

# **DISABLED CHILDREN'S STRATEGY & LDD IMPLEMENTATION PLAN**

## **STEERING GROUP - TERMS OF REFERENCE**

### **Purpose:**

- To monitor, oversee and review the implementation of the Disabled Children's Strategy and associated LDD Implementation Plan
- To contribute to the Children and Young People Plan for South Gloucestershire Council and its partner agencies
- To provide monitoring reports as agreed to the:  
Children and Young People's Strategic Partnership Board  
Directorate of the Department for Children and Young People  
PCT Board and Professional Executive Committee (PEC)  
and other relevant Departments and organisations
- To ensure representation at key strategic multi-agency and departmental planning groups, eg:  
Age-related Partnership Groups  
Disability Equality Forum
- To ensure that the aims and tasks of the Strategy and LDD Implementation Plan are included in other relevant strategic developments and plans of the Department for Children and Young People and its partner agencies
- To promote inter-agency and partnership working to encourage joint planning and coordinated services for disabled children, young people and their families
- To identify key needs, and gaps in services for disabled children, young people and their families and the scope for joint working in order to assist joint planning of future services and coordinated service delivery.
- To convene small working groups (either short or long-term) to take forward tasks and actions identified within the LDD Implementation Plan
- To ensure that disabled children, young people and their parents are involved in the implementation of the Strategy and associated LDD Plan, and are consulted about proposed actions.
- To promote inclusion and equality for disabled children and young people within the Department for Children and Young People and its partner agencies
- To ensure that the monitoring and review of the Strategy and associated LDD plan takes account of developments in government policy and guidance, and that the national policy requirements are incorporated.
- To oversee and monitor the commissioning and development of services for disabled children, young people and their families

### **Chair:**

Mike Connolly – Head of Specialist Care and Inclusion Services

The role of Chair will be delegated to another member of the group if Mike is unable to be present.

**Membership:**

Representatives from:

- Department for Children and Young People:  
Children's Social Care Services  
Special Educational Needs Section  
Planning (Disabled Children)  
Youth Service  
Children and Young People's Information Service
- Partner Statutory Organisations:  
Connexions  
South Gloucestershire PCT  
North Bristol NHS Trust (if PCT take over functions now in the remit of NBT this may change)
- Voluntary Sector:  
Representative from the South Gloucestershire Children and Young People's Network

Other representatives may be co-opted if agreed by group members.

**Frequency of meetings:**

Quarterly or more frequently as needed.

Small working groups will meet as agreed within the group and as required by the task of the group.

**Administrative support:**

No designated support but some support is provided through the administrative arrangements available to the Planning and Development Officer (Disabled Children)

**Information Sharing & Confidentiality :**

Notes of the Group meetings will be distributed to members and may be shared as agreed with others within the members' organisations.

Any discussions within the Group concerning specific client issues or information enabling clients to be identified will be confidential.

Discussions involving other issues will be confidential, but may be shared as agreed with others within the members' organisations.

In the event of discussion on the commissioning of external services members will be required to declare any interests they may have following which a decision will be made as to whether they should be present for the relevant agenda item.