

WEST NORFOLK DISABILITY FORUM

**Wednesday 21 January 2015 at 2.30 pm in the Committee Suite,
King's Court, Chapel Street, King's Lynn**

AGENDA

1. **WELCOME AND INTRODUCTIONS**
2. **APOLOGIES FOR ABSENCE**
To note any apologies for absence.
3. **MINUTES**
To confirm as a correct record, the minutes from the Meeting held on 22 October 2014, as attached at Appendix 1.
4. **MATTERS ARISING AND NOT COVERED ELSEWHERE ON THE AGENDA**
5. **FEEDBACK FROM THE CELEBRATE-ABILITY EVENT**
6. **GUIDE DOGS CAMPAIGN – UPDATE**

To receive an update from Helen Sismore.
7. **SECRETARY'S CORRESPONDENCE**
8. **WORK PROGRAMME**
To agree the Work Programme as attached at Appendix 2.
9. **ANY OTHER BUSINESS**
10. **DATE OF NEXT MEETING**
The next meeting of the West Norfolk Disability Forum would take place on Wednesday 8 April 2015 at 2.30pm 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
Meeting held on Wednesday 22 October 2014 at 2.30 pm in the
Committee Suite, King's Court, Chapel Street, King's Lynn**

PRESENT:**Representing the Borough Council:**

Councillors L Bambridge, T Bubb, M Chenery of Horsbrugh, Miss
S Sandell,

Officers: A Bingham, D Gagen, R Parker

Representing Disabled People:

L Burrall, M Connell, P French, G Henshaw, S McDougall, S
Pomeroy, C Todd, K Warner

By Invitation:

S Crossman

Apologies for absence were received from: W Blades, G
Darling, H Sismore, Councillors Mrs J Leamon and M Pitcher.

		ACTION
1.	<u>SUSPENSION OF STANDING ORDER 36 – RECORDING OR BROADCASTING OF MEETINGS</u> AGREED: In order to comply with Statutory Instrument 2014 no. 2095, the Openness of Government Bodies Regulations 2011, Standing Order 36 be suspended for the duration of the meeting.	
2.	<u>ELECTION OF CHAIRMAN</u> AGREED: That Councillor Bubb be elected as Chairman of the West Norfolk Disability Forum for the remainder of the municipal year.	
3.	<u>MINUTES</u> AGREED: The Minutes from the West Norfolk Disability Forum meeting held on 23 April 2014 were agreed as a correct record.	

<p>4.</p>	<p><u>MATTERS ARISING</u></p> <p><u>(i) A Boards</u></p> <p>Allison Bingham explained that she was still waiting for an update from the Town Centre Manager on the introduction of a policy for the siting of A Boards in the Town Centre. An update would be provided at the next meeting.</p> <p><u>(ii) Footpath between Catherines Court/Morrisons</u></p> <p>Councillor Bambridge referred to the minutes of the previous meeting where it was reported that the above path was uneven, had potholes and was dangerous. Councillor Bambridge explained that she had visited the path between Highgate and Morrisons and considered it to be well maintained and in good condition.</p> <p><u>(iii) Baby Changing Facilities at King's Court</u></p> <p>Allison Bingham confirmed that Baby Changing facilities had now been installed in the public toilet at King's Court. In response to a question she agreed to ensure that the bin in the toilet was pushed into the corner of the room.</p>	<p>AB</p>
<p>5.</p>	<p><u>LYNNSPORT ROAD</u></p> <p>The Corporate Project Officer at the Borough Council provided the Forum with information of the new road which would be installed between Lynnsport and Edward Benefer Way and highlighted the following:</p> <ul style="list-style-type: none"> • The footpaths on the development site, which currently came to an abrupt end with no dropped kerb would be made accessible and a disabled crossing would be installed. • A new car park would be created at Lynnsport with additional disabled and mother and toddler parking spaces. Additional disabled parking would also be installed next to the pond and the football pitches. • All footpaths and crossing points would be raised level access. • The pond would be filled in and a ramp would be installed to access the cycle path. • Traffic calming measures would be put in place. • A Planning Application for the proposals would be submitted 	

	<p>shortly.</p> <p>The Chairman thanked the Corporate Project Officer for the information. The Corporate Project Officer provided the following responses to questions and comments from the Forum:</p> <ul style="list-style-type: none"> • Car Parking spaces would be the same size as the spaces on the Tuesday Market Place. • The proposals would provide for two entrances at Lynnsport which would hopefully improve air quality in the town centre and Gaywood. • The Disabled and Mother and Toddler parking spaces would be twice the size of a normal parking space. • The cycle paths would be wide enough to accommodate a mobility scooter. • The relevant tactile surfaces would be installed at crossing points. Norfolk County Council's contractors would build to the relevant standards and Norfolk County Council would adopt the road once work was complete. • The Corporate Project Officer explained that Bus Operators had been informed of the scheme and he hoped that the new access road would encourage a bus service to Lynnsport. • The existing pond would be filled in and drainage crates would be installed. • A public consultation exercise had been carried out and it had been decided that speed bumps and rumble strips would not be used on the road because of the noise they created. <p>If Members of the Forum had any other comments on the scheme they should contact disabilityforum@west-norfolk.gov.uk</p>	All
6.	<p><u>THE WORK OF THE WEST NORFOLK ALLIANCE AND HOW HEALTH AND SOCIAL CARE COULD BE DELIVERED IN THE FUTURE</u></p> <p>Sue Crossman from the West Norfolk Alliance provided those present with the following information on the West Norfolk Clinical Commissioning Group:</p> <ul style="list-style-type: none"> • Key achievements of the Clinical Commissioning Group • The Alliance Integration Plan and its four principles. • Challenges • Budgets • Next Steps 	

