

## How Kent Learning Disability Partnership works - March 2013

### Introduction

This is a guide to how Kent Learning Disability Partnership works. This was decided at the Kent Learning Disability Partnership Board, September 2011.

There are 4 different parts to the Kent Learning Disability Partnership that work together to make sure Valuing People Now is happening in Kent for people with learning disability and Family carers.

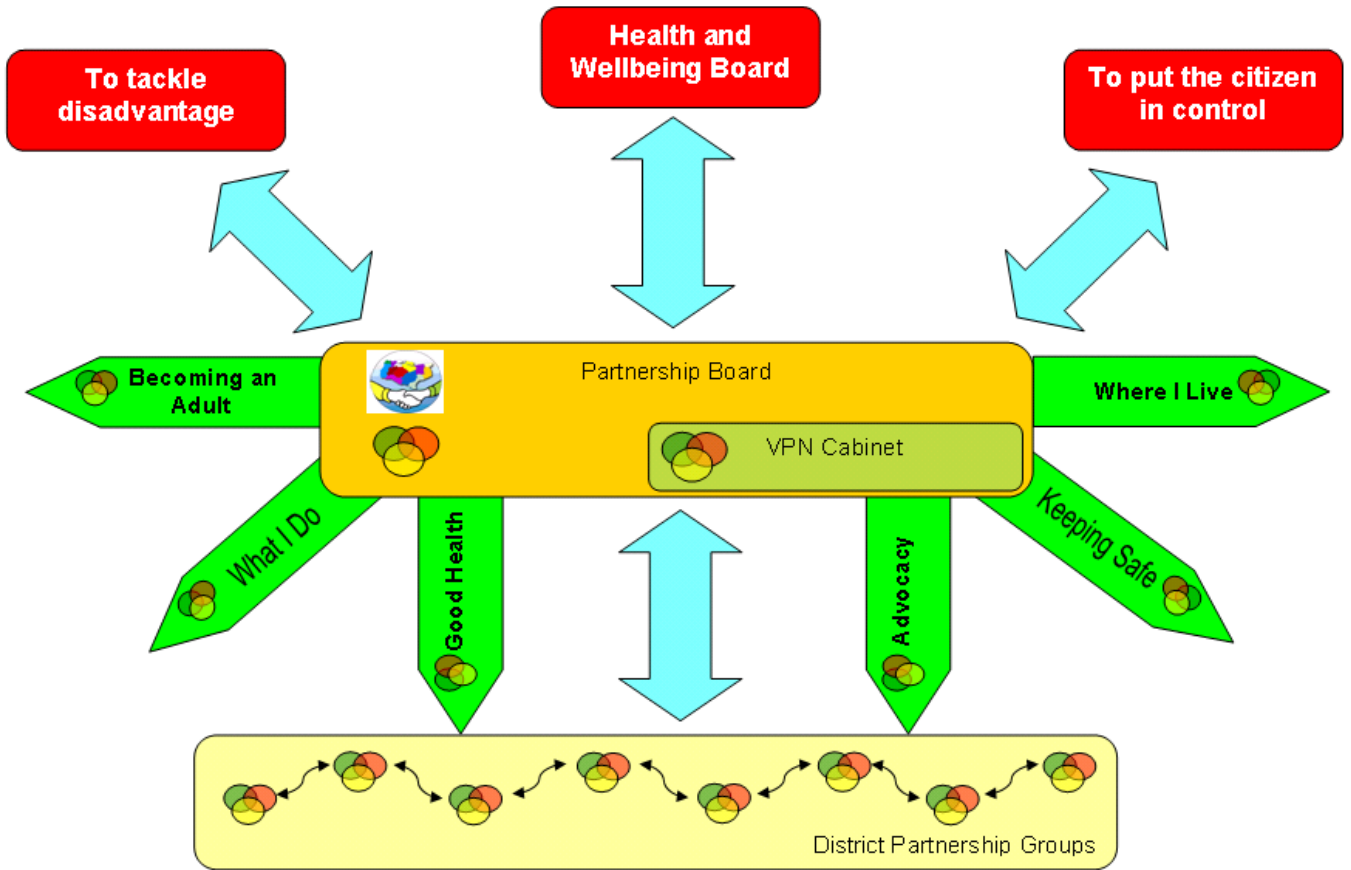
These are:

- The Kent Learning Disability Partnership Board (KLDPB)
- The Valuing People Now (VPN) Cabinet
- Delivery Groups
- District Partnership Groups (DPG's)

Each member of the partnership has a clear role. The way the partnership works is described in this document.



# Kent Learning Disability Partnership structure



## The Kent Learning Disability Partnership Board

The Kent Learning Disability Partnership Board is in charge of agreeing and checking what happens about Valuing People Now in Kent, as set out in Kent's 'Partnership Strategy for Learning Disability in Kent 2012-2015'. (This document can be found on the Kent Learning Disability Partnership website).

