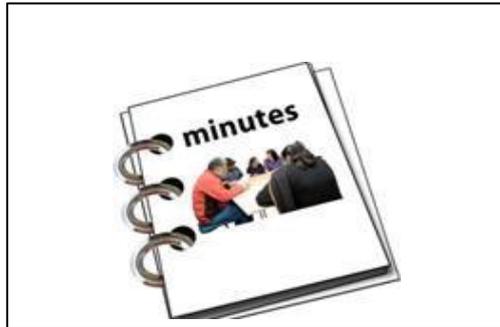


Leicester City Learning Disability Partnership Board



Minutes



Large Hall Brite Centre



Wednesday 24 January 2018 10.00am to 12.30pm



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

If you would like the minutes in bigger print or in a different language 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 Adult Social Care & Commissioning, Leicester City Council
- **Zoe Goodwin**
Local Leader, Mosaic
- **Mark Aspey**
Autism, Learning Disabilities, Mental Health and Substance Misuse, Adult Social Care and Commissioning, Leicester City Council
- **Tom Elkington**
Business Change Commissioning Manager, Adult Social Care & Commissioning, Leicester City Council
- **Mary McCausland**
Head of Care Services, Leicester City Council
- **Malcolm Hepplewhite**
Team Manager, Shared Lives, Adult Social Care, Leicester City Council
- **Elaine Moden**
Shared Lives service user
- **Ranjan Ravat**
Head of Service, Learning Disabilities, Leicester City Council
- **Leon Jeffers**
Local Leader, Mosaic
- **Ranjit Singh**
Local Leader, Mosaic

- **Helen Perry**
Advocate, Mosaic
- **Shayma Yaslam**
Interim Carers Wellbeing Project Manager, Ansaar
- **Barry North**
Family Carer
- **Jackie North**
Family Carer
- **Minakshi Bhatti**
Family Carer
- **Darren Goddard**
Leicestershire Police
- **Micheal Smith**
Healthwatch Officer
- **Steph Chapman**
Transforming Care and Family Carer
- **Gill Huddleston**
Carers Centre worker and Family Carer
- **Anthony Church**
Department for Work and Pensions
- **Bharat Keshwala**
Partnership Manager, Job Centre Plus
- **Shamima Essat**
Valuing People Support Assistant, Leicester City Council
- **Shamima Sidat**
Valuing People Support Assistant, Leicester City Council
- **David Brown**
Person centered planning assistant, Leicester City Council

- **Kavita Dholakia**
Valuing People Officer, Leicester City Council
- **Helen Wheeler**
Leicestershire Partnership Trust
- **Aaron Keen**
Values Manager, Voluntary Action
Leicestershire
- **Matthew Pinches**
Engagement Officer, Adult Social Care &
Safeguarding
- **John Singh**
Strategy & Implementation Manager
Leicester City Clinical Commissioning Group
- **Julia Kew**
Lead Health Facilitator, Leicestershire Partnership
Trust

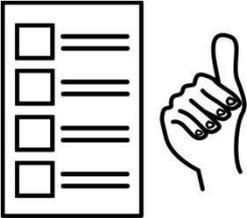
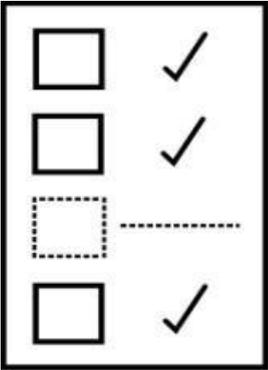


2. **Apologies**

(People who could not come to the meeting)

- **Joe Dawson**
Head of service, SEN & Disabilities, Leicester City
Council
- **Ann Grant**
Local Leader, Mosaic
- **Laura Horton**
Leicestershire Centre for Integrated Living (LCIL)
- **Stan Brown**
Family Carer
- **Rob Melling**
Head of Community Development
Leicestershire Partnership NHS Trust

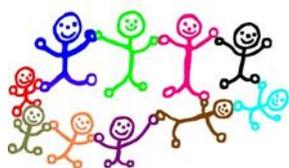
- **Susan Lyons**
SALT Lead for Communication, Adult Learning Disabilities, Leicestershire Partnership Trust
- **Donna Bishop**
Valuing People Support Assistant, Leicester City Council
- **Sangita Topiwala**
Strategy & Implementation Support Officer
Leicester City Clinical Commissioning Group

