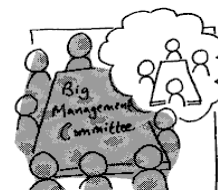


# Wakefield Learning Disability Partnership Board

[www.wakefieldldpb.org.uk](http://www.wakefieldldpb.org.uk)










## Meeting held on Thursday 15 December 2011 At Sandal Rugby Club







**Present:** Sam Pratheepan – Service Director Adults (Chair)  
Paul Curtis – Partnership Board Co-Chair and Support Worker  
Jayne Gilmour – Service Manager Care and Support Transformation  
Duncan Smith – Team Manager Transformation - Modernisation and Partnerships  
Di Button – Senior Social Worker Modernisation and Development  
Sara Pearson – Partnerships Co-ordination  
Jai Rae – Your Voice Wakefield  
Scott Williams – Your Voice Wakefield  
Sarah Edwards – Your Voice Wakefield  
Debbie Gittins – Millennium Care Service  
Frances Murphy – Partnership Board Representative  
Angela Addle – Partnership Board Representative  
Karen Brown – Partnership Board Representative  
Ruth Twiggins – Head of Public Health: Health Inclusion NHSWD  
Michael Wharton – Adult Safeguarding Manager  
Margaret Sparks - Family carer and carer representative  
Kate Firth – Assistant Director of Patient Experience  
Chris Clark – Carers Wakefield and District  
Catherine Fenn – Student Nurse  
Phil Smedley – Senior Commissioning Manager Wakefield and District PCT  
Jim Leyland – Service Manager Personalisation  
Lisa Willcox – Service Manager Operations Adults  
Karen Gillott – Choice Support  
Margaret Short – Family carer and carer representative  
Marie Gibb – Strategic Health Facilitator  
Jane Smith – General Manager for Learning Disabilities (SWYPFT)  
Mrs Ashrafi – BME carer representative

Ian Campbell – Commissioning Manager (for the Adult Services Commissioning for Transformation Strategy agenda item)  
Dr Andrew Furber – Director of Public Health (for the Public Health Report agenda item)

**Apologies:** Barrie Warner – Family carer and carer Representative  
Councillor Pat Garbutt  
Irvine Archer – The LINK  
Dr Bipin Upadhyay – Consultant Psychiatrist  
Lucy Horobin – Learning Disability Carer Support Worker

**Copy to:** Pam Pickles – Finance  
Mark Nevill – Children’s Services  
Gaynor Hodgeson – Alternative Care Services  
Sharon Sellers – Your Voice Wakefield  
Caroline Slater – Programme Manager Joint Commissioning  
Gillian Quinn – Your Voice Wakefield  
Vicky Bennion – Your Voice Wakefield  
Alison Woodhead – Avalon  
Carole Hunt – Hillcrest Residential Home  
Jayne Feather - Avalon  
Julie Clements – Dimensions  
Adele Rudge – Your Voice Wakefield  
Maggie Graham - Mencap  
Jody Gabriel – CoActive  
Carl Berry - Dimensions  
Sue Moorhouse – Safeguarding and Family Support  
Angela Battye – Job Centre Plus  
Lorraine Wood – Job Centre Plus  
Ruth Liley – Connexions  
Stephanie Gibson – Public Health Commissioning Manager  
Ann Rutter – Service Manager SWYPFT  
Carol Phillips – Dimensions  
Alan Stewart – Transitions Champion  
Ann Dore - Carer

|                 |  |  |
|-----------------|--|--|
| <p><b>1</b></p> | <p><b>Welcome, introductions and apologies</b></p> <p>Apologies listed above.</p> <p>Paul Curtis is Co-chairing today and he reminded everyone to put their mobile phones on silent.</p>   |   |
| <p><b>2</b></p> | <p><b>Notes of the last meeting</b></p> <p><b>Correction</b> – Debbie Gittins was disappointed that the minutes didn't state that Millennium service users were caused distress after watching the Winterbourne View programme, which showed abuse of people with learning disabilities. They also had discussions about it. The minutes have now been corrected.</p> <p>The minutes of the meeting on 22 September 2011 were agreed as a true record.</p>   |    |
| <p><b>3</b></p> | <p><b>Matters arising</b></p> <ul style="list-style-type: none"> <li>◆ <b>Winterbourne View response</b> – There has been an audit of reviews of people placed out of district and two assurance processes requested by the Department of Health. Jayne will bring a report back to the next Board.</li> <li>◆ <b>Horizon Centre review</b> – The Horizon Centre is due to be reviewed and in the last meeting Karen said the Partnership Board representatives have been asked to inspect the service at Horizon as well.</li> </ul> <p>Sam asked Jayne to make sure there is a joined up approach when reviewing the service with clear terms of reference. Jayne asked Di Button to meet with the Partnership Board representatives.</p> <p>The Care Quality Commission has inspected the Horizon Centre recently and there are no concerns.</p> <p>Jayne Gilmour is leading on the review in partnership with Phil Smedley and Jane Smith.</p> |     |

