



DERBYSHIRE CHILDREN'S PARTNERSHIP TERMS OF REFERENCE

1. Purpose

- 1.1 To improve the wellbeing of all children and young people who live within or receive services from Derbyshire; whilst redressing inequalities between the most disadvantaged children and their peers.
- 1.2 To ensure that partners are working together effectively both strategically (across the whole of Derbyshire) and locally to achieve this aim.
- 1.3 To provide support and, where necessary, challenge to other groups and Boards (for example the six Locality Children's Partnerships, Joined Up Care Derbyshire and the Health and Wellbeing Board) to ensure that governance arrangements are robust; children's and families' needs are being considered and understood and that outcomes are being improved.

2. Vision

OUR VISION

Working creatively together to inspire and empower children, young people, their families and communities to be the best they can be: Safe, healthy, happy, learning and working

OUR BELIEFS

- Children, young people and their families and carers will be at the centre of all arrangements in Derbyshire to improve outcomes and their participation is essential
- Services should be accessible according to need and promote equity for vulnerable groups
- Services should adopt a 'strengths-based' approach, working with children and families to help and empower them to achieve their own solutions wherever possible
- Professionals within all children's services should, as far as possible, work and be trained together and share a common understanding
- Staff from all agencies, including adult services, should work together wherever this is likely to improve their effectiveness and the experience for children, young people and families

--

3. Roles and responsibilities

3.1 The Partnership will:

- i. Identify key issues and priorities which require concerted action across all agencies to improve outcomes for children, young people and their families;
- ii. Ensure that the issues and priorities which have been identified are being addressed by relevant strategic groups or boards;
- iii. Actively promote the integration of service delivery and evidence-based practice;
- iv. Champion co-production with children, young people and their families;
- v. Regularly review whether services are making a difference in improving outcomes for children, young people and families;
- vi. Provide support and, where necessary, challenge to relevant groups, boards and agencies to:
 - a) ensure that governance arrangements are robust and effective;
 - b) ensure that all identified issues and priorities for children, young people and families are being addressed;
 - c) champion the interests of children, young people and families;
 - d) ensure that all agencies working with children and young people in Derbyshire are applying effective processes and the highest standards to keep them safe from harm.

4. Membership and Meeting Arrangements

4.1 The following people will be members of the Derbyshire Children's Partnership:

Member	Representing Agency
Executive Director of Children's Services	Derbyshire County Council
Cabinet Member for Young People	Derbyshire County Council
Police and Crime Commissioner or nominee	Office of the Police and Crime Commissioner
Head of Public Protection	Derbyshire Constabulary
Director of Public Health or nominee	Derbyshire County Council
Voluntary Sector	Nominated by 3D -Third Sector Support for Derbyshire
Independent Chair, Derby and Derbyshire Safeguarding Children Partnership or nominee	Independent
Director of Adult Care or nominee	Derbyshire County Council
Clinical and Executive leads for children and young people (x 2)	Derbyshire Clinical Commissioning Group

Young people’s representative and link to Derbyshire’s strategic network of youth councils	Head of Quality, Performance & Participation, Derbyshire County Council or nominee
Chairs or nominees, Locality Children’s Partnerships (x 6)	
Special Educational Needs & Disability representative (the “7 th Locality”)	Nominated by Derbyshire special schools/support centres’ forum
Service Director, Performance Quality & Partnerships	Derbyshire County Council – Children’s Services
Head of Early Help Transition Team	Derbyshire County Council

