

## Annex 1

# Royal Borough of Windsor & Maidenhead Children's Trust

## Governance & Accountability Arrangements

### 1. Vision & Values Statement

**Our vision:**

Together all partners will provide a high quality integrated service with children and families at the centre, empowering every child and young person to lead a healthy and safe lifestyle and enabling them to make the most of their potential.

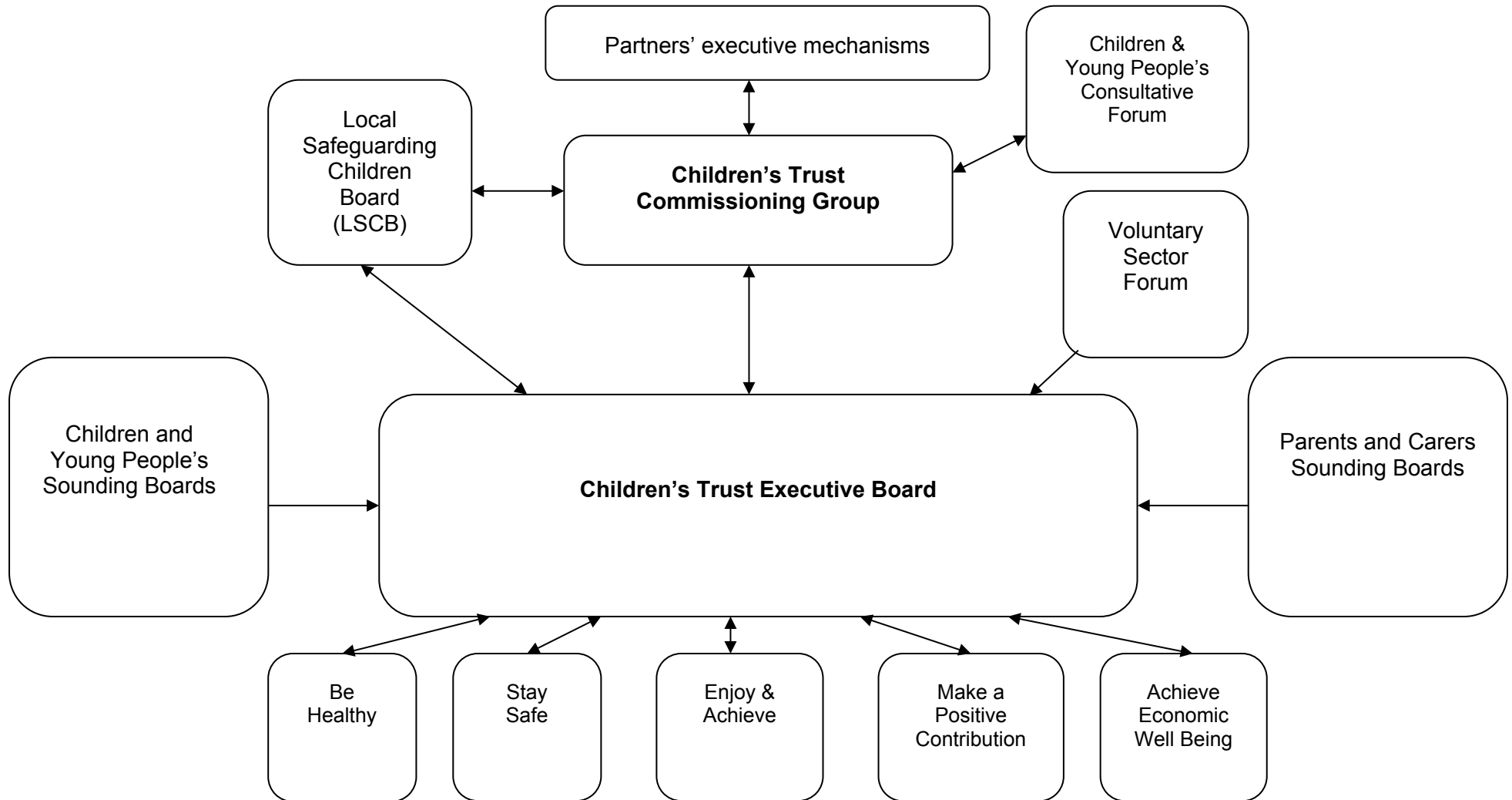
Our work will be underpinned by six key **values**:

- We believe that all children have the right to high aspirations for their future position in our communities as adults
- We believe that all children have the right to have fun as they play and learn in safe environments
- We believe in striving for excellence and are open to new ways of improving outcomes for children and young people
- We value children's views
- We value the skills and knowledge contributed by professionals, practitioners, volunteers, parents and carers from all backgrounds
- We value communication based on equity, honesty and respect

Three **approaches** will be central to the way we work:

1. **child-centred**: we will put the needs of all children at the centre of our services, celebrating their diversity and listening to their voices and those of their families
2. **partnership**: we will work in co-ordinated and effective partnerships to provide joined-up services and maximise our impact
3. **prevention**: we will identify risks early and take preventative action, enabling children, young people and their families to receive help as soon as they need it

## 2. Structure of RBWM Children's Trust



### 3. Purpose & Membership of Groups

The **Children's Trust Commissioning Group** is responsible for outlining the overall vision for children's services in the Royal Borough (as set by the Council's Executive and partner agencies' Executive bodies) and overseeing the implementation of the Children and Young People's Plan (CYPP). The Commissioning Group provides strategic leadership by agreeing joint commissioning priorities, and by identifying resources to support priorities. The Commissioning Group is responsible for ensuring that the overall pattern and design of services in the Borough meets the needs of all children and young people. The Commissioning Group monitors the effectiveness of the Trust's work in improving outcomes for children and young people and reports this to the Council's Executive and to partner agencies' governing bodies.

Membership of the **Children's Trust Commissioning Group** is as follows:

<b>Corporate Director of Learning &amp; Care, RBWM (Chair)</b>	Jim Gould
<b>Member</b>	To be confirmed
<b>Head of Children and Young People, RBWM</b>	Cliff Turner
<b>Head of Children's Commissioning, RBWM</b>	Anna Crispin
<b>Learning &amp; Care Group Accountant, RBWM</b>	Alan Abrahamson
<b>Director for Commissioning, Berkshire East PCT</b>	Paula Head
<b>Assistant Director Locality Development (RBWM), Berkshire East PCT</b>	Carolyn Finlay
<b>Chair of Schools Forum</b>	Mark Eynon
<b>Area Manager, Learning &amp; Skills Council</b>	Shereen Sameresinghe

The **Children's Trust Executive Board** is responsible for the development and implementation of the Children and Young People's Plan (CYPP). The Executive Board ensures that the CYPP is implemented successfully and its progress is carefully monitored against the five outcomes. Service contributions are coordinated through the Executive Board and necessary decisions are made about operational commitments to achieve agreed outcomes and priorities. The Executive Board has a responsibility to ensure that all stakeholders' views are represented and that there is clear communication and decision making between the Executive Board and the various groups that report to it.

Membership of the **Children's Trust Executive Board** is as follows:

<b>Lead Member for Children's Services (Chair)</b>	Cllr Mrs Eileen Quick
<b>Corporate Director of Learning &amp; Care, RBWM / Head of Children and Young People, RBWM</b>	Jim Gould / Cliff Turner
<b>Area Children &amp; Young People Team Manager, RBWM</b>	Angela Wellings / Lesley Galloway
<b>Head of Children's Commissioning, RBWM</b>	Anna Crispin

<b>Head of Corporate Performance &amp; Development, RBWM</b>	Janet Halliday
<b>Head of Community &amp; Youth Services, RBWM</b>	Linda Chandler
<b>Head of Safeguarding &amp; Specialist Services, RBWM</b>	Heather Andrews
<b>Head of Strategy &amp; Resources, RBWM</b>	Dave Horler
<b>Voluntary &amp; Community Sector</b>	Louise Mantle, Family Friends Hilary Bone, Bridge Trust Dave Seward, BACYP
<b>LPA Commander, Thames Valley Police</b>	Jim Templer (until Feb 08) Rob Povey (from Feb 08)
<b>Representative from Probation Board Senior Probation Officer/ Assistant Director</b>	Claire Fisher/ Sue Cooke
<b>Youth Offending Team Manager</b>	Abeeda Khan
<b>Representative from Connexions Berkshire Chief Executive, Connexions Berkshire/ Connexions Manager, Connexions Berkshire</b>	Katharine Horler / Kath Dunn
<b>Strategic Commissioning Manager, Berkshire East PCT</b>	To be confirmed
<b>Assistant Director for C&amp;YP, Berkshire East PCT</b>	Fiona Slevin Brown
<b>Public Health</b>	Philip Brooks
<b>Vice Chairman, Patient &amp; Public Involvement Forum</b>	Sheila Holmes
<b>Early Years sector</b>	To be confirmed
<b>Schools Headteacher (primary) Headteacher (secondary)</b>	Tricia Opalko Tracey Briggs
<b>Colleges Principal, Berkshire College of Agriculture</b>	Peter Thorn
<b>Head of CAMHS Service, Berkshire Healthcare Foundation Trust</b>	Pauline Herring
<b>Housing Associations Group Chief Executive, Housing Solutions Group</b>	John Petitt
<b>Lead Officers for 5 Outcomes</b>	Anshu Varma & Cyndy Gray Neil Harris (& Jim Templer) Karen Butler & Helene Green Anita Cleare (& Linda Chandler) Kath Dunn (& Angela Wellings)
<b>Designated CPO, Berkshire Fire &amp; Rescue Service</b>	Elizabeth Rhodes