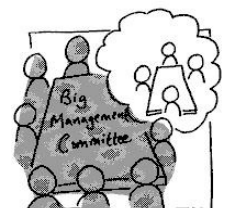
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|                 | <p>◆ <b>Safe Place Scheme</b> – Inclusion North wants to develop a Safe Place Scheme and in the last meeting Jayne agreed to be involved. Jayne and Mick Wharton can't seem to find out what's happening and Sarah from Your Voice Wakefield has also had the same problem. If the Board agrees then Jayne would like to set up a local initiative.</p>  |   |
| <p><b>4</b></p> | <p><b>Budget</b> – Sam Pratheepan</p> <p>Sam said Wakefield Council has met the target set for 2011/2012 and protected front line services where other local authorities have made cuts.</p> <p>A further £22 million will have to be saved next year and Sam will be fighting the corner for learning disabilities, although Adults Services will have to contribute to the savings.</p> <p>In order to save money, other areas are being explored, such as transport costs and changing terms and conditions for Council employees.</p> <p>Family Services had a 5% reduction in 2011/2012 but Sam said it should not be as much for 2012/2013, although he cannot say for certain.</p> <p>Sam said the majority of learning disability services will continue for the next 12 months, but due to the size of the reduction in funding, there may be some reduction in front line services at some point in the future.</p> <p>Sam will be able to give an update next time when the final budget for 2012/2013 has been agreed.</p> |     <p><b>March</b></p> |
| <p><b>5</b></p> | <p><b>Feedback from the Partnership Board Representatives</b></p> <p>On Thursday 08 December, the Partnership Board representatives met with Scott Cunningham from Inclusion North. The purpose of the day was to find out how the Partnership Board could become more service user and carer led. Before this could be done, a few things needed sorting out.</p>   |   |

## Partnership Board Representatives Comments and Requests

- ◆ The representatives do not feel valued in the meetings (removal of £20 payment) and have no involvement in decision making. The meetings can sometimes feel intimidating with so many professionals present.
- ◆ Need to review the terms of reference so everyone knows who can vote and membership is clear.
- ◆ The Department of Health guidance suggested 50% of Board members should be service users and carers but the Wakefield representatives think this is unrealistic.
- ◆ Representatives need more training and they want to work more equally with other Board members.
- ◆ Reports and presentations sent out prior to the meetings are not always in easy read, and some presentations are only brought on the day, which means the representatives don't know what it is about and they can't plan and prepare questions.
- ◆ The representatives with learning disabilities would like the agenda and information sent out earlier so they can go through it in plenty of time and have discussions.
- ◆ Partnership Board representatives want to be involved in setting the agenda and have themed meetings.
- ◆ Bring back small group work during the meetings. This enables more people to speak up.
- ◆ Invite speakers from other areas to inspire ideas that will make a difference for people with learning disabilities and family carers.
- ◆ Use the smart sheet from Inclusion North to monitor actions.
- ◆ Please see attached report on co-production from Inclusion North. We will look at this in more detail in the next meeting.
- ◆ The representatives feel the Board has lost direction since the Partnership Manager left.

Jayne reminded everyone that a review of the Partnership Board and its terms of reference had happened last year and the Partnership Board agreed new priorities and that it would focus on:

~~£20~~

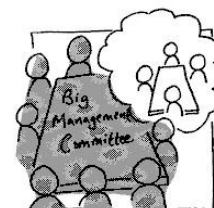


- ◆ Driving forward personalisation and transformation
- ◆ Prioritising services given the budget pressures
- ◆ Supporting consultation processes.

Sam and Jayne agreed that we need to take the comments seriously and improve involvement in decision making wherever possible.

### Actions

- ◆ Sara to send out the review of the Partnership Board paper that came last year as a reminder to everyone. Please see attached.
- ◆ We will send the agenda out earlier and try to include all presentations and information. This may not always be possible.
- ◆ Updates from the Delivery Groups will be a standard agenda item again.
- ◆ Small group work will be used for consultation when reviewing services.
- ◆ The representatives to be included in planning the agenda.
- ◆ The representatives agreed to put together some guidance for people giving presentations to the Board.
- ◆ Carers and people with learning disabilities are happy with the number of representatives that sit on the Wakefield Partnership Board.
- ◆ Jayne agreed to meet with the representatives to discuss the changes.
- ◆ The representatives want to keep a neutral venue.



## 6 Adult Services Commissioning for Transformation

**Strategy** – This report was sent out with the minutes of the last meeting.

Ian is the Commissioning Manager for Adult Services and he has come to give an update and answer questions.

Adult Services Commissioning for Transformation Strategy is all about changing the way we buy services in Wakefield.

The 2 main areas of work in the report are:



**Commissioning for Transformation**

July 2011

[www.wakefield.gov.uk](http://www.wakefield.gov.uk)

wakefield council  
working for you

- 1 – How Family Services are working towards becoming a Catalyst Council.
- 2 – How we are moving forward with cuts in funding and the demand for services increasing.

Ian agreed to meet with Sara to put together an easy read version of this document.

Ian is happy to meet with smaller groups outside the meeting to explain the document.



**7 Partnership Board Annual Report Feedback** – Feedback about the Partnership Board Annual Report was sent out with the agenda.

