



BACKGROUND

1. Birmingham Children and Young People's Partnership has overseen the design of a five-year plan to improve outcomes for babies, children, and young people. The ambitious strategic framework of the plan has been adopted by Birmingham City Council and local partners in April 2023. With this plan, members of the partnership are committed to act together to achieve our ambition: to make Birmingham a great place to grow up, for all babies, children, and young people, so that they achieve the following outcomes:
 - **Healthy** and nurtured throughout our life-course.
 - **Safe** at home and in places outside of our families and homes.
 - **Connected** to meaningful opportunities and prepared for adulthood.
 - **Confident** to connect with help we can trust, right time, right place.
 - **Included:** we can get the best from home, education, and our communities.
 - **Happy and respected:** our voices and lived experiences matter.

VALUES, PRINCIPLES, AND COMMITMENTS

2. Partners have agreed a set of values that lay the foundation for everything we do together: openness, integrity, boldness, collaboration, and learning.
3. The following principles will guide all the work of the partnership:
 - Children and young people are at the heart of everything we do.
 - We are ambitious for every child and young person in Birmingham.
 - We are one partnership, with one set of priorities.
4. Partners have also made the following commitments:
 - Provide bold, collective, system leadership.
 - Create a collaborative and integrated service system.
 - Hold each other to account with support, oversight, and challenge.
 - Base our offer to children and young people in the best available evidence.
 - Know the difference we are making.

COLLECTIVE STRATEGIC ACTIONS

5. By using insight from outcomes and performance, and listening to the voices of children, young people and families, partners have agreed a framework of collective strategic actions to achieve our ambition and to improve outcomes.

Joining up our offer in local places so children, young people and their families connect with help and support they trust throughout the life-course.

- Offering help and support to families to improve outcomes for babies, children, and young people, from preconception, through early years, childhood, and adolescence, and into young adulthood.
- Designing integrated service systems, so professionals from different services can work together effectively, and families can connect with help and support they trust when and where they need it.
- Improving our digital offer, so that children, young people, and families can connect with digital information, advice, and support.

Building safety with children, young people, and families at home, and in places outside of home.

- Taking place-based and life-course approaches to building safety with children, young people, families in physical and virtual spaces.
- Helping children and young people to connect with support, safeguarding and protection from harm, wherever and whenever harm happens.
- Designing structures across our partnership so that children, young people, and families can build enduring relationships that help to keep them safe.

Creating an inclusive city where all our children and young people can connect with meaningful opportunities and thrive.

- Connecting our babies, children, and young people with meaningful things to do, and safe, welcoming, and inclusive places to learn and grow.
- Responding effectively to babies, children, and young people with SEND and to those with additional needs.
- Creating inclusive cultures in all our organisations, settings, and services, and supporting our workforce to use relationship-based approaches in their work with babies, children, young people, and their families.
- Supporting children and young people to develop a strong voice, get involved, influence decision-making, setting them up as confident adults.

A cross-cutting theme across all three of our collective actions is: **Acting together as partners to break down barriers of poverty and inequality faced by Birmingham's children, young people, families, and communities.**

