

B&NES HEALTH AND WELLBEING BOARD

CHILDREN AND YOUNG PEOPLE SUB COMMITTEE **TERMS OF REFERENCE**

1. Name

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

2. Statement of purpose

- 2.1 The Health and Wellbeing Board (H&WBB) are responsible for the development and delivery of the Children and Young People's Plan (CYPP) or equivalent strategies. The H&WBB 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 subcommittee of the HWBB and will support the H&WBB in delivering these responsibilities.

3. Roles and responsibilities

- 3.1 The subcommittee 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 H&WBB)
 - Ensuring that the activity of relevant strategy groups directly inputs into the CYPP, taking decisions on what information needs to be escalated to the H&WBB, to include but not limited to SEND Strategy, CAMHS Transformation Plan, etc.
 - Providing an update report to the H&WBB annually as a minimum
 - Where appropriate, feeding into strategic H&WBB 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.
 - Promoting a Think Family Approach between adults and children's services.
 - Input to JSNA as appropriate
 - Ensuring equality of access to services, so reducing inequalities in outcomes

3.2 Responsibility for holding the B&NES Community Safety and Safeguarding Partnership (B&NES CSSP) and Independent Chair to account for safeguarding and promoting the welfare of children. The Children and Young People Sub Committee will participate in appropriate mutual challenge with the B&NES CSSP and progress will be monitored on a six-monthly basis (June and December of each year)

4. Membership

4.1 Core members of the subgroup shall consist of the following:

- Health and Wellbeing Board member (Chair)
- Head of Education, Inclusion Service
- Senior School and Improvement, Achievement Advisor
- Director of Children and Young People's Service
- Chair of the Emotional Health and Wellbeing group
- Chair of the Early Help and Interventions sub group of BCSSP
- Senior Commissioning Manager – Children's Public Health and Early Help Public Health Department
- Third Sector representative
- Clinical Commissioning Group Safeguarding Lead
- Strategic Commissioning Officer- Participation
- Senior Commissioning Manager- Complex Care and Targeted Support

(Other organisations/individuals may be invited to attend, depending on the meeting agenda).

4.2 The Strategic Commissioning Officer Participation will attend in a coordination and advisory capacity.

4.3 Sub committee members should nominate a named substitute from an appropriate member of their organisation or service.

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

5. Reporting and operating arrangements

5.1 The subcommittee will be chaired by an Officer member of the H&WBB

5.2 It is anticipated that the subcommittee will meet at least six 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 committee will be declared quorate when six of its core members are in attendance. However, the six members must not all be from the same agency.

- 5.4 Agendas will focus primarily on contributing to the development of the H&WBB Strategy and the relevant children and young people strategies

Agendas can be developed by:

- Discussion amongst members of the sub committee
- Requests from young people
- Learning from practice reviews and surveys
- Following recommendations by the Health and Wellbeing Board

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

Signed off at H&WB December 2016

Reviewed January 2020

Signed off by CYP Sub Committee – May 2020