



**Scarborough, Whitby & Ryedale  
Learning Disability Partnership Board  
Minutes  
22<sup>nd</sup> April 2009 at The Memorial Hall, Pickering**

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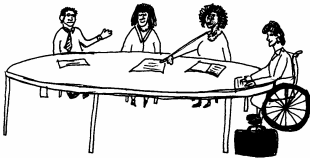
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## 1. Introductions

Emma Bowker welcomed Maria Kennedy as the new Co-Chair for the Partnership Board.

People said who they are.



## 2. What we talked about at the last meeting

The minutes were agreed.

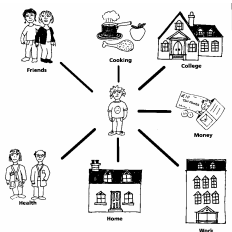
## 3. Things we have done since the last meeting

### LINKS Partnership



Michael Pitts and Emma Bowker went to the LINKS Partnership Annual General Meeting on 25<sup>th</sup> March. Michael said that people split up into district groups at the meeting. Michael had joined the Scarborough group and Emma had joined the Ryedale group.

### PCP funding



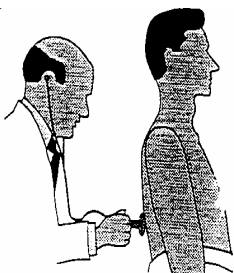
The Co-Chairs sent a letter to the Director of Adult and Community Services, Derek Law, to ask for PCP to be main stream funded from 2010/11. Derek Law has replied to the Co-Chairs. Mr Law's letter says that no decisions about funding for next year have been made yet.

### Timescale for consultation exercises

The Co-Chairs have sent a letter to the Strategic Health Authority about the timescale given for consultation exercises. The Strategic Health Authority have not replied yet.

**Action: Partnership Board to chase a response.**

### Working Well Together

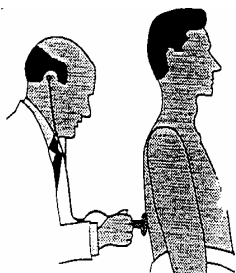


The Co-Chairs have sent a letter to the Hospital and the Mental Health Trust about working together. The Mental Health Trust has replied. Michael said that Phil Bennett is away at the moment, but Phil will respond on behalf of the Mental Health Trust on his return

to work.

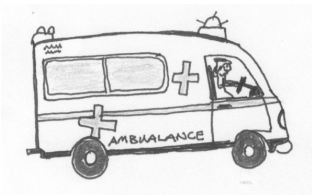
The Hospital has not replied.

**Action: Partnership Board to chase a response.**



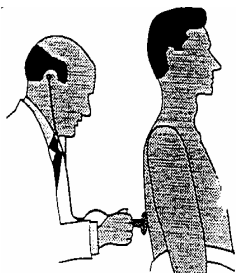
### **Provision of therapy**

The Co-Chairs have sent a letter to the Primary Care Trust about the provision of therapy. The PCT has sent an acknowledgement letter. Deb Slaney said that money has been agreed for speech therapy support.



### **Yorkshire Ambulance Service Health Assessment**

Deb Slaney said that the Health Task Group has provided feedback to the Yorkshire Ambulance Service to say that the service users in this area have been happy with the service.



### **Big Health Day**

Michael said that lots of people went to the Big Health Day and that it was an excellent event. Michael thanked Lynne Taylor for all her hard work on behalf of the Partnership Board.

Deb Slaney said that the Primary Care Trust should now provide a response to the feedback from the Big Health Day. Steve Brookes said that the Primary Care Trust has drafted an action plan. Steve said that the draft action plan needs to be approved by the Strategic Health Authority and then feedback will be provided locally.

Deb Slaney said that the Big Health Day will be an annual event and will need to be coordinated by the Partnership Board in future years.

Lynne Taylor said that she gave a presentation on DES at the Big Health Day. Lynne said that DES was on hold at the moment. Steve Brookes said that DES will go ahead.

### **Update on dentistry and physiotherapy**

#### **Dentistry**

Ali Wilkins said that she has been campaigning for more theatre sessions for people with special needs.

Ali said that a form has been made so that patients can provide feedback about the service.

Ali said that the service has not improved. Ali said that there is a long waiting list. Ali said that that Government target for patients to be seen is 18 weeks.

