

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 and the priorities for Children and Young identified in the H&WB Strategy.

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 the Health and Wellbeing Strategy priorities relating to children & young people from B&NES.
 - Promoting a Think Family Approach between adults and children's services.

- Input to Strategic Evidence Base (SEB) as appropriate
- Ensuring equality of access to services, so reducing inequalities in outcomes

3.2 The BCSSP Business Manager will attend meetings to give updates to the sub committee on the work of the BCSP and its sub groups in relation to the safeguarding of children and young people.

4. Membership

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

- Health and Wellbeing Board member (Chair)
- Head of Education Commissioning
- Head of the Virtual School
- Director of Children and Young People's Service
- Chair of the Children and Young People's Emotional Health and Wellbeing subgroup – **Vacant**
- Chair of the Prevention and Early Intervention sub group of BCSSP
- Senior Commissioning Manager – Children's Public Health and Early Help Public Health Department
- Third Sector representative
- Children's Community Health Services, HCRG Care Group
- Specialist Safeguarding Nurse
- Designated Nurse for Looked After Children
- BCSSP Business Manager
- 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 Members of B&NES Youth Forum/Partnership 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/Partnership 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.
- 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
 - Learning from practice reviews and surveys
 - Following recommendations by the Health and Wellbeing Board
 - Requests from young people
- 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).

Reviewed and signed off CYP Sub Committee – Sept 2022

Signed off at H&WB September 2022

Next Review July 2023

Membership 2023-2024

Name and email	Service/Agency/Organisation	Role	Other Boards/Partnerships attended	Links to other strategies
Anne Gray anne.gray6@nhs.net	Designated Nurse for Looked After Children NHS Bath and North East Somerset, Swindon and Wiltshire Integrated Care Board (ICB)	<ul style="list-style-type: none"> • Operational Grp • PRG • Quality & Performance • Training & Dev • DAP 	BSW	
Caroline Haworth caroline@bathareaplayproject.co.uk	Third Sector Representative for B&NES Children & Young People's Network Bath Area Play Project	<ul style="list-style-type: none"> • Director 	Trustee of 3SG EHAP SEND Partnership Advisory Group	
Vacant	Bath & North East Somerset Council NHS Bath and North East Somerset, Swindon and Wiltshire Integrated Care Board (ICB)	Commissioning Manager – Mental Health	Chair of the Children and Young People's Emotional Health and Wellbeing subgroup	Draft B&NES Mental Health Strategic Commissioning Intentions. Draft BSW Mental Health Strategy Community Services framework transformation
Fiona Finlay Fiona.Finlay@hrcrgcaregroup.com	HCRG/BSW/ICB	Designated Doctor – Safeguarding Children	PRG BCSSP Early Help & Intervention Sub group	Early Help and Intervention Strategy
Ian Tomlinson Ian_Tomlinson@BATHNES.GOV.UK	Bath & North East Somerset Council NHS Bath and North East	Senior Commissioning Manager – Complex	SEND Strategy Board Children's	SEND Strategy 2020-2023 and the SEND Strategy Action Plan

	Somerset, Swindon and Wiltshire Integrated Care Board (ICB)	Care and targeted Support	NHSE SEND Board	Children's Transformation Strategy (Draft) BSW CYP Transformation Strategy (to be scoped)
Jude Sellers Judith.Sellers@hrcgcaregroup.com	HCRG Care Group – provider B&NES children's community services	Head of Universal Services and Deputy Head of Operations, Children.	BCSSP Early Help & Intervention Sub group	Early Help and Intervention Strategy
Kirstie Webb Kirstie_webb@bathnes.gov.uk	B&NES Community Safety and Safeguarding Partnership	Business Manager	All of the BCSSP Groups/sub-groups, Avon & Somerset Strategic Safeguarding Partnership	BCSSP Strategic Plan OPCC Community Safety Plan
Marcia Burgham Marcia_burgham@bathnes.gov.uk	Bath and North East Somerset Council	Children's Public Health Principal	Early Help and Intervention Sub-group	Early Help and Intervention Strategy Injury Prevention Strategy Oral Health Strategy
Olwyn_Donnelly@bathnes.gov.uk	School Standards Board School's Forum Local Area Inclusion Partnership (LAIP)	Head of Education Commissioning	School Improvement Board School's Forum SEND Strategy Board	SEND Strategy and the SEND Strategy Action Plan – Transformation & Sufficiency SEND & AP Improvement Plan
Mary Kearney-Knowles Mary_Kearney-Knowles@bathnes.gov.uk	Director of Children's Services and Education/DCS			
Sam Gillett sam.gillett@stjohnsbath.org.uk	Head of Delivery and Impact St John's Foundation			
Sarah Gunner	B&NES Virtual School & AP	Head of Service –	CYP Emotional Health	Virtual School

Sarah_Gunner@bathnes.gov.uk		Virtual School, Alternative Learning Team and AWSS	and Wellbeing Group	Development Plan
Vivienne Cutler E: Vivienne.cutler1@nhs.net	Bath & North East Somerset Locality of NHS Bath and North East Somerset, Swindon and Wiltshire Integrated Care Board (ICB)	Specialist Safeguarding Nurse		