

**0-19 Partnership Strategic Governance Group
Terms of Reference
June 2019**

<p>Introduction</p>	<p>Section 75 of the National Health Service Act 2006 contains powers enabling NHS bodies (as defined in section 275 of the NHS Act 2006) to exercise certain local authority functions and for local authorities to exercise various NHS functions.</p> <p>Derbyshire County Council (DCC) and Derbyshire Community Health Services NHS Foundation Trust (DCHS) have entered into an agreement in exercising these powers in respect of the Public Health Nursing Service for children aged 0-19 years.</p> <p>The Strategic Governance Group is the joint board that provides governance, oversight and strategic direction for these services, as detailed in the Section 75 Partnership Agreement between DCC and DCHS for the provision of public health nursing services for children aged 0 -19 years.</p>
<p>What</p>	<p>The purpose of this Group is to provide governance, oversight and strategic direction and decision making for the effective delivery of Public Health Nursing Services for children aged 0-19, which are mandated Public Health functions for which the Local Authority is accountable.</p> <p><u>Overall objectives of the Strategic Governance Group</u></p> <p>The aim of the 0-19 Partnership Strategic Governance Group is to establish the strategic direction of the partnership approach, ensuring the effective delivery of mandated Public Health functions that the Local Authority is accountable for and which are funded through the Public Health ring-fenced grant.</p> <p>Objectives of this group are to:</p> <ul style="list-style-type: none"> • Maintain the universal nature of Public Health Nursing • Maintain a focus on promotion of wellbeing and early intervention • Focus on child and families • Improve the health and well-being of our children and young people within the earliest days of life and beyond • Reduce health inequalities • Maximise value for investment across early years services • Maintain a population health focus • Support relevant elements of Children’s Services within the public health remit and responsibility • Ensure targeted elements of the approach reach those most in need, linked to how we improve identification of need • Take an enterprising approach to the issue

	<p><u>Requirements of the group to deliver the functions of the Section 75 Agreement:</u></p> <p>The Strategic Governance Group will deliver their functions as outlined in the Section 75 Agreement. They will:</p> <ul style="list-style-type: none"> • Hold DCHS to account for delivering the Council functions for the benefit of service users • When notified of any potential overspends, agree recommendations for corrective action. • When notified of any potential underspends, agree actions for dealing with any underspends. • Allocate the benefit of any underspend at the end of the financial year. This may include the return of the underspend to the Council or the provision of additional services. • Oversee and manage the risk log and risk management processes for the agreement. • Make governance decisions for the S75 agreement where they cannot be dealt with locally by the DCHS and DCC project managers. • Receive a quarterly review of the S75 arrangements within 30 days of the end of each quarter. • Receive an annual development plan by 31st December of each year (1st annual development plan to be submitted by 31st December 2020) and approve it ahead of commencement on 1st April at the beginning of the following financial year. • Monitor, scrutinize and verify expenditure of the delivery of the services, through the receipt of Open Book Accounting covering expenditure to date and forecast outturn, on a quarterly basis, or more frequently at the request of the SGG. • Receive and approve the Exit Management Plan for the agreement. (within 3 months of the commencement date of the agreement)
<p>Who</p>	<ul style="list-style-type: none"> • Director of Public Health (Chair) (Dean Wallace) • Assistant Director of Health and Wellbeing, DCHS (Vice-Chair) (Jayne Needham) • MTP Lead Commissioning Manager (Alex Albus) • Service Director - Early Help & Safeguarding (Alison Noble) • Children's STP Lead (Andy Smith) • Assistant Director - Public Health (Anne Hayes) • Group Manager Health Improvement (Darran West) • Group Commissioning Manager (Abid Mumtaz) • DCHS General Manager (Gill Levick) • DCHS Strategic Commercial Development Lead (Heather Longbottom) • DCC, Service Director for Commissioning and Transformation (Dr Isobel Fleming) • Strategic Lead for Best Start in Life (Victoria Clarke) • Service Director Schools and Learning (Kathryn Boulton) • Lead for Children's Centres (Tracey Marsh)

