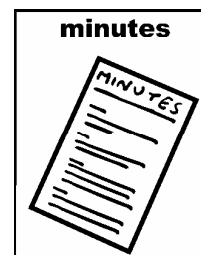


# Leeds Learning Disability Partnership Board



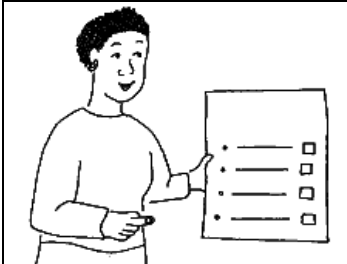
## Minutes of the Meeting held at Shireview Centre on Wednesday 28<sup>th</sup> May 2003

An icon showing two people talking. One person is standing and gesturing, while the other is seated.	<p><b>Welcome</b></p> <p>Mike Evans welcomed everyone to the meeting and Board members introduced themselves.</p>
An icon showing a group of people standing together. One person is in a wheelchair. There are five people in total.	<p><b>People at the meeting:</b></p> <p>Mike Evans, Director of Health and Social Policy Nancy Hill, North West Primary Care Trust Janet Wright, Joint Commissioning Manager Doug Martin, Connexions Partnership Co-ordinator Mike Doyle, Director of Learning Disability and Information Services (LMHT) Bill Walton, Leeds Learning Disability Forum Shelley Barnett, Service User Ken McCullough, Carer Michael Cass, Leeds People First Andrew Walsh, Service User Thea Stein, Chief Executive North East PCT Anthony Waring, Learning and Skills Council</p> <p><b>Other People who came to the meeting:</b></p> <p>George McIntyre Les France, User Involvement Project Tony Pugh Cathy Wintersgill, Connect-in-the North Dave Rosser</p>



**People who could not come to the meeting**

Councillor Bradley  
Julia Cook (replacing Tina Williamson)



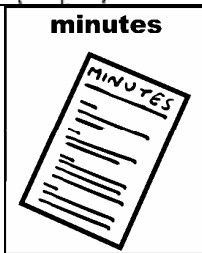
**Other things we should talk about:**

Carers Group – Ken McCullough  
Reprovision of Cliffdene  
Leeds People First



**Declaration of interest**

There were none



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

**Time and Place of Meetings** – Janet Wright reminded the Board how the last meeting at Shireview had been rushed as the caretakers want everyone to finish by 6.30 so that they could lock up on time. Board members were asked whether they were still happy with having meetings at lunchtime and in the evening. Mike Evans said that the Chair, Councillor Sherry Bradley found it difficult to attend evening meetings, as did Shelley Barnett. The idea of starting at 4pm instead of 5pm was also suggested.



Janet Wright said she would put together some brief ideas about the place and the timing of the meetings and send them out to Board members for the next Board meeting in September.



**Payments to Board Members** – At the last Board meeting, the Partnership Board looked at the issue of paying service users and carers for attending the Board meetings. Les France did a presentation to explain how the Board might like to do this. At the moment in Leeds, Health and Social Services are working together to make a policy and rules about how service users and carers are paid for the work they do, such as attending meetings.

Mike Evans confirmed that there is a group looking at paying service users with mental health issues for their involvement in the work of Social Services and Health Services. The Modernisation Teams had looked at this group's ideas, and then agreed that these needed to be signed off by the Chief Executives. He said it was reasonable for the Partnership Board to follow their policy.



The idea being put forward is that service users and carers who are Board members will be paid every time they go to a Partnership Board meeting. The current rate paid in Leeds is £20 per half-day session or attendance at a meeting, and this is the amount that was suggested the Board should pay.

Board members were reminded that being paid for attending Board meetings could affect people's benefits. Leeds Pathway has agreed to offer advice on this.

