part of the annual health check for men who have a learning disability.</p>
	6.4	<p>Short Breaks</p> <p>Family carers felt that it was very important to have a variety of services available to meet the different needs of people who have a learning disability and their families. This is important for all people of all ages who have a learning disability, from childhood to adulthood.</p> <p>Family carers felt that all assessments of needs for children and adults should include additional support for weekends and college or school breaks automatically when they are completed if the person goes to school or college. Family carers felt that these times are not always taken into account when assessments are being done.</p> <p>The types of services family carers felt are needed include:</p> <ul style="list-style-type: none"> • Building based services like day centres • Going into the community <p>Family Carers felt that it is important to have overnight short breaks available. There needs to be a variety of types of overnight short breaks available. These can be helpful</p>



		<p>for both the family carer and the person they care for. These can be very helpful for breaks from each other and great learning opportunities.</p> <p>Family carers had concerns that families who are currently just coming into adult services might be offered less help than some families of people who have been receiving support for a long time.</p> <p>Family carers felt that there is often a lack of understanding of the need for breaks from caring for family carers of both children and adults. Also there is a need for a list of services to be available to families.</p> <p>Family carers felt that personal budgets often do not give a family carer enough of a break from caring to meet their needs as family carers.</p> <p>Steph Chapman said that multi-disciplinary team meetings have 17 professionals in the meeting and she asked why does every review takes place at the Agnes Unit. Carers and users need to be made comfortable at the meeting. Tracie Rees suggested assessments at Hastings Road.</p> <p>Action Rob Melling to speak to people at the Leicestershire Partnership Trust about the Agnes unit checks and involvement in short breaks planning.</p>
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	7.	Learning Disability Acute Liaison Nurse Team
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	<p>7.1</p>	<p>Katrina Dickens gave an update about the learning disability acute liaison nurse team.</p> <p>The team currently consists of:</p> <ul style="list-style-type: none"> • Katrina Dickens • Louise Hammond • Lindsey Heald
	<p>7.2</p>	<p>The team work Monday to Friday, 8am to 4pm. Lindsey works 3 days a week and does not work during school holidays.</p>
	<p>7.3</p>	<p>The team can be contacted on 0116 250 2809 (answer machine available)</p>
	<p>7.4</p>	<p>The team's new senior manager and Head of Safeguarding at the hospital is Michael Clayton. This is because Deb Baker is retiring.</p>
	<p>7.5</p>	<p>The team aims to:</p> <ul style="list-style-type: none"> • To work with the hospital staff to support healthcare to patients with learning disabilities. • To support patients with learning disabilities, their relatives/carers, when they come into hospital. • To make suggestions/recommendations for adjustments to care. • Training to hospital staff
	<p>7.6</p>	<p>The teams yearly report for 2016 is out.</p>
	<p>7.7</p>	<p>LeDeR Programme</p>
		<p>In December 2016 the team were asked to start giving information to LeDeR. The team will continue to give information during 2017.</p>

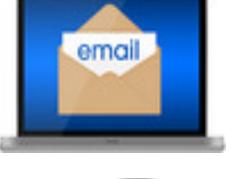
	<p>7.8</p> <p>7.9</p> <p>7.10</p> <p>7.11</p> <p>Action</p> <p>7.12</p> <p>7.13</p> <p>Action</p> <p>Action</p>	<p>LeDeR is the Learning Disability Mortality Review. It will collect information about deaths across the country. John Singh said that there needs to be communication with GPs around this. Not everyone is on the learning disability register.</p> <p>Lindsey and Katrina had been on the training. People with learning disabilities die 20 years younger than general public.</p> <p>For more information about the project, look on the internet at: http://www.bristol.ac.uk/sps/leder/about/</p> <p>Katrina Dickens shared the cards with the new phone number for the Learning Disability Acute Liaison nurse team.</p> <p>Katrina Dickens to email the leaflet/card with information about the nurses and how they can be contacted to Kavita to circulate to the board.</p> <p>Tracie Rees asked if Katrina can come to talk to the transitions team. Katrina agreed.</p> <p>Tracie Rees asked if there is any promotional easy read information that can be sent out in the community and for social workers team on annual basis.</p> <p>Katrina Dickens to email the learning disability acute liaison nurse team's easy read annual report to Kavita to circulate to the Board.</p> <p>Katrina Dickens to go to transitions team to talk about the learning disability acute liaison nurse team.</p>
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	8	Health Update
	8.1	Sangita Topiwala from Leicester City Clinical Commissioning Group gave an update about the health checks.
	8.2	A health check is when the doctor or nurse checks if you are healthy, examines you and asks some questions about your health. Health checks take place at your doctor's surgery every year.
	8.3	Sangita Topiwala shared the chart which included the number of people on Learning Disabilities Register, Number of Health Checks Completed & Difference.
	8.4	Last year 193 patients didn't have health checks. There has also been less people attending their health checks appointments. There are concerns for people not attending for several years.
	8.5	Health checks for people with learning disabilities are important: <ul style="list-style-type: none"> • It's good to have a health check even if you do not think you have a health problem. • Some illnesses do not get better on their own. If the doctor finds out you have an illness, they can help you to get better. • A health check will help you make sure you are doing the right things to stay healthy.
	8.6	GP practices need to look at sending out letters in easy read formats for people with learning disabilities.
	8.7	You can take someone with you to your health check if you want.
	8.8	Let the surgery know if you have any special needs that will make it easier for you to have a health check:-



