

Person Centred Approaches (PCA) Sub-Group

Date	2 February 2012 10am till 12pm
Venue	Meeting Room, Kraemer Buuilding, The Courts, Carlisle and Whinfell Office, Kendal

Attending	Dixon, Heather - Residential Service Manager, Cumbria Care [HD] Glover, Colin - Practice Development Manager [Chair] [CG] Redpath, Clare Management Support Administrator, Adult & Local Services [Note taker] [CR] Scales, Amelia - Mencap Carers Network [AS] Whitby, Debbie - West House [DW]
Apologies	Ashworth, Jonathan - Transition Co-ordinator, Distington, Adult & Local Services [JA] Embling, Peter - Oaklea Trust [PE] Mounsey, Melanne – Walsingham [MM] Page, Richard - Transition Co-ordinator, Kendal, Adult & Local Services [RP]

Item 1.	Introductions & apologies CG chaired the meeting and welcomed members to the meeting. Apologies received are noted above.
Item 2.	Minutes of Meeting held on 16 November 2011 The minutes from the previous meeting on 16 November were agreed.
Item 3.	Matters Arising None noted today.

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Item 4.	Examples of Good Practice <p>There are some innovative and creative examples seen so far i.e. using a picture of a football pitch and goal post; using a bag with pockets. Thank you to those able to forward examples of good practice to date though more examples are requested.</p> Action <ul style="list-style-type: none">• The Provider Forum will be contacted to see if other providers are willing to share examples. [CR]• Cumbria Care Locality Managers will be contacted too if willing to share examples [HD]• Provider rep of sub group to provide examples [DW] <p>The group will be tasked with agreeing what examples to use and how they will be shown on the web pages at the next meeting.</p>
Item 5.	Update on DVD Project Group <p>The nominal cost of the materials for the DVD will be met by Adult Social Care. The meeting with Procam is to be arranged, to:-</p> <ul style="list-style-type: none">• Agree the format and design• Agree or meet customers who would like to be seen on the DVD Action <ul style="list-style-type: none">• Contact Andrew Matthews to invite Procam to project group meeting to discuss format, what examples of plan to use and who would like to take part [CG]
Item 6.	Personalisation and PCP in Education and Transition <p>This was an action from the last meeting and a Childrens Service representative has been unable to</p>

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	<p>attend. This is still an issue and is to be brought forward to the next meeting.</p> <p>Action</p> <ul style="list-style-type: none">• Link with Childrens Services (John Barrett) re delivery of person centred transition review plans in schools [CR]• Send details of transition care review plans to members [Transition Worker/s]
Item 7.	<p>Capturing information from PCP's to inform commissioning</p> <p>This is an action that will have to be put on hold until the new contracts are in place for the Support at Home Framework.</p> <p>Providers already collate data from Person Centred Plans. This information could be compared with the last survey completed 4 years ago and with what commissioners need to know to inform them of what service requirements will be needed over the next few years.</p> <p>Action</p> <ul style="list-style-type: none">• Contact the Provider Forum (April 2012) and request information from the LD service providers on what data they collect from customers person centred plans
Item 8.	<p>Future of the Sub Group and Action Plan</p> <p>Unfortunately, not all members attended today so no group decision could be made. This will be put on hold until the next meeting.</p> <p>The report to the Board's next meeting on 6 March will include a copy of the updated Action Plan from today plus feedback from today's attendees that the group has concerns about its future due to non-attendance of professional, carer and advocate representation.</p>

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The Sub Group will review its Terms of Reference at the next meeting.

Action Plan Priority One

- Invite practitioner to PCP Sub Group meeting to discuss support plans developed in personalised way **[CR]**
- Request Transition Workers attend **[CR]**
- Invite Children's Services representative re how PCP delivered in schools and can providers be included **[CR]**

Action Plan Priority Two

- Reminder to family carers and advocate members regarding easy read leaflets **[ALL]**
- Adult Social Care leaflets regarding Self Directed Support are being updated; ask lead officer if easy read leaflets are being planned **[CR]**
- Find out what number of times has the Personalisation Guide has been accessed **[CR]**

Action Plan Priority Three

- See Item 7 **[Provider Forum – April]**
- How to gain data on what young peoples outcomes are **[Transition Workers]**

Future Workstreams

- There is a survey for customers to feedback on services; who is the lead and can information relating to people with learning disabilities be extracted **[HD]**
- The possibility of providers working alongside Transition Workers to deliver person centred plans in schools **[ask Transition Workers]**
- Find out who the appropriate link with the Youth Council will be so this sub group can raise awareness of PCP's **[DW]**

Item 9.

AOB

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	None tabled today
Item 10.	Date of next meeting Meetings to be every 3 months Action 3 provisional dates to be distributed to ensure attendees can make the meeting – all start at 10am with main meeting in Carlisle and video link to Kendal [CR] 25 April 2 May 9 May

Meeting closed at 11:20am