

WEST NORFOLK DISABILITY FORUM

Tuesday 22 May 2012 at 2.30pm
In the Committee Suite, King's Court,
Chapel Street, King's Lynn

AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **MINUTES**
To confirm as a correct record the minutes of the meeting held on 7 March 2012 (attached at Appendix 1).
3. **MATTERS ARISING AND NOT COVERED ELSEWHERE ON THE AGENDA**
4. **BLUE BADGE SCHEME**
To receive a presentation from Karen O'Hara, Norfolk County Council regarding the Blue Badge Scheme. Karen will also answer any questions that the Forum may have.
5. **OPPORTUNITY AWARDS**
Feedback on the event.
6. **BUDGET AND FUTURE EVENTS**

- Celebrate-Ability Awards 2012 (3 September 2012)
7. **SECRETARY'S CORRESPONDENCE**
8. **ANY OTHER BUSINESS**
9. **DATE OF NEXT MEETING**
To note that the next meeting will be the **Annual General Meeting** of the West Norfolk Disability Forum and will take place on Thursday 19 July 2012 at 2.30 pm in the Committee Suite, King's Court, Chapel Street, King's Lynn.

BOROUGH COUNCIL OF KING'S LYNN AND WEST NORFOLK

WEST NORFOLK DISABILITY FORUM

**Notes of a Meeting of the West Norfolk Disability Forum held on
Wednesday 7 March 2012 at 2.30 pm in the Committee Suite,
King's Court, Chapel Street, King's Lynn.**

PRESENT:

Representing the Borough Council:

Councillors Lori Allen, Tony Bubb, Michael Langwade, Garry Sandell,
Stephanie Smeaton. Officers: Allison Bingham, Gordon Jackson-Hopps

Also in Attendance:

Mark Donaldson – Freebridge Community Housing

Representing Disabled People:

Wendy Blades, Jill Darling, Pat French (Chairman), Tess Gilder,
Kathy Warner, Carmel Berkey

Apologies for absence were received from:

Councillors David Harwood and David Johnson,
Sue Smith, Trevor Smith and Eddie West-Burnham

| | | ACTION |
|-----------|---|---------------|
| 1. | <u>ELECTION OF VICE-CHAIRMAN</u> It was proposed and seconded that Kathy Warner be elected Vice-Chairman for the meeting. | |
| 2. | <u>MINUTES</u> The minutes of the meeting held on 10 January 2012 were agreed as a correct record, subject to the following amendments: <ul style="list-style-type: none">• <u>Page 2: Disabled Toilet – Gaywood Library:</u> At the last meeting, as part of her presentation, Linda Tree clarified that Gaywood Library did have a disabled toilet. However, Genevieve Henshaw reported that she had recently been to Gaywood Library and asked to use the accessible toilet facilities. A member of the Library staff informed her that there was no accessible toilet available. The Chair suggested that it could have been a new member of staff or that there could have been a problem with the accessible toilet on that particular day. | |

| | | ACTION |
|----|--|---------------|
| 3. | <p><u>MATTERS ARISING AND NOT COVERED ELSEWHERE ON THE AGENDA</u></p> <p>There were none.</p> | |
| 4. | <p><u>DISABLED FACILITIES GRANT</u></p> <p>Gordon Jackson-Hopps – Senior Housing Standards Officer, Borough Council and Mark Donaldson – Freebridge Community Housing attended for this item.</p> <p>The Forum received an overview on the adaptations and grants process from Gordon Jackson-Hopps. A summary of the key points are set out below:</p> <ul style="list-style-type: none"> • The Borough Council worked in close liaison with Freebridge Community Housing and Occupational Therapists to provide clients with the required service. • Choice Based Letting Scheme. • Disabled Facilities Grant Application process and the aim was to meet the need of the client. • Current legislation relating to Disabled Facilities Grant Applications. • Provision of level access shower units and works associated with installation in client’s properties. <p><u>Minor Adaptations within FCH properties</u></p> <ul style="list-style-type: none"> • Minor adaptations and process for tendering of required works. • A good monitoring service had been established. • Staff received customer service training. • Good feedback received from those who had received a Disabled Facilities Grant. • Freebridge Community Housing competed well in the open market and were committed to providing a good service to tenants. | |

The Forum was invited to ask questions, a summary of which is set out below:

In response to questions from Councillor Mrs Smeaton on any claw back relating to owner/occupier properties, the Senior Housing Standards Officer outlined the prescribed process which was governed by legislation. He explained that an owner/occupier was required to complete an Owner Certificate confirming it was his/her sole and main residence, which would be lived in for a period of no less than five years. The same process was required for a tenant in that a Tenant Certificate would need to be completed. It was highlighted that there were various criteria whereby the grant would not be recovered should the occupancy condition not be met. Local authorities had the discretion to place a charge on properties for owner applications for the value of the grant over £5,000 to a maximum of £10,000 for a period of 10 years. The Borough Council were considering applying this charge in the future.

Councillor Allen enquired if there had been any development on the provision of an Independent Living Centre being located on the NORA site. In response, the Senior Housing Standards Officer explained that he was not aware of anything being progressed, but undertook to find out any information and reply direct to Councillor Allen.

GJ-H

Stair Lifts

In response to questions from Councillor Mrs Smeaton on stair lifts, the Senior Housing Standards Officer explained that stair lifts were provided to clients through a framework contract. Following a procurement exercise, Stannah Stair Lifts had been awarded the contract. The Forum was informed that in some cases, where the client had not contributed towards the provision of a stair lift then such stair lifts could be recycled, but were in fully working order when installed in the client's property. The options available to clients were outlined. If within a period of three years, the client no longer required the stair lift, then once it had been removed a refund would be granted to the Borough Council. Members were informed that following adaptations works being undertaken, this did not then enhance the rental value.