Ali said that she has written to the Primary Care Trust in 2008 and last month. The Primary Care Trust has replied to say that the service is alright, but there are still patients on the waiting list.

### **Physiotherapy**

Ali said that there is a shortage of physiotherapists for Scarborough, Whitby and Ryedale. Ali said there is no provision of hydrotherapy because of staff shortages. Ali said that there is no monitoring of the provision.

Ali asked the Partnership Board to use its influence to support her efforts to campaign for better services.

**Action: Ali to provide the Partnership Board and the Health Task Group with a copy of her report.**



## **4. Speak Up Reps Reports**

Emma Bowker said that she is going to miss being the Co-Chair. Emma said that she will miss everyone because everyone has been supportive and she has made some good friends.

Emma said that she is nervous and excited about becoming a Speak Up Rep. Emma said that she is looking forward to meeting new people and learning about her new role. Emma said that she has started some training and has attended her first Speak Up Forum. Helen Fortnum wished Emma luck in her new role as a Speak Up Rep.

Damien Jackson said that he has been talking to lots of people at Basics Plus, Brookleigh, Elders Street and at the Speak Up Forum about communication.

Damien said that one person had told him that they use a communication book. Damien said that some people had told him that they only feel understood by people that know them well.

Damien said that the Speak Up Reps need to find out what will help people to understand and what can help the Partnership Board to communicate better. Damien said that he asked people the following three questions:

- Can you tell people what you want?
- Do people understand you?
- Do you need more help with communication?

Helen Fortnum said that most people said that they need more help with reading, computers and the telephone. See Damien's Speak Up Report. The Partnership Board needs to think how it can help.

Carol Patterson said that at the Speak Up Forum people looked at different ways to communicate with pictures and words. See Rep Report.

Annabel Childs said that she has been doing some work for the Quality Task Group around quality.

Annabel said that she has talked to people who went to the Swanick Conference to find out if they liked it. See Rep Report.

Annabel said that she handed out questionnaires to people at the end of the last Speak Up Forum to find out if people enjoyed the Forum and why. Annabel said that one person had not enjoyed it because they found it hard to understand. Steph Curtis said that questionnaires will be given out at the end of all future Forums.

**The next Speak Up Forum will be on 21<sup>st</sup> May at Elders Street.**

## **5. Carers Reps Reports**

Julie Graves said that the last Forum had to be cancelled because of everyone's commitments. **The next Carer Forum will be on 7<sup>th</sup> July at Whitby Spa Pavilion.**

Julie said that Pam Ryder has resigned as a Carer Rep. Julie said that more support is needed for Reps. Julie said that more Carer Reps are needed on the Task Groups.

**Action: Partnership Board members to let Julie know of any possible Carer Reps.**

Julie said that her role has now changed. Julie said that her time is limited as her post is only for two days a week.

George said that he attended the Health Task Group, but was unable to attend the Quality Task Group as it clashed with another meeting.



Gillian Payne said that she is doing some work with children and autism. Gillian said that Skills For Care are putting together some training guidelines for care with autism.

Gillian said that Skills For Care would like to make contact with the Partnership Board. Julie said that access is a problem because transport is difficult and their office hours are limited.

Julie said that she is planning the **Carer Seminar on 13<sup>th</sup> May at Cober Hill.**



## 6. Provider Forum Report

Lesley Dixon said that the Provider Forum have nominated Steven Peacock and herself to be reps for the Forum at the Partnership Board.

Lesley said that the Provider Forum has had two recent meetings. The Forum has talked about the attendee list for the Forum and the Forum's Terms of Reference. Lesley said that the Forum will have a regular slot to provide feedback at the Partnership Board meetings. **The Next Provider Forum will be on 1<sup>st</sup> June.**

## COFFEE BREAK

## 7. Communication

Julie said that the Speak Up Forum has talked about which pictures and words work best. The Speak Up Reps said:

- Photos with words was best
- Boardmaker with words close second
- Can't use one picture for a whole paragraph
- Can have too many pictures around writing
- Some people said they would rather have simple words
- A few people said they were embarrassed using other ways to communicate like symbols, signing.
- One style does not suit all

George said that pictures do not replace words. George said that symbols do mean things for people and that some symbols have different meanings.

Lynne Taylor said that the Department of Health have produced some Basic Guidelines for people who commission Easy Read information. Anna Nockles said that the guidelines are disappointing.

