

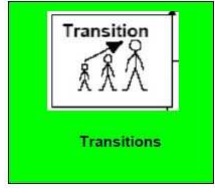
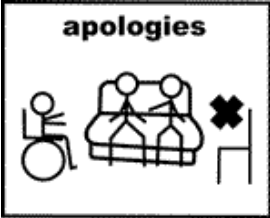


 <p>The Puddle Board (LDPB) "Action Group"</p>  <p>minutes</p>	<p style="text-align: center;"><b>Devon's Learning Disability Partnership Board</b></p> <p style="text-align: center;"><b>Action Group</b></p> <p style="text-align: center;"><b>Thursday 31 May 2007</b></p> <p style="text-align: center;"><b>County Hall Exeter</b></p> <p style="text-align: center;"><b>Minutes</b></p>
<p><b>People at the meeting</b></p> <p>Carolyn Elliott (Chair) Robert Hawken Ian Sinnett Ian Pearson Dinny Cope Tony Martin David Wilson Bill Allen Lloyd Waterman Saki Hartas Glenn Madeley Jemma Howard Wendy Gardner Anne Brand Paul Rooke Rebecca King Simon Langridge Hilary Allen</p>	<p>Assistant Director, Learning Disabilities Co-chair Devon PCT Devon PCT Northern Devon Family Carers' Group Northern Devon Family Carers' Group ROC/ARC ARC/CPND Mid Devon People First Care Care Care/WASP National Mencap Carer/Exeter Mencap SURF Chairperson SURF SURF Partnership Board Administrator</p>
<p><b>Visitors to the meeting</b></p>  	<p><b>Report on Housing</b> Janet Regan Gary Kent Kirsty Mew Linda Hill George Link</p> <p><b>Report on Transition</b> Kate Sandel</p>

	<p><b>People who could not come to the meeting</b></p> <p>Sue Mears, Kathryn Bird, Nigel Lott, Lynne McDonagh</p>
	<p>1. Robert welcomed everyone to the meeting and we all said our names and who we represented.</p>
	<p><b>2. What we talked about at the last meeting</b></p> <p>Carolyn went through the action points.</p> <ul style="list-style-type: none"> <li>• <b>Learning Disability Development Fund (LDDF) subgroup</b> <ul style="list-style-type: none"> <li>➤ This has not been set up yet because it was agreed at the last meeting that the Chair and Co-chair would make the decisions this year.</li> <li>➤ Carolyn said that it would be good if there was a service user, a carer and a representative of providers on the subgroup</li> <li>➤ Terms of Reference (rules for the group) would need to be set up</li> <li>➤ The group might want to concentrate on different areas each year</li> <li>➤ Dinny suggested that meetings could be held by telephone rather than people having to attend.</li> </ul> </li> </ul> <p><b>Action:</b> Carolyn to set up a subgroup. All members to send nominations to Carolyn by the end of July.</p> <ul style="list-style-type: none"> <li>• <b>Learning Disability Review Action Plan</b> <ul style="list-style-type: none"> <li>➤ Carolyn brought some copies of the accessible version to the meeting.</li> <li>➤ This would need updating regularly.</li> <li>➤ Carolyn suggested a 'traffic light' system for updating and this will be tried at the next meeting</li> <li>➤ The accessible version will be available electronically and be put on the Learning Disability website.</li> <li>➤ Carolyn will invite someone to the September Action Group to talk about the Devon Review.</li> </ul> </li> </ul> <p><b>Action:</b> Carolyn to invite Michael Lloyd to September meeting</p>

- **Michael Batt Foundation**
  - Carolyn said she had passed on the view of Carers to Michael Lloyd about the review being independent.
  - She will let the Action Group know what has been done about this.
- **Person Centred Planning (PCP) Co-ordinator**
  - Carolyn said she has contacted Kathi Connick who has been working in Cornwall on person centred plans and support plans to help people with changes.
  - Kathi has offered to do similar work in Devon and set up a group of PCP experts – she will submit proposals for us to consider.
  - Money has already been put on one side for PCP.
  - Kate Sandel asked how this would link with Transition – someone from Children’s Services would need to be involved in this work.

