

Adult Health & Well-Being Thematic Partnership

Bedford Learning Disability Partnership Board

Terms of Reference

Purpose

To achieve a society for Bedford where people with a learning disability are valued and enabled to play a full and active part with services supporting them which are integrated, person centred and community focussed, promoting their independence and ability to live full and satisfying lives, with dignity.

To ensure that the Valuing People Now requirements are delivered for Bedford and that a Learning Disability Strategy is developed and implemented ensuring equality of access and opportunity.

To provide leadership in helping members and stakeholders to set their strategic direction and priorities for ensuring that services are designed to meet the aspirations of people with a learning disability. This will be achieved by:

- a) Identifying opportunities for working across organisational boundaries by bringing focus and coherence to services for people with a learning disability,
- b) Improving access to life opportunities and services by removing potential barriers,
- c) Ensuring that the views of service users and carers are properly taken into account.

Aims & Objectives:

- A) Promote the contributions of people with a learning disability to the communities they live in and the achievement of the aims of the Health and Wellbeing Strategy.
- B) Be needs focussed in meeting the needs of all people with a learning disability, including the most vulnerable and other minority groups.
- C) Promote joint working across agencies and communities so that shared goals and outcomes for people with a learning disability can be achieved.
- D) Listen and respond to people with a learning disability and their carer's needs and views.
- E) Provide information of a high standard, in a range of media and languages regarding available services and support.
- F) Ensure easy and equitable access to services and support.
- G) Be proactive by ensuring that strategic planning and service development anticipate and respond to changing needs.

Role

The Board will be accountable to the Adult Health and Well-being Thematic Partnership for identifying and meeting the needs of people with a learning disability across Bedford Borough. This will involve the following tasks:

- Ensure that needs identification, strategy and delivery are informed by the views of people with a learning disability;
- Be responsible for the delivery of key performance targets and associated actions for all services for people with a learning disability;
- Reporting regularly, as and when required, to the Adult Health and Well-being Thematic Partnership on delivery and performance on key performance targets for people with a learning disability;
- Link to other partnerships, as necessary, where there are key issues that cut across thematic partnerships' terms of reference.

Strategic Planning

- The Board will develop, implement and monitor a joint strategy and action plan with measurable outcomes which identifies how all partners can meet the needs of people with a learning disability;
- The Board will promote joint working in the commissioning and improvement of services.

Ensure a Focus on Well Being

- The Board will focus on promoting the independence and active participation of people with a learning disability in their communities whilst addressing the needs of the most vulnerable people with a learning disability.

Co-ordinate Information on Needs

- Systems will be developed to ensure that information on the needs of people with learning disabilities is shared between the partners and used to develop appropriate responses.

Ensure People with a learning disability are involved

- The Board will ensure that mechanisms are developed which involve as wide a range of people with learning disabilities as possible;
- The Board will ensure that the views of people with learning disabilities inform the development of strategy and that people are informed of the outcomes from consultation.

Simplify and Rationalise

- The Board will ensure that planning, commissioning and delivery of services for people with learning disabilities is as simple and as streamlined as possible.

Prioritise

- Whilst ensuring that any targets set by regional and national government are met, local priorities are also identified and met.

Accountability

The Board will be directly accountable to the Adult Health & Well-being Thematic Partnership.

Membership

The Board will be jointly chaired by a person with a learning disability and John Bruynseels – Assistant Director Community Care Services.

The membership of the Board will be composed of the following;

- Key agencies and sectors responsible for the planning and commissioning of services to people with learning disabilities including those responsible for housing, transport, leisure and health;
- Local people who have been elected onto regional or national groups;
- Portfolio Holder for Adult Services;
- Representatives of appropriate service user groups, carers groups, voluntary sector groups and provider representatives. Service user groups will be supported by Powher Advocacy services.

The Board may, from time to time co-opt other partners onto the group for specific issues. Membership will be determined by consensus.

The Co-Chairs will ensure that

- Meetings are conducted in a fair, transparent and business-like fashion;
- Decisions are clear and people clearly identified to action those decisions with timescales.

Members will ensure

- They are able to and do represent the views of the organisation and/or partnership(s) they report to;
- They report back on any actions agreed that they undertake from the partnership;
- They contribute to the development and delivery of the strategy and arrange for resources to be committed to the achievement of its aims;
- Each member will attend meetings regularly. In the event that any individual cannot attend a particular meeting of the Board or sub-group to which he/she has agreed to be nominated they will identify and adequately brief a substitute.

The Board will meet at least four times a year at venues which enable all members to have access.

Meetings will normally last no longer than 2 hours at suitable and planned times and dates. Decisions will be taken by consensus.

Sub-groups may be created by agreement of Members of the Board, such groups to have clear objectives and timescale. Normally such groups will have a limited life and will be disbanded when those objectives have been met or discontinued.

John Bruynseels
9th May 2012