Voluntary Sector Forum for Learning Difficulties  
Wednesday 10\textsuperscript{th} September 2014  
Minutes

<table>
<thead>
<tr>
<th>These people were at the meeting:</th>
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<tbody>
<tr>
<td>Roger Butterfield</td>
<td>(Chair)</td>
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<tr>
<td>Laura Davis</td>
<td>York CVS (Minutes)</td>
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<td>Siân Balsom</td>
<td>Healthwatch</td>
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<tr>
<td>Rose Kent</td>
<td>Accessible Arts &amp; Media</td>
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<td>Andy Boast</td>
<td>Wilberforce</td>
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<td>Janet Dowson-Bell</td>
<td>Survive</td>
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<td>Becca Cooper</td>
<td>York People First</td>
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<td>Sandra Gilpin</td>
<td>York People First</td>
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<td>Thomas Bricknell</td>
<td>York People First</td>
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<td>Andy Pollin</td>
<td>York People First</td>
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<td>Kate Hardcastle</td>
<td>York People First</td>
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<td>Elise Tagert</td>
<td>York People First</td>
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<td>Lee Greenfield</td>
<td>York Advocacy</td>
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<td>John Brown</td>
<td>Healthwatch York</td>
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<td>Catherine Surtees</td>
<td>York CVS/City of York</td>
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<td>Rachel Barber</td>
<td>Rewiring</td>
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<td>York Advocacy</td>
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<table>
<thead>
<tr>
<th>Guests:</th>
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<tr>
<td>Gary Brittain</td>
<td>City of York Council</td>
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<tr>
<td>Katie Brown</td>
<td>City of York Council</td>
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<tr>
<td>Nadine Tilbury</td>
<td>Working Together with Parents Network</td>
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These people couldn’t come to the meeting:
Karen Darley City of York Council, Workforce Development Unit
Mel McQueen York CVS
Adam Myers Brunswick Organic Nursery

The Chair’s Welcome:
The Chair welcomed everyone to the meeting and asked everyone to introduce themselves.

Notes from the 8th July 2014 Meeting
a) Are they right? – They were agreed as being correct.
b) Matters arising –
• York St John (YSJ) Research
  There is no update on this project but they are at the stage of putting together the information.
  ACTION: Roger to invite YSJ to the November meeting to give an update.
• Evening Transport
  There was no update on this.
  ACTION: Roger to follow this up.
• Kirsteen Murray and Guy van Dichele to attend a Forum meeting
  Roger explained that they were both extremely busy, but had met with the Chairs of York CVS’ three Forums and were going to meet with them again before the next round of meetings in November.
  ACTION: Roger to invite Kirsteen Murray and Guy van Dichele to a future meeting.
• June Peacock or Sue Reape to be invited to the meeting
Roger explained they were not available for this date but will arrange for them to attend in the future.  
**ACTION: Roger to invite them to a future meeting.**

- **Date of the next meeting to be changed**  
  It was explained that in order to fit in with the timing of the next Partnership Board meeting, the next meeting date would have to be changed. It was agreed to be held on 5th November at 2pm at Clarence Gardens.

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<th>Day Care Services – Changes within Learning Disabilities Services – Gary Brittain, Commissioning and Contracts Manager, City of York Council and Katie Brown Commissioning Manager, City of York Council</th>
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Gary and Katie explained that there will be a new number for the Community Team for People with Learning Disabilities at Systems House. The new phone number is 01904 294900.  
**ACTION: Katie to confirm the date when the new number will start working.** The old number will carry on working for a month after this date.  

Gary gave a brief summary of the five main areas of work:  
- **Development at Burton Stone Lane into a Community Hub**  
  Gary explained there had been lots of consultation about this service and the council at held meeting with parents and carers this week. He said there
was lots of positive feedback and the final changes were being made to the specification which will go out to tender in October/November 2014. The service was due to start in April 2015 but has been slightly delayed now until Summer 2015.

- **Day Services Modernisation**
  Gary said that the council has had discussions with key partner agencies and carried out consultations with parents and carers and is very keen to hear any ideas and thoughts particularly on different ways of delivering services.

- **Flaxman Avenue**
  Gary stated that the idea is to enhance the provision provided at this respite centre and increase the availability of beds by 30%. The deadline for tenders has passed and the council are now assessing those tenders and hope to announce a new provider in the next 2-3 weeks. It is expected to be open in April 2015.

