

Title of Meeting

**Learning Disability Partnership Board**

Date

**Friday 15 December 2023**

Time

**11am**

Venue

**Committee Room 1**

**Borough Hall**

**Cauldwell Street**

**Bedford**

**MK42 9AP**

Easy read minutes

**1 Welcome – Apologies were noted and introductions made.**

**2 Draft Minutes of last meeting held on 29 September 2023**

Terms of Reference for the board – Mark Harris confirmed that these had been reviewed and are today's agenda.

Supported holidays – Matt Tylee confirmed the leaflets had been circulated with the last set of minutes and no comments were received.

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### 3 LDPB Terms of Reference

Mark Harris advised that the terms of reference were discussed with Julieann Peck and have been reviewed. The latest version was circulated to the board with the meeting papers.

The terms of reference set out why we are here as a board and why we do what we do. Mark Harris outlined the purpose of the board, which is detailed in the attachment. An easy/quick read version will be circulated after the meeting, alongside the standard version.

**Action: Mark Harris asked the board to look at the updated versions and for any comments to please come back to Mark Harris ([mark.harris@bedford.gov.uk](mailto:mark.harris@bedford.gov.uk)), Julieann Peck ([julieann.peck@bedford.gov.uk](mailto:julieann.peck@bedford.gov.uk)) or Matt Tylee ([matthew.tylee@bedford.gov.uk](mailto:matthew.tylee@bedford.gov.uk)) and the Terms of Reference can then be finalised and agreed at the next meeting.**

A service user asked if we could invite the new Mayor to a future partnership board. This person also commented that the pavements outside Gadsby Street are really bad and a trip hazard. **Action: Mark Harris said he would report this on their behalf, but also invite a representative from environment to discuss any other issues.**

An attendee asked about membership of the board in the terms of reference, and said this should be more definite. Mark Harris went through the membership listed on the ToR and believes it may be that some agencies listed don't commit to attending regularly.

**Action: Mark Harris can take that back and make contact with those agencies listed to ensure regular attendance is achieved by all.** The attendee said this would be useful.

## **4 Co-Production**

Mark Harris presented some information on Co-Production and it's meaning.

When an individual influences the support and service received, or when groups of people get together to influence the way that services are designed, commissioned and delivered, this is co-production.

Mark Harris talked about how we do this in adults services. Gadsby Street is a good link to provide an environment to explore these ideas in a less formal environment. Also important to think about how we involve parents and carers. Mark Harris said it may be beneficial to have two groups, so that people can have a chance to express their views in independent groups and then bring them together. This also links to building on examples that we do already, ie supported holidays leaflet.

**Action: Mark Harris will look at developing a meeting for people to come to, for people who attend Gadsby Street and also those who don't attend Gadsby Street too. Mark Harris will also contact Zoe in Commissioning to look at groups already set up.**

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## **5 Shared Lives**

Clare Waller (Team Leader at Shared Lives, Bedford Borough Council) and Matt Tylee (Unit Manager at Shared Lives (Bedford Borough Council) presented some slides, to be circulated after the meeting.

Shared Lives is part of Bedford Borough provided services for adults and also from age of 16. The service supports adults with learning disabilities, as well as a transition from childrens services. The team support the carers, find the carers and approve them, the support to the service user is provided by the carer.

Every arrangement is different to each individual person depending on their need. There are placements where they live with a shared lives carers full time. Another option is for service users to have respite or a short break in another home or environment. Or for carers to support with activities, ie cinema trips or other activities.

Part of the service is to look at their needs and to provide support with the carers by managing money, learning to cook, help with personal care, also personal skills and building up friendship circles. The team help by finding a match with a carer, based on a person's interests and needs, as well as the carer's skills. As a service, the team monitor how the placement is going, to check everything is going ok and ensure the environment is safe and fit for purpose for service users.

Matt and Clare then presented a video about shared lives and sharing some experiences from people who use the service.

The presentation will be circulated to the board attendees after the meeting.

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### 6 AOB

#### a. Accessible Licensed Vehicles

Before the meeting, Gillian Anderson (Bedford Borough Council) asked if any clients had experienced problems with Private Hire Firms refusing to supply accessible vehicles. Please could you let us know if this has happened by emailing: [licensing@bedford.gov.uk](mailto:licensing@bedford.gov.uk). Mark Harris said all taxis must provide transport to all people who wish to receive it.

One of the staff at Gadsby Street said that some of the bus staff/drivers were rude to the service users. **Action: Mark Harris said this isn't acceptable and would take this to follow up with stagecoach and invite a representative from Stagecoach to a future meeting for board members to raise any issues.**

#### b. Future meeting dates (preferred days)

Mark Harris asked if members of the board were happy to continue these meeting on a Friday going forward or if there was a more suitable day. All agreed happy to continue with Friday meetings.

c. An attendee met with Kempston and Gadsby street and there were comments that they enjoyed the meet and greet service previously offered at Bedford, which was in place before covid.

**Action: Mark Harris said he can have a look at this again to see if this is something that can be looked at again.**

The Chair and Co Chair wished all attendees a very merry Christmas and a happy new year.

### 7 Date of next meeting – To be confirmed – March 2024