

# North East Lincolnshire Children, Young People and Families (CYPF) Strategic Board Terms of Reference

## 1. Purpose

The NEL CYPF Strategic Board is an executive function of the Health and Wellbeing Board and is the Senior Group for supporting an integrated approach and planning intent in relation to health, social care and education to promote equity for all and improve the health and wellbeing of children, young people and families in North East Lincolnshire (NEL) (Governance diagram in appendix one).

The CYPF Strategic Board has three main passions for the children, young people and families in North East Lincolnshire:

- Promote equity for all to thrive and reach their potential
- Mitigate the impact that poverty has on children, young people and families by building up, and promoting the assets available to communities.
- Champion children, young people and their families (particularly the most vulnerable), ensuring that they, their perceptions and experiences are at the centre of all that we do through meaningful collaboration and engagement.

These three main passions are the golden thread that will underpin all priorities and work of the CYPF Strategic Board.

## 2. Role & Functions

### The Board has Six Key Functions:

- Through a population health approach supporting and overseeing the implementation of a strategy for children, young people and families that aims to promote equity for all to thrive and reach their potential within partner resources.
- Set up the infrastructure for delivery of the priorities (including governance) and holding the 'system' to account.
- Lead the integration of resources controlled by stakeholder members and those included within the Section 75 agreement to maximise the collected resource for best impact.
- Positively influence planning, commissioning, and policy – leading the planning cycle for CYPF
- Be an advocate for CYPF and promoting Humber and North Yorkshire intentions:
  - Think Person
  - Think Family
  - Think Community
- Stimulate collaboration and partnership work across North East Lincolnshire

### **The board will also:**

- Manage any business delegated to it by the Health and Wellbeing Board
- Provide a place for in-depth discussion at a senior level about CYPF providing 'healthy challenge' to each other and the wider system.
- Contribute to and take account of the Joint Needs Assessment and any underpinning needs assessments, data and intelligence which impact on the lives of children, young people and families
- Determine the key joint priorities to improve outcomes for children and young people, ensuring a strategic approach to planning and delivery of services
- ensure a coordinated whole system approach across the Health and Care Partnership and the Humber and North York Integrated Care System.  
Responsibilities include:
  - Promoting a shared vision to drive improved outcomes for local children, young people and their families;
  - achieving this through better integrated services
  - establishing robust arrangements for partnership governance;
  - developing better integrated strategies, processes, and frontline delivery. working with HNY colleagues to determine what is delivered at Place and what is delivered at an ICS level e.g. CYP National Transformation Programme
- Have oversight of the implementation of relevant national policy directives i.e. Better Start for Life Programme
- oversee dedicated sub-boards and task and finish groups to deliver the strategy and programmes of work provide support and challenge where required, inviting key stakeholders to participate in the Board as required.
- ensure engagement and co-production with CYPF and the workforce is fully embedded in the development of strategic plans for CYPF
- Support members to feedback into their own organisation
- identify issues, risks and mitigations via a risk register and escalate to the HCP Leadership Group where appropriate and ensure interdependencies are identified and managed effectively.
- Direct the work of enabler workstreams such as Business Intelligence and communications to support the delivery of CYPF Strategy and joint priorities
- Recognise that the statutory duties and responsibilities of the Director of Children's Services and Director of Public Health are integral to the development of system leadership and the formulation of key areas of focus

### **3. Membership**

The Strategic Board will be:

Chaired by: Jan Haxby, SRO CYPF, NEL HCP

Vice Chair: Darren Wildbore, Chief Superintendent Humberside Police

#### **Role of the Board Members:**

Expectation of Children, Young People and Families (CYPF) Strategic Board Representatives in appendix two.

