



Lancashire Learning Disability Partnership Board

Terms of Reference



These are the terms of reference for the Lancashire Learning Disability Partnership Board. They will tell you how the board will work and who will be its members.



Partnership Boards are set up to make the recommendations in **Valuing People** and **Valuing People Now** happen in Lancashire.

The board will build strong local partnerships to help this happen.



The board will be a meeting for people with learning disabilities, family carers, professionals and organisations across Lancashire.

The board will link with other important partnerships and boards, including the Health and Wellbeing Board, the Clinical Commissioning Groups, the North West Regional Forum and other local Boards.



Together we will help make sure that good support and services across the community are being developed and improved for people with learning disabilities and their carers.



The board's responsibility is for support to adults with learning disabilities and young people in transition aged 14-25.



The board will have 'champions' who will have experience and promote good ways of working, represent people with learning disabilities and raise relevant issues. For example the Profound Intellectual and Multiple Disability Champion or Person Centred Approaches Champion or Friends and Relationships Champion.



The board will listen to young people and adults with learning disabilities and their family carers and ask for their views about the development of local services.



The board will provide feedback as required using the 'self assessment framework'. This will be shared locally, regionally and nationally.

The board will focus on what Valuing People Now and the government says are the key priorities for partnership boards, including the self assessment framework.



Top Priorities for the Partnership Board



- Improving healthcare, especially screening, use of hospital passports, health action plans, reasonable adjustments and annual health checks



- Raising awareness in the community about disability and reasonable adjustments



- Making sure that people are at the centre of all services and developments and that personalisation and person centred approaches are used to plan and buy services

- Increasing opportunities for people with



learning disabilities to work

- Increasing the range of housing options for people with learning disabilities and their families.



How the Board will work

The board will meet once every two months. Meetings will be about key priorities. The board's job is to see that there is action on the priorities right across Lancashire.



We will plan the main themes to be discussed at each meeting for the year. This will give people more time to think about issues before they are discussed at the board.



The meetings will be run by the Chair and a self advocate Co-Chair. The self advocate co-chairs will be elected by the self advocates network.



Each area can send two self advocate representatives to the board.

There will be a pre-meeting for self advocate representatives at least one week before the board meeting.

The purpose of the meeting will be for self advocates to discuss items on the agenda and plan their contribution.



Travelling expenses will be paid for going to the Board and the pre-meeting.



The Board will have an equality assessment. The Board will consider how all members of the learning disability community are involved in having a voice.

This includes people from ethnic groups, people with autism and people with profound intellectual and multiple disabilities.



Family Carers

Four Family Carer Networks link into the Board from North, Central, West and East Lancashire. Each carer network can send a representative to the Board.

Family carers will have their travelling expenses paid for attending the Board.



Providers

The Provider Network can send one representative from each area or nominate one representative from the Lancashire Network.

Local Forums

There are three local forums in Lancashire in East, Central and North which support the work of the Board. They will be independent.

They will be involved with local providers and services to make things better for people with learning disabilities.

Each local forum will link into the Board by sending one representative.





Agendas, Minutes and Presentations

The agendas and minutes will be easy read documents.



Each agenda will have one theme. The agenda will also have standing items and any other business.



The minutes of the meetings should be sent to members as soon as possible after the meetings. At this time any member can propose items for Any Other Business for the following meeting.

The agenda and relevant documents will be sent out two weeks in advance.



Presentations will be in easy read and will be made available at least two weeks before the meeting.

People making presentations to the board will be given advice on making presentations accessible.



Sub Groups

The board will have three sub groups to fit in with the self assessment framework:



Keeping Healthy



Staying Safe



Living Well.