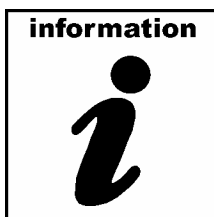


Somebody asked how the amount of £20 was decided upon as the rate to pay people for attending the meetings. Les France said that they researched what amount was paid around the country and that this was the most that was paid without affecting a person's benefits.

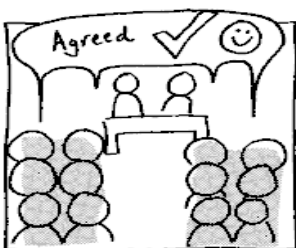
A question was also asked about other expenses for Board members (e.g. the cost of a taxi to get to/from the meeting). The Board's Terms of Reference (drawn up two years ago) state that all out of pocket expenses incurred by Board members will be met by the Partnership Board.

It was agreed that the ideas laid out in this paper were to be used as a temporary solution until the next Board Meeting, when the Board would be provided with more detailed information about:

- a) Why the payment amount chosen is £20
- b) The difference between expenses and payment for attendance.



**Information Strategy** – Bill Walton, who is a member of the Information Task Group, presented the final draft of the Information Strategy to the Board. The only change made since it was first presented to the Board at the meeting in March has been to update the Recommendations Section, to make it clearer as to who was responsible for making different parts of the strategy happen and by when.



The Board formally agreed the strategy.

## **Presentations and Reports**

### **Housing Plan**

Janet Wright gave a presentation on the Housing Strategy, which has been sent off to the Department of Health for their approval. The Strategy was handed out to Board Members at the last meeting in March.

Janet Wright pointed out that the government (through Valuing People) tells us we've got to write lots of reports on different subjects, but given the size of Leeds, it is not always practical to meet their timescales (as it takes us longer to do it properly).

This is one of the reasons why our Housing Plan is actually a plan of how we are going to write our Housing strategy that properly meets the needs of people in Leeds. The Department of Health has accepted our 'Strategy' on this basis, and has given us positive feedback on our plan.

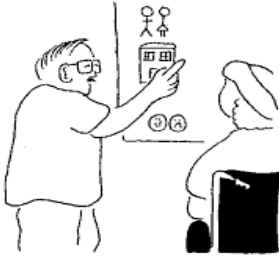
The first steps of the Housing Task Group will be to:

- Make sure that the right people are on the Task Group
- Organise consultation events
- Put together a draft strategy
- Recruit a Project Manager (money for this post is coming from the old joint finance money)

Janet said that the housing needs of people living with older carers and young people would be especially important in the strategy.

Tony Waring said that there might be a danger that people's expectations were raised. Janet said that the Task Group was aware of this, and knew that it was important to be realistic but also to be honest with people.





## Person Centred Planning

Cathy Wintersgill gave a presentation on what had happened over the last 12 months around person centred planning in Leeds and what the plans were for the next 12 months.

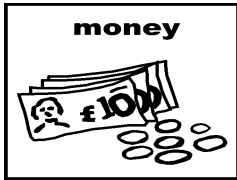
Lots of people now know about person centred planning in Leeds. Leeds had planned to train 20 people with learning disabilities and/or their carers on the 5-day course but only 15 people had wanted to come. We had not met our target for Action Learning Networks for the same reasons. However 65 people have been on a 5-day course to facilitate person centred planning and Leeds has done most of the things the person centred planning strategy said.

Looking forward, there will be several person centred awareness events including one for the Partnership Board on Thursday 26<sup>th</sup> June. More people will be trained as facilitators, including 20 people involved with young people in transition. The Task Group will be advising the Joint Commissioning Service e.g. showing how learning from person centred planning will be turned into action.

Janet Wright has asked the Valuing People Support Team to talk to Leeds about evaluation of our progress. So far, actions on person centred planning have happened around specific projects or for individuals. We now need to broaden it out.

Tony Waring wanted to know how the Person Centred Planning Task Group was linking with Connexions. Cathy said that she was working with Connexions. The Board was also reminded that there needs to be formal links between the Housing Strategy and person centred planning.