**Action:** Carolyn to bring back proposals from Kathi Connick to the next meeting.



### 3. Learning Disability Review Action Plan


- Carolyn said that the main version and the accessible version show how far Devon has got today.
- Progress is all right, but not with PCP. This must move on faster and be reviewed.
- Mencap Report ‘Death by Indifference’ – the actions from this are to be included in the review and will be reported by the end of June.

**Action:** Carolyn to include in update

- Information on the Liaison Nurses is to be added in.

**Action:** Carolyn to include in update

- Item 18 – the commissioning strategy is being written at the moment. Ian Sinnett is involved in this and it will be tied in with Valuing People. Carolyn said the strategy will be on the next agenda.
- Item 19 – Dinny asked that family carers be included in the monitoring of quality of services.
- Carolyn asked people to read the Action Plan and bring ideas to the next Action Group meeting.

	<p><b>Action:</b> All members of Action group to read the Action Plan and bring ideas to the next meeting.</p> <ul style="list-style-type: none"> <li>• Ian Sinnett pointed out that there is a timescale for preparation and consultation.</li> </ul> <p><b>Action:</b> Hilary to ensure that the Commissioning Strategy is on the next agenda and invite Jo Duff.</p>
	<p><b>4. Learning Disability Development Fund 2007/2008</b></p> <ul style="list-style-type: none"> <li>• Carolyn and Robert had met and made some decisions. <ul style="list-style-type: none"> <li>➤ Together be Stronger – this bid had been turned down because there are other similar projects going on.</li> <li>➤ Puzzletree - £5,000 was agreed. They had asked for £6,000 but they are also raising money themselves by fundraising.</li> <li>➤ Participatory Approaches - £6,000 was agreed.</li> </ul> </li> </ul> <p>Progress reports and outcomes must be reported by people who are given money.</p> <ul style="list-style-type: none"> <li>• Carolyn talked about the updated commitment sheet which showed the money not spent in 2006/2007 which was added to the new money.</li> <li>• Ian Sinnett said that the Strategic Health Authority may say that the money cannot be carried over. He is waiting for them to tell him. Carolyn said that she would be unhappy if the money cannot be used.</li> <li>• Ian Sinnett suggested that in order that the LDDF can be managed there need to be clear commitments, timing and plans. Ian would be happy to be on the subgroup.</li> </ul> <p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>○ Carolyn to add Ian's name to the list of people who have agreed to be on the subgroup.</li> <li>○ Once the PCT confirm funding, Hilary will inform members of the Action Group.</li> <li>○ If the money can be spent, Carolyn and Robert will meet to</li> </ul>

*decide about new bids.*

- *Hilary will send letters to all those who have been successful or unsuccessful.*

**People asked some questions:**

- Anne Brand asked why the Gateway Centre could not be funded by Devon County Council as it was last year. *Carolyn said that it should not have been paid for by DCC last year because not all the people who go there are eligible for a service.*
- Anne said that people are being referred there when they leave college. They are people who would have gone to a day centre in the past.

**Action:** *Carolyn said she will talk to Duncan Hepburn to make sure that people with eligible needs are not referred there.*

**New bids**

- **Partnership Board Facilitator £12,000** – Carolyn said that more help is needed to make the Partnership Board work properly and this money would pay for some support.
- **Northern Devon Family Carers' Group £3,200** – Tony Martin spoke about this. 2 years ago an Evaluation Report was done in North Devon. This collected evidence about services from 17 families. This money would help do some more work on this with service users, carers and providers. Anne said that this work should be followed up, completed and outcomes presented.
- **Magic Carpet £12,549** – Magic Carpet would like to do more work in Exeter and East Devon but they have not got enough money. This bid would make sure they have enough.
- **Service User Involvement Project £12,000** – this money would pay for someone to work 15 hours a week with people with complex needs to help them have their voice heard and take part in a lot of different things such as meetings. Simon said that SURF is also trying to do the same sort of thing.

