

APPENDIX**CHILDREN AND FAMILIES PARTNERSHIP****TERMS OF REFERENCE****June 2022 Update****Vision**

The vision of the Children and Families Partnership is for children and young people in Leicestershire to be safe and living in families where they can achieve their full potential and have good health and wellbeing.

Purpose of the Children and Families Partnership

The purpose of the Children and Families Partnership is to champion effective partnership working on shared outcomes and priorities that make a real difference to the lives of children and young people. By working together, the Partnership can also maximise resources and expertise, be more co-ordinated in the services provided and avoid duplication of effort.

It will achieve this purpose by providing leadership, direction and assurance on behalf of the Health and Wellbeing Board:

(i) To a Children and Families Partnership Plan that will focus on the following outcomes to deliver the Best Start for Life commitments of the Joint Health and Wellbeing Strategy delivery plan:

- a. To ensure the best start for life for early years children and their families
- b. To work proactively in partnership to keep children and young people safe and free from harm and child sexual and criminal exploitation
- c. To support families to become self-sufficient and resilient
- d. To enable children with special educational needs and/or disabilities and their families to become increasingly independent through personalised, integrated care and support
- e. To enable children to experience good physical and mental health throughout their lives

(ii) To related boards and sub-groups contributing to the delivery of the above outcomes including:

- a. Leicestershire Education Excellence Partnership (six monthly reports to CFP)

- b. SEND and Inclusion Board (bi-monthly reports to CFP)
- c. Youth and Justice Partnership Board (six-monthly reports to CFP)
- d. Early Help Partnership (six-monthly reports to CFP)
- e. Youth Campaign Group (six-monthly reports to CFP)

Terms of Reference

In order to deliver the vision set out above, the Children and Families Partnership will have the following role and duties:

- (a) To oversee the delivery of the Best Start for Life commitments of the Joint Health and Wellbeing Strategy delivery plan through:
 - i. The development of a Children and Families Partnership Plan, identifying key areas of partnership work that will have the biggest impact on the lives of children and young people;
 - ii. Overseeing its implementation against agreed milestones and ensuring the plan is delivered effectively and in line with national policy and local priorities;
 - iii. Reporting to the Health and Wellbeing Board of any risks and issues that will impact on the delivery of the Best Start for Life priorities;
 - iv. Agreeing a SMART performance framework for the Partnership Plan, and monitoring performance against this framework;
 - v. Making recommendations as appropriate to the Health and Wellbeing Board on the allocation of resources;
 - vi. Developing pooled budget arrangements where appropriate;
 - vii. Directing a communication plan targeted to a wide range of stakeholders across the partnership, with particular emphasis on the needs of the public and local councillors.
- (b) To ensure that the voice of children and families is represented in all the work of the Children and Families Partnership and that of partner organisations
- (c) To consider and address any barriers to achieving the vision of the partnership, to ensure that children and young people in Leicestershire are safe and living in families where they can achieve their full potential and have good health and wellbeing
- (d) To oversee the activity of sub-groups to ensure that they are delivering the required outcomes and meeting agreed milestones, and recommending action where delivery is not satisfactory
- (e) To identify opportunities for integrated commissioning and/or delivery of services with other place/partner initiatives (Leicestershire and

wider) where there are identified benefits for doing so, and to ensure that this is planned and delivered to agreed outcomes

- (f) To set delegated limits for approval of variation of expenditure within any pooled budgets developed by the Partnership and review these on an annual basis
- (g) To work collaboratively with the other Health and Wellbeing Board sub-groups to ensure there are links between plans.

Membership of the Children and Families Partnership

- Cabinet Lead Member for Children and Families
- Department of Work and Pensions
- Director of Children and Families Services, LCC
- Director of Public Health representative
- Director representative from Leicester, Leicestershire and Rutland CCGs
- Director representative from LPT
- Director representative from UHL
- Education representatives
- National Probation Service representative
- Officer representative from District Councils
- Representative from Leicestershire Police
- Representative of Adults and Communities Department, LCC
- Representative of the Office of the Police and Crime Commissioner
- Voluntary Sector representatives

Membership will be regularly reviewed to ensure the effective operation of the Partnership

Meeting Frequency

Meetings will take place bi-monthly

Chair

Cabinet Lead Member for Children and Families at Leicestershire County Council

Meeting Administration

Meetings will be administered by Democratic Services at Leicestershire County Council

The agenda and papers will be issued no later than 4 working days in advance unless later circulation has been authorised by the Chair (exceptional circumstances).

