

Children and Young People's Strategic Partnership Terms of Reference 2021

Subject to Annual Review

Revision History			
Date	Version	Details of Revision	Author
Oct 2018	1	Original document	Rachel Denton
Nov 2020	2	Membership update	Rachel Watkins
Dec 2020	3	Addition to section 3 Principles & Responsibilities	Rachel Watkins
November 2021	4	Updates to: <ul style="list-style-type: none"> • Purpose • Finance • Membership 	Rachel Watkins
March 2022	5	Consolidation of members' comments on v4 above.	Rachel Watkins/ Tina Russell

1. Purpose

The partnership is a sub-group of Worcestershire's Health and Wellbeing Board (HWB) and has been tasked to bring together senior/strategic leaders from agencies and organisations to take a whole-system response to improving outcomes for children, young people, and families. The Partnership will support and underpin the all-age Joint Health and Wellbeing Strategy (JHWS).

The Children, Young People and Families Strategic Partnership (CYPSP) has responsibility to improve outcomes for all children, young people, and families within the context of their local communities and through its links with the following groups:

- Early Help Partnership (EHP)
- 0-25 SEND & All Age Disability (AAD) Partnership Board
- Emotional Wellbeing & Mental Health (EW & MH) Partnership
- Worcestershire Safeguarding Children Partnership
- Worcestershire and Hereford and Worcester ICS partnership forums – focus Children & Young Peoples

2. Scope

The scope of The Partnership is defined by section 10 of the Children Act. The local authority is under a duty to make arrangements to promote cooperation between itself and organisations and

agencies to improve the wellbeing of local children. This co-operation should exist and be effective at all levels of an organisation, from strategic level through to operational delivery.¹

The approach of The Partnership is the added value that can be achieved not through monitoring business as usual activity but through developing effective partnership working and the efficiency of how partners work together as a **whole system**.

Partnership members are *systems' leaders*, collectively accountable for the impact of the system as a whole and not just for the individual priorities of their own organisations.

3. Membership

Membership of the Strategic Partnership Board will be those agencies or organisations which have significant operational delivery responsibilities and strategic influence over the wellbeing of children, young people, and families.

Core members will include the Chair and Vice-chair of each of the groups that feed into it:

Role	Name	Organisation
Cabinet Member Representative (Children & Families)	Cllr Andy Roberts	Worcestershire Children First (WCF)
Chief Executive and Director of Children's Services	Tina Russell	WCF/ WCC
Director of Public Health	Kathryn Cobain	WCC
Director of Education & Early Years: Inclusion, Improvement and Planning	Sarah Wilkins	WCF
Director of 0-25 All Age Disability	TBC	
Director of Early Help, Children in Need and Family Front Door	Emma Brittain	WCF
Director of Child Protection and Through Care	Adam Johnston	WCF
Public Health Consultant – Children & Families	Elizabeth Altay	Worcestershire County Council (WCC)
Lead commissioner for Mental Health, Learning Disabilities and Children	Jenny Dalloway	NHS Herefordshire and Worcestershire ICS

¹ Working Together to Safeguard Children, a guide to inter-agency working to safeguard and promote the welfare of children (July 2018)

Strategic Managing Director for Herefordshire & Worcestershire CCG	Mari Gay	Worcestershire & Herefordshire ICS
Associate Director for Children Young People & Families & Specialist Primary Care	Sally-Anne Osborne	Herefordshire and Worcestershire Health and Care NHS Trust
Independent Chair, Worcestershire Safeguarding Children Partnership	Steve Eccleston	WCF
CEO Worcestershire Voices	Simon Hill	Voluntary & Community Sector representative
CEO Young Solutions	Pete Sugg	Voluntary & Community Sector deputy representative
Head of Community Housing Services	Judith Willis	Redditch & Bromsgrove District Councils
Joint Head of Housing and Communities	Amanda Smith temporarily attending pending Stephen Gabriel's replacement	Malvern & Wychavon District Council
Corporate Director, Homes & Communities	Lloyd Griffiths	Worcester City Council (WCC)
Chief Executive Officer	Ian Miller	Wyre Forest District Council
Head of Service	Keith Barham	West Mercia Youth Justice Service
Superintendent for vulnerability : Children Lead	Rebecca Love	West Mercia Police
Deputy Police & Crime Commissioner	Nicola Lowery	West Mercia PCC
Early Help Partnership Manager	Helen Hey	WCF
Chair – Wyre Forest Children's Trust	Fran Oborski	Wyre Forest District Council
Executive Director of Strategy & Partnerships	Susan Harris	Worcestershire Health and Care NHS Trust
Director of Midwifery	Rebecca Fox	Worcestershire Acute Hospitals NHS Trust
Director of Strategy	Jo Newton	Worcestershire Acute Hospitals NHS Trust
Assistant Director	Anna Davidson	Herefordshire and Worcestershire Fire and Rescue Authority
Senior Employer & Partnership Lead	Julie Webster	Department of Work and Pensions
Representing Middle Schools:	David Snell	Head Teacher Alvechurch Middle School
Representing Primary/First Schools:	tba	