Julie said that the Partnership Board needs to think about whether the Partnership Board is communicating well enough with the community that it represents. Julie said that the Partnership Board needs to communicate with people with learning disabilities living in other places.

### **Group Discussions**



Julie asked the Board members to split into groups to talk about the following questions:

- what ways are there to give information and get information
- which ones do the Partnership Board use?

### **LUNCH BREAK**

### **Group Discussion Feedback**

The Board members came back together as one group to feedback information from the group work. The following comments were made:

#### **Post – letters**

- Have an effect
- Works OK – needs follow up
- Needs to be 2 way
- A good record – proof
- Need a next step if no response...meeting?

#### **Emails**

- Do more
- Meeting Minutes
- No good if people do not have IT
- Poor emails – feedback to senders, for example - Valuing People Now

### **CD-Rom/DVD**

- SUNNY – training DVDs
- Good for education (need equipment)
- Record Partnership Board meetings on DVD or use a webcam?

### **Meetings**

- Can be off putting
- Good for networking
- Have people been able to contribute? (not always)
- Good for discussions
- Help to form 'partnership' – common interest

### **Telephones**

- Not a lot
- Good for business in between meetings
- To get explanations

### **Text**

- Good for some Speak Up people
- Good for prompts, for example to go to meetings

### **Website**

- Put uchoose address on letters, emails and minutes
- Needs promoting
- Put minutes on
- Questionnaire to get feedback
- Publicise and publish work of the Partnership Board

### **Internet**

#### **Signs (Maketon)**

- Didn't use it here
- Should this be used routinely?
- Vocabulary limited – developed in hospital
- Now locally used "Total Communication" – Maketon and sign language (used at Dalewood)

#### **Task Groups**

- Carers/Service Users – time limited
- Can they be opened up to one off attendance if someone can't be a carer rep? – select meetings off website. Need a process, for example, contact the Chair to get approval
- Accountability – publicise what they are doing
- Feedback – limited opportunity at the Partnership Board

meetings. No chance for debate – an extra hour per meeting?  
– use the website more?

## **Newsletters**

## **Posters**

## **Newspapers**

## **Talking to people**

- Don't work hard enough to involve everybody

## **Leaflets**

## **Pictures and Symbols**

## **Talking diaries**

## **High Support Needs**

- Are we representative?

## **Training**

- IT/phones/reading
- Total Communication – on Partnership Board training calendar
- Partnership training?

Gillian said that she had brought lots of books on communication for Board members to look at.

## **8. Money**

### **What we spent our money on for 2008/9**

Anna Nockles said that there is an under spend on the Partnership Board budget for 2008/9. This under spend can be carried forward to the 2009/10 budget. Anna said that the Partnership Board can fund all the projects for 2009/10 and there will be some money left over for some extra projects if needed.

### **Carers Expenses budget**

Julie said that there is no system in place for carers to claim expenses. Julie said that carers need to be valued. Julie said that there needs to be a process for deciding what carers get involved

with, for example, attending a course.

**Action: Michael Pitts, Anna Nockles, Maria Kennedy and Julie Graves to meet to talk about a plan for how to claim expenses.**

## **9. Anything Else**

### **Swanick Conference feedback**

Stewart, Nicola and Maria talked about how they went to the Swanick Conference. Stewart said that is snowed. Nicola said that everybody joined different groups. Maria said that people came from all over the country.

Annabel said that she did a quality check about what the reps had learnt from being at the Swanick Conference. Annabel found the following points:

- gave you independence
- made new friends
- took part in new activities
- found out what was happening in other areas
- could run a local event run by people with learning disabilities
- the workshops were very good

### **Ryedale Community Market Place Event**

John Lawson said that the Ryedale Community Market Place Event is on **Thursday 4<sup>th</sup> June, 1-5pm at the Rugby Club, Old Malton Road.**

John said that the **Whitby Community Market Place Event** will be on **10<sup>th</sup> September**. Further information will be provided at a later date.

### **Learning Disability Awareness Week**

Lynne said that it is Learning Disability Week from 22<sup>nd</sup>-26<sup>th</sup> June. The theme for the week is Changing Places. Lynne said that she is organising a stand at Scarborough Hospital on 23<sup>rd</sup>-26<sup>th</sup> June to promote Changing Places and there will be a raffle in aid of the MENCAP changing facility. Lynne asked for volunteers to help on the stall and for any possible raffle prize donations. Lynne said that the press and radio will be there.

