

# Lincolnshire Learning Disability Partnership Board Terms of Reference

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| <br>  | <p>Learning Disability Partnership Boards were set up in 2001 following the introduction of the Government Report 'Valuing People'. Their job is to make sure that different people, organisations and agencies work together to improve the lives of people with learning disabilities. The Terms of Reference say what we will do and how we will do it.</p>  |
| <br><br><br> | <p><b>The Lincolnshire Learning Disability Partnership Board will do the following:</b></p> <ul style="list-style-type: none"><li>• Give people with learning disabilities and their carers a voice</li><li>• Help services make Lincolnshire a safe place for people with learning disabilities</li><li>• Inform people and services about learning disabilities</li><li>• Help people who run services make them easier to use</li><li>• Help people who run services make their information easy to read and understand</li><li>• Help people to understand learning disability and share good stories</li><li>• Help people understand the importance of Health Checks so more people have these</li><li>• Support people with learning disabilities and their carers to be involved in the buying and delivery of services</li><li>• Check on services to make sure they are doing what they should be doing</li></ul> |



- Look at the laws that will affect people with learning disabilities and share this
- Help the Working Groups plan what they will do each year and check they are doing the work



### **How will the Partnership Board make sure these things happen**

The Board will have working groups to develop different pieces of work, for example; Health, Staying Safe, Information and Services. The Partnership Board will tell the working groups what to do and check what they are doing.

These groups will carry out work for the Partnership Board so that things can be made better for people with learning disabilities and family carers in Lincolnshire. The groups will:

- Have clear plans that lead to actions
- Report back to the Board at each meeting to give updates



### **How will we check what we are doing?**

The Partnership Board will do this by:

- Talking to people
- Helping people to comment and give feedback through different forms of social media
- Having clear agreed actions with timescales

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|    | <ul style="list-style-type: none"> <li>• Having feedback from the Working Groups</li> <li>• Writing a Partnership Board annual report</li> </ul>   |
| <br><br> | <p><b>How will we tell people what we are doing?</b></p> <p>We will send out a newsletter 4 times a year to say what the Partnership Board is doing and what is happening in services.</p> <p>We will keep the Partnership Board website updated with what is happening.</p> <p>For people who do not have access to the internet they can ask for updates and Newsletters to be posted to them.</p> <p>We will make sure people with learning disabilities, providers, family carers and staff are involved in the work of the Partnership Board.</p> |
| <br>  | <p><b>Meetings</b></p> <p>The Partnership Board will meet 4 times a year on dates agreed in advance. Extra meetings may be arranged and take place if needed.</p> <p>The Partnership Board will be made up of:</p> <p><b>Co-Chairs</b></p> <p>The Board will be co-Chaired by:</p> <ul style="list-style-type: none"> <li>• A self-advocate. This is a person with a learning disability who can speak up</li> </ul>   |



for themselves and others. They will be elected by the Board

- A Lincolnshire County Councillor

### **Representatives with lived experience**

- Self-advocates with a learning disability
- Representatives for younger people with learning disabilities (16-25)
- Family Carer Representatives from County Carers and Parent Carer Forum

### **Elected Members**

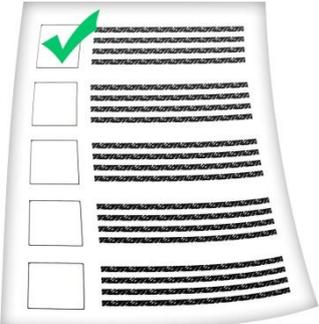
- 2 County Councillors

### **Local Authority and Health officers**

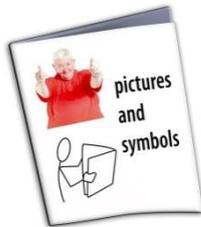
- Lincolnshire County Council County Manager learning disabilities
- Head of commissioning Learning disability and Autism South West Clinical Commissioning Group

Representatives from:

- Specialist Adult Services Commissioning Team from Lincolnshire County Council
- Lincolnshire Partnership Foundation Trust for Learning Disability and Mental Health
- United Lincolnshire Hospital Trust
- Clinical Commissioning Groups and Greater East Midlands

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|   | <p style="text-align: center;">Clinical Support Services</p> <ul style="list-style-type: none"> <li>• Public Health</li> <li>• The Autism Partnership Board</li> </ul>  |
| <br><br> | <p><b>Other Key Representatives</b><br/> Healthwatch<br/> Lincolnshire Police<br/> Criminal Justice System<br/> Just Lincolnshire</p> <p><b>Providers</b><br/> Representatives from<br/> Linkage<br/> Home from Home care<br/> Adults Supporting Adults<br/> Pelican Trust</p> <p>Other key providers of services who will be expected to support a service user to attend the meetings.</p> <p><b>Apologies</b><br/> All members should try to attend each meeting. If any members cannot attend the meeting they should send their apologies before the meeting and try to send someone in their place.</p> |

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## Agendas

Agendas for the Board will be set 4 weeks before the meeting. If people want to put things on the agenda they can make a request through the website [www.lincs2life.org.uk](http://www.lincs2life.org.uk) they can also email a request to

[lincslearningdisabilitypartnership@voiceability.org](mailto:lincslearningdisabilitypartnership@voiceability.org)

Or phone  
Marie at VoiceAbility 07769 293729

There should be enough time on the agenda to talk about each item

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

Agendas, minutes and reports should be written in easy read and include pictures. If people need support to make information accessible there are guidelines on the website.

Everyone who comes to the meetings must use words that everyone can understand and if people use abbreviations they must be explained.

Minutes agendas and reports will all be placed on the Partnership Board website [www.lincs2life.org.uk](http://www.lincs2life.org.uk)