- 4.2 The Partnership can co-opt additional members on a temporary or permanent basis, with agreement of members. With the exception of the six Locality Children’s Partnerships, there will be no permanent sub-committees. The Partnership will not normally establish sub-committees or task and finish groups and will seek to influence and work through other existing groups, boards and governance structures wherever these exist.
- 4.3 Meetings will take place termly i.e. there will be three meetings each year. The chairs of the six Locality Children’s Partnerships will also meet together as a group in between each meeting of the Partnership. The Partnership will agree priorities and determine its forward work programme on an annual basis.
- 4.4 A Chair and Vice Chair will be elected and will serve a two year term. The Chair and Vice Chair will decide if a meeting needs to be cancelled or rearranged. Meetings will be quorate if at a minimum, there is attendance of:
- Chair or Vice Chair
 - Executive Director of Children’s Services or representative
 - 1 Clinical Commissioning Group representative
 - 3 Locality Children’s Partnership representatives
- 4.5 Meetings will normally be held virtually via Microsoft Teams. Members of the Partnership will be required to attend or send their apologies. Deputies may attend on behalf of an individual member providing that they are able to fulfil the role and responsibilities. Wherever possible the same nominated deputy should provide cover for members to ensure continuity.
- 4.6 Any personal or prejudicial interests held by members should be declared on any item of business.
- 4.7 The Derbyshire Children’s Partnership will be regarded as a “working group” for Access to Information Act purposes and consequently meetings shall not be open to the press or public.
- 4.8 Freedom of Information (FOI) Act provisions shall apply to all partnership business.
- 4.9 The minutes of the Partnership meetings, once agreed as an accurate record, will be published at www.derbyshirepartnership.gov.uk
- 5. Representation and involvement of wider stakeholders**

- 5.1 Partners and stakeholders who are not represented directly on the Derbyshire Children's Partnership, including for example NHS providers and District/Borough Councils, will be able to feed in views and raise issues via their membership of the Locality Children's Partnerships.
- 5.2 The Partnership will hold a conference to engage with wider partners and stakeholders at least once per year, to establish their views and to help the Partnership identify its priorities and future work plan. This may involve children and young people, parents and carers, NHS providers, Fire and Rescue Service, Police, Probation, school and college representatives, Borough and District Councils, wider voluntary/community sector organisations and any other relevant stakeholders determined by the Partnership.
- 5.4 The arrangements to engage wider partners and stakeholders are summarised at Appendix 2.

6. Expectations of Members

Members will:

- 6.1 Act as a 'champion' for children and young people in Derbyshire, particularly children and young people who may be vulnerable, by promoting the Partnership's vision and priorities within their own agencies and to other groups and boards wherever appropriate.
- 6.2 Champion the delivery of improved outcomes, value for money, co-production and the integration of services.
- 6.3 Regularly attend Partnership meetings and contribute actively to the work of the Partnership.
- 6.4 Offer support and constructive challenge, in order to hold the Partnership and partners to account.
- 6.5 Contribute to the development of the Partnership as an effective, efficient and inclusive team including raising concerns with the Chair if necessary.
- 6.6 Ensure that the organisations, sectors and networks which members represent are fully informed about issues and priorities identified by the Partnership, and that any actions that need to be delivered through partner organisations are taken forward promptly.
- 6.7 Ensure that any significant issues for their organisations, sectors or networks are identified and brought to the Partnership for discussion.

7. Key Relationships and Accountabilities

- 7.1 The Partnership will work within the strategic framework agreed by the Health and Wellbeing Board. It will operate as a formal sub-group of the Health and Wellbeing Board and will be accountable to the Health and Wellbeing Board through the provision of an annual report to this Board.

- 7.2 The Partnership will promote close joint working with the Derby and Derbyshire Safeguarding Children Partnership, to ensure that the priorities of the DDSCP, and learning from child practice reviews, are disseminated as widely as possible and embedded into commissioning and service delivery.
- 7.3 In addition there will be close joint working with the sub-groups of the Derby and Derbyshire Safeguarding Children Partnership to ensure that intelligence about local issues is shared, particularly where there are emerging new risks for children or changing patterns of need and demand. This two-way flow of information will also provide feedback to the Partnership sub-groups about how effectively local services are working together to help and protect children. The Derbyshire Children's Partnership will provide an annual highlight report to the Derby and Derbyshire Safeguarding Children's Partnership Executive Board, detailing its activity and in particular how work undertaken by Locality Children's Partnerships supports the DDSCP priorities.
- 7.4 The Partnership will promote close joint working with Joined Up Care Derbyshire and in particular the Children's STP Board, which is a multi-agency group responsible for transforming and re-shaping children's health services across Derbyshire and Derby City. The Derbyshire Children's Partnership and Children's STP Board will ensure that they are sighted on each other's work and agree complementary work plans. To support this, the agendas and minutes will be shared.
- 7.5 The Independent Chair of the Derby and Derbyshire Safeguarding Children Partnership, the Cabinet Member for Young People and Head of Public Protection are members of the joint chairs' group which brings together the chairs of all safeguarding children and adult boards in Derby and Derbyshire. Through their membership of this joint group, the chairs of other safeguarding groups in Derbyshire will be informed of any issues identified by the Derbyshire Children's Partnership that require wider consideration or coordination.
- 7.6 The Locality Children's Partnerships will be formal sub-groups of the Derbyshire Children's Partnership. The Derbyshire Children's Partnership will provide information and support, as required, to assist the Locality Partnerships in identifying and responding to local needs. It will ensure that the Chairs of the Locality Children's Partnerships are well-informed about countywide developments and evidence-based practice. The Derbyshire Children's Partnership will provide a mechanism and a forum for sharing emerging good practice between the Locality Partnerships. Where the Locality Partnerships may be encountering issues or difficulties, it will assist in brokering solutions.

