



**Learning Disability Partnership Board and
Tuesday 29th September 2015
Hillside, Beeston Road, Leeds 11
Notes from the meeting**



	Board Members (who signed the attendance list)
	Joint Chairs Aaron Wood, Leep1 Janet Wright, Adult Social Care
	Learning Disability People's Parliament Ann Shuter Annabel Park Claire O'Brien Daniel Froment, Co-Chair of Being Connected David Norman Susan Hanley Tendai (NHS supporting Annabel) Claire Nixon, Articulate Advocacy/Leep1 Mandy Haigh, Leep1
	Carers Reference Group Jackie Hartley, Family Carer Liz Davis, Family Carer Lynn Bailey, Family Carer and Facilitator Maire Sykes, Family Carer Maureen Lumb, Family Carer Suzanne Jackson Bailey, Family Carer
	Statutory Services Jane Flaherty, Dept of Work and Pensions Lana Northey, Adult Social Care Norman Campbell, Clinical Commissioning Group North
	Person Centred Approaches Cathy Wintersgill, Connect in the North Luke Beaumont, Connect in the North and Through the Maze
	Tenfold - Voluntary Sector Forum Tina Turnbull, People Matters Hawa Bibi Rawat, Mencap

	Yeeman Hui, Mencap Sabrina Fran, Mencap Supporting the Board Louise Mills, Adult Social Care Guests (see the minutes for the panel of experts) Caroline Parish, Adult Social Care Gemma Reilly, Adult Social Care Julie Cole, Adult Social Care Sandra Twitchett, Adult Social Care Sarah Erskine, Adult Social Care Apologies (Members who told us they could not come) Kath Lindley, Tenfold Manager Shirley Evison, Family Carer Councillor Adam Ogilvie Helen Gee, Adult Social Care Peter Johnstone, Leeds & York NHS Partnership Foundation Trust Lynne Collins, Affinity Trust, Representing Tenfold Kath Waring, Adult Social Care Emily Fulda, Healthwatch Councillor Patrick Davey Councillor Mark Dobson Harvinder Saimbhi, Leeds City Council
	Notes from the meeting
	Welcome and purpose of the meeting
	Janet welcomed everyone to the meeting and introduced Aaron Wood who replaces Susan Hanley as the Co-Chair. Aaron explained that as there was a lot on the agenda, there would only be time for a few questions after the presentations. The purpose of today's meeting was to look at being safe, one of the three priorities in the Learning Disability Partnership Board strategy, Being Me. In preparation for the meeting, the Board's sub-groups had collected the views and questions from the people they represent.

  	The Peoples Parliament produced a report that included the results of a survey their members had done. The survey asked about feeling safe and reporting crime. Nearly everyone said they felt safe at home, on public transport and when they were out and about during the day. However, 63% did not know what mate crime was. It is important to note that some surveys show increases in people saying they don't feel safe but this can mean they now understand more about risks. (This report is available from Leep1). Board members had also helped circulate a survey to a wider group of people with learning disabilities and the results were quite similar. Kath Lindley asked Tenfold members to send details of any personal safety training they provide. Aaron and Lana gave a presentation to show what being safe means to people with learning disabilities and what is happening in Leeds to make things better. In the future, the Board hopes more personal safety training will be available and will hold a workshop to look at where the gaps are.
Panel of experts	
 	The Board had invited guest speakers whose work involves the personal safety of adults. The purpose of inviting the guests was to raise awareness of learning disability issues and to see if they can offer advice and support. The guest speakers were; • Paul Metherringham - Fire Station Officer • Nick Berry, Inspector - West Yorkshire Police and Leeds City Council Safer Leeds Partnership • Sean Reynolds, Leeds District Hate Crime Co-ordinator - West Yorkshire Police • Pete Simpson - Anti-Social Behaviour Team, Leeds City Council • Kate Huthwaite - Learning Difficulties and Disabilities Case Worker Chapeltown CAB • Erica Ward - Accessibility Officer, West Yorkshire Combined Transport Authority (Metro) • Andy Rawnsley – Aspire (Representing Safe Places Scheme)



Members of the Carers Reference Group and Peoples Parliament asked the panel to answer the questions they had prepared. Here are the questions and a few examples of the advice given. The guest speakers and some Board members also brought leaflets for the information stalls. Some are listed on the last page of these minutes.



