

Children and Young People Early Help Board

Terms of Reference

The terms of reference have been reviewed following agreement at LSCB that early help should be included within the Business Plan for LSCB and that the Early Help Board should become a sub group of the LSCB. This means the Early Help Board is now responsible to LSCB for assuring the quality and effectiveness of early help in B&NES.

The Early Help Board remains a sub group of the Children and young Persons Group (which is a sub group of the Health and Wellbeing Board).

Purpose

The purpose of the Early Help Board is to ensure that children, young people and their families receive timely, well-co-ordinated and good quality early help services. It will secure evidence that children and young people receiving early help are safeguarded and that early help is delivering positive outcomes. It will promote a partnership approach with families, with staff working alongside families in an empowering and supportive way, using solution focused approaches which put the voice of children and young people at the centre of what they do.

Objectives

1. Oversee the implementation and review of the Early Help Strategy and action plan for Bath and North East Somerset as part of the Children's and Young Peoples Plan, Health and Wellbeing Strategy and LSCB business plan.
2. Provide leadership in taking forward the Early Help Strategy, providing vision and direction for Early Help services in Bath and North East Somerset. Members of the group will act as champions for early help on other strategic groups and partnerships, promoting the role of early help to safeguard and promote the health and wellbeing of children and young people. Members will be responsible for the delivery of agreed early help actions and priorities within their service areas and teams. Through the chair, the board will report performance into the CYP sub group of the Health and Wellbeing Board.
3. Periodically review needs information from a range of sources including joint strategic needs assessment and national guidance on Early Help interventions. Identify gaps in provision and make recommendations for commissioning, joint commissioning and service improvements.

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4. The board will scrutinise quantity (activity), quality and outcome data and information for early help and agree actions as a partnership and as individual member agencies to continuously improve early help, and determine what issues may need escalating into LSCB or the CYP Sub Group.
5. The Early Help Board will oversee the development and implementation of a quality assurance and audit framework for early help and regularly scrutinise the quality of early help practice (assessments, plans, reviews, interventions and outcomes) and report to LSCB.
6. To ensure any training and development needs resulting from the implementation of the Early Help action plan are reported into the workforce development group
7. Ensure the voice of the child and young person is embedded in all Early Help practice and that children, young people, their parents and carers, and through the partners on the Early Help Board, have the opportunity to engage in the monitoring of services and influencing how early help is delivered.
8. To continuously improve and develop standard outcome measures for children, young people and families supported at the Early Help stage to evidence the impact and overall effectiveness of early help. This will be reported on the effectiveness of Early Help annually to LSCB.
9. Identify and develop links across to other relevant plans and planning processes, maximising opportunities for alignment, joint working, integration and sharing resources and prevent duplication of activity.
10. The board will operate in the spirit of openness and co-operation, sharing examples of learning and good practice and adopt the early help strategy principles on page 4 of these TOR>

Membership

Core representatives of the Early Help Board will include:

Commissioners

- Chair - Senior Commissioner Preventative Services (C&YP)
- Strategic Commissioning Officer – Preventative Services
- Representative Specialist Commissioning/ CCG commissioner
- Public Health Commissioning representative
- Adult Commissioning Representative
- B&NES CAF Lead- Manager, Integrated Working Team

Providers and wider stakeholders

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- Early Help commissioned early help provider representatives- voluntary sector and local authority
- Schools and college representative
- Social Care representative
- Housing representative
- Inclusion and SEND representative
- Voluntary sector representatives nominated through the Voluntary sector

Network

Other people may be co-opted as members of the strategy group for specific themes or items. This may include:

- Representative from Strategic Housing / Housing Options
- CCG commissioning representative
- Representative from specialist drugs and alcohol commissioning
- Representative from specialist children's mental health services
- Representative from Children's Safeguarding
- Police representative
- MARAC / CSE Representative
- Police and Crime Commissioner representative
- Job Centre Plus
- Probation service
- Customer services
- Maternity
- Fire and Rescue service

Frequency of meetings

Bi monthly but reviewed annually.

Governance and accountability

The Early Help Board in B&NES operates within the governance framework of both the Health and Wellbeing Board and the Local Children's Safeguarding Board (LSCB).

It is a sub group of, and accountable to, the Children's and Young Persons Sub group of the Health and Wellbeing Board for the development and delivery of the Early Help Strategy and health and wellbeing outcomes for children, young people and their families. It will report into the Children's and Young Person's sub group, through the Chair every 6 months.

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It is also a sub group of, and accountable to LSCB for assuring the quality and effectiveness of early help. It will report to LSCB through the chair every quarter and report annually on the effectiveness of early help.

The Group will report/input to the Primary and Secondary Parliaments as appropriate

Decision making

The Early Help Board will reach views about recommendations on key strategic issues and priorities to the CYP subgroup and LSCB by general consensus or majority. It is not a commissioning body.

Groups reporting into the Early Help Strategy group

Time limited task and finish groups may be established, under the auspices of Early Help Board, to develop or implement specific actions and these will vary over time.

The current groups are as follows:

- Children's Centre Advisory Boards
- CAF audit group
- Parenting strategy group
- Best Start in Life
- Housing Sub Group

Organisational arrangements

- Dates for meetings will be set annually
- Agendas and papers for each meeting will be circulated at least one week (5 working days) ahead of each meeting
- Actions and notes of each meeting will be circulated to all those in attendance within 2 weeks (10 working days) of the meeting

Key links – groups and plans

This is shown separately on the strategic group and partnership table which is updated every 6 months.

Early Help Strategy Principles

The principles underpinning the Early Help strategy have been developed with a range of stakeholders and will be adopted by board members. These are:

- Adopting a whole family approach and providing joined up support to families with the service supporting both children to build their resilience and their parents in terms of their ability to support and care for their children, and as vulnerable adults where appropriate.

- Adopting a strength-based approach which builds capacity within families and their communities and uses this as a basis for change. Support from friends, neighbours, wider family members, volunteers, and local groups often make the difference in enabling families to improve outcomes
- Support is timely to prevent problems getting worse and tackle inequalities. By placing the child and their family at the heart of the services, they will receive the right support at the right time to meet their needs.
- The approach is enabling and builds capacity and resilience within the child or young person, so they develop the skills to find their own solutions.
- The approach is enabling and builds capacity and resilience within the parent so they develop the skills in parenting to find their own solutions.
- Working in partnership with families and family members to establish positive relationships to bring about positive change.
- A restorative approach which both supports and challenges, fosters a sense of social responsibility and shared accountability between the services users and the service.
- Attachment-based-promoting the role of attachment in healthy family life and parenting.
- Evidence-based and informed approaches - continually learning and sharing best practice about what works for families, children and young people. This should be a combination of both national and local learning.
- Purposeful – intervention and support is clearly focused on achieving Early Help outcomes which prevent further need arising or escalating.
- Integrated and collaborative - joining up where it makes sense to do so, simplifying and reducing the number of assessments and processes.

Early Help Board Governance Structure