## Core Membership consists of:

ORGANISATION	ROLE	NAME
<b>North East Lincolnshire Council</b>		
NELC	Associate Director for Public Health	Diane Halton
NELC	Head of Public Health Nursing	Janet Burrows
NELC	Head of Early Help	Matt Clayton
NELC	Head of Young and Safe Youth Engagement Lead Practitioner	Paul Caswell/ Donna Chandler
NELC	Assistant Director Education and Inclusion	Sally Jack
NELC	Head of SEND and Inclusion	Rebecca Taylor
NELC	Interim Assistant Director	Tracy Morris
NELC	Director of Children's Social Care	Janice Spencer
NELC	Portfolio holder for children & education	Cllr Cracknell
NELC	Portfolio holder for health, wellbeing & adult social care	Cllr Shreeve
NELC/ICB	Commissioning Lead (Programme Manager CYPF)	Lauren King
<b>Integrated Care Board – At NEL Place</b>		
ICB	Assistant Director – Families, Mental Health, and Disabilities	Michelle Thompson
ICB	Designated Nurse Children Looked After/Interim Designated Nurse Safeguarding Children	Angie Rawling
ICB	Planning Manager	Louise Nicholls
ICB	SRO Children and Young People	Jan Haxby
ICB	Director of Quality & Nursing for Northern Lincolnshire	Helen Davis
ICB	NEL Place Director	Helen Kenyon
<b>NEL HCP</b>		
HCP	Health and Care Partnership - Programme Director	Sarah Everest-Ford
HCP	Health and Care Partnership - Programme Director	Louise Fadina
<b>Providers</b>		
NLAG	Head of Nursing for CYP & Neonates Clinical Lead Paediatrics	Deborah Bray Dr. Vijaya Hebbar

	W&C Therapies	Claire Shipley
NAVIGO	Chief Operating Office Deputy Chief Executive	Janine Smith Mike Reeve
Primary Care	CYP Clinical Lead	Dr. Marcia Pathak
St Andrews	Chief Executive Officer	Michelle Rollinson
Focus	Chief Executive Officer	Lee Mair
<b>Schools</b>		
Primary		TBC
Secondary		TBC
Chair of Governors		TBC
<b>Voluntary Community and Social Enterprise Representation</b>		
CPO	Managing Director & Rethink Community Engagement Manager	Steve Ryder
Doorstep	CEO (Chair of VCSE Alliance)	Julie Walmsley (Deputy for Steve Ryder)
<b>Parent/Carer Rep Representation</b>		
Parent Carer Forum		TBC
<b>System Wide Partnerships</b>		
Humberside Police	Chief Superintendent	Darren Wildbore
NSPCC	Strategic Service Manager	Lisa Smith
Healthwatch	Delivery Manager	Tracey Slattery

Ensuring children and young people representation is a high priority and will be embedded in all streams of work through existing and bespoke engagement.

If members are unable to attend, they may send a representative who can provide updates and feedback on discussions.

#### 4. Frequency of Meetings

The CYPF Strategic Board will meet on a bi-monthly basis

#### 5. Quorum

Quoracy shall be met with one representative each of the following agencies:

- NELC – Children’s Social Care
- NELC – Public Health
- NEL ICB
- NAViGO
- NLAG

- VCSE rep
- NSPCC

## **6. Conflicts of Interest**

Where there is a potential conflict of interest for any individual members about any specific item under consideration by the CYPF Strategic Board, they should openly and explicitly declare and how best to progress will be at the discretion of the chair.

## **5. Accountability, Governance and Decision Making**

This is a decision-making forum with delegated authority from the Health and Wellbeing Board.

The CYPF Strategic Board is accountable to the NEL Health and Wellbeing Board. It also has a relationship with the HWB Sub-Board and Groups, the Joint Committee, HCP Partnership Board, and HCP Leadership Group.

The CYPF Strategic Board has regard to and a line of sight on the work and impact of other key children/person centric and place based boards and partnerships to consider the widest of issues to inform the planning and commissioning intent, these are detailed in appendix one.

The CYPF Board is not a committee or sub-committee of the Council, and as such, it is not subject to public accountability procedures, except those required under the provisions of the Children Act 2004.