The Chairman thanked Sue Crossman for her presentation. She provided the following responses to questions and comments from the Forum:

- Projects were being piloted to ascertain the best way of putting a Key Worker in place for certain cases. The Key Worker would be an advocate for the patient and navigate through the systems. The projects would be evaluated.
- The services provided by Queen Elizabeth Hospital would be investigated and at all times core services would be available to local residents.
- The Accident and Emergency service would be reviewed.
- The Patient and Public Engagement Plan would be published in December. Relevant groups such would be engaged and public events would be arranged.
- The handover from ambulance staff to hospital staff would be looked at, alongside ambulance turnaround times.
- Concerns were raised by Members of the Forum regarding the lack of staff, minimal service available at the weekends, and the lack of English spoken by some Members of staff. Sue Crossman agreed to take the comments on board.
- Sue Crossman explained that there was not enough GP's available in the area to run an extended service at local surgeries and out of hours healthcare needs would be investigated.

Sue Crossman thanked the Forum for her invitation to attend the meeting and explained that there was the opportunity to attend public meetings of the Clinical Commissioning Group and ask questions.

7. CELEBRATE-ABILITY ARRANGEMENTS

Allison Bingham reminded those present that the Celebrate-ability event would take place on 21st November 2014 from 10am to 4pm at Downham Market Town Hall. 17 organisations had confirmed they would be attending so far. Free electric blanket testing would also be available.

4500 electric blanket testing leaflets had been distributed and Celebrate-ability leaflets would be distributed next week.

Publicity on local radio and in the press had been carried out with more publicity to happen closer to the event.

	If Members of the forum would like a supply of leaflets or posters to display, or would be available to assist on the day of the event they should contact disabilityforum@west-norfolk.gov.uk	All
8.	<p><u>FEEDBACK FROM THE OPPORTUNITY AWARDS EVENT</u></p> <p>The Chairman considered that the event was a success he felt that it would be useful for nominees and winners to wear name badges so that they could be identified at the reception after the event.</p> <p>The group considered that the Town Hall was a good venue for the event.</p>	
9.	<p><u>WEST NORFOLK ACCESS GUIDE</u></p> <p>Allison Bingham explained that the West Norfolk Access Guide Website's domain needed renewing. The cost for renewing the domain was less than £30 for two years.</p> <p>AGREED: That the West Norfolk Access Guide domain be renewed.</p>	AB
10.	<p><u>DISCUSSION TOPIC – PARKING ON PAVEMENTS</u></p> <p>The Chairman encouraged those who had any issues with parking on pavements to raise the issue at their local Safer Neighbourhood Action Plan (SNAP) meeting, where often there was a police presence. More information on SNAP meetings was available on the Council's website at http://www.west-norfolk.gov.uk/default.aspx?page=26153</p> <p>Genevieve Henshaw explained that Guide Dogs for the blind were leading a campaign on this issue and had lobbied local MP's.</p> <p>The Chairman requested that a representative from the Police be invited to a future meeting of the West Norfolk Disability Forum and that Helen Sismore be asked to provide an update of the Guide Dogs campaign at the next meeting.</p>	RP HS
11.	<p><u>SECRETARY'S CORRESPONDENCE</u></p> <p>There was none.</p>	
12.	<p><u>WORK PROGRAMME</u></p> <p>The Forum's Work Programme was agreed.</p>	
13.	<p><u>ANY OTHER BUSINESS</u></p>	

	Genene Henshaw commented that a petition had been delivered to 10 Downing Street on installing Audio Visual equipment on buses and would keep the Forum updated on progress.	
14.	<u>DATE OF NEXT MEETING</u> The next meeting of the West Norfolk Disability Forum was scheduled to take place on 21 January 2015 at 2.30pm in the Committee Suite, King's Court, Chapel Street, King's Lynn.	

The meeting closed at 4.20pm

APPENDIX 2

West Norfolk Disability Forum – Work Programme – 2014/2015

Date of Meeting	Items
22 October 2014 at 2.30pm	<ul style="list-style-type: none">- Appointment of Chairman- Discussion Topic – Parking on Pavements- The Work of The West Norfolk Alliance and how Health and Social Care could be delivered in the future – Presentation from WNVCA – contact Marie Connell (20 minutes)- Celebrate-ability Arrangements- Feedback from the Opportunity Awards event- Lynnsport road – Dale Gagen- West Norfolk Access Guide
21 January 2015 at 2.30pm	<ul style="list-style-type: none">- Feedback from Celebrate-ability event- Update on Guide Dogs Campaign
8 April 2015 at 2.30pm	
22 July 2015 at 2.30pm – Annual General Meeting	<ul style="list-style-type: none">- Appointment of Chairman- Appointment of Vice Chairman