









**Learning Disability
Partnership Board**

Terms of Reference



**Information about
The Devon Learning Disability
Partnership Board**

What information is in this booklet

Section	Page number	What is in this section
	2	<p>Purpose and aims of the Devon Learning Disability Partnership Board (LDPB).</p> <p>The role of the LDPB and the work it will be doing</p>
	5	Principles (Standards) we will work to
	7	<p>Governance of the Devon Learning Disability Partnership Board.</p> <p>How the Board is run.</p>
	9	Who comes to the meetings
	11	How the meetings are run
	16	Values & Principles of the Devon Learning Disability Partnership Board



1. Purpose and aims of the Board



The aim of the LDPB is to work together in partnership with stakeholders, to help adults who have a learning disability and their families to lead fulfilling and rewarding lives.



The LDPB aims to help people have the same opportunities as everyone else.

To make this happen, the Partnership Board will:



Check that local (Devon) and national plans for people who have a learning disability are being put into place across Devon.



Support these plans and what they aim to change as much as possible.



Check and say if the Annual Health & Social Care self- assessment framework is a true view of services in Devon.



Give a view on new policy and strategy locally and nationally, and also about key issues and events that happen related to people who have a learning disability.



People who have real life experience can use the Partnership Board to tell people who make decisions where things need to be better and how things can change to make sure that best practice takes place.



To be active in supporting the key issues that affect people's lives. These are decided on at the beginning of each year.



2. Principles (standards) The Devon Learning Disability Partnership Board will;



Be aware of the health and wellbeing needs of people with learning disability.



Be informed by and contribute to the Joint Strategic Needs Assessment (JSNA) in respect of Learning Disability.

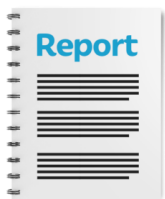
The JSNA tells us about the needs of the Learning Disability Population in Devon.



Make sure that the needs of people with a learning disability are written into other strategies and plans.



Take action where reasonable adjustments are necessary and not being made.



Provide feedback to stakeholders on the work of the Board



Celebrate and tell others about the achievements of the Partnership Board.



Look at and think about guidance and policy at a national and local level.



Promote the values and principles of the “Living Well with a Learning Disability in Devon” strategy.



The Partnership Board will address the needs of adults with learning disabilities and those young people who are preparing for adulthood (aged 14 and over).



It will also keep clearly in mind the needs of carers with a learning disability, linking to the carer’s strategy.



Ensure the engagement and involvement of people with a learning disability and their family carers.



Network across the Learning disability community



3. Governance of the Devon Learning Disability Partnership Board



The Devon Learning Disability Partnership Board is set up in line with national guidance.



The Devon Learning Disability Partnership Board will report to the Learning Disabilities Partnership Group



The Learning Disability Partnership Group will give updates when needed to the Joint Commissioning Coordinating Group (JCCG) and the Health & Wellbeing Board.



The Learning Disability Partnership Group will sign off (agree) the Terms of Reference.



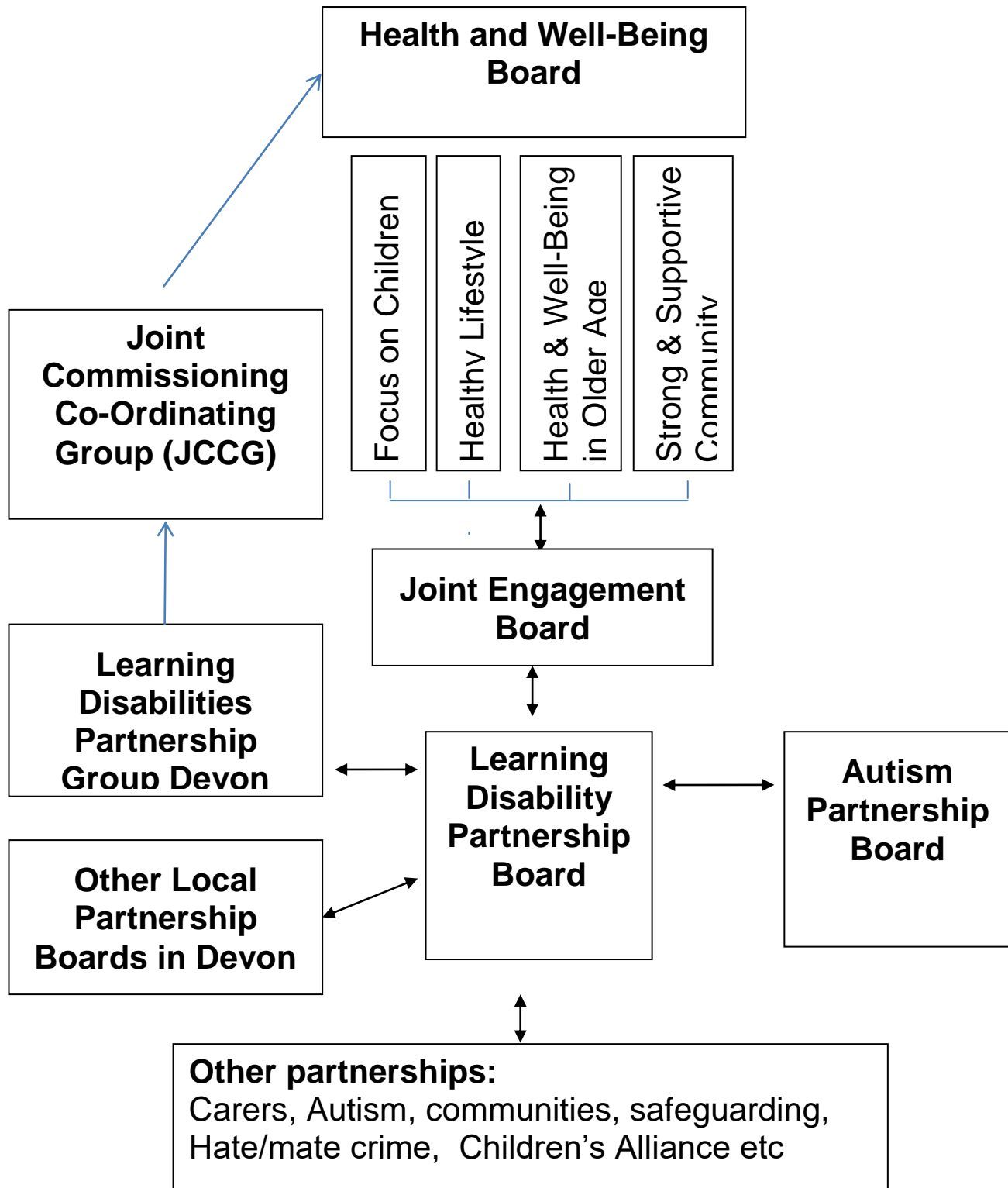
Members of the LDPB should make sure the organisation they work for or network they represent is kept up to date about the work of the LDPB.