## Updates

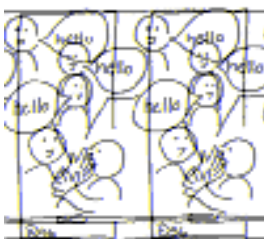
### Finance Issues

Khalid Arian, the Finance Manager, said that the Budget for 2002/03 had been completed, and that it had ended in balance. He is currently preparing final reports for the auditors.

For the current financial year 2003/04, Khalid said information was still coming in, but that he would bring this to the next Board Meeting.

Khalid said it was important for Board Members to realise that the £1.3 million which he had said was unallocated at the previous meeting was not extra, and in fact, has always been allocated to different items. Khalid said that he had given the wrong impression due to the particular words he had used in his previous presentation on the budget.

George McIntyre wanted to know if there was a full budget available for the current year yet? Khalid said that more detail would be available at the next Board Meeting.



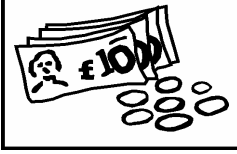
### Head of Service

The new Head of Service, Dave Rosser introduced himself. He currently works in Bradford, but is looking forward to working with us in Leeds from the 30<sup>th</sup> June.

### Changes to the Mental Health Trust

Mike Doyle said that all of Phase Two had been completed, and discussions had started about what the next stage would be.

money



### **Capital Bid**

Janet Wright said that Leeds had been successful in its bid for £10,000 of capital money to buy multi-media computer equipment (and cameras etc) to help us to plan with people who have greater support needs.

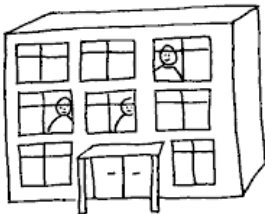
### **Other Things to Talk About (Any Other Business)**

#### **Carers Reference Group**



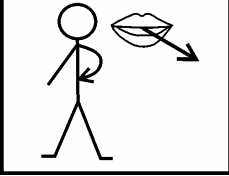
Ken McCullough told the Partnership Board about a regional meeting of carers that took place in January. The next meeting of this group will take happen in July. Ken also told the Board how efforts were being made to set up a local carers support group outside the Partnership Board.

#### **Reprovision of Cliffdene**



A member of the public wanted to know what was happening about the plans to reprovide Cliffdene hostel. Janet Wright told the Board that the Joint Commissioning Service had been tendering for a new service to provide respite services instead of Cliffdene. A recommendation has been made to award the contract to a provider who is prepared to put capital money into the new service, and we are waiting for the outcome of this recommendation. In the meantime, people will continue to receive respite services.

**self advocacy**



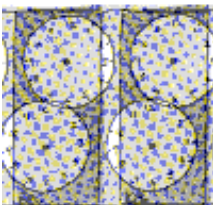
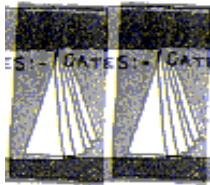
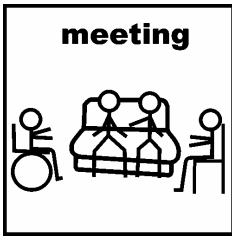
## **Leeds People First**

Michael Cass told the Board that Leeds People First still have not got a worker, and that they are worried that they will go under if they do not get one soon. Mike Evans said that he would look into it. Janet Wright said that she shared their concern. She said that Social Services did advertise the post internally, but no-body had applied. It was agreed that it needed to be on the agenda for the next Board Meeting, with some suggestions about what could be done.

## **Joint Conference**

Tony Waring told the Board about a recent Joint Conference for Learning and Skills Councils and Local Authorities to work closer together. He said that a joint statement would be coming out soon.





# Next Meeting

**Wednesday 30 July 2003**

**Pudsey Civic Hall  
Dawesons Corner  
Pudsey**

**12 noon**