<b>Chair of LSCB</b>	Donald McPhail
<b>Faith Group &amp; Community representatives Chair of the WAMCF</b>	Karnail Pannu, Plus one other representative to be confirmed

#### **4. Key Accountabilities & Terms of Reference**

Key decisions are made in conjunction with the Councils' Executive and the governing bodies of partner agencies and are at all times subject to approval by the relevant governance processes and executive powers of partners.

#### **Children's Trust Commissioning Group**

##### Reporting Arrangements:

- The Commissioning Group operates principally through the agreement of jointly owned recommendations. Agencies represented on the Commissioning Group retain their own executive powers, with individual members working through the schemes of delegation within their organisations
- The Commissioning Group is accountable to the Local Safeguarding Children Board (LSCB) in the context of the LSCB's statutory responsibilities to hold all organisations and partnerships to account for the extent to which their services adequately promote and safeguard the welfare of children and young people

##### Key Accountabilities:

- The quality of outcomes for children and young people
- The assessment of local needs
- Strategic plans to secure improvements in outcomes for children and young people
- The budgets and other resources available to ensure planned improvements are achieved
- The quality and effectiveness of strategic partnership arrangements
- Monitoring and performance of service integration and delivery
- Consultation and engagement with stakeholders
- The overall strategic direction of children's services locally (as set by the Council's Executive and partner agencies' Executive bodies)
- The Annual Performance Assessment (APA) and other area reviews of children's services

##### Terms of Reference:

- To outline the strategic direction of services for children, young people and their families in the Royal Borough according to ongoing analysis of need and the decisions of all partner agencies' governing bodies
- To approve and monitor the Children and Young People's Plan (CYPP) and the children and young people's block of the Local Area Agreement (LAA)
- To monitor the achievement of better outcomes for children and young people and ensure effective performance management against all key indicators

- To be accountable for the Annual Performance Assessment (APA) and other area reviews of children's services
- To secure resource commitments for key priorities
- To make strategic decisions about joint appointments of staff, co-location of services and the asset management of available premises and accommodation for children's services
- To oversee the implementation of the joint commissioning strategy
- To ensure that all partners agencies' governing or executive bodies or boards are aware of their shared responsibility for improving outcomes for children and young people
- To ensure the Children's Trust arrangements are responsive to local needs and priorities

Operational Procedures:

- The Commissioning Group will meet every two months

**Children's Trust Executive Board**

Reporting Arrangements:

- The Executive Board reports to the Children's Trust Commissioning Group

Terms of Reference:

- To develop a collaborative, co-operative and integrated approach to good quality services for children, young people and families
- To inform, agree and monitor progress on the Children and Young People's Plan (CYPP) and the children and young people targets in the Local Area Agreement (LAA)
- To identify gaps in provision locally and recommend new provision with partnership providers and agencies to improve support to children and young people locally
- To ensure clear accountabilities for monitoring the quality of support to children and young people and the achievement of agreed outcomes
- To ensure that integrated processes are developed across all agencies in regard to information sharing and the implementation of the common assessment framework
- To ensure that all services for all children, young people and their families are inclusive, accessible and address inequalities
- To involve children, young people and families in decisions about the delivery of services and respond to their views and needs
- To report to the Children's Trust Commissioning Group where there are barriers to progress and/or where outcomes are not improving

Operational Procedures:

- The Executive Board will meet monthly