Representing Special Schools	Rebecca Garratt	Headteacher, Chads Grove School and Specialist Sports College
Representing Further Education Providers	Julia Breakwell	Assistant Principal Information Systems and Student Experience Heart of Worcestershire College
Representing Independent Schools	Gareth Dodes	Headteacher, King's School Worcester
Education & Skills Investment Group Manager	Judy Gibbs	WCC Local Enterprise Partnership
Chair Redditch Community Wellbeing Group	Geoff Taylor-Smith	Redditch Community Wellbeing Group
Director of Partnership & Change	Hazel Braund	Herefordshire & Worcestershire ICS
Lead for Children & Maternity	Maria Hardy	Herefordshire & Worcestershire ICS
General Practitioner	Dr Anthony Kelly	Herefordshire & Worcestershire ICS
Associate Director for Nursing and Quality/Designated Nurse for Safeguarding Adults and Children Mental Capacity Act Lead	Ellen Footman	Herefordshire & Worcestershire Clinical Commissioning Group
Children & Young People's representative	Morag Edmondson	Healthwatch

Board members should be at a senior level and have the authority, remit, and resource to act as a systems leader. They should be able to speak, make decisions and where appropriate commit resources to the work of the Partnership, on behalf of their organisation/sector.

Since January 2020 the partnership has been chaired by Cllr Andy Roberts, Cabinet Member with responsibility for Children & Families.

4. Expectations of Board members:

- Represent and speak on behalf of their agency, while also, through their Board membership, accepting a dual collective responsibility for the whole of the children's system
- Actively commit to championing the role of the Board and delivering its collective responsibilities; this should be evidenced within their own organisations and when attending other partnership meetings

- Appropriately communicating Board discussions / decisions throughout their own organisations
- Members representing a number of agencies (for example in the case of district, borough and city councils and ICS) should establish suitable feedback, consultation, and communication arrangements with component organisations, ensuring concerns are raised and addressed
- Proactively support the work of the Partnership and be prepared to either lead or support agreed activity/action
- Attend meetings unless non-attendance is unavoidable, in which case a substitute should be nominated who has sufficient authority and understanding to make an active contribution to the meeting
- Agree in advance with the Chair, additional attendees at meetings beyond the agreed membership
- Advise the Partnership in advance of any proposed or likely changes to their provision of services, their ability to fulfil their remits or functions, or of any identified risks, to enable a collective discussion about potential impact
- Commit to provide information that is requested and agreed to be provided, including that needed to enable the Board to collate and analyse data to inform the performance framework

Any instances of a Board member not complying with these expectations will be raised by the Chair with their agency at the highest level.

5. Outcomes and Voice of the Child

The partnership has agreed a set of Key Performance Indicator (KPI) outcome measures to monitor primary outcomes for CYP these are set out below and will be reported to each board meeting.

