



Learning Disability Partnership Board

Terms of Reference



1. Introduction

The Adult Learning Disability Strategy refresh 2019-2022 sets out the vision for partners to work together to improve outcomes for all people with a learning disability in Worcestershire. Worcestershire's Learning Disability Partnership Board is the group of partners which own and oversee the Strategy



2. Aims of the Partnership Board

To oversee the delivery of Worcestershire's Adult Learning Disability Strategy.



The Strategy will achieve its vision by improving the quality of life for people with learning disabilities across 7 Big Aims:

1. Staying Healthy
2. Living Well
3. Having a Place to Live
4. Having a Job
5. Staying Safe
6. The Right Support for Carers
7. Preparing for Adulthood



In order to achieve “Better Outcomes for People with a Learning Disability and their families” we will look to all services, community and voluntary sector organisations, Police, schools, employers and most importantly people with a learning disability and their families to make sure that we work together to deliver the Strategy.



3. How will the work be done

Work will be done through Subgroups which meet throughout the year. Where Subgroups are not in place, work will be done with other relevant groups and partnerships.

The following Subgroups are running during 2019-22:

Staying Healthy



Staying Healthy

Having a Place to Live



Having a Place to Live

Preparing for Adulthood



Right Support for Carers*



Right Support for Carers

Work Options*



Work Options Group



Living Well*

*run by voluntary and community sector



Each Subgroup will have an Action Plan setting out how to achieve the aims in the Strategy and will write Highlight Reports for each Learning Disability Partnership Board Meeting.



For the aim "Staying Safe", relevant parts of the work of Worcestershire Community Safety Partnerships will be reported to Partnership Board and actions progressed as required.



4. Performance measures to check progress

Partnership Board will be responsible for the Strategy Action Plan and will monitor progress against each Big Aim. The Action Plan will be updated with any new Government guidance or local strategies.



5. Who needs to come to the Partnership Board?

- Expert Members
- Support for Expert Members
- Family Carers
- Support for Family Carers (Worcestershire Association of Carers)
- Commissioners from Adult Services Commissioning Unit
- Provider representatives
- Senior Managers for Learning Disability Teams and/or Young Adults Team
- Public Health representative
- Herefordshire & Worcestershire Health and Care Trust representative
- Herefordshire & Worcestershire Clinical Commissioning Group representative
- West Mercia Police representative

- Co-Chairs of the subgroups
- Other professionals as required



6. Who needs to be in attendance for the meeting to take place?

An Expert Member and carer representative, with appropriate support, would need to be in attendance alongside an appropriate Adult Services Commissioning Unit representative.

7. Frequency of Meetings

Meetings will be held every two months

All Subgroups will submit Highlight Reports to each meeting.



8. Co-Chairs

The meetings will be co-chaired by an Expert Member and a senior representative from the Adult Services Commissioning Unit.

The Co-Chairs will be responsible for approving the agenda and all members can propose specific agenda items for the Co-Chairs to consider.

Extraordinary meetings can be held with the agreement of the Co-Chairs.



9. The Administration

A Worcestershire County Council representative will help with:

Arranging the Partnership Board meetings





Sending out all the papers for the meetings by email



Minutes to be in easy read and circulated to the group within 4 weeks of the meeting



Actions from each meeting to be recorded throughout the meeting and revisited and confirmed at the end of the meeting



There will be a set of rules which will be read out at the start of each meeting



10. Terms of Reference to be reviewed on a 12 monthly basis

Date of next review: January 2023



Signing Off

Agreed by:

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Date:

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