

Area Partnerships

1. Aim and Purpose

The Area Partnerships bring together Surrey's key strategic organisations, to safeguard and develop high quality services that meet the needs of all Surrey's children, young people, their families and carers.

These will be the local element of the Children and Young People's Commissioning partnership (CYPP) and work to develop self-reliant and thriving communities where children and families take responsibility for their own lives. They will:

- Support the area implementation of the Children Act 2004 via Surrey's Children & Young People's Plan and Area Plans
- Inform and influence the strategy and objectives of the Surrey Children's and Young People's Partnership
- Function as the vehicle for Surrey PCT's area implementation of the National Service Framework (NSF) for Children, Families and Maternity Services (2004)
- Inform and support the work of the Surrey Safeguarding Children Board (SSCB) (Appendix 1)

2. Governance and Accountability

The formal powers of the Area partnerships are defined by those brought to the Board by its individual members, each in their agency role which will include duties under the Children's Act 2004.

Although it has no formal executive decision making powers, there is an expectation that every endeavor will be made by Members to agree and address identified priorities in the service delivery of their organisations.

Each Area Partnership will provide and present a yearly report to the CYPCP

3. Relationships with other groups

The Area Partnerships will report directly to the Commissioning partnership board. It will receive information and link to the other Area Partnerships and inform the work of the Commissioning Development Team, ECM and NSF Development team and Performance Team

4. Activities and Work Programme

The Area partnerships are responsible for

Deciding local direction and strategy

- Review information/analysis available at the level of Area Partnerships for Children within the area, identifying through comparative assessment how needs/outcomes at that level compare. As part of this, consider the outcomes of commissioning activity carried out at Area and Borough and District level and any implications for area wide service or policy development.
- Share with all the Districts or Boroughs in their area their comparative analysis of needs and outcomes across the area, and the results of turning the curve and resource deployment analyses which they carry out. As part of this, identify any key issues which the Area Partnership believes it would be

helpful for individual District or Borough to focus on in the development of their local action plans.

- To inform development of the Children & Young People's Plan, supporting needs analysis and development of outcomes, priorities and service delivery arrangements to meet standards in the National Service framework, and of Every Child Matters, to address the local needs of children
- To support the Children's Partnership to ensure alignment of the Children & Young People's Plan, County-wide Community Plans and Local Community Plans for Districts and Boroughs in the area
- To inform and influence the development of plans of other local Area Partnerships
- Through the Area Plans to prioritise and align local services to meet identified safeguarding needs in line with the strategic direction the CYP Plan
- To act as a forum for members to share best practice and provide support to embed the Safeguarding agenda in each agency's own work
- Consider any issues for the area identified by either the age related partnerships or county specialist groups in terms of outcomes for children and young people; equally identify for those partnerships any issues for them emerging from the experience of managers at area level
- Coordinate activity across partners to deliver the outcomes of Every Child Matters, based on local needs analysis and multi-agency service mapping as part of the annual review of the area partnership plan.

Overseeing resource management

- To ensure the exploration of new local funding sources particularly joint funding opportunities
- Consider how far resources which are controlled at area level are deployed in a way which matches priorities across the area.
- Agree recommendations as to the allocation of specific funding streams, which they have been asked to consider.

Monitoring performance

- Review the information and analysis currently available at an area level in relation to outcomes for children and young people in the relevant age range and consider how it might be improved, subject to resources and practicalities
- In relation to one or more priority outcomes from the CYPP, experiment with the use of "turning the curve" techniques to review the likely impact of existing strategies/action plans in the area and consider how they might be enhanced through actions at both local and/or county level.
- Co-ordinate and monitor arrangements in the area to meet the requirements of the Children Act 2004 and National Service Framework for Children, Families and Maternity Services
- To implement and co-ordinate arrangements for integrated performance management against the five outcomes and preparation for Joint Area Reviews in the area
- Audit and consider how far children, young people and families in the area have been involved in the development of strategies and service plans either at county or at local level and how this might be improved, subject to resources/practicalities

Overseeing the integration of front line delivery and processes

- To coordinate and promote integrated processes across partners in the area, including common assessment and information sharing
- To coordinate arrangements for integrated front line delivery, co-location and multidisciplinary working

- To implement and coordinate arrangements for integrated performance management against the five outcomes and preparation for Joint Area Reviews in the area