Overarching Outcomes

- The best start to life - Early help and support to parents through pregnancy and early years
- Access to Emotional Health & Wellbeing and Mental Health support and interventions that promote and enable mental health stability for the individual parent and or child
- Promoting physical wellbeing and inclusivity - empowering Children, Young People and their families to be part of their local community
- Access to the right education, health and social care interventions – that prevent risks escalating and needs becoming more complex requiring Child Protection and Care

Early Help Partnership Outcomes

- Children reach the expected level of development at their Two-and-a-half-year review
- Childhood obesity figures show an improving trend against national data
- School readiness – increased % of children reaching a good level of development (GLD) at the end of the Early Years Foundation Stage (EYFS)

- Number of Early Help Assessments (EHA) and interventions completed by agencies across the partnership to provide effective support preventing repeat statutory assessments and interventions

Emotional Wellbeing & Mental Health Partnership Board

- A reducing number of children and young people missing education (CME) due to mental ill health – data to be broken down into subsets of CYP at risk of health inequalities
- CYP absent from school for more than 10 days – data to be broken down into a subset of CYP at risk of health inequalities and those absent due to mental ill health
- Health assessments for children looked after - % of health checks where mental health needs are identified and met

Special Educational Needs and Disabilities (SEND) Partnership

- Increasing number of children who are SEN that do not progress to EHCP
- Increasing % of children with an EHCP receiving education in mainstream schools and staying there
- Increased % annual health checks for children with a disability of where mental health needs identified and met
- Destination of CYP after statutory school ends – not in education, employment and training (NEET)
- Destination of CYP after statutory school ends – living arrangements/ level of independence

Worcestershire Safeguarding Children Partnership

- Successful outcomes of Child Protection plans
- A reduced % of repeat Child Protection plans against England averages
- A reducing % of children subject to Children protection or Care due to Parental or child mental health.

The outcomes of the plan will be measured through Key Performance Indicators (KPIs)/ Bi-annual Quality Assurance Reports/ Audit quality of practice/ Service user feedback.

6. Subgroups Reporting

Each subgroup will be expected to report to the partnership on its activity, progress and to identify risks and barriers to progress twice a year. Whilst the collective partnership will need to have a solution focused approach to removing challenges and barriers to progress, issues can and will be escalated to the Health and Wellbeing Board (HWBB) and other related partnerships where a solution cannot be found.

Within reports each subgroup will share its performance data and service user feedback information, in conjunction with targeted activity undertaken directly by the board to ascertain views and

experiences of children and young people and use this to inform the development of services and priorities throughout the year.

The CYPSP will report twice annually to the HWBB.

7. Funding

The delivery of the Children and Young People's Plan at county or locality level will be through member agencies using, aligning, or combining existing resources or through seeking additional funding through, for example, social finance or grants. It is expected that all agencies will make a contribution in kind to the Partnership, including enabling their staff the time to attend and support meetings and to contribute to the activity required to implement the Plan.

a) Finance

There are two finance groups overseeing the joint commissioning of children services :

- Hereford and Worcester Children's Board – cross border commissioning and delivery of health services
- Worcestershire Children & Young People Joint Commissioning group (CYP JC) – reports formally to the Integrated Chief Executive Officer's Group (ICEOG)

Both groups will have members who also sit on the CYPSP. This will enable two-way communication; the CYPSP will receive updates on children and young people's finance and commissioning and can feed into both groups on commissioning and any other emerging issues.

8. Frequency of meetings

Meetings will be held four times per year. Dates of meetings will be set a year in advance.

9. Administration of meetings

Agendas and supporting documents will be issued electronically at least one week before the meeting. All member agencies should proactively contribute to setting the agenda. Minutes will be produced and circulated within two weeks of the meeting. Worcestershire Children First will provide administrative support for the Board.

10. Accountability

The Children and Young People's Strategic Partnership will be accountable to the Health and Wellbeing Board with reporting frequency to be determined by the Health and Wellbeing Board.

The Partnership is not directly accountable to any other partnerships, but appropriate alignment will be sought with other relevant partnerships to aid information sharing, planning, trouble shooting, progress and to avoid duplication.

This will occur through the Partnership establishing an effective influencing and advisory role in relation to other partnerships; through taking into account other strategic frameworks and plans when setting its own Plan; and through the Partnership consulting with these other partnerships when establishing its Plan and on other relevant matters.

The Partnership does not have any powers to direct member agencies or other organisations however, member agencies of the Children and Young People's Strategic Partnership Board will be accountable to the Health & Wellbeing Board for acting in accordance with the agreed principles and responsibilities, including for delivering the Children and Young People's Plan. The Chair of the Partnership will raise at a senior level any concerns the Partnership has about actions of members or other organisations which are not effectively contributing to the wellbeing of children and young people.

Children and Young People Health and Wellbeing Worcestershire

