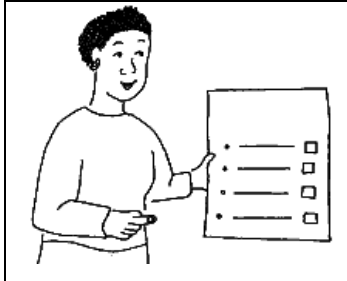






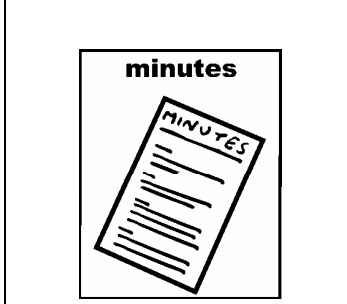
**People who could not come to the meeting:**  
 Councillor Sherry Bradley  
 Janet Wright, Joint Commissioning Manager  
 Shelley Barnett, Service User  
 Doug Martin, Connexions Partnership Co-ordinator  
 Michael Cass, Leeds People First  
 Khalid Arian, Finance Manager  
 Mike Doyle, Director of Learning Disability and Information Services (Leeds Mental Health Teaching NHS Trust)  
 Andrew Walsh, Service User  
 Thea Stein, Chief Executive North East PCT



**Other things we should talk about:**  
 Ken McCullough - the Carers Consultation Event.  
 Bill Walton – Information Task Group  
 Shelly Barnett’s resignation .



**Declaration of interest:**  
 There were none



**Minutes from the last meeting and Matters Arising**

**Leeds People First** – Fiona Williams has been appointed as the new worker.

**Project Manager – Housing Strategy.** There is an agreement in place (in principle) to fund this post. It was agreed that this should be a two year post, but due to rules about when the money needs to be spent by, the post might have to finish in March 2005. Dave Rosser is going to discuss this issue with other people to find out what is happening.



**Ken McCullough** - The Carers Consultation event on 25<sup>th</sup> September did not take place but there will be other events instead. As Ken McCullough will not be able to attend, steps will be taken to keep him informed of developments.

**Ken McCullough** asked about the progress with the National Care Standards and the effect of the possible registration of individuals current accommodation. Mike Evans stated that he had received communications from Members of Parliament and that we would work to try and sort the issues out in an acceptable way.



Ken McCullough stated that people were unsure whether or not they would be affected and that decisions should be made on an individual basis. Mike Evans said that some people would need a lot of support to manage a tenancy agreement. Mike Evans also said that the Partnership Board does not have the right to appeal against decisions.

Nancy Hill said that the National Care Standards Commission appeared to be working differently throughout the region. Dave Rosser suggested a meeting could be held to sort out these differences.

Mike Evans said that people could contact Paul Truswell if they wanted to discuss any of this with a Member of Parliament.



### **Ken McCullough - Budget Position**

Ken McCullough asked what was happening with the overspend. Dave Rosser told the Board that there was a projected overspend of approximately £1,000,000. Some of this is due to the large number of people requiring a high level of health care. The Partnership Board is currently working with the PCT's to look at these Continuing Care needs. Another reason for the overspend is that the pooled budget is underfunded. Dave Rosser said that the overspend is not unjustified, but the budget needs to be brought under control.

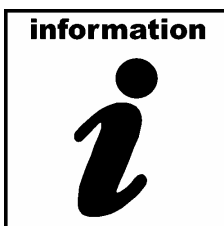
George McIntyre said the budget has to be set in an achievable way and that all PCT's are in an overspend situation. If more money was to be given to the Learning Disability budget, services for other groups would have to be cut. George also said that it is not easy to increase budgets especially with the new regulations that the PCTs had to work under.

### **Ken McCullough - Carers Reference Group**

Ken McCullough said that more support is needed for carers on the Partnership Board. He suggested that ACTCOM should become the Carers Reference Group for the Partnership Board. The next meeting of ACTCOM is 10<sup>th</sup> December. Dave Rosser will be attending this.

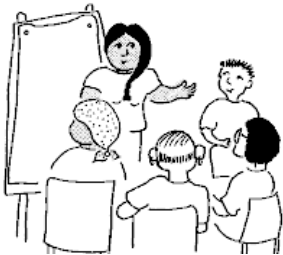
### **Bill Walton - Information Task Group**

Bill Walton reminded the Board that the decision about having a representative from the Information Task Group on the Board was going to be decided at this meeting.



George McIntyre asked what was the purpose of the Information Task Group and how much information was being shared.

Bill Walton said that the purpose of the Information Task Group was to support the Partnership Board and to write the Information Strategy. He said that the information strategy had been agreed by the Partnership Board at an earlier meeting but there has been a few minor changes since then so it would need to be brought back to the Board for a final signing off.



## Updates

**Housing Task Group** – Steve Harris told the Board that the Task Group had been meeting monthly and was busy writing the Housing Strategy which was focused on 3 priority groups:

- Those people living in the learning disability hostels
- Those people living with older carers
- Young people in transition



A Service Users Reference Group has been set up to help form the strategy and to write an accessible version. Consultation events have been held and arranged for people with learning disabilities, staff, professionals and carers. The full draft will be available for the next Board Meeting.