	<p>3</p> <p>3.1</p>	<p>Minutes of the last meeting (4th October 2017)</p> <p>The minutes of the last meeting were agreed as correct.</p>
	<p>4</p> <p>4.1</p> <p>4.2</p>	<p>Matters Arising</p> <p>Actions</p> <p>Annual Health Checks booklet is on agenda.</p> <p>Tom has written terms of reference (meeting rules) for the Partnership Board and went to We Think group for their feedback. Terms of reference (meeting rules) was sent to all members for comments. Tom have updated this with all the comments received and he will resend the terms of reference (meeting rules) for any final comments.</p>

	<p>5.</p>	<p>We Think</p> <p>Local leaders Leon Jeffers and Ranjit Singh gave We Think report.</p>
  	<p>5.1</p>	<p>Polite Reminder</p> <p>Rules of the Partnership Board</p> <p>A polite reminder from the Co. Chair, Zoe. To avoid Zoe having to raise her voice, please can we remind people to be seated and ready for the start of the meeting at 10am and again at the time agreed after the break.</p> <p>Use the red and green cards if you wish to speak, with one person speaking at a time.</p> <p>As we have an agenda, please support us to keep the meeting on time by keeping 'On Topic' If the matter you are raising is personal please speak to a relevant person outside of the Partnership Board Meeting.</p> <p>Thank you Zoe.</p>
 	<p>5.2</p>	<p>Hope and Remembrance Service Hate Crime</p> <p>Zoe and Ranjit attended the Hope and Remembrance Service at Leicester Cathedra organised by Darren Goddard during National Hate Crime Awareness Week.</p> <p>Zoe and Ranjit found the service very moving, especially the part of the service where 6 different people shared a story about an individuals experience of Hate Crime and then lit a candle of remembrance.</p>



They fed back to the We Think group and we had a reminder discussion about Hate Crime and how to report it



5.3

Other work.

We have met with Mark Pinches and went through the Safeguarding Adults Presentation, and agreed to support him with further work.

Sangita came to We Think and we went through the Annual Health Check leaflet, we added a few changes, but thought it was very good and we are pleased that CCG are now going to purchase photosymbols.

Tom Elkington came to We Think to go through the Learning Disability Partnership Board terms of reference and rules of the meeting.



<p>6</p> <p>6.1</p> <p>6.2</p> <p>6.3</p> <p>6.4</p> <p>6.5</p> <p>6.6</p>	<p>Carers Action Group</p> <p>Steph Chapman said why the term family carer will be used instead of carers. This is because:</p> <ol style="list-style-type: none">1. Many people call paid care workers carers.2. The people who provide unpaid help to a person who has support needs are usually family or close friends or neighbours.3. Many unpaid carers do not see themselves as carers and do not like being called a carer, but are often more willing to accept the term family carer. <p>Carers presentation around issues and ideas they have is included with this minutes.</p> <p>Jackie North said that sometimes agency staff don't look at her son Gary's notes in order to support him.</p> <p>Steph Chapman talked about free online training which can be registered by anyone. The module on learning disability and mental health is being written and this will be accessible.</p> <p>Steph Chapman said that Tracie Rees did very good presentation around transforming care at the last meeting. Transforming Care is only part of the problem. Better Care Together has been running from the last 3 years.</p> <p>Tracie Rees said that Claire Nagle, Transforming Care Programme Manager's job contract is coming to an end this July. This post will be funded for another 6 months.</p>
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	6.7	Gill Huddleston suggested transforming care as standard agenda item. Tracie Rees said that a lot of issues we talked about are covered in the Learning Disability strategy and it is the central point of improving services for people with learning disabilities.
	Action	Learning Disability Joint Commissioning Strategy workshop to be the main agenda item at the April meeting.
	6.8	Joint Integrated Commissioning Board is talking about developing an ambition statement around what is our ambition and focus in the city for people with learning disabilities.
	Action	Tracie Rees and team to put together Learning Disability ambition statement and send this out for comments.

