

Together For Children and Young People (2)

Programme Board Terms of Reference

The Together for Children and Young People (T4CYP) (2) Programme Board will provide strategic leadership and direction, to ensure that high quality and best value emotional wellbeing and mental health services for children and young people are delivered at pace across Wales, in line with the principles of prudent healthcare. The focus of the revised Programme will be on early help and prevention.

This will be achieved by facilitating consultation, engagement and co-production, and providing influence and direction to local, regional and national service planners and providers in accordance with national policy.

The work will be underpinned by evidence-informed, needs-led, values driven, co-produced services that are digitally supported.

Role and purpose

Specific areas of work that the Programme Board will be paying particular attention to include:

- Developing a long-term vision and national framework for emotional wellbeing and mental health services, to include a broader offer of support to children and young people and their families, as part of the whole system approach.
- Working with wider partners through Regional Partnership Boards (RPBs) to develop the Early Help and Enhanced Support Framework and supporting its adoption at an RPB level.
- Contributing to areas of further policy development, particularly in relation to neurodevelopmental services.
- Further developing work stream outcomes and data in collaboration with the Welsh Government core data set team.
- Ensuring clear connectivity with evidence-based research.
- Identifying and share examples of good practice including evidence based models of storytelling.
- Identifying gaps and risks in provision that are impacting on the whole system approach (workforce etc).
- Ensuring clear connectivity to the work on the Whole School Approach and sCAMHS.

- Supporting the further implementation of neurodevelopmental national pathways and standards through engaging, consulting and embedding across LHBs and LAs.
- Identifying key interdependencies, whilst remaining focused on the scope of the Programme and its direct responsibilities.

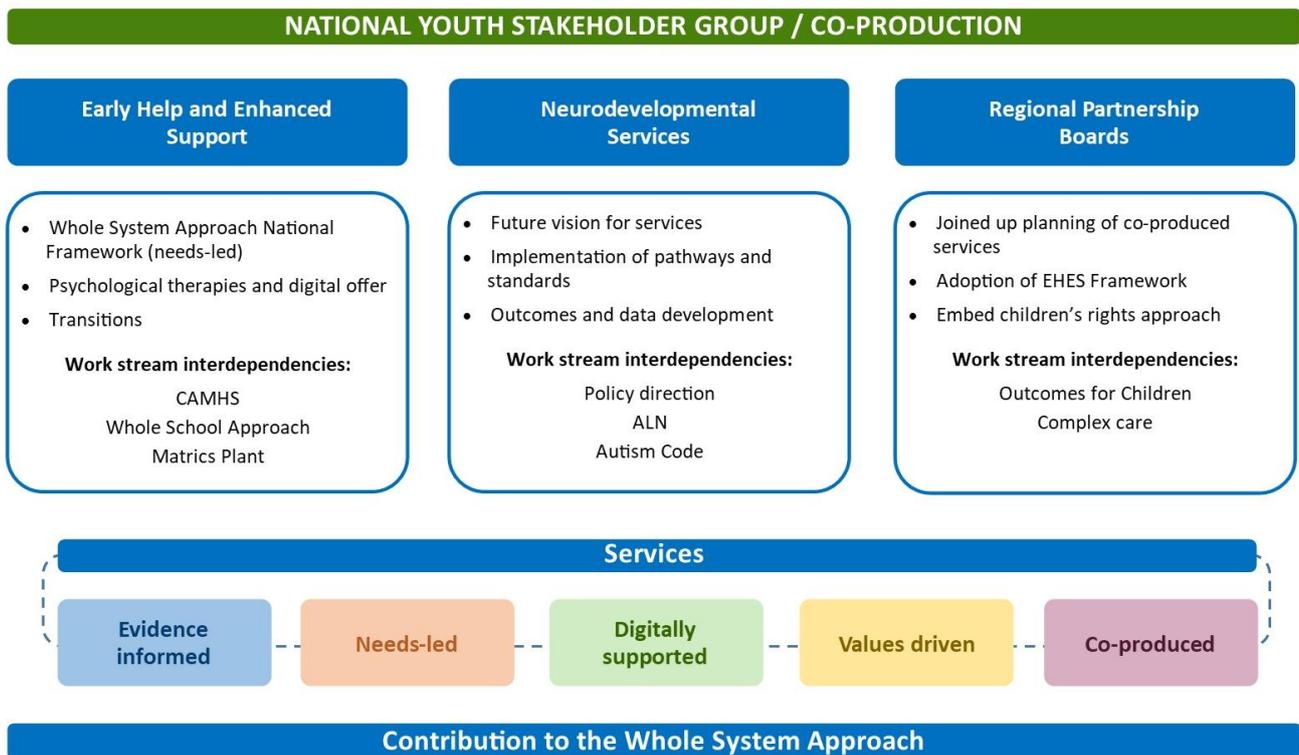
Work streams

The following theme based priority work streams will undertake detailed activities on behalf of the Programme Board:

- Early Help and Enhanced Support (part of the Whole System approach)
- Neurodevelopmental
- Regional Partnership Boards

For more information on work stream content, see diagram the diagram below.

