

## **B&NES HEALTH AND WELLBEING BOARD**

### **CHILDREN AND YOUNG PEOPLE SUB GROUP** **TERMS OF REFERENCE**

#### **1. Name**

- 1.1 The B&NES Health and Wellbeing Board Children and Young People Sub Group.

#### **2. Statement of purpose**

- 2.1 The Childrens Trust Board will be disbanded in autumn 2016. Following this date, the Health and Wellbeing Board (HWB) will adopt responsibility for development and delivery of the Children and Young People's Plan 2014 - 2017 (CYPP) or equivalent strategies. The HWB will, more broadly, act as the key strategic forum through which children's health and wellbeing will be improved, so ensuring the best outcomes for all children and young people in B&NES.
- 2.2 This group will operate as a sub-group of the Health and Wellbeing Board and will support the Health and Wellbeing Board in delivering these responsibilities.

#### **3. Roles and responsibilities**

- 3.1 The sub group will be responsible for:
- Development, delivery and monitoring of the Children and Young People's Plan , or equivalent strategies (as a service delivery plan for the Health and Wellbeing Board)
  - Coordinating and monitoring the activity of the Children and Young People's Plan Strategy Groups
  - Taking a decision on what information needs to be escalated to the Health and Wellbeing Board
  - Providing an update report to the Health and Wellbeing Board annually as a minimum
  - Where appropriate, feeding into strategic Health and Wellbeing Board discussions, with a perspective relating to children & young people from B&NES
  - Considering the delivery and review of Joint Health and Wellbeing Strategy priorities with a perspective relating to children & young people from B&NES.
- 3.2 Responsibility for holding the LSCB and Independent Chair to account for safeguarding and promoting the welfare of children is through a multi-agency panel including representation from the H&WB, led by the Chief Executive.

The H&WB will participate in appropriate mutual challenge between the H&WB and LSCB and progress will be monitored on a six monthly basis.

#### **4. Membership**

4.1 Core members of the Sub Group shall consist of the following:

- Health and Wellbeing Board member
- Chairs of the CYPP delivery groups:
  - Be Healthy Outcomes groups (representative of the various elements of the be healthy outcomes groups)
  - Emotional Health and Wellbeing group
  - SEND Strategy Group
  - Early Help Outcomes Board
  - Stay Safe (LSCB PPP Sub group chair)
- Head of Safeguarding and Quality Assurance
- VCS representative
- Head of School Improvement
- CCG Safeguarding Lead

The groups represented above are all multi agency and the chairs can be rotated. Other organisations may be invited to attend at a later date and depending on the meeting agenda.

4.2 Board members may nominate a named substitute from an appropriate member of their organisation or service.

4.3 The Strategic Commissioning Officer overseeing Participation and the Strategy Development Officer will attend in a coordination and advisory capacity.

4.4 The Member of Youth Parliament (or Deputy Member) will be allocated a slot at the meetings to attend in person, in which case, meetings should be scheduled in school holidays or after 4.30pm or by providing a request on behalf of the B&NES Youth Forum for consideration by the sub group.

#### **5. Reporting and operating arrangements**

5.1 The Sub Group shall be chaired by an officer member of the Health and Wellbeing Board.

5.2 It is anticipated that the Sub Group will meet at least 4 times a year, with additional meetings planned as required. The agenda for these meetings will be circulated a week in advance. Outside of these meetings, discussions will be supported through virtual mechanisms (e.g. email/skype/teleconference).

5.3 The sub group will be declared quorate when 6 of its core members are in attendance.

5.4 Agendas will focus primarily on contributing to the development of the HWB Strategy and the relevant cyp strategies Agendas can be developed by:

- Discussion amongst members of the sub group

- Requests from members of the sub group
- Requests from young people
- Following recommendations by the Health and Wellbeing Board

5.5 The B&NES HWB Children and Young People sub group will feedback, on a regular basis (through a range of mechanisms including reports and presentations to the HWB and HWB Agenda Setting Group,as required).

Signed off at LSCB June 2016

Signed off at CTB June 2016