

**Wakefield Learning Disability Partnership Board
Carers Delivery Group**
www.wakefieldldpb.org.uk

Date: Thursday 19th January 2012

Time: 10:30am

Venue: Committee Room C County Hall

Present: Chris Clark – Carers Wakefield and District
Anne Peat – Carer
Leona Batty – CTLD West Manager
Peter Kirwan – Acute Liaison Nurse
Marie Gibb – Strategic Health Facilitator
Nancy Mawozi – Student Nurse
Sue Dye – Finance
Estelle Baxter – Finance
Vicki Hughes – Transformation Team
Don Teal – Carer
Barrie Warner – Carer and Learning Disability
Partnership Board Member
Margaret Sparks – Carer and Learning Disability
Partnership Board Member
Lucy Horobin – Learning Disability Carer Support
Worker
Sara Pearson – Partnerships Co-ordination

Apologies: Judith Arnott – Carer
Mrs Ashrafi – BME Carers and Learning Disability
Partnership Board Member
Mandi Gay – Carer

**Copy for
Information:** Christine Gatley – Carer
Mandy Clifton – Carer
David Clifton – Carer
Margaret Thickett – Carer
Mary Hick – Carer
Tony Hick – Carer
Susan Ward - Carer
Mr Chadwick - Carer
Mrs Chadwick – Carer
Jon Rigby - Carer
Tony Walker – Carer
Tracy Johnson - Carer

1. Introductions and apologies

Apologies listed above.

Shared Lives consultation – Unfortunately this is not ready so Duncan will bring it to the next meeting.

2. Minutes of the last meeting

The minutes of the meeting on Thursday 17th November 2011 were agreed as a true record.

3. Matters arising

CTLD structure and re-organisation – Leona said the CTLD Teams have now reduced to 3, although the boundaries are still to be finalised and the Nurses are under review with SWYPFT.

Please see attached up-to-date telephone numbers for the teams and also a list of GP surgeries they cover.

Role of the group – Chris hasn't done this yet. He will bring it to a future meeting.

Carer involvement in staff training – Leona said there has been a slight change in commissioning training for staff. Training is identified as part of the appraisal process. The manager completes a spreadsheet and the training is commissioned. Staff are advised when they need to attend.

Leona will let the Training Department know that carers want to be involved in any staff training around learning disabilities. They will be able to let them know issues from a carer's point of view.

- ◆ **Advocacy consultation** – During the consultation in the last meeting, Barrie asked Jayne Gilmour to involve carers if there are any plans to cut frontline services when planning the budget for 2012/2013, but he hasn't heard anything. Don said there is a meeting at the Town Hall tomorrow to discuss the cuts. These include reviews in transport costs and

pay and conditions for Council Staff. Sam said he will give an update at the next Partnership Board.

4. Financial statements – Vicki Hughes, Susan Dye and Estelle Baxter

Vicki apologised for not coming to the last meeting but she sent an update to the group and a further note before this meeting.

Susan and Estelle have come to give feedback from Finance.

The group was advised that the 1 page document that Vicki put together to help people understand financial statements from Family Services has been agreed. Due to costs, this will only be sent out once a year and the person receiving it will have to keep it safe and refer back to it when they receive statements throughout the year.

Finance is still open to suggestion around changing the wording in the statement letter. Unfortunately Sue and Estelle said no images can be added as this is a mail merge letter that goes out to everyone receiving services.

Barrie said the timeliness of the statement is still unacceptable but Sue and Estelle explained that this cannot be improved at the moment. Charges can only be raised once providers have double checked and inputted their information. This could improve once people take up Individual Budgets in the future and receive a regular payment.

The statement timetable will be sent out shortly once it has been agreed with IT.

Barrie thanked Vicki for the good work she has done but he will still be putting a formal complaint in about the standard letter that goes out to everyone. Each statement should only contain up-to-date information relevant to the person it is sent to.

5. Acute Liaison Nurse – Marie Gibb and Peter Kirwan

Marie read through the evaluation that was presented at Partnership Board in December by Phil Smedley. Good News. On 10 January 2012 the Joint Strategic Commissioning Board approved the Acute Liaison Nurse post.

This will shortly be going out to advert and someone will be appointed on a permanent basis in the Mid Yorkshire Hospitals.

Marie thanked carers, service users and the Partnership Board for all their support in making this happen.

The Directed Enhanced Service – In order to make sure people with learning disabilities and carers have a better experience if they have to go to Accident and Emergency Departments, they have asked carers to telephone through to let them know someone with a learning disability will be arriving. Telephone numbers are as follows.

Dewsbury Hospital A & E – 01924 816099 - 24 access

Pinderfields Hospital A & E – 01924 541740 - 24 hour access

Pontefract Hospital A & E – 01977 747041 8am to 10pm

It's My Health Day Flyer – This will take place on Thursday 8th March 2012 in the Village Hotel in Tingley. Please see attached flyer for more details.

6. Carers Development Day 2012

This will take place on **Thursday 26 April** 10am to 2pm in the Kingswood Suite in the Town Hall.

The group discussed ideas for the day and decided they would like to focus on positive things happening, despite the economic situation. Suggestions included:

- ◆ Things to support people with learning disabilities.
- ◆ Luv2MeetU
- ◆ Health
- ◆ Personalisation – Ask someone from the Personalisation Team to give a talk on how it might work to improve things, and maybe involve a carer or user who can speak from experience.
- ◆ What's out there for older carers

More ideas will be discussed next time.

7. Any other business

Please see attached information about a public meeting with the LINK.

8. Next meeting

The next meeting is on Thursday 1st March in the Gerry Byrne Room in County Hall at 10.30am