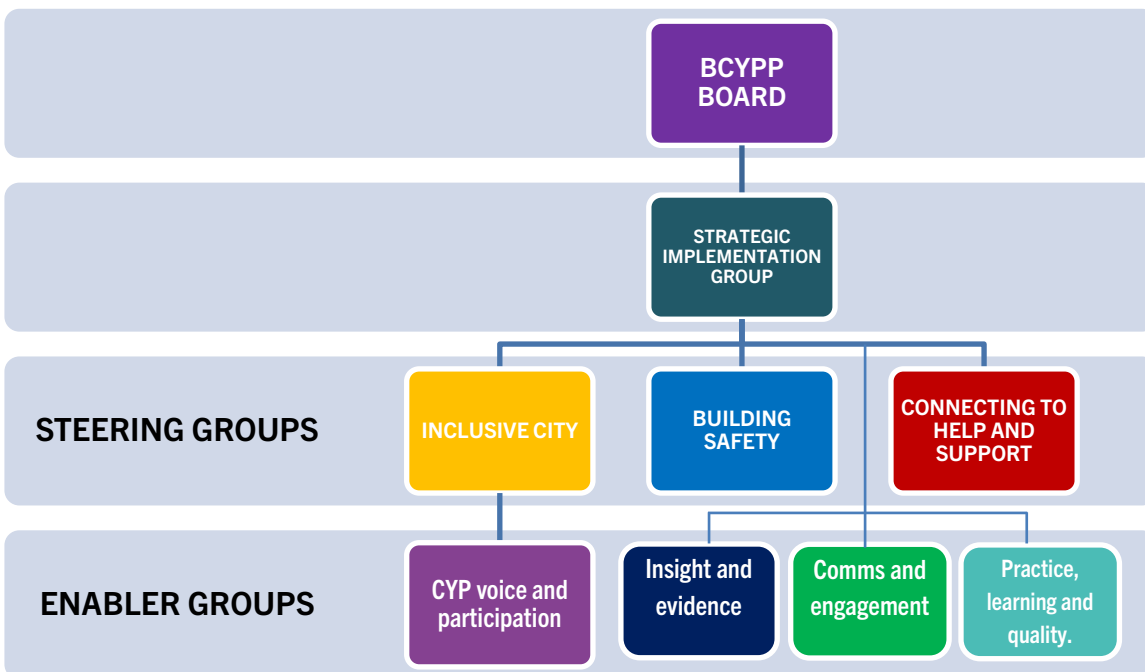
6. The approach of the partnership is to forge collaboration across the boundaries of organisation, sector, and professional discipline. Partners will seek, through delivery of the plan, to understand the issues, interconnections and relationships that affect babies, children, young people, and families across the city, and will act together to achieve our ambition and to improve outcomes.
7. To enable delivery of the collective strategic actions, the partnership has agreed to develop and deliver the following priority workstreams:
 - Partnership data and insight community and joint dashboard reporting,
 - Partnership communication strategy and joint campaigns,
 - Voice and partnership network,
 - Relationship-based and inclusive practice,
 - Integrated
 - Partnership commissioning strategy.

PARTERSHIP BOARD

8. Birmingham Children and Young People's Partnership Board ('the Group') comprises Executive Officer membership from Birmingham City Council, Birmingham Children's Trust, Birmingham and Solihull Integrated Care Board, West Midlands Police and Crime Commissioner, West Midlands Police Force, and Birmingham Voluntary Services Council.
9. The Board terms of reference were refreshed and agreed 19 October 2023. The purpose of the Board is in line with the values, principles and commitments set out in paragraphs 2, 3 and 4. The objectives of the Board are:
 - Provide senior ownership and influence for the delivery of our five-year children and young people's plan, driving a strategic programme of work to contribute to our ambition to make Birmingham a great place to grow up, improve our offer of help and support, and improve outcomes for babies, children, and young people,
 - Model collective leadership with a focus on operating as a multi-disciplinary system, joining up our offer to babies, children, young people, and families, enhancing the impact of help and support, and linking services and resources into one coherent whole,
 - Scrutinise data analysis, insight reports and lived experience to understand strengths, needs, issues, interconnections, relationships, and journeys of babies, children, young people, and families across the city,
 - Forge collaborative working across the partnership, providing oversight, challenge, and support in relation to collective actions and enabler workstreams, including the UNICEF Child Friendly City Action Plan; to legacy plan and future proof, leaving the city with robust arrangements in place.

