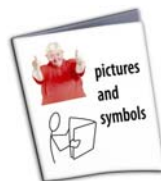




# Terms of Reference



Plain English Summary



**Dorset Learning Disability  
Partnership Board**

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# 1. Mission

**“To promote the  
Independence, Rights,  
Choice and Inclusion of  
people with learning  
disabilities in Dorset”**



# 2. Bill of Rights

The Partnership Board believes that all people with learning disabilities should have the following rights:



## BILL OF RIGHTS

- 1. The right to feel safe when going out.**
  - from strangers, from burglars and from bullying
- 2. The right to feel safe in our own homes.**
  - to learn how to be safe in our home
  - to feel safe from staff
  - to be able to report staff when they are unkind
- 3. The right to confidentiality.**
  - when making a report it won't come back on you
  - we decide who sees our life plan
  - around health issues (patient - doctor)
- 4. The right to relationships.**
  - to learn about friendships
  - marriage
  - engagements
  - sex education
- 5. The right to have feelings.**
  - the right to grief
  - the right to get angry

# 2.1 Bill of Rights

## 6. The right to say NO!

- bullying
- drugs or drink
- strangers
- to parents
- to staff



## 7. The right to Adulthood.

- make our own decisions
- to get married
- have children
- have sex
- birth control
- to vote
- to have a drink



## 8. The right to live where you want to live.

- to live where you want to
- to live with who you want to



## 9. The right to independence

- to make decisions
- to go out
- take care of our own stuff
- run our own lives
- to choose what to do
- come and go when we want
- be the boss of our own life



## 10. The right to transport

- accessible transport
- the right to learn to drive



# 2. Stakeholders

There are many people that work alongside us to help achieve our mission like:



# 3. Goals...

## These are the things that we want our board to do:

There are services which are available to everyone in the community (like: social and leisure activities, employment, healthcare and college).

Sometimes these services need help and advice to improve the way they work with and respond to people with learning disability. The Board is there to make sure that this happens



Many people with learning disabilities, and their families and carers, would like to help local services to improve. The Board can make sure that they can, by involving them in its work, and by making sure that other agencies (like housing, police, colleges etc) also do this



Both Dorset County Council's Adult & Community Care Directorate and Dorset Primary Care Trust have responsibilities for people with learning disability.

"Commissioning" is how they ensure that the proper services are in place. The Board can help make sure that they do this well



# 3.1 Goals

Some people with learning disability have to rely on care services and support providers. The Board can help make sure that these services and support providers know what is expected of them, and help them so that they are able to do it well.



Becoming an adult can bring many changes in services as well as in life. The Board can help to make sure that agencies and professionals work together to make this time of change as easy as possible



There are many people and organisations that want to contribute to what the Board is trying to do. The Board can help them to do so.



# 4. Membership

The partnership board membership will be made up of the following people.

- Two partnership board Chairs and a Co Chair
- People from each of the Board's sub-groups/work areas
- Members of the Learning Disability Joint Commissioning Group
- County Councillors
- People with a Learning Disability and Family Carers



# 5. Voting

Members of the board will make choices and decisions by voting.

- All partnership board members will have the right to vote
- When a vote is needed it will be done by a show of hands
- If members are not present at the meeting then they cannot have a vote



# 6. Rules about communication

**We have agreed some ground rules to make our meetings easy to understand and give people time to get ready.**

**Any papers for the main topics of each meeting must be sent first to Dorset People First Forum.**



**The board will not look at any last minute paperwork or presentations on the day of the meeting.**



**Traffic light cards must be used at every meeting.**



**Minutes will always be made into easy read.**



**Total Communication tools must be used for all presentations to the board.**



**Papers that are to be looked at during the board meeting will be sent to members at least 2 weeks before.**



# 7. Rules about running the board

**It is important that we have some rules about how the board is run.**

## **Visitors to the Board**

From time to time we will invite people to come to the Board and give us a talk or presentation about their work. People who may need to hear these talks will also be invited to come to the meeting. People who want to come to the Board meetings to watch how they work must ask the Chair/Co-chair if it is ok first.



**Letting other people on the Board know if there is a reason why they should not be part of voting or making a decision (a “conflict of interest”)**  
Sometimes someone may have "an interest" in one of the areas that we may talk about or make a decision on. Everyone has a responsibility to tell the Board about this and not take part in that decision or vote.



**These "interests" include:**

- 1) any connection with an organisation contracted to provide services by the Local Authority or the Primary Care Trust**
- 2) any personal relationships or connections where someone could personally benefit from a decision**
- 3) any connection with a financial interest**

# 8. Rules about running the board

## Private business (Confidentiality)

Sometimes we may listen to private information about people or services.

This information should remain with the Board members and not be shared outside of the meeting (unless it is an issue about abuse or neglect that needs to be passed on).

Sometimes some of our decisions may be about an organisation, their contract, or an individual person that we need to keep private.

This information is only for LDPB members and what was said or the decisions made are not to be included in the minutes that are sent out to our big contact list.



## Bidding for money

All requests for money that the Board is asked to think about must be in writing (there is a proper form to use that is on the LDPB website. If a small amount of money is requested this can be a short summary, but if it is asking for a lot of money then the bid needs to have a lots of detail to help the board make a decision.



## Meetings

LDPB meetings will be 4 times a year and there will also be one big LDPB all day event held each year. Other meetings will be arranged if we need them.



# 9. Quality Checking

**We want to check that our work is really making a difference to people with learning disabilities and their supporters in Dorset**

**We will listen to feedback from people with learning disabilities, carers and services and learn from what they say to us.**



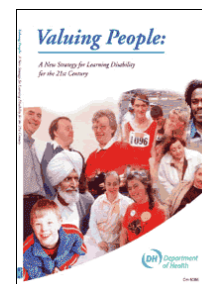
**We will write a report once every year for people to see what we have been doing and the outcomes of that work.**



**All of our meeting minutes will be on the LDPB website and people will also be able to ask for printed copies if they need them.**



**Someone from all of the sub groups and work areas will report on their work and check their progress against the valuing people now targets every two years.**



# 10. What it looks like....



Health Action



Fulfilling Lives



Housing



Transitions

**Sub Groups**



Meeting planning



Six other work areas  
for details see LDPB  
website



# Diversity Statement



The Dorset Learning Disability Partnership Board believes in treating all people equally and valuing the differences between people, their ways of living and their culture at all times.



Plain English summary by Christopher Watson  
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*Images courtesy of Photosymbols*



 **recycle**  
The possibilities are endless.