T4CYP (2) work streams and interdependencies



Member responsibility and accountability

The Programme Board shall function as a coherent influencer and support group, all members being full and equal, with shared responsibility for decisions taken.

All members will be expected to:

- Take a strategic approach to the planning and delivery of emotional wellbeing and mental health services for children and young people.

- Contribute to the review of information (to include documents, audits, policy decisions and research materials) between meetings.
- Act as advocates of the Programme Board providing feedback to and from networks across Wales. (Members not undertaking this role or not regularly attending meetings will be removed from the Board).
- Indicate whether they are representing the views of organisations, agencies or groups or whether they are providing a personal view.
- Ensure that appropriate communication structures are in place to enable information and feedback to their organisations, service areas and other management groups.
- Carry out activities in line with T4CYP (2) Programme values, based on an evidence-informed, needs-led, values driven, co-produced and digitally supportive approach.

Confidentiality and conflicts of interest

All members will be required to notify the Chair when there is a potential conflict of interest relating to a specific item on the agenda.

Membership

The Programme Board is a small team of senior leaders from the NHS, local government, the third sector and Welsh Government. It will comprise:

- **Chair:** Powys Teaching Health Board Chief Executive and Mental Health Lead - Carol Shillabeer
- **Vice Chair:** National Programme Director for Mental Health – Jo Jordan

Programme Board membership is listed in [Appendix 1](#).

To ensure continuity, nominated deputies will only be allowed to attend meetings in exceptional circumstances. They should be appropriately briefed, to be able to contribute to the decision-making process.

Where a member fails to attend two consecutive meetings within a twelve month period, their membership will be reviewed and if necessary, a replacement sought.

Member Appointments

The membership of the Programme Board shall be determined by the Chair, taking account of the appropriate balance from partner organisations working across all sectors in Wales.

Membership will be reviewed annually to ensure that it reflects the views of those relevant to shape and influence the priorities of that forthcoming year.

By Invitation

In addition to the core membership identified, independent observers will be invited to attend Programme Board meetings.

The Chair may also invite further individuals to attend specific meetings/workshops based on the agenda items to be discussed. This will

ensure that appropriate expertise and experience is available to allow informed debate and will be particularly important to ensure appropriate cross-governmental and cross sector involvement.

Accountability

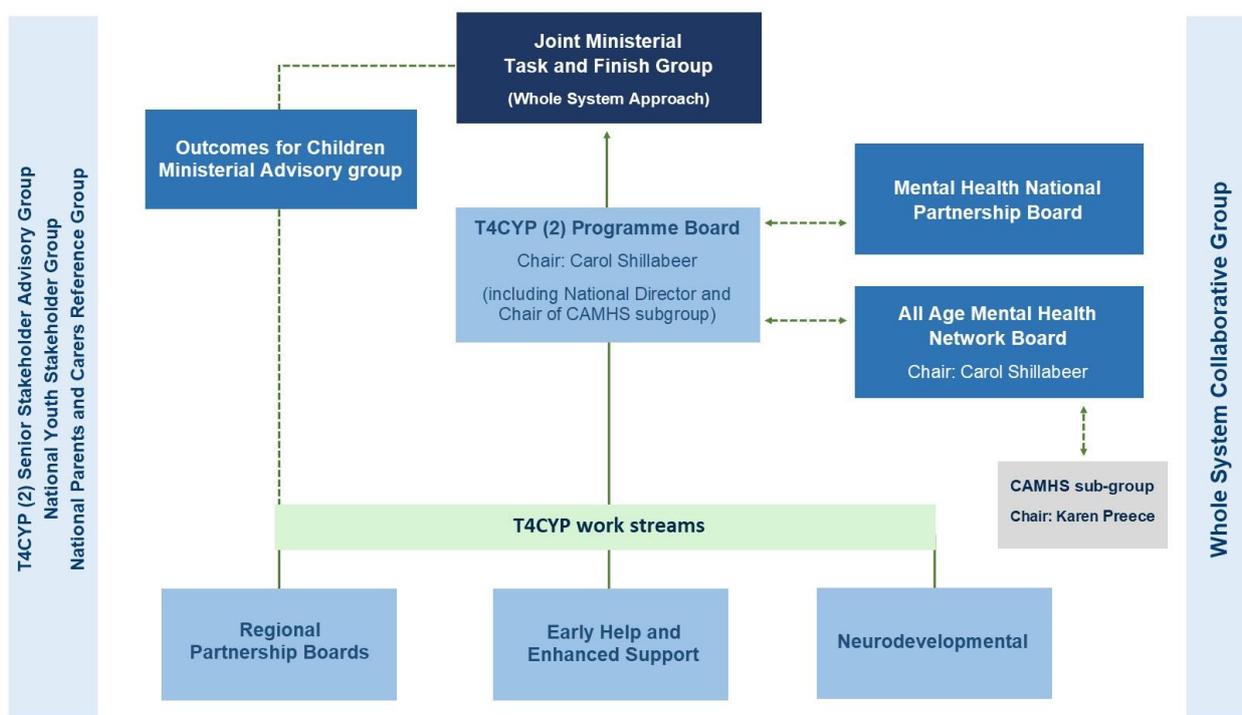
Accountable overall to the Welsh Government (WG) and the Minister for Health and Social Services, the Programme Board Chair will report progress to the NHS Executive Leadership.