5. BUDGET AND FUTURE EVENTSOpportunity Awards 2012

The 2012 Opportunity Awards would take place on Tuesday 24 April 2012 at 6.00 pm in the Corn Exchange. Publicity arrangements were ongoing and to date five nominations had been received. Articles had been published in the recent edition of the KL magazine and Age Concern UK magazine.

Posters had been sent to various Council venues to display and one Parish Council had requested posters to put up in their notice board.

Advertisements had also appeared in Internal Affairs and a link had been provided from the West Norfolk Access Guide.

Requests had been made to various Doctor's surgeries to display posters, but responses had indicated that posters would only be displayed if delivered to the surgeries by hand not via Royal Mail.

Kathy Warner enquired if KLFM had been given the opportunity to participate. In response, Allison Bingham explained that KLFM was welcome to attend and an advertisement would be placed on the "What's on Section" on KLFM's website. The Lynn News had also expressed an interest.

The closing date for receipt of nominations was 31 March 2012.

The Civics Office would provide assistance by designing and sending out the invitations and the programme. The Mayor's Attendant would assist on the evening and also be available to take photographs.

A total of 24 nominations were received in 2009 and it was hoped that this figure would be exceeded in 2012.

The Mayor had confirmed that he wished to participate in the judging of nominations on 2 April 2012.

| | | |
|----|---|---------------|
| | <p><u>Mobility Scooter Safety Demonstration</u></p> <p>The Forum was informed that a Mobility Scooter Safety Demonstration would be organised by PACT on the same day as the Opportunity Awards from 10.30 am to 3.30 pm. PACT had confirmed that they would organise their own publicity and the demonstration would be promoted on 19 March 2012.</p> <p><u>Celebrate-Ability Awards 2012</u></p> <p>The Celebrate-Ability Awards would be held on 3 September in the Corn Exchange from 2 pm – 5 pm.</p> | ACTION |
| 6. | <p><u>SECRETARY'S CORRESPONDENCE</u></p> <p>Allison Bingham read out the responses to issues raised at the previous meeting:</p> <p><u>Decriminalisation of Car Parking</u></p> <p>How Borough Council staff enforcing decriminalised parking could be identified.</p> <p><i>Response: It was confirmed that Civil Enforcement Officers wore blue trousers, white shirt with logo on, a blue jacket with reflective stripes and ID badge. No hats were worn.</i></p> <p>Does the revenue generated pay the staff salaries that provide this service?</p> <p><i>Yes in part, the income generated contributed to the cost of enforcement.</i></p> <p>What were the leniency rules for blue badge holders with regards to parking enforcement?</p> <p><i>The parking guidelines could be viewed on Norfolk County Council's website:</i></p> <p>http://www.norfolk.gov.uk/Adult_social_care/Physical_and_sensory_disability/Blue_badge_parking_permits/index.htm</p> <p><u>Blue Badge Scheme</u></p> <p>Karen O'Hara from Norfolk County Council had confirmed that she would be attending the next meeting on 22 May 2012 to give a presentation.</p> | |

| | | ACTION |
|----|--|--------|
| 7. | <p><u>ANY OTHER BUSINESS</u></p> <p><u>New Open Britain Brochure</u></p> <p>Tess Gilder advised that she had obtained copies of the quarterly magazine “New Open Britain” and invited those present to take copies following the meeting. The Forum was also invited to put forward suggestions as to where copies could be located for anyone interested to pick up.</p> | |

Car Parking

The Forum’s concerns were forwarded onto the Executive Director for Leisure and Public Space. Reply referred to Norfolk County Council website again.

There were no plans to increase the size of parking bays which would in turn have an impact on car parking capacity. However, consideration could be given to each car park as and when resurfacing work was undertaken.

Loading bays were covered by a Traffic Regulation Order and any changes would need to be instigated by County Highways. The preferred solution for parking problems was to email parking.operations@west-norfolk.gov.uk or via telephone 01553 616222.

Food Waste in the Street

The Forum’s concerns were passed to the Executive Director for Leisure and Open Space. From reviews undertaken it was not believed that there was a problem with food waste in the street on an ongoing basis. The Borough Council and the Vancouver Quarter had a robust schedule which included circular routes for cleaning staff who were always working in the town centre. However, if the Forum believed that there was a problem in a specific location, it could be reported to Alistair Cox, Town Centres Manager (alistair.cox@west-norfolk.gov.uk or 01553 616739) who would be pleased to investigate.

| | | |
|----|--|---------------|
| | <p><u>Norfolk County Council Survey – Use of Personal Assistants</u></p> <p>Carmel Berkey invited the Forum to forward any information relating to Personal Assistants which could be used for the above survey.</p> <p>Tess Gilder advised that a meeting had been held with the NHS who were looking at Personal Assistants to accompany those people with disabilities wishing to holiday in self-catering accommodation.</p> <p><u>Rebecca Parker, Birth of Jessica</u></p> <p>Allison Bingham informed the Forum that Rebecca Parker had given birth to Jessica Ann on 19 February 2012 and invited Members to sign a card and contribute towards a gift following the meeting.</p> | ACTION |
| 8. | <p><u>DATE OF NEXT MEETING</u></p> <p>The next meeting of the West Norfolk Disability Forum was scheduled to take place on Tuesday 22 May 2012 at 2.30 pm in the Committee Suite, King's Court, Chapel Street, King's Lynn.</p> | |

The meeting closed at 3.31 pm.