



Welcome and introductions

Ray Wilk welcomed everyone to the meeting and asked the Board members to introduce themselves.



Updates

Service User Reference Group

Pauline Bowes and Sue Lindsey read through a report from the Reference Group meeting held 22nd May and told everyone about the guest speakers who came to the meeting.



Sue Lindsey explained the history of the Reference Group and why they had to reduce the numbers of people attending. The group now has 36 members who have all agreed to share their information and knowledge with other service users. There will be one big information sharing event held every year for all to attend.

The Partnership Board then discussed how the Reference Group would make sure the new members shared the information with other service users and no one was left out.



Ethnicity Reference Group – Kashif

Ahmed

Kashif talked about the role of the Reference Group, work it has planned for the next 12 months and the Ethnicity Action Plan. There will be a workshop for the voluntary and private sector on 10th July. An ethnicity self assessment questionnaire will be sent to organisations to look at how they are performing and identify problem areas. This exercise will be repeated later to monitor progress. A Spirituality and Wellbeing Reference Group is being developed to







share the information with other carers.

- Members prepared a list of some of the things they wanted to work on or have access to;
 - information regarding access to health checks
 - register of carers
 - research into carers rights
 - advice on future planning, wills and legacies plus a carers information pack
 - training on IMCA (Independent Mental Capacity Advocate)
- The Carers Reference Group has 3 places on the Partnership Board but as the dates of the meetings are not convenient to everyone, they would like to take it in turns to be on the Board. The Partnership Board acknowledged this request and agreed all invitations and correspondence will be sent directly to Age Concern as the organisation supporting the Carers Reference Group.
- The Group would particularly like to hear the views of carers of young children with learning disabilities and carers from the Afro Caribbean community and work will be done to attract membership from these two groups.

After the update, a carer explained the difficulties she had experienced when her son was admitted to hospital. The Board were advised that the Department of Health is conducting an enquiry into hospital admissions, including consent to treatment for adults with learning disabilities and more information will be available later.

	Ray Wilk thanked the carers for all their hard work.	
	<p>The Board were asked to re-introduce, as a standing item, actions from the minutes of the last meeting. Discussions took place around the difficulties of fitting many items on the agenda when some issues need to be discussed in great detail. It was agreed where people had been given specific tasks, they would either feedback at the next meeting or issue a handout to update the Board.</p>	
	<p><u>Updates from last meeting</u> <u>Self Directed Support – Dave Rosser</u> Social Services has produced a draft improvement plan to increase the uptake of Direct Payments and this will be presented to Council Chiefs at a meeting on 20th June. Dave offered to do a full presentation at the next Partnership Board meeting and handed out DVDs and leaflets for people to take away.</p> <p>The Board felt that it was very positive to hear that Sandie Keene, the new Director of Adult Social Services is committed to promote individualised budgets and has asked Dave Rosser and John Lennon, Head of Service Delivery to organise a conference for Social Services staff plus guests. The purpose of the conference will be to get advice from people around the country who have piloted the scheme and look at the way forward for Leeds.</p> <p>Bill Walton requested copies of all the strategic documents (big plans) adding he was concerned that if the meeting was just for</p>	<p>Dave Rosser</p>

internal staff, this would affect the way it will be planned. Scott Cunningham confirmed he has already spoken to John Lennon, on behalf of the Partnership Board and presented him with a long list of issues.

Finance Update – Janet Wright

Janet pointed out that work is still being done around the budget but will ensure Board members receive a report, before the next meeting regarding the budget and the Development Fund money.

Health Task Group

The group needs further clarification on what tasks to concentrate on and due to the staff changes in the health service, work has been put on hold.

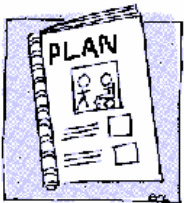
Joint Commissioning Plan – Janet Wright

Janet acknowledged all the work done by people in putting the draft plan together and the frustration felt because it has not been signed off. There has been a delay because some peoples jobs have changed and some are still in the process of being sorted.

Janet is working with Tim O’Shea, Head of Adults Commissioning within Social Services, to develop a big plan for learning disabilities and other service user groups which will include all the work done by the Partnership Board.

Partnership Executive

The Partnership Board will be informed of the future plans for the Partnership Executive once they have been agreed.