- **Winterbourne View Review**
  Gary explained that the council need to have their strategic plan finished by the end of September. The council is taking a longer term view and not just considering those individuals covered in the Winterbourne review. There is a focus on the sustainability of supported living, advocacy, workforce development, quality and the social economy. He explained that those people in long term hospital settings need to be moved first and there are 5 people who have local connections to York and have discharge plans now in place even though some are not yet ready to be discharged.
Gary said he could come to the Forum once the plan is public and talk through it.

- **Transport Review**
  More details on this could be gone through at the next meeting. The consultation held 9 months ago focused on how to make the service personalised, how to make access better, personalised transport budgets and more travel training options.

The following points were discussed:

- It was confirmed that much of the information about the changes was available in easy read format. There isn’t anything published on the Winterbourne plan as yet but there will need to be an easy read version.

  **ACTION:** Katie to email the general briefing circulated in March 2014 to be shared with the Forum.

- Sandra said that York People First had not received information. Katie explained that providers, partners and customers had all received information through the council’s database and apologised for any lack of information.

  **ACTION:** Katie to ensure York People First are added to the council’s database.

- Gary explained that there was a Winterbourne Implementation Group (WIG) which involves people with learning difficulties and they are holding two events, one in York and one in North Yorkshire for families and advocates.
  51 individual reviews were completed and where people have a local connection 20 people will be
returning to York in the next 2/3 years. Gary confirmed if people had made a life in the area they were located they wouldn’t have to move back unless there were safeguarding concerns or alternative local services could be found.

- It was noted that the Health Action Group had not discussed Winterbourne.

**ACTION: Gary to keep the Forum updated on the Winterbourne review work**

- An update will be going to the Safeguarding Board and may go to the Health and Wellbeing Board. It was noted that it would be important for a representative from the WIG to go the Health Action group meeting.

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**Nadine Tilbury from Working Together with Parents Network (WTPN) at the Nora Fry Research Centre at Bristol University.**

- Nadine introduced herself and explained she works with professional people who work with parents with learning difficulties such as health and social care professionals, lawyers, advocates and parent groups.

- Nadine showed the meeting a copy of the Good Practice Guidance for Working with Parents with learning difficulties which was written in 2007. Nadine explained that document is still very relevant and contains lots of useful information and she wants to ensure that people who don’t
currently use the guidance or are aware of it, make use of it. However because it hasn’t been updated, the guidance appears out of date. Nadine has been trying to get the Department for Education and Department of Health to update the guidance but this has not happened yet so Nadine is starting to update the document. She would like more up to date examples to include in the document about where parents with learning difficulties have kept their children safe and well.

- Nadine explained she wants to reinvigorate the WTPN network of professionals and gather examples of what has worked well. There is a website for the WTPN which has been recently updated with lots of information and good practice for professionals and a members’ forum for advice.
  - The website is at www.bristol.ac.uk/sps/wtpn
  - Nadine also mentioned that the WTPN had drafted assessment guidance for psychologists working with parents with learning difficulties and was getting some research completed on showing that if the right support is provided to parents at the right time, it will save money in the longer term.
  - The website will also provide details of regional points of contact for help in adult and children social care, health and legal sectors and a regional mapping of services.
  - Nadine asked the Forum to spread the work about the Network and get people involved.
  - Nadine made clear that lawyers or parent advocates need to make sure any care orders
consider the parent’s rights.

- Rachel Barber explained about a case study which she had recently taken to the Mental Health and Learning Difficulties Partnership Board about the assumption that parents with learning difficulties cannot care for their children.

- Rachel also queried about how to deal with situations where people had signed forms without them understanding what they were signing.

- Nadine recommended following up in writing and asking questions such as:
  - What steps were taken to ensure informed consent?
  - Was there an advocate present?
  - How was the information explained?

- Nadine offered to help with queries via email and encouraged people to use the members’ forum on the WTPN website.

Roger thanked Nadine and she left the meeting.

### Mental Health and Learning Difficulties Partnership Board last met 29th July

Rachel updated that the board went through its priorities for the next year and what needs refreshing and what has been achieved. There will be some detailed (deep dive) analysis on the Joint Strategic Needs Assessment particularly around mental health.

The Joint Health and Social Care Self Assessment Framework is currently in an inaccessible format.

