



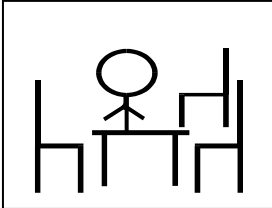
Leicestershire Learning Disabilities Partnership

Board Meeting

On 1st April 2010

Minutes – What people said at the meeting

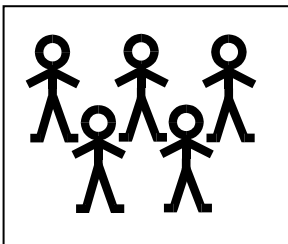
Apologies – Who couldn't come to the meeting



Brian Loader
Alyson Hunter
Phillip Pearson
John Goree

Vanessa Griffiths

Present – The people who were at the meeting



Alison Doggett
Alison Little
Alistair Fleming
Alix Glazier
Dave Houseman
Dawn Shepherd
Elaine Smith
Gerry Short
Helen Illsley
Jane Parr
Jane Southwick

Jo Peake
Keeley Smith
Kylie Jarvis

Lyn Bedford
Paula Stimson
Phil Linggood
Phillip Sear
Ros Jarvis
Sue Brookes
Sue Disley
Surinder Peberdy
Terry Bedford
Tony Howlett

Adult Learning Service
Valuing People Team
Self Advocate from Harborough
Self Advocate from Charnwood
Leicestershire County Council
Self Advocate from Hinckley
Glebe House
Homefield College
Co Chair
Leicestershire Partnership Trust
Self Advocate for Oadby and
Wigston
Glebe House
Valuing People Team
Vice Chair and Self Advocate for
Harborough
Parent
Self Advocate from Melton
Parent/Carer
Self Advocate for North West
Parent
Mencap
Adult and Communities
Planning and Commissioning
Parent/Carer
Leicestershire County Council

Visitors.

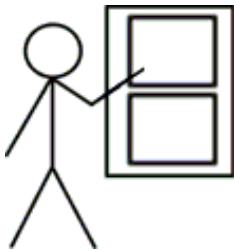


Sue Cawrey
Jane Robins
Simon Dalby

Miranda Graham
Saeed Seedat

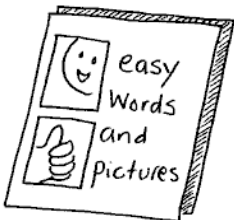


1. Introductions - Everyone said their name and what will they be doing over Easter?

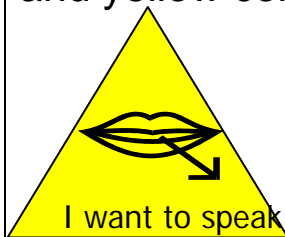


2. Ground Rules – Helen told everyone about the ground rules for the meeting.

3. Communication – Making things easy to understand at the meeting.



Dawn told the Board how and why we use the red and yellow communication cards.



- The yellow card is to let the Chair know you want to speak



- The red card is used if you do not understand - if someone uses jargon, or big words. Or if someone speaks too quickly.



Simon and Jane were the Word Police at the meeting.



It is the '**Word Police's**' job to watch out for any difficult words or sentences and make sure people use the cards.



4. Matters Arising.

- **Health Homes Report**



Alison said that the report is about the money the project has to spend and what it will be spent on. Alison suggested we have an update on this in May and have a good look at the project and its costs. The Board agreed to talk about this at the next meeting.

The steering group will talk about this at their next meeting too.

- **Feedback from March meeting**



Sue told the Board that after the last Board meeting there was a few complaints as some people found the meeting difficult to understand. This was due to people bringing items up at the Board at the last minute. This gave no time for the self advocates to prepare and this is not fair.

The steering group have agreed that in future if people have any other business or anything urgent to bring to the Board then they must let Keeley or Alison has this by 10am on the Monday before the Board.

- **Meeting with Mick Connell**



Ros told the Board about what was talked about at the small meeting that a few Board members had about the Commissioning Review. They talked about going to the meeting with Mick Connell with the guidance on how to run the Partnership Board.

