

# CLINICAL COMMISSIONING GROUP LEVEL HEALTH AND WELL BEING BOARD'S CHILDREN'S OPERATIONAL GROUP

## TERMS OF REFERENCE<sup>1</sup>

### Role

The Thanet Health and Wellbeing Board has agreed to establish a Children's sub-group. The purpose of the Thanet Children's Operational Group is to ensure effective child and family centred local engagement by partners with responsibility for children and young people; to promote collaboration between these organisations with the aim of improving the wellbeing of all children through effective implementation of strategies, integrated planning and commissioning and effective service delivery.

The Children's Operational Group will:

- 1.0 Report to the Thanet Health and Wellbeing Board and the Kent Children and Young People Joint Commissioning Board.
- 2.0 Drive and support joined-up service delivery and promote service integration and take forward projects on behalf of or in collaboration with the Thanet Health and Wellbeing Board.
- 3.0 Consider how resources can be pooled for a positive impact on the wellbeing of all children.
- 4.0 Debate and explore ideas to address current, emerging and future needs problems and issues inhibiting effective delivery of integrated service and make recommendations to the Thanet Health and Wellbeing Board and the Kent Children and Young People Joint Commissioning Board and other bodies as appropriate.
- 5.0 Monitor and challenge service delivery where outcomes are poor.
- 6.0 Review lessons learned and use benchmarking information to improve services.
- 7.0 Ensure effective local engagement on children's issues using existing mechanisms and where necessary linking up with appropriate bodies.
- 8.0 Advise (as part of the early warning system) the Thanet Health and Wellbeing Board and the Kent Children and Young People Joint Commissioning Board (other bodies as appropriate) on local services issues that may have adverse impact on the wellbeing of all children.
- 9.0 Report to the Thanet Health and Wellbeing Board and the Children and Young People Joint Commissioning Board no less than twice a year on its activities and any significant emerging issues.

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<sup>1</sup> The terms of reference were approved by the Joint Commissioning Board on 1<sup>st</sup> August 2013

## **Governance**

The Operational Group is a Subgroup of the Thanet Health and Wellbeing Board and is accountable to it for the effective delivery of its programme. The Group is required to prepare annually a plan of its activities to be approved by the Health and Wellbeing Board.

The Chairperson will be appointed by the Thanet Health and Wellbeing Board to be responsible for ensuring that the Children's Operational Group effectively fulfils its roles. If not already a member of the Health and Wellbeing Board, the Chairperson of the Operational Group will become a member of the Board in order to be able to be held to account by the Board for the Subcommittee's effectiveness.

## **Membership**

The membership will include:

- Primary/secondary care representative
- Specialist education representative
- District Council representative
- Housing representative
- Kent Police
- KCC Specialist Children's Services representative
- KCC Education Learning and Skills representative
- Youth Service representative
- Clinical Commissioning Group representative
- Voluntary Sector representatives
- Other representatives as agreed by the Thanet Health and Wellbeing Board.

The Operational Group is able to co-opt specialist members onto the Group for a period to assist the group with their expertise.

## **Meeting arrangements and Frequency**

Meetings of the Operational Group will be held every two months. Meetings will be minuted and will be made available to the following Health and Wellbeing Board meeting. The Group will be serviced by officers of Thanet District Council.

Linked KCC Strategic Commissioning Officers will provide planning and information sharing support to the Children's Operational Group.

KCC Community Engagement Officers will assist with the transitions and continue to provide organisation, facilitation and support.