

## **1.0 Background and Introduction**

The Children First Strategic Board (CFSB) developed in October 2007 from a previous board that had originally been established to take a strategic view of the development of the SureStart and Children's Centre programmes. The Board recognised the need to include the broader aspects of early years provision including the Early Years Outcomes Duty and it operates as a partnership board, within the context of the Children's Trust, which would have oversight of all aspects of the Early Years Outcomes.

Initial membership of the CFSB drew from a wide range of partners. Over the years, the work has developed and national policy has changed. The board has recently been exploring whether the membership and terms of reference should be refined. This was discussed at the last meeting of the CFSB in October 2010.

## **2.0 Proposed Amended Membership and Terms of Reference**

In the light of experience, the CFSB is proposing that the original terms of reference be amended to reflect the full breadth of the Early Years Outcomes Duties.

The CFSB is also proposing that the membership be amended to reflect the full breadth of the Early Years Outcomes Duties and that there are now 16 full Children's Centres and 3 satellite centres.

The suggested changes to the Terms of Reference and membership are attached.

The minutes of the CFSB are reported as a standing item to the Enjoy and Achieve Outcome Group and through that to the Children's Trust Executive.

## **3.0 Recommendation:**

That Wirral Children's Trust Board approves the amendments to the Terms of Reference and to the membership of the Children First Strategic Board.

## **4.0 Appendices:**

### **Appendix 1**

Proposed Terms of Reference and membership of the Children First Strategic Board.

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## **Wirral's Children First Strategic Board**

### **Terms of Reference**

- Consider policy in the light of the Local Authority functions under Part 1 of the Childcare Act 2006 and the Child Poverty Act 2010 in respect of services for children under 5 and their families.
- Set the strategic direction for universal services for children under 5
- To focus on key areas of work linked to the five Every Child Matters outcomes:
  - Implement a Performance Management Framework to drive improved outcomes for children under 5 and their families
  - Monitor performance to identify areas of achievement and address areas for development
  - Ensure consistency in relation to policy across all Children's Centres whilst still allowing for local flavour
  - Identify priority groups and services working to deliver on the ECM outcomes in order to maximise opportunities for funding in support of this agenda.
  - Ensure services target the most disadvantaged families and that there is a demonstrable impact.
  - Make services accessible with a clear focus on early intervention and prevention.
  - All partners working together to maximise the benefits for the most disadvantaged groups.
  - Ensure good practice relating to care and support for children under 5 and their families is shared across all providers.

### **Meetings and membership**

The Children First Strategic Board meets 6 times per year

"Task and finish" groups to be convened as required for completion of specific tasks

Support for Board meetings and subsequent activity will be co-ordinated through the Wirral SureStart Support team.

Membership is drawn from the range of agencies, departments and other organisations that work with children under 5 and their families (Annexe 1)

Members are nominated by their agency/organisation and serve on the Board for a minimum period of 1 year.

For agencies/organisations that rotate membership, the maximum period that any single representative can attend Board meetings is 3 years.

Members may nominate a deputy to attend in their place. Ideally, this information should be noted to the Board administrator before the scheduled meeting.

Agencies/organisations will be contacted if any member misses 3 meetings in any one year and the organisation's continuing role on the Board discussed with the Chair of the Children First Strategic Board.

Members should undertake to report Board activity to the organisation/agency they are representing and agree to feed back the views of the agency/organisation into Board meetings.

### **Reporting arrangements**

The Children First Strategic Board reports to the Children's Trust through the Chair of the Board.

Reports on Board activity will be prepared on a quarterly basis, together with information relating to performance management issues

"Task and finish" groups will report directly to the Board, making recommendations as appropriate.

<b>Annexe 1</b>		
<b>STRATEGIC BOARD - membership</b>		
<b>Agency</b>	<b>Position of Representative</b>	<b>Current representative/Comments</b>
Children and Young People's Department	Head of Branch, Learning and Achievement Strategic Service Manager, Early Years and Primary Strategic Service Manager, Children and Families Principal Manager, Early Years and Children's Centres Head of SESS/ Principal Educational Psychologist Children's Centres Team Leader Quality Assurance Manager Families Information Service Manager Principal Officer, Children's Financial Services Parenting Commissioning Aiming High for Disabled Children	Mark Parkinson Sue Talbot Tracey Coffey Catherine Kerr Yvonne Le Lorrain Kath Lloyd Janet Devine Sue Davies Jenny Harris Janice Monty Vacancy – new rep
Elected members	Lead Member for Children and Lifelong Learning SureStart Champion Chair of Overview and Scrutiny Committee	Cllr Sheila Clarke Cllr Karen Hayes Cllr C Meaden
Health	Head of Integrated Children's Services (NHS Wirral)  Clinical Director, Paediatrics, Women and Children's Division (Wirral University Teaching Hospital)	Rose Curtis  Dr. Adrian Hughes
Voluntary/ Faith/Community	Chair – Link Forum	Bev Morgan plus one other nominated through the Link Forum
Connexions	Area Manager	Sheila Lynch – to be invited to specific meetings as appropriate.
JobCentre Plus	Childcare Partnership Manager	Stephanie Anderson
Parents Representatives	Determined through Children's Centre Advisory Boards	Nicky Smith Ted Griffiths
Schools	Headteacher Headteacher (Children's Centre on site)	Vacancy Yvonne Body Nominations made through PHCG

Centre Management/ Advisory Boards	1 representative from each of 3 Advisory Boards	Councillor Smith Councillor Davies Councillor Kenny
Children's Centre Managers	1 Manager to attend on rota basis	To be determined
Regeneration/ Libraries	Head of Libraries and Halls	Sue Powell
EY non-maintained sector	Representatives from childminders, day nurseries, pre-school playgroups,	3 places (would require democratic process to select.)

**Other representatives to be invited on ad hoc basis**

Data Officer (Children's Centres and Extended Services)
Learning and Achievement Branch lead for Child Poverty
<b>To receive minutes of meetings</b>
Head of Branch, Children's Social Care