Leicester City Learning Disability Partnership Board

Terms of Reference

(meeting rules)





The Leicester Learning Disability Partnership Board will work together to:

Rights	Protect people's rights
	Protect people's independence
	Protect people's choice and control
	Protect people's inclusion
	Help organisations to work well together and with people to make sure services are well connected.
	Be sure that services make it easy for young people with a learning disability move from Children's to Adult services.



 Help to write the Big Plan for learning disabilities and make sure everyone is working together to make it happen.

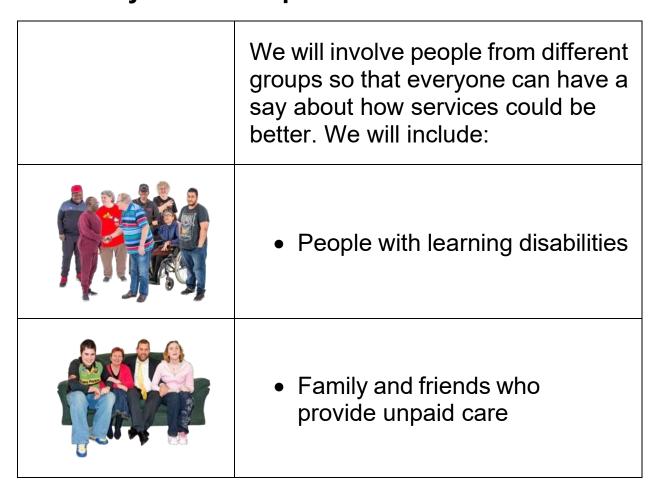
Who will run the meetings?

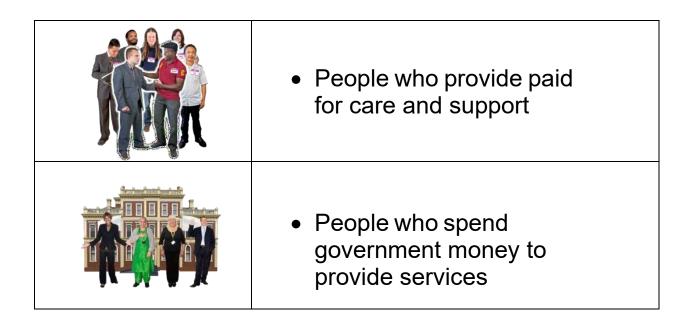
 The Director for Adult Social Care and Commissioning is the co-chair
 A 'We Think' group member is the co-chair
The Lead Commissioner for Learning Disabilities is the deputy chair
 They will run the meetings, so everyone has a chance to speak.



 The Terms of reference (meeting rules) for the group will be reviewed and agreed by the board members in April every year

Who will attend the Leicester City Learning Disability Partnership Board?





We will influence the planning and buying of services.

	We will look at how services are making sure that they think about:
Rights	The learning disability 'Bill of Rights Charter'
Charter Smith	The Health CharterThe Carers Charter
Plan	The NHS 10-year plan
Equality	• Equality Act 2010

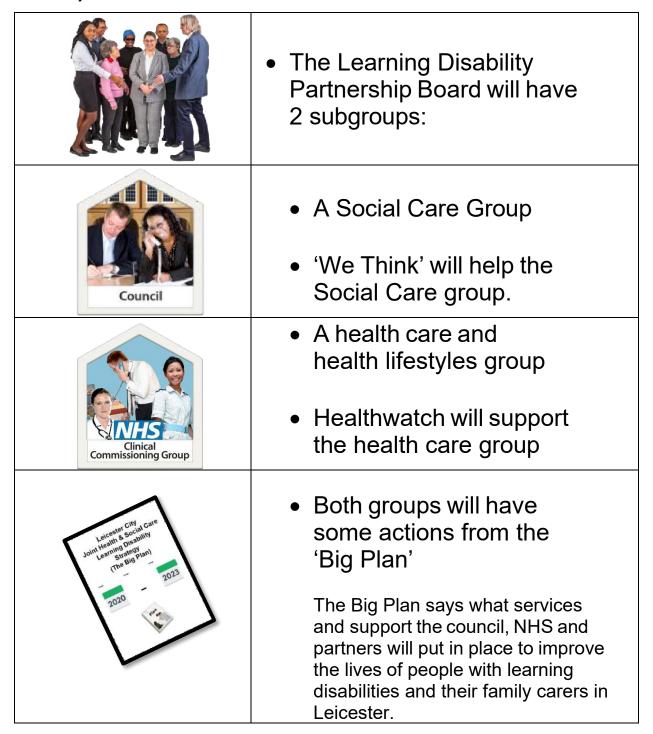
We will ask how services meet the needs of people with learning disabilities in:



How will we learn lessons to make services better for people with learning disabilities?



Subgroups and Delivery (Doing what needs to be done)





 Both groups will provide updates to the learning disability partnership board at each meeting

