



BEDFORD BOROUGH COUNCIL

# Minutes

Title of Meeting	Learning Disability Partnership Board
Date/Time	Thursday 25 May 2023 @ 11:00am
Venue	In Person – Committee Room 1, Borough Hall, Cauldwell Street, Bedford, MK42 9AP

No	Item	Action
1	Welcome  Apologies were noted.  The co-chair introduced the meeting and thanked everybody for attending.  The Bedford Borough Chair said he would email the ICB to request that they attend future meetings.	
2	Draft Minutes of last meeting held on 2 February 2023, including responses to previous actions  Previous actions:  All previous actions relate to the Council's Money management/Appointeeship Scheme: <ul style="list-style-type: none"><li>- Representative from Gig Buddies asked a question about the figures and if these are available. <i>Response: Council charges are published annually and are available for customers on request. The weekly fee is based on 45 minutes per week of an officers' time for community clients costed at £14.50 and 30 minutes for residential clients costs at £9.70. The set up and winding up fee is based on both tasks taking 3 days of a client affairs time and as such is set at £434.</i></li><li>- Manager for Learning Disabilities &amp; Mental Health said we know of people whose health and care are supported by health (CHC) rather than Adults Services. Can these people have a money management account and how does it fit in with this from a finance perspective. <i>Response: It is proposed that the Chief Officer for Adults Operational Services to provide a policy statement on this, in consultation with the Team Manager Adult Learning Disability Team</i></li><li>- Manager for Learning Disabilities &amp; Mental Health also asked about people who are completely self-funded – how does this work. <i>Response: The Council operates the Money Management Scheme for service users who are in receipt of care services funded by the Council and who lack the capacity to manage their own finances and have no other suitable person to manage them on their behalf.</i></li><li>- Chief Officer for Practice, Quality and Standards also asked about people who are independent in themselves but recognise they may need some help for somebody to manage their money. <i>Response: They would need to be assessed for lacking capacity to manage their own finances and be in receipt of ASC services.</i></li></ul>	

	<ul style="list-style-type: none"> <li>- Manager for Learning Disabilities &amp; Mental Health also raised another question in respect of client's bank accounts that are used for utilities etc, and how we could support clients to get the best value for money for what they are paying out. <i>Response: The role of the service is to act in the best interest of clients, which may include reviewing payments to utility companies.</i></li> <li>- The group had commented that they wanted to talk about holidays and going on holiday with others. Action: Adults Services officer said he would be create a resource pack within his team to discuss/present at the next meeting. <i>This will be discussed at today's meeting.</i></li> </ul>	
3	<p>Publication of Board minutes to Council website</p> <p>The Chair told the group that a lot of work has been done on the Council's website and a lot of relevant content has been added to the website. Chief Officer for Practice, Quality and Standards said after each of the board meetings, the notes of the meetings will be published on the website going forward. This will be under the Adult Services section of the website, under Partnership Board.</p> <p>It was agreed that agreed minutes would be added to the website, without including board members' names.</p>	
4	<p>Review of Learning Disability Partnership Board Terms of Reference</p> <p>The Chair talked about the previous Terms of Reference in place. They are written to set out what the board discuss, the function of the board and makes it clear for everyone why we are here and what we are doing. Mark asked for comments of the previously written document.</p> <p>An attendee said she believes improvements could be made on access to easy ready documents and thinks a mixed working party should be arranged to discuss the terms of reference to make sure it is accessible to all.</p> <p><b>Action: Member of staff from Gadsby Street agreed to go back and talk to Manager about arranging a working party/separate meeting to look at the terms of reference and update if needed.</b></p>	
5	<p>Update of Joint Strategic Needs Assessment</p> <p>A Public Health officer gave an update on the JSNA, which is an assessment to better understand the needs of adults with learning disability in Bedford. A report will be written on the service and how they are meeting local needs. This will help to make any changes needed in the future.</p> <p>Since the last meeting, The Public Health Officer has been discussing with lots of people. At the moment, different feedback is being received from the community and stakeholders and looking at different parts of information, to move forward. The consultation will be started soon, asking people for their input and to understand the needs of the population better. The Public Health officer asked attendees if they would be willing to have a telephone call or email to talk about this more.</p>	
6	<p>Holidays</p> <p>The Unit Manager in Adults Services talked to the group and said that he has found five companies as examples that would be able support service users to go on holiday. The Unit Manager asked if board members would like the details of what he's found to go out with the minutes or as a separate document. Staff from Gadsby Street said it would be good to have a separate paper to shown these examples. He said it also might be possible for him</p>	

	to visit the day centres to do a presentation on what is available to them. <b>Action: Unit Manager to work on a separate paper on holidays for the next meeting. To also look to arrange a visit to Gadsby Street to show some more information on holidays.</b>	<b>MT</b>
7	<p>AOB</p> <ul style="list-style-type: none"> <li>- The Co Chair was very pleased to tell the group that she is going on holiday this year, to Brighton soon, as well as Spain later in the summer. The Chair said it might be good for people to feedback on their holidays at the next board meeting.</li> <li>- The Chair from Bedford Borough said the summer games will be going ahead this year on 4<sup>th</sup> July. A representative from Beds Fire &amp; Rescue Service asked what the summer games involve. The group then said it takes places at the Athletic Stadium, with all schools, colleges and day centres joining in. The Fire Service representative said that the fire station is really nearby to the stadium and he could possibly link this in with fire safety. The Fire Service can offer visits to homes or groups of people if that would helpful. <b>Action: The Chair believes it would be good to invite the fire service to the next meeting to present information on fire safety in homes.</b></li> <li>- Recent elections – The Chair from Bedford Borough said to the group that there is a new Mayor in Bedford, who is Tom Wootton. There is also a new Portfolio Holder for Adults, who is the person who has been elected and will support Adults Services. This is Cllr Robert Rigby. The Chair said he is keen to come to the partnership boards for future meetings.</li> <li>- The Chair said we have received a small amount of money to spend on health education. Therefore, we could get some work done for the board. This could be a banner to put up to talk to people if we have events. It could also be leaflets to send out to people asking them to join the board. The money could also be spent of making a holiday brochure.</li> <li>- Both chairs thanked everybody for attending and closed the meeting.</li> </ul>	<b>MH / DL</b>
8	Date of next meeting – To be confirmed – August/September 2023	