The Board is made up of 6 people with learning disabilities and 3 family/carers. These people will be representatives from the 11 District Partnership Groups. There will also be senior people from the main public services who make decisions. These are:

- Families and Social Care
  - Adult's Services
  - Children's Services
  - Commissioning
- Health
- Job Centre Plus
- Healthwatch
- Voluntary Sector
- Public Health

The Kent Learning Disability Partnership Board has 2 Co-chairs who are;

- An elected member of Kent County Council,
- A person with a learning disability

The Kent Learning Disability Partnership Board will link to and report to the Health and Wellbeing Board and the Safeguarding Board in Kent.

The Kent Learning Disability Partnership Board will also work alongside 2 of KCC's Ambitions Boards

- The Tackling Disadvantage Board
- The Citizen in Control Board.

The KLDP Board receives reports from the Valuing People Now Cabinet and District Partnership Groups.

All of the KLDP Board's minutes and agendas from meetings are in easy read and published on the Kent Learning Disability Partnership website.

The KLDPB meets 4 times a year

- April
- July
- October
- January.

The KLDPB will receive the 'Local Learning Disabilities Partnership Board Annual Self Assessment Report' from the Valuing People Now Cabinet about what has happened over the past year.

The Delivery Groups will set up to 3 targets for each of the 6 Delivery Groups, taking into account the 11 District Partnership Group Plans.

The Delivery Groups are;

- Good Health (Primary Health Care, Acute Hospitals, Specialist Health Care)
- Where I live (Housing and related support)
- What I do (Employment, Support during the day, evening and weekends, Education and Training)
- Becoming an adult (Planning for and good transition)
- Keeping Safe (Hate Crime, Criminal Justice, Safeguarding)
- Advocacy (Advocacy, Personalisation, Relationships and Parenting, Rights)

Each of the above Delivery Groups will present their targets to be approved by the Valuing People Now Cabinet. It is the Cabinet's job to make sure that a full plan is presented to the Board.

The Kent Learning Disability Partnership Board will receive a district plan from all 11 District Partnership Groups for the coming year. It is Kent Valuing People Partnerships job to make sure that action plans are presented to the Board annually. The plans should show how they link to the Delivery Groups and other locally based plans.

Twice a year, the Kent Learning Disability Partnership Board will receive updates from the main Delivery Groups and the Valuing People Cabinet on progress being made on the 'Local Learning Disabilities Partnership Board Annual Self Assessment Report'.

The Kent Learning Disability Partnership Board is open to the public, who can attend the meetings to watch but not take part in the discussions unless formally invited by the Chair.

All KLDP Boards minutes and agendas from meetings are in easy read and published on the Kent Learning Disability Partnership website.

## Valuing People Now Cabinet

The VPN Cabinet role is to co-ordinate the work of the 6 delivery groups and make sure that agreed actions are happening.

The VPN Cabinet is made up from the lead officers and the champion (a person with a learning disability) for each of the delivery groups and 3 family carers from District Partnership Groups.

The VPN Cabinet has 2 Co-chairs - the Director of Learning Disabilities and Mental Health (KCC) and a person with a learning disability.

The VPN Cabinet reports to the Kent Learning Disability Partnership Board this includes

- The 'Local Learning Disabilities Partnership Board Annual Self Assessment Report'
- Delivery Group progress on targets
- The District Partnership Group's District Plans

All VPN Cabinet minutes and agendas for meetings are in easy read and published on the Kent Learning Disability Partnership website.

This will be in

- April
- June
- August
- October
- December
- February

The VPN Cabinet agenda is set around the Delivery Groups' agreed 3 annual targets and the District Partnership Groups' District Plans. These will be the focus of meetings twice a year.

All VPN Cabinet minutes, agendas and reports from meetings are in easy read and published on the Kent Learning Disability Partnership website.

## Delivery Groups

Each delivery group is responsible for 3 agreed annual actions.

As part of the Kent Learning Disability Partnership there will be 6 Delivery Groups, these are

- Good Health
- Where I live
- What I do
- Becoming an Adult
- Keeping Safe
- Advocacy

Each delivery group will be lead by a senior operational manager who is able to make sure that agreed actions happen (for example the delivery group for 'Where I Live' the lead will be the Commissioning Manager from Families and Social Care).

Each Delivery Group will have a Champion with a learning disability

Each delivery group has representatives from District Partnership Groups both people with learning disabilities and family/carer representatives.

Each Delivery Group must have representatives from organisations and professions. People who have responsibility for making sure agreed actions happen.

Each Delivery Group must prepare up to 3 annual actions to be presented to the VPN Cabinet and KLDP Board.