Question 1.

Do you provide personal safety training to groups or organisations and if so, what sort of training?

Metro travel offer 30 minute group tours of Leeds bus station to help people find out about the places and staff members that they can go to for help in the bus station. They also point out safety features such as CCTV cameras and help points. The station is a member of the Safe Place Scheme. If anyone wants to book a tour, they can contact Erica Ward. Email: erica.ward@westyorks-ca.gov.uk



West Yorkshire Police have done personal safety training with groups such as hospital staff and football ground stewards. Training can be arranged but it is not free. They provide self-defence to their own staff and would like to offer this to other people.

Safer Leeds support victims of crime and can assess their situations and put measures in place to help them feel safe in their homes. This is done on an individual basis.



The West Yorkshire Fire Service work with community groups and organise fire safety visits to their fire stations.



Question 2.

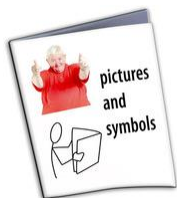
Do you provide staff training about learning disabilities and hidden impairments? If yes, do you involve people with learning disabilities and family carers?



Metro – When Leeds Bus Station joined the Leeds Safe Place scheme they trained staff about learning disabilities. They are looking at providing refresher training and may make a training film that can be shared with bus companies. If they did this, they could involve people with learning disabilities in making the film. They need to look at how it could be done, the cost and who would pay for it.



A First Bus manager came along to the Leeds People's Parliament and said he would be happy to arrange for a group of people with learning disabilities to visit the First Bus depot in Leeds to meet some First Bus managers and staff.



Chapeltown CAB is a member of the Safe Places Scheme and worked with people with learning disabilities to change their forms into easy read. They have also developed autism awareness training, with people with autism and worked with the Autism Hub.



Safer Leeds do a lot of partnership working but would like more training to help people with learning disabilities. They would like people with learning disabilities to come and talk to the Police.



West Yorkshire Police (Hate Crime) – Police Officers receive learning disability training and work on panels across Leeds where people with learning disabilities and family carers are involved. Sean talked about training he delivers called “Show Racism The Red Card”. This training includes a series of workshops for young people that look at the five recordable types of hate crime; race, faith, disability, sexual orientation and gender identity. The Police want to encourage more people to report hate crime incidents. This will help the police understand how much hate crime there is so they can respond to it better. The low number of incidents reported might suggest people think hate crime is part of everyday life. The message is that people must not put up with hate crime. Further information can be found in the [Leeds Hate Crime Strategy](#)





West Yorkshire Police (including the PCSO's and public facing staff) use training packages prepared by the College of Policing and this includes looking after people with mental health, learning disabilities and hidden disabilities. Nick said that the Police would like to be invited to other learning disability awareness events.



Question 3.

If a person with learning disabilities reported that they had been a victim of crime, for example, in the city centre, but had difficulty explaining what had happened, what would you do?



West Yorkshire Police have specially trained officers and teams to support vulnerable victims and may also use organisations, family carers and friends to help victims talk about what happened. The support provided would depend on the disability and crime. The Police have special interview rooms to support vulnerable victims and invite victims to make statements on a video, or give video evidence in court, if this makes them more comfortable.



Leeds has a number of CCTV cameras and the videos are saved for one calendar month. If someone is a victim of crime and they are supported to contact the Police straight away, the Police might be able to use the CCTV footage to help catch the criminal. This will be helpful if the person finds it difficult to explain what happened. The Leeds CCTV cameras run 24 hours a day and if the CCTV operators spot a crime being committed or receive a call about a crime, where there are a lot of cameras, the Police can follow a suspect and send Police Officers to catch them.



Metro advised that if someone was on a bus, for example, and wanted to report a non-emergency incident to the Transport Police, without other passengers knowing, they can send a text to 61016, the British Transport Police. The text number is monitored 24 hours a day and, while it is not for reporting emergencies, they can send Police Officers if needed. Click the link for more information [Support for victims of crime.](#)



Where a person with a learning disability is in police custody, the law states that they must be supported by an [appropriate adult](#). There are a range of rules around how vulnerable adults are supported, depending on their needs. The Citizens Advice Bureau can also arrange for an appropriate adult, Victim Support or Advocates to support the person in police custody.

Question 4.