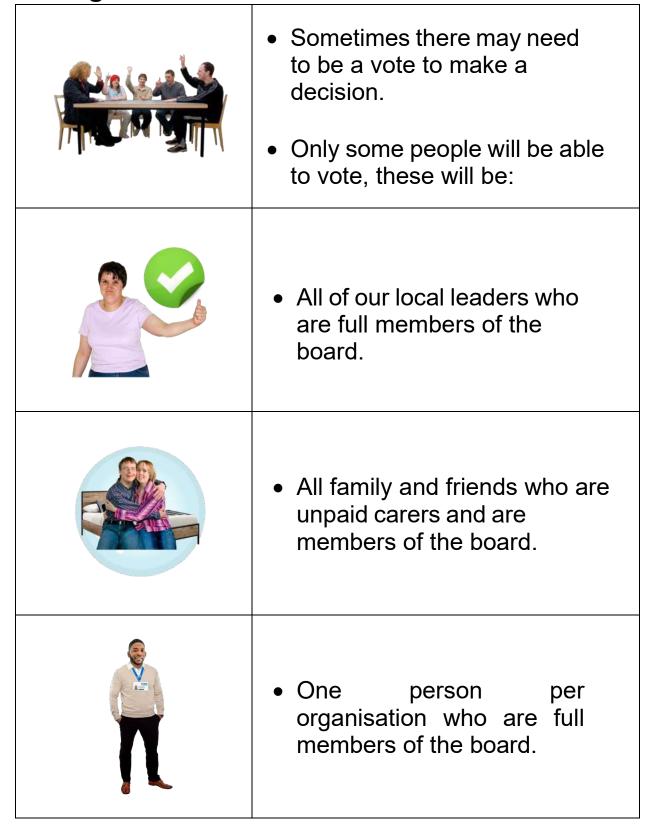
We will also work with other partnership boards where we have the same goals:

These will include:
The Carers Reference Group (The Carers got Talent Group)
The Transitions Delivery Group
 The SEND Board (for Children with learning disabilities and difficulties)
The Big Mouth Forum

Meeting Times and Venues



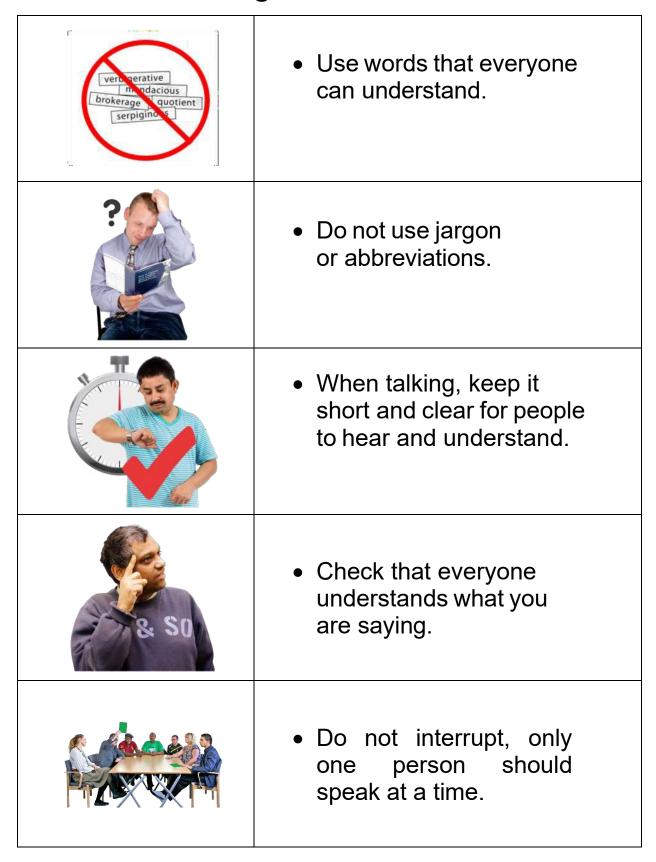
Voting



General Meeting Rules

1	 Each meeting will have an agenda, which is a plan we will all follow.
easy read and the second and the sec	All papers will be written so everyone can understand them.
minutes	 Papers will be sent out 2 weeks before the meeting, so everyone has time to read them.
	There will always be a ten- minute break.
ppoli very policy and the second seco	 Everybody should use their cards or raise a hand and take it in turns to talk.

Be Clear in Meetings



Presentations

Our Group	 Presentations must be sent into the office TWO WEEKS before the board meeting.
	 Presentations can include facts and figures but must be relevant for people with learning disabilities.
	 Information should be shared by PowerPoint, video or handout, not just by speaking.
	 People giving presentations should keep to time allowed.
easy read	 Presentations should be easy to read and easy for everyone to understand.

Coming to Meetings



Members of the Learning Disability Partnership Board



People with learning disabilities represented by 'We Think'

Share experiences and be a key partner in creating the Big Plan.



Carers

Share real life experiences and represent people who care for people with a learning disability.



Lead Commissioners

Will listen to the board about services paid for by Leicester City Council.

Will set commissioning goals and work to carry out the Big Plan.





Will give updates on how the Learning Disability team is trying to improve its work for people with Learning Disabilities.

Work to make sure helpful, fair, and appropriate assessments are completed and care packages are reviewed.



Head of Service for Enablement

Will tell the board all about services for people with learning disabilities that Leicester City Council offer.

Will tell the board about changes and issues and answer questions that the board have about current and future council services.



Public Health

Will tell the board about sport, health and physical activity services and support in Leicester.

Will listen to the board about how well services are working for people with learning disabilities.



Integrated Commissioning Board

Will listen to the board about the health services for people with learning disabilities and tell the board how well we are doing with health checks for people with learning disabilities.

Will set commissioning goals and work to carry out the Big Plan.



University Hospitals of Leicester

A special liaison Nurse will listen to the board about people with learning disabilities and make sure that people are treated well.



Leicestershire Partnership NHS Trust

Will tell the board about the Learning Disability team and listen to the board about how well their Service is doing.



Leicestershire Police

Will listen to the board about keeping people with learning disabilities safe in their community and help spread a message.

Hate Crime Officer

Will listen to the board and try to make Leicester a safe place for people with learning disabilities.



Leicester Safeguarding Adults Board

Will tell us how safe services in Leicester are for people with learning disabilities.



Department of Work and Pensions

Will listen to the board and try to make better employment opportunities for people with learning disabilities.



Care and support providers

Will listen to the board about what's important when supporting people with learning disabilities.

Will share important information with people we work with and support.

Will share views of people with learning disabilities and carers we work with.