**Action:** *Carolyn and Robert will meet to discuss these bids and agree those to be funded.*



## 5. Report on Housing

Janet Regan began the report with a presentation (given out at the meeting) showing progress that has been made with people moving into their own homes.

George Link (Accommodation and Support Worker) talked about the work that goes into moving someone into their own home:

- 1:1 work with families to move forward
- Work with support providers to get better use of Supporting People funding, Independent Living Fund (ILF)
- Work with support providers to get better integration into local communities, good networks of support.
- Work on independent living skills with Wywurree and national organisations
- Work with support providers and service users to help with the changes in people's lives when residential homes close.
- Accommodation Needs Assessment Form – this has been made accessible
- Close links with local authority housing departments
- Lots of interest from private landlords
- Setting up shared ownership projects
- Using and making people aware of assistive technology
- Help people plan for their move well ahead of time

Some questions were asked

- Supported living – how are tenancy agreements monitored? Are they kept on the client's file?
- How is supported living regulated?
- A review might be done only once a year – how can this be improved?
- How are health needs monitored?
- The client gets support for personal care, but may not have a fulfilling life – how can this be monitored and improved?
- Can a monitoring system be set up to evaluate what is happening?

Carolyn said that supported living is in the Action Plan and that Supporting People and the Contracts Department are looking into monitoring small, unregistered homes.





George said that the Mental Capacity Act has resulted in the development of a process around legal things such as signing forms.

**Gary Kent (Dove Project) told us about how the closure of the Maples residential home in North Devon had been managed.**

- Dove had been involved long before the Maples was closed working with the residents and finding out where they would like to live in the future.
- There were 8 clients and most wanted to live independently, some wanted to share.
- 5 people wanted shared ownership and £150,000 was secured for each of them so that they could choose their own home like anyone else.
- There had been lots of concerns from parents at first, but now they see the benefits for their family member.
- Correct support needs to be in place.

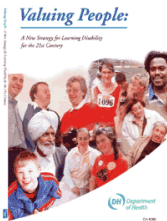
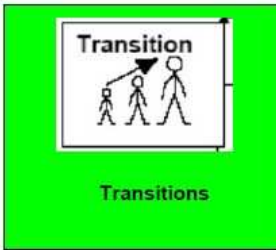
**Kirsty Mew told us about moving out of the Maples and into her own flat.**

- She had been upset at first when she knew the Maples was closing
- She decided she would like her own flat
- She was worried she might be lonely
- She has support so that she can do the things she likes to do
- Now she has visitors and is very happy – she had a housewarming party!
- Her parents were very worried at first but are now happy and helpful.

**Next steps**

- Work closely with housing departments
- Work on how to support people living in unregulated homes
- Open days are held in North Devon for people with learning disabilities and their families and carers to meet with housing departments – extend this work.
- Make sure that representatives of local housing JIP groups link in with the Housing subgroup.

Carolyn and Robert thanked Janet, George, Gary and Kirsty for their report.



## 6. Report on Transition by Kate Sandel



Kate explained that Devon County Council has asked the Children's Trust to look into Transition. This work will go on until April 2008. Here is some of the work that is being done:

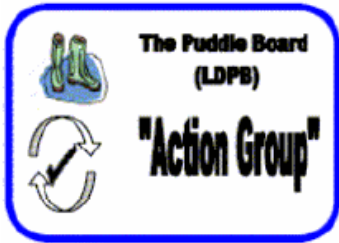
- Developing a database of children with Statements of Special Educational Need in Devon
- Try to make it easy to share information between agencies such as schools, Adult Services, Health services
- Make sure that the same information is collected about everybody
- Try to involve health – this is not happening at the moment
- Make sure the right people attend the Year 9 Review – this is the first time Adult Services are involved.
- Make sure the Review is done as a person centred plan and covers everything – health, college, housing etc
- Person Centre Planning – Devon is a pilot county for trying this in schools. It is working in special schools but not in mainstream schools.
- Ask Valuing People to ask the Department for Education and Skills to make schools do person centred plans.
- Try to start an advocacy service for young people
- A Transitions Pack for Year 9 has been produced.
- Work on a Transitions Pack for Year 8.
- Raise awareness of Transition with SENCOs in schools, parents, carers, students, health workers.