How can the fire service help families caring for people with learning disabilities stay safer at home?



The Fire Service provides Home Fire Safety Checks; this is where the Fire Service visits a person's home and looks at the fire risks. They will test any fitted smoke detectors and fit new ones where required. They can also supply other equipment such as bedding that won't catch fire. They will give advice on how to prevent fires from starting, what to do if there is a fire happening, how to get out safely or how to stay safe for longer if trapped by fire. People can book a home visit [on line](#) or by telephoning 0800 5874536. Paul took notes of personal queries from Board members and agreed to take the messages back to the fire service.



Question 5.

Some people with learning disabilities have been approached, while out in community, by people trying to sell them things that they cannot afford, for example, mobile phone contracts. Is there anything people can do to safeguard against this? Similarly, companies may phone people with learning disabilities at home and try defraud them/get them to sign up for things. Is there anything people can do to safeguard against this?



Chapelton CAB – If someone wants to cancel a service they have signed up to but then change their mind, they may be able to cancel the service (but not always). The CAB can look at something called a 'cooling off' period. The CAB can help people look into this if they contact them straight away. In some cases, they might



work with a GP or social worker to see if the person had the mental capacity to agree to the contract. If the CAB suspect an organisation is working illegally and scamming vulnerable adults, they will report it to the Trading Standards. Panel members gave further details about where people can go for help; some are listed at the back of the minutes.



Question 6.

Some people with learning disabilities think that the Trinity Shopping Centre is registered on the Safe Places Scheme, is this correct and has every shop signed up to the scheme?



Andy explained that The Trinity Shopping Centre is signed up to the Safe Places Scheme and key staff have been trained in how to support a person with a learning disability if they are lost or feel unsafe. Further training will be provided to more staff or those who have recently started working at The Trinity. Andy asked people to share the Aspire newsletter with groups and organisations as it contains helpful information about their partnership working with services, such as the Police and news about future events. Click [here](#) for the Aspire October newsletter.

Quality Standards Assessment tool – Sandra Twitchett



Sandra gave a presentation about the tool Adult Social Care use to check the quality of residential, nursing and supported living services for adults with learning disabilities. The tool checks a range of things, such as whether people are kept safe when in their service and when going out, whether they are supported to understand what abuse is and know how to report it. Where services are not doing this well, they are given the chance to improve and need to show us that this has happened.



The tool was developed a few years ago with the help of people with learning disabilities and family carers. As the tool is working well, it will be rolled out to more services such as mental health providers.

	In 2013, Adult Social Care asked health and social care managers, people with learning disabilities and family carers to set up a scheme where experts by experience carry out their own quality checks on the residential, nursing and supported living services. The scheme is called the Good Lives Leaders. Their reports are sent to Adult Social Care and the provider. Sandra said that the work done by the volunteers is helping improve the quality of services.
	Good Lives Leaders Scheme – presentation by Ann Shuter, Jackie Hartley, Liz Davis, and Suzanne Jackson Bailey
	Janet said the scheme received good feedback at the Yorkshire and Humber Leadership event and is now looking for new volunteers to join. The scheme will apply for a kite mark. Janet invited some of the volunteers to explain what the scheme means to them.
	Ann explained that as she uses learning disabilities services herself, she knows what to look for and what makes a good service. She also likes the fact that she is helping other people with learning disabilities, by improving the quality of services. It is not easy fitting the volunteering work in with the other things she does but she tries to get the balance right. Ann really enjoys going out to visit people.
	Jackie told the Board that she is a family carer of a young person with autism and was asked to join by the group who developed the scheme. She was nervous before she went on her first visit but when she got there, she really enjoyed it. As a family carer, she was looking for things that she would want for her family member. The Good Lives Leaders volunteers go on visits as quality checkers rather than inspectors and make notes of the good things and things that need improving. Their feedback goes to the provider and the Council. After the visits, they attend de-brief meetings to talk about what they found and to hear what the provider said they will do about the things that needed improving. Receiving this feedback makes the volunteers feel their job is worthwhile.

