



Person Centred Planning Task Group

Monday 29th September

Who came:

Liz White – Person Centred Planning Team - notes

Amy Teague – Person Centred Planning Team

John Lawson – Adult and Community Services – chair

Janette Finney – carer

Maria Kennedy – chair SUNNY

Who couldn't come:

Mel Trotter – Person Centred Planning Team

Mike Clements – Wilf Ward Family Trust

Angela Jefferson – Health Team

Freda Ciotowska - Care Management Team

Minutes of the last meeting - follow up to actions

1. Anna is talking to senior managers in Adult and Community Services about ways of funding the team in the future. Liz said she felt Person Centred ways of working should also be used with other groups and not just people with Learning Disability. Liz explained Amy was leaving the team and it might be difficult to find someone else if it is only for a short time. Agreed the Task Group needed to make sure plans were used by as many people as possible.
2. Maria and Amy have looked at the Person Centred Review booklet. Maria has made a lot of suggestions to make the booklet easier to understand and better to use. The Task group thanked Amy and Maria for their hard work.
Action. Liz is to revise the booklet and then meet with Maria to check it is OK. Liz will then show it to Care Managers to see what they think.
The Task Group is still not sure how the reviews are going to be done this year, and who will take part in them.
Action. Liz will speak to Freda about this.

3. Liz, John, Freda and Anna had a meeting in July about how the Task Group links with Care Managers.

Action. John will speak to Anna and Freda and see what has happened since then. John will find out from Care Management who will be coming to the Task Group.

Use of symbols

The group had agreed to think about how we use symbols and graphics in Scarborough, Whitby and Ryedale. This has also been talked about at the Partnership Board. Amy had done some work about this, and talked to the group.

The Task Group felt it was going to be difficult to get everyone in the area to use the same symbols. This is mainly because everyone is different and will understand and use symbols differently.

The Task Group felt that symbols should be used to signpost, (signpost means to give an idea what is then being written about.)

The Task Group felt it would be a good starting point if all the papers to do with the Partnership Board used the same symbols package.

The Group came up with some Top Tips for using symbols and better communication. These are on another sheet of paper.

Action. John to share these ideas with Anna.

Date of next meeting



We agreed to meet on Monday 24th November at 1.15 in the Sun Lounge at Elder Street.

Those who want some time to prepare to meet can meet at 1pm.

It was felt if meetings could start at 1.15 they would not be rushed to finish for 3pm.

John and Liz will discuss what to talk about at the Task Group.