Khalid Arian

Janet Wright

Partnership Board

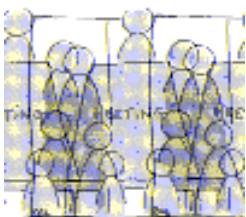
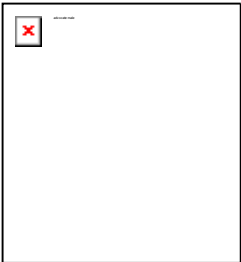
IMCA (Independent Mental Capacity Advocate – Paul Seccombe

Paul talked about the new IMCA service.

The Mental Capacity Act has created a new service called the Independent Mental Capacity Advocate (IMCA) service. Its purpose is to help adults with learning disabilities and other vulnerable people who are unable to make decisions about important things such as medical treatment or changes in where they live.

Local Authorities and Health Services have a duty to provide an IMCA service and Leeds has 15 people trained to provide this on a sessional basis. Leeds Advocacy has 8 IMCA advocates and the Leeds Mental Health Advocacy has 7. Referrals are made by the Local Authority and Health Services and they are required to explain why they did and did not refer a person to IMCA. From April to June they received 21 referrals although most of these were for people suffering with dementia. A series of books have been produced which are aimed specifically for the different groups involved such as service users, carers and advocates.

Paul was thanked for his presentation and it was agreed more time would be spent on IMCA at a future Partnership Board meeting.



Group Work - Partnership Board Meeting Styles and Layout

The Partnership Board has tried many different styles of meetings to make sure everyone is included and has the chance to be involved. However it has not been possible

to arrange a meeting style that suits everyone.

People at the meeting were asked to work in small groups and look at two things;

1. Room layout

They were asked to look at a particular room layout and list the things what were good and not so good about that style and consider which style should be used for future meetings

2. Number of meetings

Should the Partnership Board continue to have 4 open public meetings a year with 2 private meetings

or

Should the Partnership Board have 4 private meetings a year with 2 open public meetings


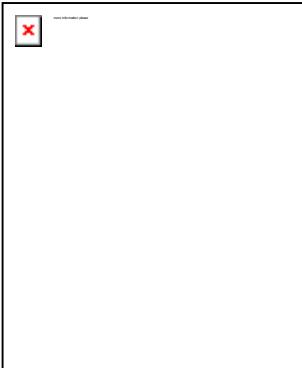
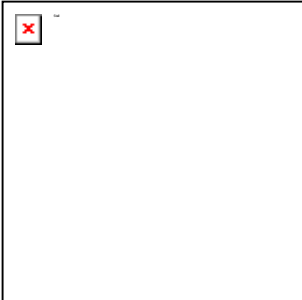
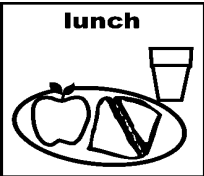
Each group talked about what they thought would work and the problems that may arise. Everyone was asked to vote for one room layout style and whether to change the numbers of the meetings.

Results of the vote

1. Room layout

Of the 23 votes received, 17 were in favour of having the first half of the meeting with Board Members sat at a big table and guests seated in front, theatre style and the second half of the meeting Board Members could sit with guests round smaller tables for group work. All Board Members to assist in setting up the room.



	<p>2. Numbers of meetings</p> <p>Of the 26 votes received, 20 people thought it would be better if the Board held 4 private meetings a year with 2 open public meetings.</p>	
	<p>Partnership Board Message Box</p> <p>At every meeting a box will be left at the registration desk so people can leave written or drawn comments, feelings and suggestions.</p>	
	<p>Mailing List</p> <p>The Joint Commissioning Service receives many emails regarding regional learning disabilities events and useful information. Board members were asked to add their names to a list being circulated, if they wanted to be included in the distribution list. It was pointed out that it would not be possible to individually select events according to a persons interests.</p>	
	<p>Information Stand – Sheena Kelly</p> <p>Sheena Kelly, Clinical Service Manager had been given permission to display an information stand providing details of the changes within the Leeds Mental Health Service Directorate which start 2nd July. Sheena was also available for people to ask further questions during the lunch period.</p>	
	<p>Ray Wilk thanked everyone for attending the meeting and invited people to stay for the buffet lunch.</p>	



**The next Partnership Board
meeting will be held**

Date: Tuesday 2nd October 2007

Time: 10 am till 1 pm

Venue: St Matthias Church Centre