The Joint Ministerial Task and Finish Group will scrutinise the work of the T4CYP (2) Programme as part of the oversight of the delivery of the Mind Over Matter recommendations. This will take the form of termly meetings and will provide the opportunity for a broad basis of cross policy leads and professionals to offer external comment and advice on the work of the Programme on an ongoing basis.

In addition to this, a number of stakeholder groups will be established / continue to provide input, including the National Youth Stakeholder Group, the Welsh Government Whole School Approach Stakeholder Reference Group and the T4CYP (2) Senior Stakeholder Group, ensuring connectivity.

The National Programme Lead will be responsible for ensuring that all work is progressing to agreed timelines and will identify and escalate risks to the Programme Board as required.

T4CYP (2) Governance



Delegated powers and authority

The Programme Board has no statutory power or accountability to any particular organisation. Its authority and influence are granted by the

members that participate and influence change, and their own accountability arrangements.

Accountability for delivery remains with the relevant statutory organisations and providers from other sectors, and their performance management will be through existing mechanisms and not via the Programme Board.

Policy delivery and support to the Programme Board will be provided by officials on a needs basis.

Meetings

Quorum

At least one third of the total membership must be present, including the Chair.

In the absence of the Chair, the Vice Chair will chair that particular meeting. In the unexpected absence of both the Chair and Vice Chair, the National Programme Lead will chair that particular meeting.

Frequency

Meetings will be held on a quarterly basis to consider a formal agenda, which will include a detailed National Programme Lead progress report.

Any items requiring confidential discussion will be reserved for a closed session. The Chair may request that any of those invited who are not members to withdraw, to facilitate an open and frank discussion of particular matters.

Additional workshop sessions may take place to allow focused debate on key issues.

We will make video and/or audio conferencing available where possible, to facilitate wider attendance and reduce travelling times.

Secretariat

A full range of secretariat support will be provided by the National Programme Lead / Programme Manager to enable the Programme Board to fulfil its functions.

The secretariat will:

- arrange meetings in consultation with the Chair;
- prepare and distribute the agenda, actions and briefing papers in a timely manner; and
- co-ordinate liaison between any working groups.

The Mental Health Network team will provide administrative support.

Review

The Programme Board will undertake an annual review of its performance and membership, to ensure that it is properly carrying out its role and function.

These Terms of Reference and operating arrangements shall be subject to review after two years.

Appendix 1

| Representation | Name | Role / Organisation |
|--|---|---|
| Chair of T4CYP Programme | Carol Shillabeer | Chief Executive - Powys teaching Health Board. Executive Lead for Wales Mental Health |
| National Mental Health Network | Joanna Jordan | National Programme Director for Mental Health (NHS Wales) - NHS Wales Health Collaborative |
| T4CYP (2) Programme Manager | Deb Austin | T4CYP (2) Programme Manager - NHS Wales Health Collaborative |
| Social Services | TBC | |
| Work stream Chair - EHES | Dr Liz Gregory | Consultant Clinical Psychologist, Child and Adolescent Psychology - Aneurin Bevan University Health Board |
| Work stream Chair - ND | Dr Cath Norton | Consultant Paediatrician, Cardiff & Vale University Health Board |
| Work stream Chair - RPB | Rachel Rowlands | Chief Executive - Age Connects Morgannwg |
| Chair of CAMHS subgroup | Karen Preece | Director of Planning - WHSSC |
| Academia | Professor Ann John | Suicide, self-harm, and children's mental health - Swansea University |
| Parent voice | Ceri Reed | Parent and Carer Representative |
| Youth Voice | National Youth Stakeholder Group to nominate | |
| Youth justice | Lynzi Jarman | Director of Engagement and Innovation - Youth Justice Board |
| GPs | TBC | |
| Mental Health - WG | Tracey Breheny | Welsh Government |
| Education - WG | Jason Pollard | Head of Whole School Approach team - Welsh Government |
| Social Services - WG | TBC | |
| Psychiatrists | Dave Williams | Divisional Director, Family and Therapies Division - Aneurin Bevan University Health Board |
| Third sector (Mental Health) | Sara Moseley | Director, MIND Cymru |
| Children's Commissioner for Wales (Independent observer) | Sally Holland | Children's Commissioner for Wales |

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| Public Health Wales | Jyoti Atri | Deputy Director of Health and Wellbeing - Public Health Wales |
| WLGA | Naomi Alleyne | Director of Social Services and Housing - Welsh Local Government Association |