Michael said that the Partnership Board should think about meeting with people from the Brunswick Shopping Centre to talk about a possible changing facility at the shopping centre.

The meeting finished at 2.30pm.

The next Partnership Board Meeting will be on 17<sup>th</sup> June 2009, 10.30am at the Whitby Museum. The meeting will be about Transitions and Person Centred Planning.

## Group Discussions

### Group 1

Different ways of giving and getting information	Does the Partnership Board use this?	
Tell people/talk to people	Yes	could improve this
Macaton/similar	No	
Meetings	Yes	+++
Newsletter	Yes	++
Minutes/Agenda	Yes	++ should be shared more widely
Computer – email/powerpoint	Yes	Inclusion North and Valuing People Now not accessible
Pictures	Yes	+
Reading	Yes	
Reading aloud to people	Yes	

### Group 2

Different ways of giving and getting information	Does the Partnership Board use this?	
Website/internet/chat forum	No	Should look at this
Telephone/text	Yes	Speak Up use text
Write letters	Yes	
Posters	No Yes	Should do. Carers and Speak Up
Media – Radio/Newspapers/TV	?	Should do more
Invite people we need to meet	Yes	Could do this more
Spoken language/written language/signs	Yes	Not enough time
Audio/DVD/video/Web cams	No	
<b>Other comments:</b>		
Don't work hard enough to involve everybody in a meaningful way.		

### Group 3

Different ways of giving and getting information	Does the Partnership Board use this?	
Express our views verbally		In part and for some – high support needs?
Post/emails	Yes	
PB Meeting – Task Group/Forum		In part – consider people with high support needs
Uchoose website	Yes	But not fully used
Own web site		To develop
Looking Forward/Partnership Newsletter		Proposal to develop on line
Representation by people to have the opportunity to speak in other Task Groups/Forums on specific topics		
Local publicity/Good news stories	No	
Pictorial/symbols Talking diaries Communication book Posters in different service centres and public venues – library/GP surgery		Various packages around
<p><b>Main themes:</b></p> <p>Open Forum and Open Task Group.</p> <p>Generalised system and individual systems will be required.</p> <p>High support needs – Speak Up – Task Group Chairs – High Support Needs Champion.</p> <p>Opportunity to look at/share local systems so making best use of what we have got (partnership working).</p> <p>Looking Forward/Partnership Newsletter – development to put online.</p> <p>Publicity local and good with good news stories.</p>		

## Group 4

Different ways of giving and getting information	Does the Partnership Board use this?	
Information in the post, ie writing	Yes	
Email, text	Yes No	Email Text – not yet
DVD		Not as yet
Discussion, talking, meeting	Yes	
Website (could be used more widely)	No	
Telephone	No	
Newsletter	Yes	¼
Signs, makaton	No	
Posters		
<p><b>Other comments:</b></p> <p>We feel discussion, talking, meetings, is the main way the Partnership Board communicates, it provides a good network for sharing info, meeting people etc. Also many emails.</p> <p>It may be more beneficial to get a wider area of service users, interested with the Partnership Board Getting a bigger area – video links, turnover of SU</p> <p>People need to be more involved in the Task Groups.</p> <p>Improve access to groups.</p> <p>Needs to be more service user lead/friendly.</p> <p>Royal MENCAP have developed a special font <a href="http://www.mencap.org.uk">www.mencap.org.uk</a>.</p>		

## Group 5

Different ways of giving and getting information	Does the Partnership Board use this?	
Emails	Yes	
Posters – carer forum, speak up forum Verbal communication from the speak up reps to the Partnership Board	Yes	
Website – uchoose, LD partnership	Yes	Not kept up to date
Poster – GP, hospitals etc, schools	No	
Carer resources list Contact by phone	Yes	
Library's service Display info	No	
Information care managers Transition from children to adult services		
Sort website out	No	
Increase links in education Mencap/Avalon/ <u>All</u> providers	No	
<p><b>Other comments:</b></p> <p>Everyone needs to remember to follow top tips for better communication from PCP Task Group 29.9.08</p>		

## Group 6

Different ways of giving and getting information	Does the Partnership Board use this?	
Information about the functions and roles of organisations		
Staff in organisations not aware of LDPB		