Kate said that in Somerset there are Connexions Transitions Workers funded by Adult and Community Services (80%) and Connexions (20%).

Dynamite Project – this is part of In Control which enables families to take control of the budget for care. Some people have been trained. Carolyn said that now 5 families in Devon have taken this up and can now plan for the needs of their service user.

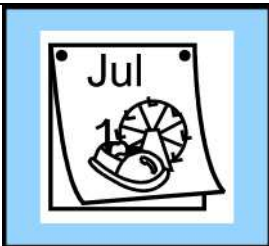
Autistic Spectrum Disorder – at the moment there is a gap in Transition here. Carolyn said that she is talking to Ralph Haywood, Devon Partnership NHS Trust, about this. A small group is being set up to look into this and will include staff

	<p>from schools, health, children’s services and others. The Government has now recognised Autistic Spectrum Disorder as a Mental Health problem.</p> <p>Ian Sinnett said that it is important to link Transition in with the Joint Commissioning Strategy for:</p> <ul style="list-style-type: none"> <li>➤ Want/need</li> <li>➤ Cost of care</li> <li>➤ Need to plan earlier – take note of trends, patterns, forecast</li> <li>➤ Commissioning arrangements need to be central</li> </ul> <p><b>Action:</b> Hilary to give more time to Transition on the agenda at a future meeting.</p>
<div data-bbox="183 792 379 987" style="border: 1px solid black; padding: 5px; margin-bottom: 20px;"> <p style="text-align: center;"><b>AOB</b></p> <p style="text-align: center;">.....</p> <p style="text-align: center;">.....</p> <p style="text-align: center;">.....</p> </div> <div data-bbox="186 1158 406 1352" style="border: 1px solid black; padding: 10px; margin-bottom: 20px; text-align: center;">  </div> <div data-bbox="165 1491 406 1731" style="border: 1px solid black; padding: 10px; text-align: center;"> <p style="font-weight: bold; font-size: small;">information</p>  </div>	<p><b>Anything else we need to talk about</b></p> <ul style="list-style-type: none"> <li>• <b>Forest Hill</b> – Dinny asked about the reported closure of this inpatient unit in North Devon. <i>Carolyn answered that Tony Fahy is setting up a consultation process about the future of Forest Hill which is not a suitable building for the service. She will ask Tony to tell the Partnership Board what is happening.</i></li> <li>• Dinny (on behalf of Helen Daw) asked how many people there are with a learning disability in Devon. Dinny has a form to fill in. <i>Carolyn said there are 2,200 people on Care First who are being supported at the moment. There will be other people who do not receive a service who are not on Care First. Dinny will show Carolyn the form.</i></li> <li>• Anne said she had been to a meeting about assistive technology which was very interesting. She gave out information about another meeting in Exeter.</li> <li>• Sandwell –There will be a meeting about social enterprises at County Hall on 4 July for anyone involved.</li> </ul> <p><b>Action:</b> Carolyn will give an update at the next meeting.</p> <ul style="list-style-type: none"> <li>• Wendy Gardner said that Mencap is offering free training for volunteers in July, there is information about bullying and she asked if ‘changing places’ could be on the agenda for July.</li> </ul> <p><b>Action:</b> Hilary to put changing places on the agenda for July.</p>



- Carolyn said that she had decided that the next Annual meeting of the full Partnership Board would be in March or April 2008 to fit in with the end of the financial year. There would be another Action Group meeting in November where she would like to review how the Partnership Board works and think about linking with other partners who are not represented at the moment.
- Department of Health – Carolyn reported that Ivan Lewis (minister in the DoH) would be working on an update to Valuing People.
- Strategic Review into Health and Social Care – Carolyn said this will be done soon and will cover the Primary Care Trust and Adult and Community Services. The Partnership Board will be asked to take part.

**Action:** Carolyn will invite some people involved to the next meeting and asked Simon to invite them to a SURF meeting.



26 July 2007

**Date of next meeting**  
 Thursday 26 July 2007  
 10 – 1  
 County Hall