8. Delegation and Escalation

- 8.1 The Derbyshire Children's Partnership is not expected to create standing sub-committees or task and finish groups (other than the Locality Children's Partnerships); however as appropriate it may escalate or delegate issues, priorities or tasks to other existing groups and boards¹ including:

- Joined Up Care Derbyshire including the Children's STP Board

¹ It is recognised that from time to time the names of groups and boards will change. Where names have changed, references should be taken to refer to the current groups or boards.

- Corporate Parenting Board/Children in Care Strategic Groups and Boards
- Locality Children's Partnerships
- SEND Strategic Board
- Children's Commissioning Groups
- Strategic workforce planning groups

8.2 The Partnership will escalate issues and priorities as necessary to the Health and Wellbeing Board. It will ensure that the Health and Wellbeing Board is well informed about the effectiveness of the local area in identifying and meeting the needs of children and young people, particularly those who are vulnerable, and the effectiveness of the local area in improving outcomes.

Standing Agenda Items - DCP

1. DCP minutes and matters arising
2. LCP minutes and matters arising
3. Key issues that need consideration/action by the DCP (LCP Chairs)
4. Young people's views/feedback
5. DDSCP Update
6. Learning from child practice reviews
7. Thematic discussions/reports as per agreed workplan
8. Key messages and actions for LCPs

Standing Agenda Items – LCPs

1. LCP minutes and matters arising
2. DCP minutes and matters arising
3. Key messages and actions from DCP
 - Itemised discussion with papers/reports and additional attendees as relevant
4. Feedback from young people & locality youth forum
5. Progress review
 - Key LCP priorities
6. Local issues and intelligence – any significant emerging issues or changes in data/performance the LCP needs to be aware of?
7. Key messages to be shared with partner organisations/staff
8. Key issues that need consideration/action at the next DCP meeting

APPENDIX 2 – ARRANGEMENTS FOR ENGAGING WIDER PARTNERS & STAKEHOLDERS

In addition to the arrangements detailed below, any partner or stakeholder can raise issues directly with the Chair or Vice Chair of the Derbyshire Children’s Partnership at any time.

Partner/Stakeholder:	Engaged via:
Children and Young People	Via Participation and Children’s Rights Officer, linking to the strategic network of youth councils and children in care council/care leavers’ council Via local youth forums linked to each Locality Children’s Partnership Annual conference
Healthwatch Derbyshire	Invited to attend meetings and submit reports as necessary Annual conference
Parents and carers	Via Healthwatch Annual conference
NHS providers	Via CCG (Members of the Derbyshire Children’s Partnership) Via chair of Children’s STP Board Via membership of Locality Children’s Partnerships Annual conference
District and Borough Councils	Via membership of Locality Children’s Partnerships Annual conference
National Probation Service/Community Rehabilitation Company	Via chair of Derby & Derbyshire Safeguarding Children’s Partnership Annual conference
Derbyshire Fire and Rescue Service	Via membership of Locality Children’s Partnerships Annual conference
Schools and colleges	Via membership of Locality Children’s Partnerships Annual conference