	7	Council Budget
	7.1	Martin Judson from the finance department gave an overview of the council Budget to board members followed by discussion.
	7.2	Gill Huddleston (Carers Centre and Family carer) asked if the councils across the country are facing the same issue with the budget.
	7.3	Martin Judson (Head of finance) said that this is a national issue and councils across

		<p>the country are facing the same situation. The council have been quite good with managing the problem but it is getting to a point where things are difficult.</p>
	7.4	<p>Steph Chapman (Family carer) suggested writing another letter to the government about the budget issue and delaying green paper just to push the message across.</p>
	7.5	<p>Tracie Rees (Director for ASC and Commissioning) said that there was a discussion last night at Adult Social Care Scrutiny meeting and the budget was presented by Steven Forbes. They will write a letter to the government. Tracie said that she is happy to send a letter out from the Partnership Board if required.</p>
	7.6	<p>Gill Huddleston (Carers Centre and Family carer) don't think it will work. Everyone agreed.</p>
	7.7	<p>Tracie Rees (Director for ASC and Commissioning) said that ADASS - The Association of Directors of Adult Social Services have made several representations to the government about the state of Adult Social Care.</p>
	7.8	<p>Micheal Smith (Healthwatch) said that the green paper is too focussed on elderly population, one part of the community.</p>
	7.9	<p>Leon Jeffers (Local leader with learning disability) said that we have experienced too many cuts and it is keep on going round in the circle.</p>
	7.10	<p>Ranjit Singh (Local leader with learning disability) said that the government is cutting the services we need like lunch clubs. It is time the government think about people instead of cut backs.</p>

	7.11	Tracie Rees (Director for ASC and Commissioning) said that the feedback from the partnership board will go to the executive team.
	7.12	Tracie Rees (Director for ASC and Commissioning) said that any organisation who would like to draft a letter directly, send this to Kavita as soon as possible.
  	<p>8.</p> <p>8.1</p> <p>8.2</p> <p>8.3</p> <p>8.4</p> <p>Action</p>	<p>Health Update</p> <p>Julia Kew and John Singh from the Leicester City Clinical Commissioning group gave an update on learning disability annual health checks.</p> <p>Easy read Learning Disabilities Annual Health Check booklet:</p> <ul style="list-style-type: none"> - Booklet will be printed soon. - Booklet explains what people should expect from their annual health check and why it is important to attend. - We hope it will help increase awareness of Annual health checks for everyone involved including carers and health care professionals. <p>Julia Kew - Primary Care Liaison Nurse continues to work with practices / carer / service users / community engagement to raise profile and importance of annual health checks.</p> <p>Julia also works with practices who have many people not attending for Learning Disabilities Health Checks</p> <p>Julia Kew to write a letter around Health Checks to be sent out to providers.</p>

	Action	John Singh to find out if the Learning Disabilities Annual Health Check booklet can be translated in other languages.
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	9	Shared Lives
	9.1	Shared Lives is a type of care for people who are unable to live independently or may not wish to live alone. Shared Lives carers offer care and support in their own home to older people, people with mental health problems, or people with physical or learning disabilities.
	9.2	Malcolm Hepplewhite, team manager with service user Elaine Moden showed a short DVD about shared lives.

	10	Universal Credit
	10.1	Bharat Keshwala from Job Centre Plus gave an update on Universal Credit to board members followed by discussion. This is the new and easy way of claiming 6 benefits all in one claim.
	10.2	The presentation included video clips around making a new claim, opening an account and completing an online claim.
	10.3	In Leicester Universal Credit go live on 13 th June. Universal Credit covers 6 benefits in 1 claim. Once the account is opened people have 28 days to complete the claim online.
	10.4	Barry North said that this is not easy to use for carers who don't use a computer to make

	Action	a claim online. Tony Church to go to We Think group to talk about Universal Credit.
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	11 11.1 Action	Anything Else Darren Goddard said that this will be his last Partnership Board meeting as he is moving to a new job. Everyone congratulated Darren for his new job and said thank you for his work for the board over the years. Learning Disability social workers team and enablement to be on agenda at the future meeting.
	12	Meeting dates in 2018: 25 th April 2018 18 th July 2018 31 st October 2018 Venue: Main Hall, City Hall, 115 Charles Street Leicester LE1 1FZ

Actions

1. Learning Disability Joint Commissioning Strategy workshop to be the main agenda item at the April meeting.
2. Tracie Rees and team to put together Learning Disability ambition statement and send this out for comments.

- 3. Julia Kew to write a letter around Health Checks to be sent out to providers.**
- 4. John Singh to find out if the Learning Disabilities Annual Health Check booklet can be translated in other languages.**
- 5. Tony Church to go to We Think group to talk about Universal Credit.**
- 6. Learning Disability social workers team and enablement to be on agenda at the future meeting.**
- 7. Tom Elkington to resend the terms of reference for the Partnership Board.**