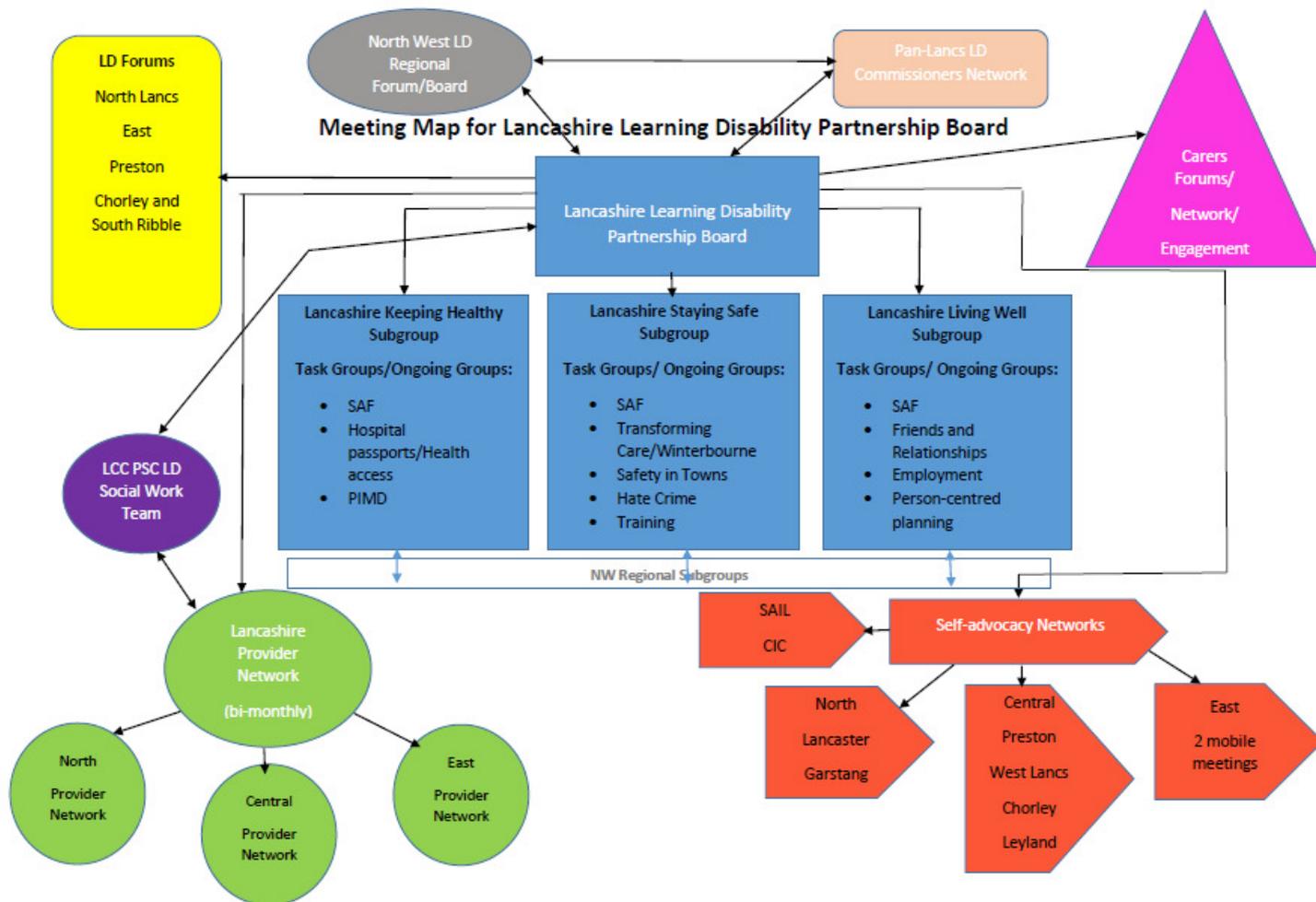


Each sub group will report to the board. Each sub group will have terms of reference and an action plan.

Task groups will be set up to complete these actions.

A representative from each sub group will attend the board.

See the map of groups and how they link on the next page.





Priorities and Themes for the Partnership Board

Self Assessment Framework

Health

Friends, Relationships and Sexual Relationships

Transforming Care

Profound Intellectual and Multiple Disabilities

Person Centred Approaches

Learning Disability Provider Framework

Lancashire County Council Budget

Hate Crime

Employment

Lancashire Sub Groups



Staying Healthy

Self Assessment Framework
 Profound Intellectual and Multiple Disabilities
 Linking to the Health and Wellbeing Board and Autism Board
 Personal Health Budgets
 Mental Health and Wellbeing

Keeping Safe

Hate Crime
 Transforming Care
 Criminal Justice System

Living Well

Friends and Relationships and Sexual Relationships
 Lancashire County Council Budget
 Employment
 Transport
 Community Connecting
 Person Centred Approaches
 Transition
 Advocacy and Self Advocacy
 Education

BIG words

Glossary – What words mean



Transition is when a young person grows up and becomes an adult. The Partnership Board supports young people aged 14-25.



Stakeholders are all the people who should be consulted about a topic. For example when changes are made to services, self advocates, family carers, professionals and providers should be invited to give their say.



Partnerships are about people working together to make change happen.



Personalisation is about making services work for individuals, not about making individuals fit services. They should be person centred.



PIMD People with profound Intellectual and Multiple Disabilities have more than one disability. They may communicate in different ways. They may have a physical disability or behaviour that challenges.



Service Providers are anyone who is paid to support people.



A Representative is someone who speaks up for others.



Advocacy is about helping people to say what they want and need.



Self Advocacy is about people learning to speak up for themselves.



Transforming Care is the name given to all the things that need to be done to make sure that things like Winterbourne View do not happen again.



Learning Disability Provider Framework is a set of rules that say what providers need to do to give a good service.



North West Regional Forum is a meeting for people with learning disabilities and family carers all around the North West. They are concerned about making services for people with learning disabilities better.



Priorities are things we think are the most important things to do.



Recommendations are suggestions for something that should be done to improve services.



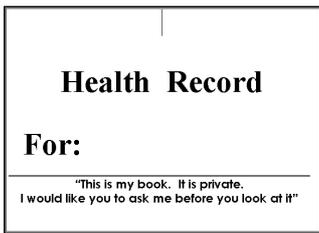
Reasonable Adjustments are ways in which services can change to make it easier for people with learning disabilities to use them.



Hospital Passports is a document that tell hospitals the important things they need to know about you to care for you well.



Annual Health Checks a check that your GP does every year to make sure you stay healthy.



Health Action Plans after your health check your doctor should give you a plan that says what everyone who supports you needs to do to stay healthy.



Minutes notes to remind you what was talked about at a meeting.