### **Private Finance Initiative Bid (also known P.F.I.) – Chris Schrimshaw**

Chris Schrimshaw gave a brief talk on the P.F.I. bid to get more money from private providers to meet the future housing and support needs of those people living in hostels. The deadline for the expression of interest is 18<sup>th</sup> December 2003, which is a very tight deadline. If Leeds is successful, the P.F.I. team has 6 months to put together a business case to give to the government to get more money which will allow much more time for the consultation. Mike Evans told the Board that there are other financial opportunities if the bid for money under the P.F.I. is not successful.

Bill Walton said that the final business case needs to come to the Board first so that the Board as a whole knows what is going on. Windlesford Green was to be a model for future changes to the hostels. At Windlesford Green everyone had Person Centred Planning .

Dave Rosser said that the PFI team had identified the need for 20-24 people to do Person Centred Planning with all the people in the hostels. Money to meet the cost of this can be part of the bid.

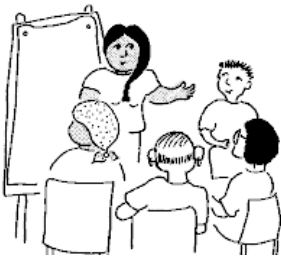


### **Phase III Trust Reconfiguration – Sheila Dunham**

Sheila Dunham gave an overview outlining the issues surrounding Phase III of the reconfiguration of the trust – those people with continuing care needs living at Woodlands Square and Crooked Acres. The Trust and other consultants have had a meeting with the Joint Commissioning Service to discuss plans for more suitable accommodation for the people using these services. There are also more people needing

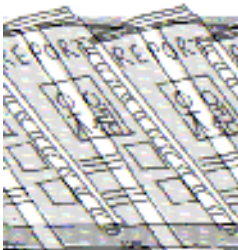
out patient services. Several options were available but the preferred option was to provide two new buildings with ten beds and new staff accommodation, and an Out Patient's Clinic.

They were then asked to look again at the plans. The actual plans that were accepted were for 12 beds.

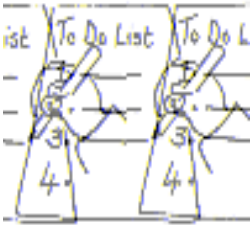


**Presentations and Reports**  
**'Caring for the Learning Disability Patient in General Hospitals' by Sheena Kelly and Cathy Peacock.**

Sheena told the Board that the Mental Health Services were aware of the shortfalls for people with learning disabilities when they come into hospital. Sheena and Marion Crabbe (Learning Disability Speech and Language Therapist) have set up a pilot training package to tackle the problem which has so far, proved very successful. Cathy Peacock added that the NHS trusts and learning disability services need to work together. Nurses need training in how to care for people with learning disabilities. A questionnaire had been sent to learning disability staff to highlight the experiences of service users who had been to hospital.



George McIntyre thanked Sheena and Cathy and said he was pleased to see what they were doing. He said the problems exist with community services as well as the hospitals and it will be an enormous task to get the GP's, Dentists, Opticians etc to understand all the issues. There needs to be an adaptable training package to suit everyone concerned.



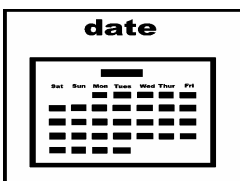
Dave Rosser asked Cathy to identify the key advisors for the pilot project and report back to the Partnership Board.

**Thoughts on the future of the Partnership Board.**

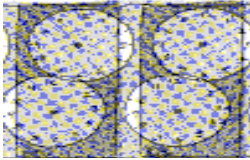
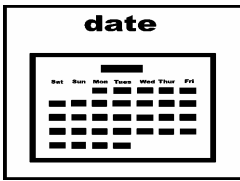
Dave Rosser discussed the issues raised in Bridget McGuire’s paper about payment for Service Users and Carers involvement. A copy of this is available from the Joint Commissioning Service.

Dave Rosser then went on to discuss the Audit Commission Report on the Pooled Budget and the Partnership Board. He said there were two main areas to consider: (1) The way the Partnership Board works and who is on it and (2) governance and accountability, that is how responsible decisions are made, how we agree and adopt policies.

Dave Rosser suggested a new group was formed – The Partnership Executive. This would be made up of people who work for the Council and the PCTs. Their job would be to report to their Executive Boards. It would also have on it people who work for the Joint Commissioning Service and other people from the Partnership Board. The Partnership Board’s job would be to oversee the development of the strategy and to make Valuing People happen in Leeds. The Partnership Executive’s job would be to make it happen within the financial budgets, procedures and the law.



It was agreed that a meeting would be held on Wednesday 21<sup>st</sup> January to discuss the future of the Partnership Board. This meeting would be held in the morning and would be open to both members and non-members of the Partnership Board. The venue will be decided at a later date.



**The next meeting of the Partnership Board  
will be**

**Wednesday 25<sup>th</sup> February 2004**

**10.00 am – 12.00 noon**

**at St Chad's Parish Centre  
Otley Road  
Far Headingley  
Leeds 16**