Location of Meetings

A hybrid meeting model will be adopted for the January and July meetings, where the face-to-face element will be held at Leicestershire County Council Committee Rooms Meetings.

All remaining meetings will be held remotely via TEAMS.

Quoracy

In order to meet and conduct routine business 6 members must be present of which at least:

- 1 must be a health representative
- 1 must be a representative from Leicestershire County Council
- 4 must be from partner organisations not named in the previous 2 bullet points.

Reporting Arrangements

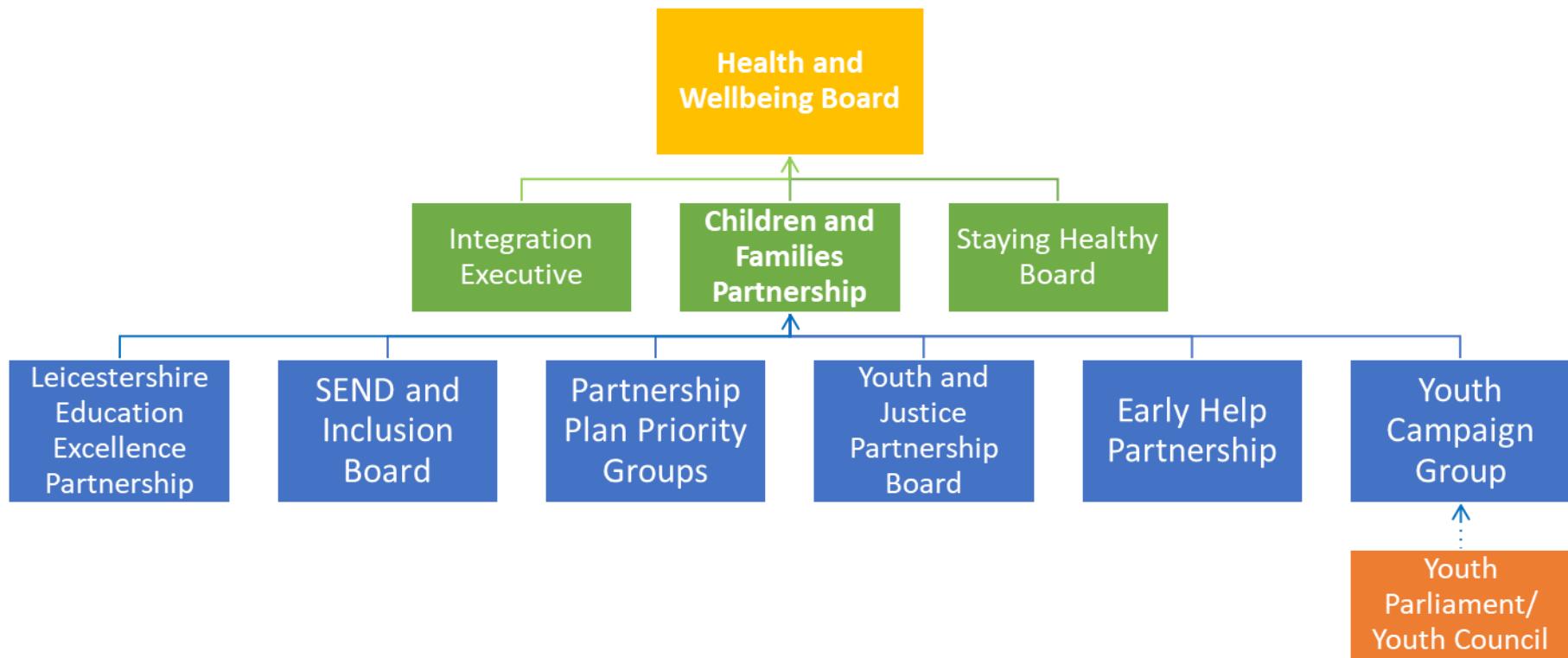
The Children and Families Partnership will submit:

- quarterly reports on performance against the Best Start for Life commitments to the Health and Wellbeing Board
- an annual deep dive analysis on an agreed to the Health and Wellbeing Board
- an annual highlight report on the 'sponsor' workstreams. (the list of "sponsor" and "watch" workstreams will be reviewed on an annual basis by the Partnership).

The 'watch' list will be reviewed on an annual basis and each workstream will have a Board link to ensure escalation to the Health and Wellbeing Board is made as needed.

- an annual report on performance against the Children and Families Partnership Plan to Leicestershire County Council's Cabinet and Children's Scrutiny Committee

Children and Families Partnership Board Governance



Children and Families Partnership Plan Priority Delivery Groups