The LDPB will link to other partnerships when needed.

See Diagram below.

GOVERNANCE AND ACCOUNTABILITY





4. Who comes to the LDPB meetings



The LDPB is made up of people from lots of different organisations.

Membership of the LDPB will made up of people who can;



Start organisational and operational change so that we can deliver the objectives within local and national strategies and plans.

This means, people who represent organisations should be able to start making changes in the way they work, to improve the lives of people with a learning disability and their families.

People with lived experience who can highlight areas for improvement and inform best practice.

The LDPB will regularly look at and change its membership if needed.

Membership will include



Devon County Council

- NEW Devon CCG
- Devon Partnership Trust
- South Devon and Torbay CCG
- Devon and Cornwall Police
- DWP Job Centre Plus
- People with a learning disability
- Family carers
- Mencap
- A housing representative of District Councils
- Advocacy service
- Voluntary sector Representatives
- Prisons
- Colleges
- Local Health watch
- A lead councillor

Others who could be invited to come to meetings;



- Acute Hospital Trusts – (Hospital Passport issue)
- Councillor (Lead of LD/Health & Social Care)
- Liaison & Primary Care Nurses
- Devon Carers
- More providers (LWAH including Day opportunities)
- Direct Payments Teams
- Child Services
- Education
- Equality & Diversity Leads
- Commissioning leads
- Quality Leads



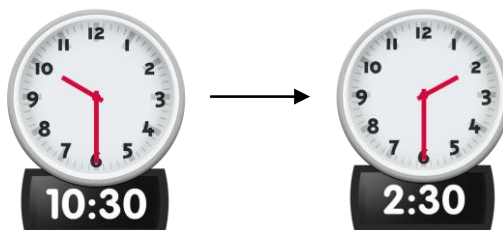
5. Meetings



Meeting will be held every 2 months



Meeting times are



Be prepared and arrive on time for meetings.



Stay for the whole meeting.



Let the Partnership Board Co-ordinator know if you are not able to come to a meeting



Understand and respect that people use different ways of communicating, be patient and allow people the time they need to express their views.



Always respect other peoples views.



All information used at meetings will be accessible including all presentations.



Traffic light communication cards will be used at every meeting.



Papers for the meeting will be sent out 2 weeks before the meeting



If a member is concerned with the conduct or behaviour of another member of the board or anyone else who attends or has attended a Partnership Board meeting they should contact ;

Joint Chair Devon Learning Disability
Partnership Board
C/O Partnership Board Coordinator
Devon County Council
County Hall
Topsham Road
Exeter

Devon EX2 4QD



Email

socialcareinvolvement-mailbox@devon.gov.uk



Telephone 01392 383000 and ask to speak to Sally O'Donnell

Payment of Expenses to attend LDPB meetings



Travel expenses will be paid to carer, learning disability and other representative members.



Replacement care costs can also be arranged for a member by agreement, please contact us about this before attending the meeting.



Expenses will be paid according to the Devon County Council policy for re-imbursement of expenses.

Confidentiality



Members should understand that sometimes the Board will talk about things that are confidential



Confidential information should not be talked about with groups or people who are not members of the Devon Learning Disability Partnership Board.



Members will be told at the Partnership Board meeting if information is confidential.

Values & Principles of the Devon Learning Disability Partnership Board

- Freedom of speech & mutual respect
- To listen to and include everyone in discussions
- Make sure that everyone is treated fairly
- “Nothing about us without us”
- To have passion for what we do.
- To have a strong voice
- Promote people as full citizens and aim to promote equality for people.
- To make each other aware of new issues and opportunities by sharing information
- To motivate each other by being positive and looking at what can be changed and where we have influence to change things for the better.
- To enjoy each other’s company.
- Remembering regularly why we are here and what we intend to do.
- Use Easy words
- To be aware of confidentiality.