There was a Learning Disabilities Planning meeting held on 1st August where the members agreed to look at redoing the above form to make it more accessible. The group will meet bi-monthly at Priory Street Centre.
with the first meeting in October focusing on transport, employment, relationships and it expected the group will receive the same level of support as the Valuing People partnership. Lee confirmed that they were transferring the hours from the Valuing People partnership to this meeting. The notes from the meeting will be in easy read format covering what has happened and what is planned. The group is very keen to be effective and be listened to.

The following points were made:

- the new Joint Strategic Needs Assessment is now online but is not in easy read format. The introduction will be put into this format in the first instance and CYC and York People First will then work together to plan which sections to put into easy read.
- for the “deep dive” analysis it was important to go out and see people.
- Feedback on the usefulness of information and views are given at meetings would be helpful.
- The feedback from the JSNA board was very positive after their visit to York People First. Sandra wanted the following point raised at the board: There is a lack of training for employers for personal assistants and support workers and impacts on safety. 

**ACTION:** Everyone to let Rachel Barber know if there are any other items to go the Partnership Board.

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<th>Janet Dowson-Bell</th>
<th>Survive</th>
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<td>Janet gave a brief overview of Survive where she is</td>
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newly in post as their Frontline Co-ordinator. Survive works with adults who have experienced sexual abuse as children as well as adults who have been raped or experienced sexual assault and is based in Priory Street Centre. Janet wishes to increases the accessibility of their service to people with disabilities or learning difficulties and will look into ensuring their leaflets are in easy read format. Janet can be contacted at Survive on 01904 638813 or by email on digger.york@virgin.net

### Information Exchange

- Rose explained Accessible Arts and Media are working on the Able website which is hoped to be live by Christmas. They are starting a youth music project on 22nd September which is funded for 2 years working with disabled and non-disabled young people part of the Arts Award training.
- Siân mentioned that the council are doing a review of disabled access to cultural and heritage sites in the city. An event will be held at 6pm 21st October and the contact is Melanie Carr. Healthwatch York are also planning to do a mental health conference in November so anyone with ideas or experience can get in touch with Siân.
- Catherine explained that as part of the council’s Rewiring programme and trying to do things differently to save money, the council has been talking to lots of organisations about health and social care. They are keen to know what the VCS would like to see happen for example what can you do?; what gaps are there?; what did you do
before that has stopped because the funding stopped? Catherine explained it wasn’t like tendering for money as the funding position wasn’t clear. Catherine is also interested to hear from organisations who would consider working alongside other organisations to be able to deliver services.

- John Brown said he is working on progressing the Guide to Mental Health services and if anybody can contribute about what they can offer to the guide to get in touch with John by email john@jrkbrown.plus.com and 01759 302715. The final draft will be ready at the end of month and it will be made in easy read format and pictorial.

- Lee updated the group on that York Advocacy had had a visit from the Care Quality Commission inspection team who are currently inspecting York and Leeds Mental Health Trust. They had prepared a document which gave feedback from their advocate users and they will take some bits of the reports and feedback to the York and North Yorkshire management meetings and Clinical Governance meetings and send the information to Healthwatch.

- York Advocacy have also been looking at how the Care Act will work in York and what the council and the Clinical Commissioning Group will do about advocacy.

- Andy raised that he had experienced a fall at home and it was AGREED to have an agenda item for the next meeting to hear Andy’s experience in more detail.

- Sandra explained York People First is doing a
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<th>Any Other Business:</th>
<th>project about supermarket shopping and making it more accessible for people with learning difficulties and older people.</th>
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<td>• Andy from Wilberforce explained that he’d found his first meeting very interesting. He there were rooms available and lots of activities going on at Wilberforce.</td>
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<td><strong>Any Other Business:</strong></td>
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<td>A paper was given out about new ways to communication information to do with the Forums like putting more information on York CVS website and it was <strong>AGREED</strong> it was important it was available in easy read format.</td>
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<td>An easy read version of the Council’s Equality Scheme was tabled. The council are consulting on this and anyone wishing to respond can email Sharon Brown who’s details are at the end of the document.</td>
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<td><strong>Revised date for 2014 Forum meeting:</strong></td>
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<td>5\textsuperscript{th} November 2014 2pm -4pm Clarence Gardens Association Wigginton Road, York YO31 8HG</td>
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