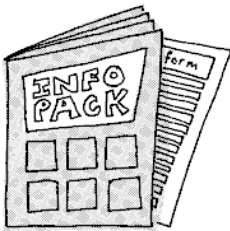


Ros asked if it is ok with the Board that they ask what they plan to do with the document and what authority the Board will have. Everyone needs to be involved in this decision.

Surinder said the 2 people that are in the document and that they need to be asking are the Director of Adult and Communities and the Chief Executive of the Primary Care Trust.

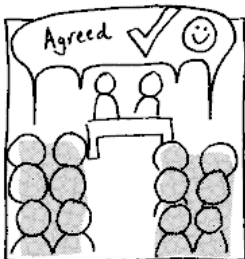
Terry said it would be a good idea for Mick Connell the Director of Adult and Communities to come and talk to the Board.

Surinder said that at this meeting they also need to find out what decision the Board can make and who the Valuing People Team will work for and how will they be employed.



Ros said that there is a meeting set up with Mick Connell and Ros would like to find out what people would like to be asked at the meeting. Ros said that she thinks we should present him with what the Board does and talk about the Department Of Health Guidance and what does he think to this document. Surinder suggested that the work that we do today is about what the Board will be doing and who will be on it. It would be a good idea to pull all this information together and then present this work to Mick Connell at the meeting.

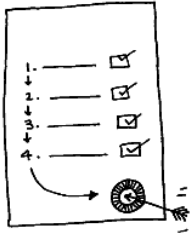
Ros said that the meeting is on 8th April 2010 and this does not give us much time to do the work and then agree it between ourselves.



The Board agreed to put the meeting back with Mick Connell. This will give the Board time to put together what they want to say at this meeting. The Chief Executive of the Primary Care Trust should also be at the meeting.

Sue D said she will take this back to Mick Connell and see if he can come to the next Board meeting in May. Sue D will also speak to the big boss at the Primary Care Trust to come to see if they can come to the meeting too. This is a good way forward.

5. Terms of Reference



Alison asked the Board to break up into 3 groups to look at the terms of reference. There are examples of other terms of reference from other Board meetings and the information from the last group work at the Board. Alison asked the groups to think about what people we will need to get the job done when talking about what the Board will do. Each group will have a facilitator from the Valuing People Team to support them. The feedback will then be typed up and taken to the next steering group meeting to help put together the terms of reference for the Board. This information will also be sent out with the Board papers.

6. Review the Partnership Board Membership



Alison again asked the Board to break into 3 groups and work on who they think should be on the Board and how many people should be members. Each group was given a set of notes to work through. This information will then be looked at in the steering group. This will then be fed back at the Board at the May meeting.

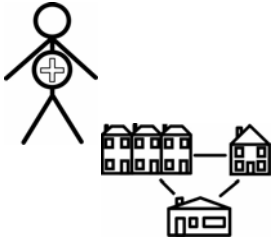
7. Annual Report



Alison showed the Board a presentation about the Annual Report for 2009 - 10. The presentation told the Board what is in the report and where the information came from to write the report. Also who has checked the report and what happens next.



The annual report shows information about what is happening in Leicestershire, how many people with learning disabilities there are and how information is collected to make sure there are good services. It shows how the Partnership Board works too. The report also shows the money Health and the Local Authority spend on services for people with learning disabilities and their families and how much money there is and how it is spent.



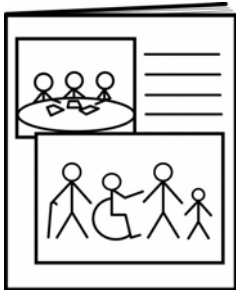
The report also included information about Health, where people live, provider market, employment, advocacy and leadership, family carers, parents with learning disabilities, transitions, personalisation, workforce development, hate crime, quality and commissioning.



The report has a declaration to make sure that the information in the report is fair and true, the Department of Health said it needs to be checked and signed by the Partnership Board Co Chairs and a self advocate and a family carer. On the form the Co Chairs and the self advocate and family carer sign, the Department of Health also want to know which report from the Local Authority and Health the information came from.



