

# Oxfordshire Health and Wellbeing Board

## Children and Young People's Partnership Board

### Terms of Reference

#### **Purpose:**

The Oxfordshire Health and Wellbeing Board is the principal structure in Oxfordshire with responsibility for promoting the health and wellbeing of the people of the county.

The Children and Young People's Partnership Board exists to support the Health and Wellbeing Board in its purpose to improve outcomes for children and young people and their families by working together to undertake multi-agency strategic planning and to jointly monitor improvement.

#### **Responsibilities:**

To achieve its purpose, the Children and Young People's Partnership Board (Children's Board) has the following responsibilities:

- To demonstrate effective partnership working across Oxfordshire to meet children and young peoples' health and social care needs and to achieve effective use of resources
- To be responsible for ensuring that effective strategic partnership arrangements are in place to ensure that the lives of children and young people are improved by the delivering of better services, including their health and wellbeing.
- To actively promote the vision for children, young people and families in Oxfordshire
- To have regard to the key priorities of:
  - a. ensuring children have a healthy start in life and stay healthy into adulthood
  - b. narrowing the gap for our most disadvantaged and vulnerable groups
  - c. keeping children and young people safe
  - d. raising achievement for all children and young people
- To champion the involvement of young people, parents and carers in partnership working with senior managers and politicians
- To deliver the priorities and objectives arising from the Joint Health and Wellbeing Needs Assessment (JSNA) for Oxfordshire,
- In particular to
  - a. *agree and recommend to the Health and Wellbeing Board, a Children and Young People's Plan for Oxfordshire, recommend where resources should be*

*focused and to be responsible for holding agencies to account for delivering the improved outcomes for children, young people and families within the plan.*

- b. contribute to the overall joint strategy and make specific recommendations on the key outcomes for children and young people in Oxfordshire and as they move into adulthood.*
- c. monitor and report on the delivery of joint existing key performance targets for children and young people for the NHS and County Council to ensure achievement of improvement targets, in particular the performance measures in the Health and Wellbeing Strategy and the Children's Plan.*
- d. plan agreed services together, aligning and/or pooling resources as appropriate to improve outcomes, working together to problem solve and find solutions collaboratively*
- e. work in partnership with the Oxfordshire Safeguarding Children's Board (OSCB) to ensure that safeguarding concerns are fully considered in the promotion of health and wellbeing for children and young people.*

*The responsibility for monitoring and evaluating safeguarding in Oxfordshire remains with the OSCB. The OSCB will provide robust, independent challenge to the safeguarding work of the Children's Board and its partners to enable the OSCB to fulfil its scrutinising role.*

## **Membership**

The core membership of the Children and Young Peoples Board is:

- The County Council Cabinet Member for Children, Education and Families
- The County Council Cabinet Member for Public Health and the Voluntary Sector
- Two Oxfordshire Clinical Commissioning Group representatives, at least one of which should be a GP
- Director for Children's Services, County Council
- A District Council Member
- A representative of Thames Valley Police
- Independent Chair Oxfordshire Safeguarding Children Board
- Healthwatch (*or Public Involvement Network*) to identify a young person and a parent representative
- A representative from Oxford Health
- A representative from Oxford University Hospital Trust
- A representative of Oxfordshire's schools and colleges

- A representative from the voluntary sector

Chairmanship and agreeing proposals:

The Chairman and Vice-Chairman of the Childrens Board must be either:

- Cabinet Member for Children Education and Families
- An Oxfordshire Clinical Commissioning Group GP

as determined by the Chairman of the Health and Wellbeing Board.

Agreement will be by consensus where possible or by a show of hands if necessary (and the Chairman will have a second or casting vote as appropriate).

In attendance

- Deputy Director, Joint Commissioning, Oxfordshire County Council
- Deputy Director, Children's Social Care or Education and Early Intervention
- Lead Commissioner, Children & Young People
- Public Health Specialist
- Partnership Development Manager, Oxfordshire's District Councils
- Strategy and Performance Manager, Oxfordshire County Council
- Safeguarding Manager

There will be two parent representatives and two young people elected to the Childrens Board, through the Public Involvement Network. One parent and one young person will attend each Board meeting.

It is proposed that a wide range of stakeholders can be invited to Board meetings at the discretion of the Chairman. They may attend as expert witnesses and to report on the implementation of plans.

## **Governance**

The meetings of the Children's Board and its decision-making will be subject to the provisions of the County Council's Constitution including the Council Procedure Rules and the Access to Information Procedure Rules, insofar as these are applicable to the Children's Board.

The Children's Board will also be subject to existing scrutiny arrangements with Oxfordshire's Health Overview and Scrutiny Committee providing the lead role. Members of the Group will be subject to the Code of Conduct applicable to the body which they represent.

The Children's Board will meet at least three times a year. Dates, times and places of meetings will be determined by the Chairman of the Board.

The County Council's Joint Commissioning Team will service the meetings of the partnership board including the preparation and circulation of agendas and minutes.

The Health and Wellbeing Board will agree terms of reference and membership for the Children's Board. It will also agree its priorities, proposed outcomes and performance measures.

The Children's Board will review the Terms of Reference on an annual basis.

Peter Clark  
County Solicitor and Monitoring Officer  
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