

West Cheshire Children's Trust

Terms of Reference

Purpose of the Children's Trust Executive

1. To act as the decision making body of the Children's Trust
2. place the child and young person at the centre of service development, ensuring their voices are heard at all levels to inform local decision-making and delivery of services
3. To ensure that strategic decisions made by the West Cheshire Children's Trust are implemented through the integration of services, joint commissioning and partnership working at both strategic and operational levels.
4. To agree and ensure delivery of the priorities identified within the Children and Young People's Plan.
5. To identify gaps in service provision arising from the Integrated Strategic Needs Assessment (ISNA) and develop innovative joint agency proposals for addressing them.
6. Regularly evaluate the outcomes for children arising from the Children and Young People's Plan priorities and respond pro-actively.
7. To provide regular reports to the Children's Trust Executive in relation to progress, emerging issues and potential blockages requiring intervention.
8. To be directly accountable to the Health and Wellbeing Board and work in collaboration with the Local Safeguarding Children's Board (LSCB)

Scope

The Children's Trust Executive is the decision making body of the West Cheshire Children's Trust. The Children's Trust is a strategic commissioning partnership which is made up of organisations from the public, voluntary, community and faith sectors that commission or provide services for children and young people and their families in Cheshire West and Chester. This includes Cheshire West and Chester Council, schools and colleges, voluntary sector services, health services, Police, Probation Service, Youth Offending Service, Job Centre Plus, the Local Safeguarding Children's Board, Fire Service and many more. The Children's Trust promotes the involvement of children and young people in the strategic decisions that affect them.



Links to other bodies:

The West Cheshire Children's Trust structure comprises of the following:

i) Children's Trust Executive

The Executive is responsible for managing the business processes of the Children's Trust and delivery of services in line with the agreed priorities.

ii) Children's Trust Sub Groups

The sub-groups of the Children's Trust are accountable to the Children's Trust Executive. They are responsible for the development of integrated operational delivery, ensuring that services are delivered in line with the priorities and local needs identified within the Children and Young People's Plan. There are 5 sub-groups;

- Children in Care (CIC) Strategy Group
- Special Educational Needs and Disabilities (SEND) Strategy Group
- Early Years Strategy Group
- Integrated Early Support (IES) Strategy Group
- Emotional Health and Wellbeing (EHWB) Strategy Group

Reporting arrangements:

- Minutes/actions of the meetings of the Executive will be circulated to members and available on the internet
- Quarterly progress reporting on the Children and Young People's Plan priorities will be shared with to other relevant groups under the "Altogether Better" approach, and in accordance with the Joint Protocol Agreement.

Chairing arrangements

Gerald Meehan Strategic Director Children and Families Services. Chair West Cheshire Children's Trust.

Frequency of meetings

Bi-Monthly

Membership

Membership of this group is to be found at appendix "A".

Standing items

- Outcomes/Priorities for Children and Young People's Plan
- Sub group updates and performance
- Views from Young people



Conduct of Business

- There will be a structured agenda with reports and agenda issued a week in advance of meetings.
- Minutes/notes of the meetings will record decisions and actions.
- Principal attendees should arrange for suitable deputies to attend meetings in their absence. Such deputies must hold delegated decision-making powers.

Members of the Children's Trust Executive are expected to work in partnership in line with the "Nolan principles" for the conduct of people in public life:

- Selflessness
- Integrity
- Objectivity
- Accountability
- Openness
- Honesty
- Leadership.

Members of the Children's Trust Executive are required to conduct themselves in a proper and professional manner during meetings and carrying out the work of the group.

Members of the Executive have collective responsibility and accountability for its decisions, and equal status in discussions. Members should strive to make decisions and recommendations that further the aims of the Children's Trust in improving the outcomes for children and young people, rather than the interests of their own agency. Where any conflict of interest arises, either regarding individuals or agencies, the affected member should declare the same to the Chair of the meeting.



Appendix "A"

MEMBERSHIP LIST – CHILDREN’S TRUST EXECUTIVE

| | BOARD MEMBER | ORGANISATION/REPRESENTING |
|----|---------------------------------------|--|
| 1 | Gerald Meehan | Cheshire West and Chester Council Strategic Director, Children and Families |
| 2 | Alison Amesbury | Cheshire West and Chester Council, Strategic Housing |
| 3 | Helen Brackenbury | Cheshire West and Chester Council Interim Head of Integrated Early Support |
| 4 | Lorraine Crane | Cheshire West and Chester Council Senior Manager, Children’s Commissioning |
| 5 | Nick Evans | Cheshire Fire & Rescue Service |
| 6 | Gill Frame | Local Safeguarding Children Board Chairman |
| 7 | Alistair Jeffs | Cheshire West and Chester Council Head of Strategic Commissioning |
| 8 | Tony Sharples | Cheshire West and Chester Council Consultant in Public Health |
| 9 | Fiona Field | NHS Vale Royal Clinical Commissioning Group |
| 10 | Councillor Nicole Meardon (Chair) | Cheshire West and Chester Council – Cabinet Member for Children and Families |
| 11 | Councillor Margaret Parker | Cheshire West and Chester Council – Shadow Cabinet Member for Children and Young People |
| 12 | Isabel Noonan/Sarah Blaylock | Cheshire West and Chester Council Policy Manager |
| 13 | Dr Sue O’Dell | GP representative |
| 14 | Mark Parkinson | Cheshire West and Chester Council Head of Education |
| 15 | Pauline Ruth | Voluntary, Community and Faith Sector Hub |
| 16 | Emma Taylor | Cheshire West and Chester Council Head of Children’s Social Care |
| 17 | Paula Wedd | NHS West Cheshire Clinical Commissioning Group |
| 18 | Detective Superintendent Nigel Wenham | Cheshire Constabulary |
| 19 | Luke McDonnell | Cheshire Constabulary |
| 20 | Sarah Hall | Cheshire Constabulary – Public Protection Directorate |

