


| <b>Name of Group / Meeting:</b>          | Tackling diabetes in people with a learning disability steering group meeting  |             |                    |  |
|--|--|-------------|--------------------|--|
| <b>Date:</b>                             | 8th November 2023  |             |                    |  |
| <b>Time:</b>                             | 11am – 12pm  |             |                    |  |
| <b>Venue:</b>                            | MS Teams   |             |                    |  |
| <b>People Present</b>                    | Emma Cheetham (Chair), Lindsay Henderson, Sara Harris, Sarah Golightly, Emma Smith, Heather Yemm, Karen Baines, Liz Wright |             |                    |  |
| <b>Apologies</b>                         | Elaine Fairbairn, Hannah Jeffry, Clare Scarlett, Laura Whitfield   |             |                    |  |
| ACTIONS                                  |  |             |                    |  |
| Subject                                  | Action   | Target date | Person responsible | Enclose / comment  |
| <b>PENNA</b>                             | EC to share poster with the group  | ASAP        | EC                 | <p>LW asked if the digital version of the poster can be shared as will be useful for promoting the course as provides an overview</p>  <p>A0_poster_PENNA_wards.pdf</p> |
| <b>YVC / South Tyneside Pilot Update</b> |  |             |                    | <p>Next course (4) starting 8/11/23 1-3pm at Haven Point Leisure Centre. 5 participants and 2 supporters planning to attend. One participant is a BSL user, their carer will interpret. Final session 13/12/23- someone</p>                                  |

|   |  |                            |                                      |  |
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| <p><b>Support Group</b></p>             | <p>HY to attend or arrange for a colleague to attend final session</p>   | <p>13/12/23</p>            | <p>HY</p>                            | <p>from the University of Sunderland will attend the final session to run the focus groups with participants.</p> <p>This is up and running, 5 attendees so far, although participants attending course 4 have expressed interest in joining. The participants put ideas forward as to what they would like the topic areas for future meetings to be.</p> |
| <p><b>S4P / Durham Pilot Update</b></p> |  |                            |                                      | <p>Course 1 complete, course 2 underway in Stanley at 'The Venue' with 3 participants and 2 supporters. Although a small group it is going very well. Being delivered by 1 trainer and 1 expert by experience which works well</p>   |
| <p><b>Evaluation</b></p>                | <p>HY to arrange this via SH and ES (Erin)</p> <p>Please let Heather know the date for week 6 with as much notice as</p> | <p>ASAP</p> <p>Ongoing</p> | <p>HY / SH / ES</p> <p>S4P / YVC</p> | <p>Successful data collection from first 3 ST courses, both meaningful and powerful.</p> <p>HY unable to attend final session of the first Durham course, however ethics at the University have approved that feedback can be captured via the phone.</p>  |

|                                       |   |  |                            |   |
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|                                       | <p>possible, and if possible add an extra 30 minutes to the final session to allow for focus groups</p> <p>Suggested feedback on paperwork to HY</p> <p>HY to arrange interviews with the course facilitators</p> | <p>Ongoing</p> <p>By Jan 2024</p>                                | <p>S4P / YVC</p> <p>HY</p> |   |
| <b>Transition age and T2 diabetes</b> |   |  |                            | Initial numbers low, work needing to happen on GP learning disability registers |
| <b>AOB</b>                            |   |  |                            |   |
| <b>Community of Practice</b>          | EC to send out invite. LW to book room at S4P. Send any agenda items to EC  | Meeting to take place 10 <sup>th</sup> January 2024 face to face |                            |   |
| <b>Future meetings</b>                | EC to send out dates for 2024   | By December 2023   | EC                         | Group members happy with frequency (every 6-8 weeks) Wednesday's 11-12          |

**Date and Time of Next meeting: 24<sup>th</sup> January 2024 11-12 MS Teams**