Safe Places Scheme – Andy Rawnsley	
  Pharmacy 	Andy gave a presentation to update everyone about the Safe Places Scheme which started in 2012. The scheme currently has 298 members, 64 safe place providers in 155 registered locations across Leeds. Aspire now lead on the Safe Places Scheme and want to increase the number of members and safe places. Aspire have been working on the Making Tim Pharmacy project, which is designed to help people with learning disabilities get a better service from their pharmacy. The pharmacies in the project have signed up to be safe places. If successful, this project will be rolled out to other parts of Leeds. Aspire have also been working with a company to develop a mobile phone safe places app. Andy asked people to tell others about the Safe Places Scheme. Anyone interested in joining the scheme or who have good ideas, can contact Carol Benson. The Aspire newsletter and website is another place people can go for more information.
Partnership Board Business	
  	Minutes of the meeting held 16th June 2015 The minutes were sent out in June and as no one has asked for any changes, they will go on the Through the Maze website this week. Dates of next meetings <u>Tuesday 8th December 2015</u>. The theme is Being Well and the Leeds Teaching Hospital trust have kindly agreed to help fund some of the meeting and allowed the Board to use one of their meeting rooms. Aaron, who also works for the NHS, said he will talk to senior health managers about supporting the work of the Board. <u>Tuesday 15th March 2016</u> – theme is Being Connected <u>Tuesday 14th June 2016</u>– open public meeting

	Let us know you are coming Aaron asked Board Members to let Louise Mills know if they were attending Board meetings.
Next steps and close of meeting	
	The Partnership Board, Peoples' Parliament and Carers Reference Group will be asked to help monitor whether people with learning disabilities feel safer and have a better understanding of personal safety. Aaron thanked the guest speakers for coming to the meeting and members for their hard work. Copies of the PowerPoint presentations are available from Louise Mills.
Extra information about being safe	
 	West Yorkshire Police have produced easy read leaflets about the following; • Travelling safely • Visitors to your home • Child sexual exploitation • How to contact us • Domestic Abuse • Internet and phone bullying • Keeping secrets • Mate crime • Protecting your home • Safety when out and about Please click here for the leaflets or visit the website http://www.westyorkshire.police.uk/contact-us/easy-read. The West Yorkshire Police also produce a newsletter and updates from the local Neighbourhood Policing Teams. This contains helpful information and ideas. To receive copies, people can register their details at http://www.westyorkshire.police.uk/npt

 	Aspire Community Benefit Society – click here for their website and link to the newsletters. Click here for the link to the Safe Places Scheme and application forms.
 	West Yorkshire Fire Service have a range of safety leaflets, for example; Fire Safety for People with sight, hearing or mobility issues. Please click here for the link to their leaflets. People wishing to have a home fire safety check can register on-line at Home Fire Safety Checks - West Yorkshire Fire & Rescue Service or by telephone: 0800 5874536
	The Citizens Advice Bureau offer advice on a range of things such as stopping someone vulnerable from being scammed. Click here for a link to their website page about this. https://www.citizensadvice.org.uk/consumer/scams/scams/vulnerable-people-and-scams/stopping-someone-vulnerable-from-being-scammed/ Kate Huthwaite is the Learning Disabilities and Difficulties Adviser at Chapeltown Citizens Advice Bureau and gives free and confidential legal advice to people all over Leeds. Her contact details are telephone 0113 262 2281 or email kate.huthwaite@chapeltowncab.org.uk
 	Metro – West Yorkshire Combined Authority The British Transport Police run campaigns about keeping safe while travelling and have schemes to make travel safer. Click here for information about the 61016 text service or visit the website for further information about travelling safely http://www.btp.police.uk/advice_and_info/travelling_safely.aspx

  	Nuisance phone calls - suggestions on how to stop them Companies based in the UK must not make sales or marketing calls to people who register on the Telephone Preference Service (TPS). People can register by phoning 0845 070 0707 or go to the TPS website. However, there are some calls this won't stop, such as calls from companies based abroad. If you want to opt out of receiving most junk mail via the Mail Preference Scheme (MPS), go to the StayPrivate website. Both the TPS and MPS are free – if a company ever asks you to pay for this service, refuse and inform the TPS. Many cold calls come from abroad, so unless you need to receive international calls, ask your phone operator if it can block calls from international numbers (it may charge for this service).
	Safer Leeds work with other organisations such as the police and Metro, to make Leeds safer for people. Their website has information on services and schemes. Click on the links below for more information How to Report Anti-Social Behaviour Report a Hate Incident SAFER LEEDS A – Z of Services