10. The Board will scrutinise reports of the Strategic Implementation Group and hold that group to account for:
- meeting the development requirements across sectors of the system, and for enabling production of support, provision and resources aligned with local and national evidence and best practice,
 - the development of multi-agency frameworks, for example, the partnership-wide approach to implementing relationship-based and inclusive practice across settings and services.
 - Driving action on system-wide priorities, such as anti-racism, tackling poverty and inequalities faced by babies, children, young people, and families, and acting to identify and reduce gaps, and to build on strengths across the partnership,
 - Making best use of international, national, and regional evidence about the impact of help and support, analysing local data regarding babies, children, and young people.
11. The Board will meet six times per year, in alternate months to the Strategic Implementation Group, coordinated by the BCYPP project team to deliver the objectives set out at paragraphs 9 and 10.
12. Board members will take reports through each of their organisational governance arrangements.
13. The Board will send quarterly reports on its progress to Birmingham’s Health and Wellbeing Board, as agreed by Council Cabinet in April 2023.

GOVERNANCE STRUCTURE



MEMBERSHIP & RESPONSIBILITIES

14. The membership of the Advisory Group will be:

Chair: Sue Harrison, Executive Director of Children and Families Birmingham City Council

Responsibilities:

- Provide leadership to the Board including in holding the project team to account for the reporting on the strategic programme of work to achieve our ambition and improve outcomes.
- Approve Board agenda and advise on key issues and emerging themes.
- Maintain a clear link to City, regional and national strategies, policies, and programmes.
- Ensure Board meetings are focused on assurance and scrutiny that improve system coherence, collective leadership, and drive effectiveness of strategic programme delivery, resulting in improved outcomes for children and young people.
- Promote an understanding of the varied needs of babies, children, young people, families, and communities in Birmingham and provide strategic insight and influence around how best to work according to the values, principles and commitments of our partnership.

Programme Manager

Responsibilities:

- Oversee the maintenance of up-to-date records pertaining to the production of programme outputs and submit draft reports according to the schedule agreed by the Board.
- Ensure that existing strategic plans, policies, resources are up-to-date, re-written and edited, as required by Chair and Board members.
- Ensure reports and resources are produced and meet quality standards.
- Ensure that content and presentation of programme materials are in accordance with the government guidance and local requirements, including analysis of local data.
- Be responsible for coordinating input of partners and collating information necessary for successful and timely delivery between Board meetings.
- Report any variation in the scope of work to the Chair.

Board Members: executive offers with associated delegated responsibility and representing each member of the partnership.

Responsibilities:

- Attend meetings and represent partner organisations and sectors on key issues pertaining to the needs and outcomes of children and young people in Birmingham.

- Review and scrutinise programme strategy and delivery material in advance of meetings, ready and open to provide challenge, support and advice on design and delivery as set out in the aims at point 10.
- Contribute and actively engage in the strategic programme of work and support development of collective actions, enabler workstreams, and development plans.

Other officers may also be invited to attend and present at the Board as required, and with the agreement of the Chair.

MEETINGS

15. 50% of members will make 'quorum' for the meeting.
16. Meetings will be held every other month. The Chair and members may convene a meeting earlier than the established cycle in accordance with priorities.
17. The Chair and members may initiate task groups between meetings to develop priority areas of work and ensure these are delivered.
18. Meetings will usually be 1.5 hours in duration, depending on items to be discussed.
19. Meetings will be chaired by the Chair or their nominated deputy.
20. Agendas will be set by the Chair. Agenda may involve standing items agreed by the Chair.

PROTOCOL & COMMUNICATIONS

21. The agenda and papers will be circulated at least three working days before the meeting.
22. Apologies should be notified to the Chair or Programme Manager before agenda and papers are circulated, if possible.
23. Agreed action notes will be taken at each meeting and sent round within five working days of the meeting.
24. Members of the group should come to each meeting ready and prepared to discuss the items on the agenda.
25. Members should disseminate information back to their respective settings, projects, or areas of work as appropriate, and feedback to the group as needed.
26. Discussions may take place that are of a sensitive nature. All members should ensure that confidential and sensitive information is not shared unless appropriate and agreed.

REVIEW

27. These terms of reference have been refreshed in October 2023 for review by members of the Board and following comments and amendments, will be circulated to the Board to be agreed.
28. These Terms of Reference will be continuously reviewed to ensure that they robustly reflect and support arrangements.