What will happen next is all the Partnership Boards in the East Midlands had to send their annual reports to Helen Mycock by 9.00am on Wednesday 31st March 2010. Helen, the Regional Advisor will then collect all the information into one big report for the East Midlands. Our report will be looked at by the Regional Programme Board and the Department of Health. We will then be able to use the report to help us to decide what is working well, what needs to change and what is most important.



Surinder asked if Valuing People Now will be a part of the report.

Alison said there was no space to add this or action plans. Alison will make sure this information is added into the next report.

Ros said they should give you a section at the end to say more and be able to compare information with other Boards.

Alison said she will feed this back for the next report.



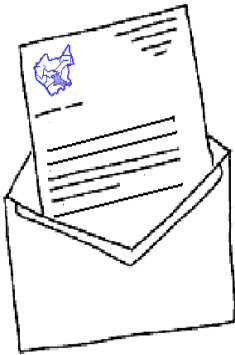
Sue D thanked everyone for all there hard work on the report. This is a good piece of work and shows we have done lots of work.

8. Lead Commissioning



Surinder told the Board that the Government have asked how much money is being spent that Health pay for. The Primary Care Trust will be looking at how much money will come over to the Government. Surinder said she has not had time to bring this to the Board. Surinder will send an easy to understand report around with the Board papers for May.

9 Monthly Update



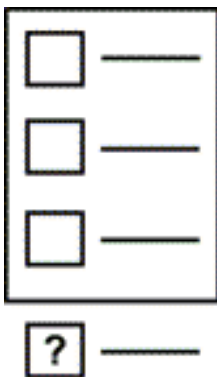
This is what the Partnership Board would like to put in the monthly update:-

The Partnership Board Annual Report has been done and signed off and this will be available on the website at www.Betterlives.org.uk.

The web cast from the February meeting is also now available on the website.

The Board have been working on the terms of reference and checking if they have got things right and the right people are coming.

10. Any Other Business



Campaign

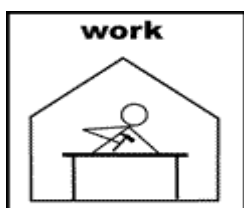
Sue B said she has a questionnaire she would like Board members to fill in. This has to be done by 15th April 2010 to be sent back. It is easy to understand and will only take 5 minutes to complete. If anyone would like to fill this in then please speak to Sue B after the meeting. Sue will send this to Keeley and in the meantime you can contact Keeley for a copy. Some people said that the questionnaire was not that easy to fill in.

Alison agreed to write a simple covering letter with the questionnaire to say whether people found it easy or difficult to fill the form in and then this letter can be sent back to Mencap for comments. The Board also agreed that they did not give enough time to do this.



Press

Kylie suggested it would be a good idea for the press to come to a Board meeting in the future. They can interview people and take photographs. This will get the Board more involved in publicity and promote the good work that we do. The Board all agreed this was a good idea and to look at this in the future.



Employment Plan

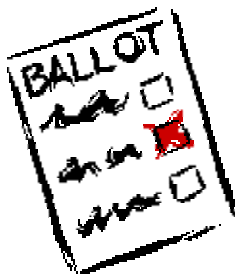
Saeed showed the Board a brief presentation about the Employment Plan. This is a plan that the Leicestershire County Council, Health, Job Centre Plus, and other organisations are writing about employment. This is to make sure people with learning disabilities can get good paid jobs and the right support if they need it.

Saeed said they will be running some workshops about this in May.



Terry asked if Saeed was going out and talking to locality groups about this.

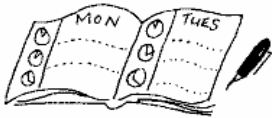
Saeed said he will not have time to do this but he will send the plan out with the Board papers and ask that this be circulated to all the locality groups and they can they talk about it in their groups.



General Election

Alison said that the general election is on the same day as the next Board meeting. We may not be able to use the Council Chamber because of this. If we cannot use the room do the Board agree to have the meeting on the same day but a different place? The Board agreed to do this and Keeley and Alison agreed to find an alternative place to have the meeting.

11. Date of Next Meeting



The next Partnership Board Meeting is on:-

Thursday 6th May
at 10.00am until 1:00pm.
In the Council Chamber at County Hall.