



To Chairs of CCG Health Wellbeing Boards

Families and Social Care
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Ask for: Andrew Ireland
Our ref:
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Dear Colleague

CHILDREN'S OPERATIONAL GROUPS

I am writing following the decision taken to establish the Children's Operational Groups (COG) on a local Health and Wellbeing Board boundary. I am pleased that the Kent Health and Wellbeing Board endorsed the changes to children's services partnership arrangements which promote joint working between key partners.

Kent County Council (KCC) has agreed a multiagency children's strategic plan with partners called Every Day Matters.

Every Day Matters defines one vision which is that '*Every child and young person in Kent achieves their full potential in life, whatever their background*'. The vision is underpinned by four broad outcomes and five priorities. The four outcomes central to our partnership working are:

- (1) Keeping all children and young people safe;
- (2) Promote the health and wellbeing of children and young people;
- (3) Raise the educational achievements of all children and young people and;
- (4) Equip all young people to take a positive role in their community

The full version of Every Day Matters can be found at <https://shareweb.kent.gov.uk/Documents/council-and-democracy/policies-procedures-and-plans/priorities/Every%20Day%20Matters.pdf>

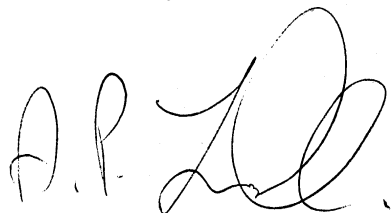
It is envisaged that the role of the new COGs is to make sure there is effective child and family centred local engagement by partners with responsibility for children and young people. It is expected they would promote collaboration between organisations for the purpose of improving the wellbeing of all children through the effective implementation of strategies, integrated planning and commissioning as well as effective service delivery.

The COGs are to be a subgroup of the local Health and Wellbeing Boards and would be accountable to them. I have attached, for your information, the terms of reference which gives further details about the COGs.

KCC Community Engagement Officers are available to assist in providing facilitation and organisation support during the transition period.

I am grateful for your on-going contribution in promoting effective partnership working at a local level.

Yours sincerely

A handwritten signature in black ink, appearing to read 'A. P. Ireland', with a large, stylized flourish at the end.

Andrew Ireland
Corporate Director, Families and Social Care

CC: District/Borough Council Chief Executives,
KCC Community Engagement Team

Local Health and Wellbeing Board's Children's Sub-group (Children's Operational Group)

Terms of Reference (Agreed by JCB on 01.08.13; updated 27.01.14)

Role of the Subgroup

The purpose of the 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 the effective implementation of strategies, integrated planning and commissioning and effective service delivery.

The Children's Operational Group will:

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

Governance

The Operational Group is a Subgroup of the local 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 local 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 Subgroup's effectiveness.

Membership

Membership will include:

- Primary/Secondary/Specialist Schools representative
- District Councils representative
- Housing representative
- Kent Police
- KCC Specialist Children's Services representative
- KCC Education Learning and Skills representative
- Youth Services representative
- Clinical Commissioning Group
- Voluntary Sector representatives
- Other representatives as agreed by local 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. Minutes of the meetings will be made available to the following local Health and Wellbeing Board meeting.

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 transition and continue to provide organisation, facilitation support.