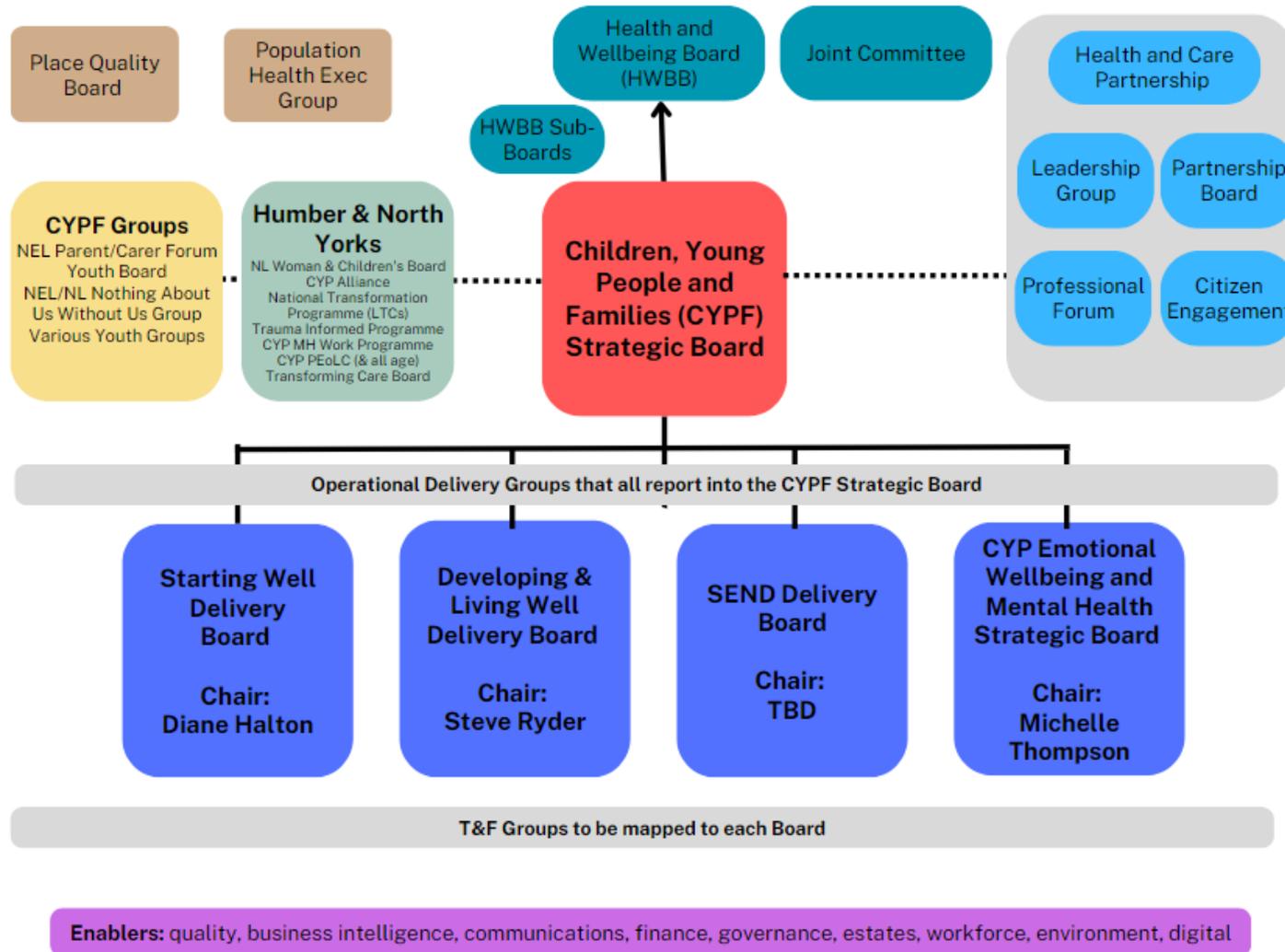
## **6. Reporting**

The CYPF Strategic Board will report on a bi-annually basis (plus a published annual report) to the Health and Wellbeing Board, any relevant HNYs CYPF Strategic Boards, the Health and Care Partnership Professional Forum, Leadership Group and Partnership Board.

## **7. Date of Agreement for Terms of Reference and Date of Next Review**

These Terms of Reference were agreed at the CYPF Strategic Board meeting held on 12<sup>th</sup> May 2023 and will be reviewed as required or on a yearly basis.

## Appendix One



## Appendix Two Expectation of Children, Young People and Families (CYPF) Strategic Board Representatives

### The role of each member of the board is to:

- Using your knowledge and expertise act in the best interests of children, young people, and families in NEL; thinking system first, organisation second
- To communicate the business of the Board back in into their respective organisations
- To feedback on conversations and decisions reached at the Board highlighting any implications for CYPF, the local system and their organisation.
- To receive the papers for the Board meetings and discuss within their organisation prior to meeting so that wider views can be fed into the decision-making processes. Such papers might include 'Use of Resources', 'Shaping Planning/Commissioning and Policy', 'Strategies and Pathway's and 'development of performance and outcome' measures for providers.
- Ensure a deputy is available to attend when the core member cannot be present.
- Provide constructive and healthy challenge, and act as a critical friend where proposals and discussion take place in the Board and encourage innovation and quality improvement.