Involving stakeholders

- To ensure effective local communication and links with and between local agencies in the context of national and local legislation
- Develop positive local engagement with schools and school confederations, colleges, and learning providers, the voluntary, community and faith sectors.
- Ensure that relevant local partners (District Councils, Police Area Divisions, Probation Service, Youth Offending Team, PCT locality, Connexions, LSC, voluntary sector and County Council) are aware of the need to align their plans with the Children & Young People's Plan, and are aware that information and support on this are available if required.
- Ensure the engagement of children, young people, parents and carers at key stages of audit, planning, design and delivery of services, and in their evaluation and quality assurance

5. Membership

Core membership listed below – additional members to be co-opted by agreement of Area Partnership.

Integrated Service Manager – Surrey County Council Services for Families (Chair)

Lead Children's Therapy Services – PCT

Children's Service Manager - PCT

Consultant Paediatrician

Child Protection Nurse

Area Directors – Surrey County Council

District & Borough Councils (eg Housing, Leisure or Community Planning)

Police

Voluntary Sector

Young people's representative

Early Years and Childcare Service

Youth Development Service

Primary Heads Council representative

Secondary Heads Council representative

Special Schools Council representative

School Confederation representative

14-19 confederation/ Learning Skills Council representative

Local Education Officer

Chair of CAMHS Local Improvement Group

Adult and Community Care Area Director

Connexions

FE/Sixth Form College

SSCB Practice Development group Facilitator

SSCB Manager

In attendance

CAF Implementation Manager

Locality Team Manager/s

YOT Assistant Team Manager

Chair and Vice Chair

The Chair of the Area Partnership will be the Integrated Service Manager for Surrey County Council Services for Families

A Vice Chair will be appointed through nomination and voting by members of the Area Partnership.

6. Management and operations

6.1 Responsibilities of Area Partnerships

All Members of the Area Partnerships should be able to do the following:

Meetings:

- Commit to regular attendance at meetings - (organisations or agencies that fail to send a representative for 2 consecutive meetings will be asked to confirm their commitment)
- Nominate a permanent deputy who will attend in the absence of the designated member
- Read the papers
- Be able to speak on behalf of their agency with authority
- Where attending on behalf of any other agency to ensure that there is full communication with that agency to enable it to be properly represented.
- Take an active part and use expertise and knowledge
- Make sure advice and recommendations are evidence based
- Discuss potential conflicts and differences to seek the most effective and realistic solutions

Within Agencies:

- Champion the Every Child Matters Change for Children and Young People agenda, including the National Service Framework for Children, Young People and Maternity Services
- Include the agreed vision and Partnership priorities in their own agency or organisation's business plans or equivalent, as appropriate
- Commit to the values of the CYP Commissioning Partnership
- Know the constraints and priorities of their agency or organisation
- Keep in touch with front-line service delivery
- Report back and make sure there are systems for 2 way communication
- Be prepared to promote change, shift views, negotiate and sell ideas

On behalf of the Partnership be prepared to:

- Lead on pieces of work and act as a "champion" managing both up and down
- Represent the Area Partnerships at events

6.2 Frequency and setting of meetings

A meeting schedule will be determined by the Area Partnership to meet its workload requirements, but meetings will be no less than quarterly.

Meetings will be open and papers available for wider distribution. However, at times, the Area Partnership may need to consider issues which are confidential and then the Area Partnerships would move into closed session.

Members of the Area Partnership team will not make public information received in confidence other than where agreed with the Chair, for example, under Freedom of Information requirements.

6.3 Voting

The Area Partnership will generally work through consensus, but, where votes are required, each member of the Area Partnership will have one vote. Those “in attendance” would participate in the discussion but have no vote.

Where the Area Partnership vote is balanced evenly, the Chair will have a casting vote.

If a specific decision gives rise to a potential conflict of interest, this should be declared to the Chair before the item is considered for the Chair to decide the appropriate actions.

The Area Partnership team will be considered quorate when over 40% of the Members are present including the Chair.

6.4 Agendas and Papers

Any member may request an agenda item via e-mail or in writing for the Chair to consider in compiling the agenda.

Any member may raise issues of Any Other Business where these are notified to the Chair at the start of the meeting.

Agenda and papers will be sent to the Area Partnership at least five days prior to the meeting. Late papers will be taken exceptionally and advised at the time of sending the agenda.

Minutes will be sent to the members within ten days of the meeting