

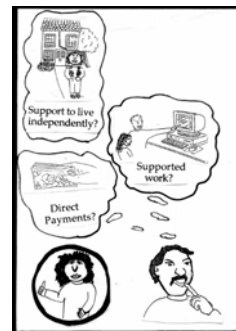
Terms of Reference - Updated – May 2008

1. What is our aim?

The government have said the Chief Executive of Brighton & Hove City Council is responsible for making sure that we have a group of people called the Learning Disability Partnership Board.

- 1.2** Make sure the work that is in the Joint Investment Plan gets done.
- 1.3** Make sure that services in Brighton & Hove are inclusive and offer people choices.
- 1.4** Make sure everybody has equal opportunity to use services in Brighton & Hove.
- 1.5** Make sure that people make the most of opportunities from new legislation and government papers.
- 1.6** Make sure that when people leave children's services arrangements are in place to help them into adult services. This is called transition.

We make sure everyone works together



2. How do we do this work?

- 2.2** People with learning disabilities and their carers make a real contribution
- 2.3** Members of the board represent people in the local community.
- 2.4** People providing services and local organisations are involved

We involve everyone








- 2.5** We identify, promote and share good practice ideas
- 2.6** We act as a resource and source of information

We share ideas





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<p>2.7 We link into the other planning groups in the City to make sure that the issues for people with a learning disability are made known.</p> <p>2.8 We report to the Joint Commissioning Board and to the council’s cabinet on the work we are doing</p>	<p>We speak out</p> 
<p>2.9 We direct and monitor sub groups to carry out the work planned</p> <p>2.10 We receive advice, recommendations and reports from the sub groups</p> <p>2.11 We support and advise the LDPB Development Worker</p>	<p>We watch over the work being done</p> 
<p>3. How does the Partnership Board work?</p>	
<p>3.2 We meet every second month</p> <p>3.3 We invite other people to attend our meetings when needed</p> <p>3.4 Our meetings are open to the public</p>	<p>We have meetings</p> 
<p>3.5 Members share the views of those they are representing at the meeting</p> <p>3.6 Members make sure they share information from the meeting with others and with the people they represent</p> <p>3.7 Any member can ask for things that are important to them to be added to the agenda.</p>	<p>We speak up for others</p> 
<p>3.8 We include the principles of Valuing People in our work</p> <p>3.9 We will monitor progress using Valuing People toolkits</p>	



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- 3.10** Members agree to be part of a group decision-making process. All members support and share responsibility for decisions made by the Partnership Board
- 3.11** We respect honest and straightforward thinking and will respect confidentiality at all times
- 3.12** If a member feels he or she may have a conflict of interest in discussion then the member can choose to declare this interest. This will be recorded and the member will not be part of the decision making process
- 3.13** Where a member strongly disagrees with a decision made by the Partnership Board the member can choose to have this disagreement formally recorded
- 3.14** Ten members are needed at a meeting to make a decision (a quorum of about 50%)
- 3.15** We make sure that the processes and decisions made within the Partnership Board are open and transparent

We make decisions together

We respect each other



4. Who are the members of the board?

4.2 Two co-chairs of the Partnership Board:

- One is the lead councillor for learning disabilities
- One is a person with a learning disability elected by the Speaking Up network

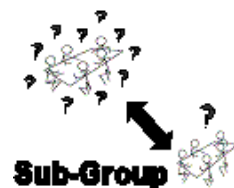
Two co-chairs



4.3 The chairs of each Partnership Board sub group:

- Better Lives Sub Group
- Healthy Lives Sub Group
- Workforce Development Sub Group
- Person Centred Approaches Sub Group

Sub group chairs



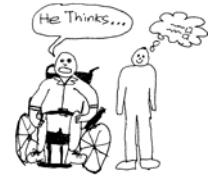


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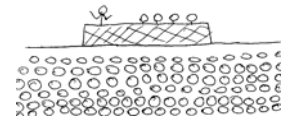
4.4 Representatives from Forums and Link Groups:

- Speak Out Link Group - 3 representatives
- Carers Link Group - 2 representatives
- Transitions Forum – 1 representative
- LD Providers' Forum – 1 representative

Link Groups



Forums



4.5 Stakeholder organisations:

- Speak Out Advocacy Project
- Interact
- Amaze
- Carers' Centre
- Sussex Partnership Trust

Other organisations



4.6 Senior managers and council services:

- Lead Commissioner for Learning Disabilities
- Manager of Integrated Learning Disabilities Services
- Housing Strategy Division of the council

Social Services



4.7 Members who do not vote:

- Support workers for Link Groups and others
- LDPB Assistant to Co-Chairs
- LDPB Development Worker

Helpers

