



29th October 2009
Welcome Centre





1. Welcome and Introductions

Present: Mark Godfrey, (Co-chair) Helen Chamberlain, (Co-chair), Zandrea Mays, Janita Wesson, Lynne Cooper, Theresa Whelen, Ellen Allcock (Supporter), Helen McDonald, (Supporter) Julia Aylmer, Carol Bromley, Gary Bye, Councillor Joe Clifford, Anima Thawait, Dot Law (Note taker) Leigh Pitham



Apologies or people who could not attend today's meeting:

Councillor Heather Johnson, Kate Escolme, Mary Lucas, Suki Kaur, Suryabala Amin

Visitors: Jacqui Goode, Suzanne Horner, Sulakhan Takhar, Phil Hetherington, (Royal Mencap), Marie Glackin, Helena Fletcher.

2. Items for any other business

- Tender for support service
- Respite
- Helen's pending visit to see Gordon Ramsey



3. Notes from last meeting

Carol advised that she represented the voluntary sector, not Mencap. Subject to this change the notes from the last meeting were agreed.

Matters arising

Councillor Clifford praised the work of Curriers Pantry, who had made some very good Coventry God cakes for him.

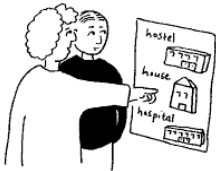
Lynne advised that she was meeting with Dean Atkinson to look at the possibility of courses for her work colleagues.

Zandrea updated on action points and advised she had met with Andy regarding changing the employment subgroup.

This would be an overarching group, including NHS Coventry, Partnership Trust, Re-generation. This would go to the Personalisation Board, which was chaired by the Director of Community Services, and there would be a report back to this Partnership Board.

You can also access the minutes by logging on to our website. The address is www.ldpb.info

If you do not have access to a computer and would like to have a look at the website, please give Janita a call on 76785481 to arrange to come in to the office.



4. Information from Citywide



Ellen thanked the board for the additional temporary 3 months funding for the Culture Speak Out Group which had now ended.

Ellen said that the media team had done a lot of work with parents and children. There was a documentary on a parent with Learning Disabilities on BBC 1 at 7.30 on 9th November 2009.

A DVD entitled "Paid to be in my Life" was shown (please see attached for further information).

- This discussed people who were paid, eg support workers, day services staff, managers, grapevine staff, respite staff etc.
- It showed service users views on the good and bad things about staff, they could be bossy or patronising but they could also help to organise things, help you to speak up, and make you feel equal.

It was agreed the video was excellent at representing

	<p>people's views. It was important to get it distributed widely.</p>
	<p>5. Feedback from Carers</p> <p>Janita said that there was no feedback for today's meeting but the next Carers Forum was in November and she would feedback from that.</p> <p>Janita said that both she and Marie Wilkin were attending a regional carer's meeting on 1 December 2009. They were attending because this was the first meeting but they would like Carers representatives from the board to attend future meetings.</p> <p>Julia asked if she could be sent papers from the Carers Forum.</p>
	<p>6. Partnership Board business</p> <p>The Partnership Board meeting dates for 2010 were given out.</p> <p>It was confirmed the Partnership Board meetings finished at 1.00, but the room was booked until 2.00 to allow time for lunch.</p> <p>As requested by the Regional Programme Board a copy of "How Can I Use My Personal Budget to get the support I need" was distributed to board members.</p> <p>This is a national leaflet on Personalisation and it was advised a Coventry leaflet would be available soon. A3 posters had not been supplied but if one is required please contact Janita who would arrange for one to be made available.</p> <p>It was advised that all service users had a personal budget</p>

but those living in residential could not use it to buy anything other than their current residential package. A regional newsletter, minutes of Regional Programme Board (on which Councillor Johnson is a representative), and the Regional Delivery Plan were distributed.

Helen advised a Grapevine representative attended the Regional Forums each quarter.

Following the Regional Quality Partnership day in June another day was taking place on 9 December 2009.

The National Good Practice Guide for Partnership Boards has been published and Coventry has been mentioned as a good practice example on page 11. The Health Facilitation Team's work is highlighted in the Coventry and Warwickshire's Annual Report and Lifepath Trust have an article in the new regional newsletter. All of this demonstrates the good work that is happening in Coventry.

At the back of the Good Practice Guide for Partnership Boards there is information on what should be included in annual assessments. We need to check how we need to write up our annual assessments because the Regional Board also has a format that we have been asked to use. This is a question that can be asked at the next Regional Quality day on 9 December 2009.

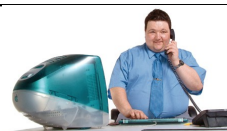
Janita advised that British Telecom were offering a free laptop and a year's free broadband to community groups and distributed the application form.

A Safeguarding event is taking place on 30 November 2009 to launch new publicity and the setting up of a single telephone number for members of the public to report concerns.

There would also be an event on 4 December 2009 at St Peter's for people with disabilities, family carers and front line staff on Safeguarding and Hate Crime. Information from the day will contribute to the new hate crime action plan being developed. Flyers will be available soon and bookings will be via Alison Quigley.

Janita updated on the LD Development Fund


- More feedback from carers would be available at next meeting
- Valuing People Now and delivery of personalisation was ensuring that the community accepted and involved people with learning disabilities. We will plan some events for this.
- The Board was asked to agree if the remaining LDDF money could be used towards developing support brokerage and this would go out to tender.



7. Workforce Planning

Janita gave a brief presentation on Workforce Planning

- She advised a good workforce plan involved getting the right people, with the right skills in the right place at the right time.
- It needed well trained people to work in a respectful

	<p>way.</p> <ul style="list-style-type: none"> • All partnership boards in the Midlands had been asked to produce a workforce plan. • The partnership board had to take ownership of the plan. <p>Jacqui advised that she leads on the personalisation group for the City and that plans eventually needed to be developed to include all social care groups not just learning disabilities. She advised the plan would need to be flexible to allow for it to change in line with the changing model of personalisation.</p> <p>Anima advised that skills were lost when people left or retired and that training should address this skills gap. She advised the Strategic Health Authority were funding a 2 day event next week in Birmingham to work on this.</p> <p>The meeting then split into groups to look at workforce planning in more detail. This information will be fed back at the next meeting.</p>
	<p>8. Any other Business</p> <p>Tendering Consultation</p> <ul style="list-style-type: none"> • Sulakhan went through a brief presentation on the tendering process. • He advised the City Council tendered out services when the contract ends. • He would like help from the partnership board on consultation on how to involve service users and carers. • He would like the partnership board to consider this and feed back any comments to him.

Carol advised that information on tenders should be available on the webpage.

Respite

Zandrea said that managers from City Council, Partnership Trust and NHS Coventry were looking at Respite Services. They were going to map the journey people with learning disabilities took and try and identify blocks and concerns. This was currently being typed up and would be brought to a future meeting.

Visit to see Gordon Ramsey

Helen advised she would not be at the next meeting as she was going to see Gordon Ramsey - to get information on healthy lifestyles.



Date of next meeting: -

Thursday 26 November 2009.

10.30 - 1.00pm

Welcome Centre

Parkside

Coventry

CV1 2HG

