



The Steering Group

What does it do?



- Helps support and give guidance to the Partnership Board and to check that they are doing a good job.



- Anyone wishing to make a presentation to the Partnership Board must make their request via the Steering Group who will either agree or pass on to the appropriate person at County Hall.



- The Steering Group will receive regular updates from the subgroups and locality groups so that they can check that groups are doing what they said they would and how they are getting on.



- This helps us write any reports needed to tell other people or groups what we are doing and how they can help us make things better.



- The Steering Group checks that the money that has been given to subgroups and Locality groups is being used to make things better by checking what has been spent and what difference this has made to people's lives.



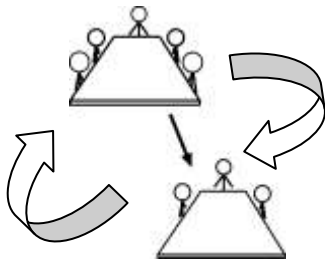
Terms of Reference (Aims)



- To be brilliant



- To make sure things are done on time
- Help others to keep to deadlines



- To join up all of the work of all the sub groups and locality groups to make sure they make a difference



- Quality
- Do what we said we would do and stick to priorities



- To give feedback to the Board
- To help /support / give guidance to the Partnership Board
- To help the Partnership Board do a really good job
- To check the Partnership Board are doing a good job

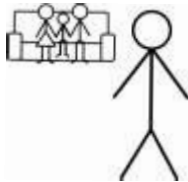
Who should be a member of the Steering Group?



- Leicester Partnership Trust



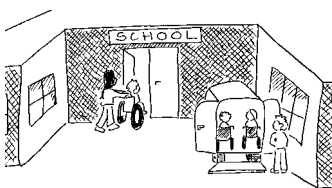
- Self Advocates (at least x 2)



- Family Carers (x 2)



- Leicestershire County Council



- Education (Special School)



- Providers – voluntary – VAL / Provider Forum
- Providers – private – EMCARE

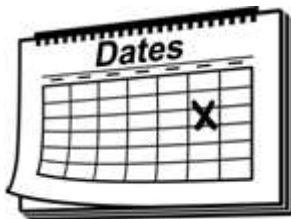
Jobs of the Steering Group

- Chairing – Heather Pick
- Papers – Administrator
- Facilitator – to help things go well

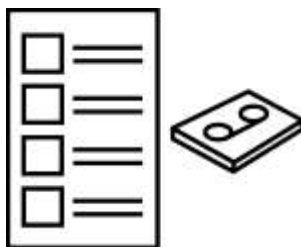
How the Steering Group does its job



- Not too much
- Doing what we said we would do
- Set the agenda for the Partnership Board
- What we talked about at the last meeting
- Timelines
 - Checking the work of the Sub groups and Locality groups.



- The Steering Group will meet on the Thursday afternoon of the week following the Partnership Board Meeting
- Meetings will normally be at County Hall and if not at Mansion House
- Meetings will be 2 hours, normally from 1 pm to 3 pm.
- Meetings will not be changed without the agreement of Steering Group members.



- Meetings will be minuted by the Administrator who will circulate copies to all members of the Steering Group