	<ul style="list-style-type: none"> • CCG representative (TBC) <p>With input and support from:</p> <ul style="list-style-type: none"> • Commissioning Service Manager (Jamie Dix) • Project Manager (Tanya Nolan) • DCC Accountant (David King) • DCHS Project Accountant (Rachel Wilby) <p>The Group can co-opt additional members as it considers appropriate in relation to the development of the new approach. Task and Finish Group Lead representatives and specific officers from DCC and DCHS may be asked to attend one or a series of the meetings to provide detailed insight and input into particular topics or issues, such as legal and financial advice.</p>
<p>Quoracy</p>	<p>The following members of the Strategic Governance Group are required to attend the meeting (or send a nominated deputy), in order for the meeting to be quorate:</p> <ul style="list-style-type: none"> • Director of Public Health, DCC • Assistant Director of Health and Wellbeing, DCHS • Assistant Director - Public Health, DCC • Strategic Lead for Best Start in Life, DCC • Children's Services General Manager, DCHS • Service Director - Early Help & Safeguarding, DCC • Service Director for Commissioning and Transformation, DCC <p>Members should also be willing to contribute virtually if they are unable to attend the meeting and agree actions and decisions virtually in order to ensure actions are undertaken in a timely manner. This includes core members being available to resolve and troubleshoot potential issues within their respective organisations for leads from the Working and Task and Finish Groups.</p> <p>If members are unable to attend a meeting, either in person or virtually, they are expected to nominate a substitute. The substitute should be briefed in advance of the meetings and be able to take appropriate delegated decisions.</p>
<p>When</p>	<p>The Group will meet every 6-8 weeks in the first instance, moving to quarterly meetings from October 2019. The Chair shall have the right to convene, additional meetings as appropriate.</p>
<p>Where</p>	<p>Meetings will take place at either DCC or DCHS premises.</p>
<p>Why</p>	<p>The Strategic Governance Group is the joint board that governs and manages the delivery of the Derbyshire Public Health Nursing Service for children aged 0-19 years.</p> <p>The Strategic Governance Group is required as it is named in the Section 75 Partnership Agreement as the joint board to provide governance, oversight and</p>

	strategic direction for these the provision of public health nursing services for children aged 0 -19 years.
How	<p>The Group have agreed to a set of principles and objectives for integrated working:</p> <p><u>Principles of integrated working</u></p> <ul style="list-style-type: none"> • Honest, respectful and open approach • Work together to listen and understand each-others perspectives • Be willing to explore all possibilities and to change your mind • Focus on the outcomes we want to achieve rather than the mechanisms • Leave the professional title at the door • Be creative and innovative when exploring options • Be clear from the outset on any red lines • There are no stupid questions
Sub Committees / Groups	<p>Additional Working and Task and Finish groups will be established to deliver core components of the new approach.</p> <p>The following task and finish groups meet on an ad hoc basis and report in to the Strategic Governance Group:</p> <p>S75 Partnership Agreement Group (Group 5) Service Design Group (Group 6) NCMP transfer group (Group 8) Early Help offer group (Group 9)</p> <p>These groups will expire once the actions assigned to the groups are completed.</p> <p>From October 2019 the Section 75 Operational Group will report in to the Strategic Governance Group. Any remaining task and finish groups will report in to the Strategic Governance Group via the Operational Group. The Activity and Financial Forecasting Group will also be established from October 2019, as a subgroup of the Section 75 Operational Group.</p>
Communication Links	The Strategic Governance Group will ensure effective communication with the Health and Wellbeing Board, the sub-committees and groups of the Strategic Governance Group, and the DCC Cabinet and DCHS Board as required.
Reporting To	<p>The Strategic Governance Group will report to the Health and Wellbeing Board, for information and assurance, and can receive reports and challenge from the Health and Wellbeing Board as appropriate.</p> <p>The Chair of the Strategic Governance Group will prepare a Summary Report, at least annually, to provide an overview of progress and will identify any issues or areas of risk that the Health and Wellbeing Board or other committee will need to action/note.</p>

Key Performance Indicators/Key Deliverables	The Strategic Governance Group will have oversight of all KPIs detailed in the Section 75 Partnership Agreement.
Review Date	6-monthly review. Next review due December 2019.

DRAFT