Jayne read through the letter and the report.

Jayne asked the HOT Group to go through the good practice in other areas, pick out topics that are important to them and bring them back to the Board.

Scott said Your Voice Wakefield and the representatives are still trying to raise money to fund the meetings.

Jayne asked Phil Smedley why the number of Annual Health Checks reduced last year. Phil said not all GP practices that signed up to do checks have submitted a claim. This doesn't necessarily mean the number of checks has reduced.

Marie Gibb said 38 out of 40 GP practices in Wakefield have now signed up to do Annual Health Checks. Marie agreed to give an update in the next meeting.

Please see attached summary of all Partnership Board Annual Report findings. You can read all the reports on the following website.

<http://www.improvinghealthandlives.org.uk/projects/partnershipboardreports>



**8 Acute Liaison Nurse Evaluation – Phil Smedley**

A copy of the evaluation was sent out with the agenda.

This post was funded by the Learning Disability Development Fund (LDDF) for a set period of time. Due to cuts in Government funding, LDDF was withdrawn in April 2011 but the post was allowed to continue until 31 March 2012

The evaluation shows significant savings in different services, and the experiences and outcomes for people with learning disabilities and family carers have greatly improved. The clear recommendation in the evaluation is for the post to continue.

Unfortunately Mid Yorkshire Hospitals, South West Yorkshire Partnership Foundation Trust and Wakefield District Primary Care Trust cannot agree who should fund the post and have requested an exit strategy.

Kate Firth and Marie Gibb said the skilled facilitation that this post provides is vital for those people that need expert learning disability care in hospital.

Sam spoke on behalf of the Board. The Board agreed the post must carry on and does not support the need for an exit strategy. Sam will take this to a higher level and will find a way to resolve the funding issue.

This will go to the Joint Strategic Commissioning Board on 10 January and the outcome will be fed back to Board members.



**9 Self Assessment Feedback – Phil Smedley**

A copy of the feedback was sent out with the agenda.

Wakefield compared well with the rest of Yorkshire and Humber and Phil read through the top 4 targets. Please see attached.



## 10 **Advocacy Consultation – Duncan Smith and Di Button**

A strategic review has taken place on all advocacy services in Wakefield. Duncan and Di are now consulting with different groups to make sure service user and carer's views are included.

They have already met with the Carers Delivery Group and the group asked Jayne to include specifics about collecting views of service users and carers in the service specification for Healthwatch.

They will also include comments from Mrs Ashrafi about how Asian carers or service users would access the advocacy service if they do not speak English.

The main concern from Partnership Board members was to ensure that people can access an advocate if there is a conflict of interest with a family member and it was agreed that the wording needed to be changed. There are also concerns about the future of self advocacy and how numbers were represented in the report.



## 11 **Public Health Report Easy Read Version – Andrew Furber**

Copies of the easy read version of the report were passed round at the meeting and Andrew gave a presentation. Please see attached.

The report includes 3 stories from Mr and Mrs Warburton about their son going in to hospital for an operation, Tim Crawshaw going to the doctor for an Annual Health Check, and Catherine Horbury about what it's like for someone with learning disabilities living and working in Wakefield.

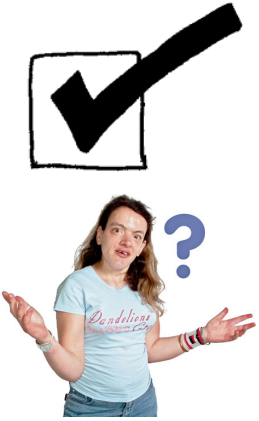


You can read the report on the following websites:  
<http://www.wakefielddtpb.org.uk/WorkOfBoard/HealthGroup/UsefulLinks/default.htm> or [www.wakefielddistrict.nhs.uk](http://www.wakefielddistrict.nhs.uk).

You can also listen to the 3 stories on the following link:  
<http://www.wakefielddistrict.nhs.uk/yourHealth/phreport2011/>



**Mr and Mrs Warburton**



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|------------------|---|--|
|                  | <p>The Board agreed that it is really important to include stories and views of carers and people with learning disabilities.</p> <p>The report has already gone to the PCT Board, Wakefield Council Cabinet and is available to the public on the above websites.</p> <p>The Board agreed the report is really good. We just need to know how they are going to make things happen in Wakefield.</p> |   |
| <p><b>12</b></p> | <p><b>Any other business</b></p> <ul style="list-style-type: none"> <li>◆ <b>Personalisation</b> – Jim Leyland agreed to talk about this in the next meeting.</li> </ul>  |   |
| <p><b>13</b></p> | <p><b>Date of next meeting</b></p> <p>The date of the next meeting is <b>Thursday 22 March 2012</b> at Sandal Rugby Club (Milnthorpe Green), Standbridge Lane, Sandal – 10am to 1pm.</p> <p><b>Meetings for 2012/2013 – 10am at Sandal Rugby Club</b></p> <p>Thursday 21 June 2012<br/> Thursday 13 September 2012<br/> Thursday 13 December 2012<br/> Thursday 21 March 2013</p>                     |  |