	<p>If you need:-</p> <ul style="list-style-type: none">• Help to hear• Help to say how you feel• Longer appointment times• Quieter waiting area• Be able to wait in the car outside until the appointment• Easy read information• A hoist or wheelchair to help you at the appointment• A first appointment or last appointment in the clinic to help you cope with crowds• Anything else?
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	9	<p>a. Voluntary and Community Sector preventative services</p>
	9.1	<p>b. Voluntary and Community Sector preventative grant fund</p>
	9.2	<p>Cathy Carter talked about Leicester City Council's consultation about Voluntary and Community Sector preventative services and creating a new Prevention & Wellbeing Grant Fund. The consultation proposals are detailed in the presentation attached with the minutes.</p>
	9.3	<p>The consultation is due to end on the 28th July. You can give your comments on the councils website by searching for consultations.leicester.gov.uk.</p>
	9.4	<p>The printed questionnaires are available from libraries, community centres and the Customer Services Centre on Granby Street. You can also contact us to receive copies by</p> <ul style="list-style-type: none"> • Email at ASCConsultations@leicester.gov.uk • Call on 0116 454 2300 <p>Barry North said that there was a consultation 2 years ago and it was contracted for 3 years, if these proposals go forward what will happen to those contracts. The council is stopping contracts half way through to save money.</p>
	9.5	<p>Leon Jeffers said this is the second time the council is running the consultation about the Voluntary and Community Sector preventative services.</p>
	9.6	<p>Tracie Rees said that after the care act came in to place and due to the level of demand last year the city mayor and executive team have decided to run the consultation.</p>

	<p>9.7</p> <p>9.8</p> <p>9.9</p> <p>9.10</p> <p>9.11</p>	<p>Advocacy /supporting the Learning Disability Partnership Board is important.</p> <p>Gill said that the carers centre is one of those affected by the consultation. There is a problem with advocacy being under one roof because if a family carer and a person who needs services have a difference of opinion they have to go to the same service.</p> <p>With regard to carer advocacy: when Gill is doing carer advocacy it is very different from ordinary advocacy because she have to make sure that she look at how she helps in the following ways:</p> <ul style="list-style-type: none"> • Is the carer advocating for the person they care for. If they are then Gill has to make sure that what the carer is saying is what the person who they care for wants. • Gill also has to check that how the person needs help is covered, this is because the carer often has to give information about what is needed in terms of the way help is required so it is important to help the carer present their information about what is required and why. • Gill also has to help the carer to say what help they want for themselves. <p>The carers centre is holding a number of meetings to look at the City Council proposals. Carers will also be welcome to give any views of their own. The information gathered will be sent to the City Council as part of the consultation process.</p> <p>There was a discussion about the formal response from the Learning Disability Partnership Board but all agreed to respond individually.</p> <p>.</p>
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	9.12	Laura Horton said that LCIL are running a consultation event to help people fill in the questionnaires.
	9.13	Laura Horton requested better and holistic approach. It would be useful to have pre-warning about the consultation to help with the levels of anxieties.
	Action	Kavita to send easy read questionnaires to the We Think group at Mosaic.

	10 10.1	<p>Anything else</p> <p>There was no any other business.</p>
	11	<p>Meeting dates in 2017:</p> <p>4th October</p> <p>Time: 10:00 to 12:30pm Venue: Main Hall, City Hall, 115 Charles Street Leicester LE1 1FZ</p>

Actions

- 1. John Singh to take back the concerns regarding settings of care to the CCGs and feedback at the next meeting.**
- 2. Kavita to circulate carers and mental well-being document and carers update from Gill Huddleston to all.**

- 3. Rob Melling to speak to people at the Leicestershire Partnership Trust about the Agnes unit checks and involvement in short breaks planning.**
- 4. Katrina Dickens to email the leaflet/card with information about the nurses and how they can be contacted to Kavita to circulate to the board.**
- 5. Katrina Dickens to email the learning disability acute liaison nurse team's easy read annual report to Kavita to circulate to the Board.**
- 6. Katrina Dickens to go to transitions team to talk about the learning disability acute liaison nurse team.**
- 7. Kavita to send easy read questionnaires to We Think group at Mosaic.**