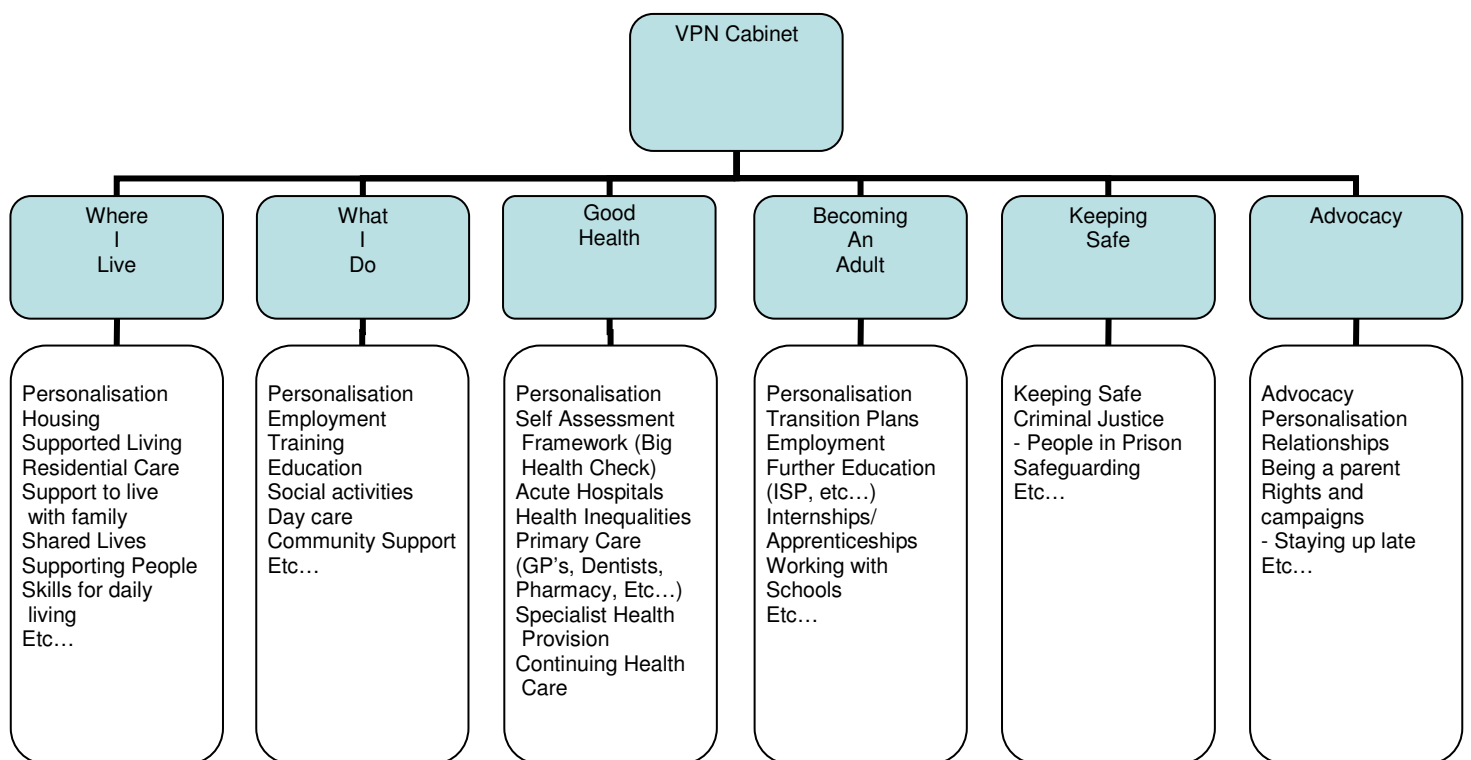
Each Delivery Group must prepare an annual report on the successes and failures from each year.



The Cabinet or Board can ask for updates or brief reports from the Delivery Groups throughout the year.

All Delivery Group minutes, agendas and reports from meetings will be in easy read and published on the Kent Learning Disability Partnership website.

Delivery Groups working with the Learning Disability Partnership



## District Partnership Groups

Each District Partnership Groups role is to focus on supporting and checking that the right organisations and groups are continuing to make sure Valuing People and Valuing People Now happen locally and across Kent.

Network - It is important that District Partnership Groups link in with other organisations and partners to work together to make sure that agreed actions happen.

Representatives and champions for all of Kent Learning Disability Partnership come from the District Partnership Groups. They should have a good understanding of their role and the skills to be able to represent others. The representatives should be both people with learning disabilities and family carers.

Communication - There will be a central Website which will hold all relevant information from the Kent Learning Disability Partnership. All information will be in an agreed easy read format

The District Partnership Groups will **not** provide services (for example - running a nightclub).

The District Partnership Groups should work with other organisations to make sure that the right services are there for people to use (for example the accessible/personal care toilets in Bluewater shopping centre).

Each District Partnership Group must prepare a District Plan on the successes and failures from each year. Each District Partnership Group must present their plan to the Kent Learning Disability Partnership Board annually for approval.

All District Partnership Group minutes, agendas and reports from meetings are in easy read and published on the Kent Learning Disability Partnership website.