

**<Enter District Name> DISTRICT FAMILY IMPROVEMENT BOARD  
TERMS OF REFERENCE****Purpose**

This board has been developed to bring together partners from the public, private, voluntary and community sectors and families themselves to deliver the shared vision to improve outcomes for our children and families in the Borough/District.

In particular to provide support and challenge for the delivery of the:

- Children's Centre Core Purpose and the District Priorities as set out in the Development Plan
- Supporting Families Programme
- Family Hubs and

In addition to these core functions it is expected that this will be the placed based delivered board to operationalize and co-ordinate high quality services for Children, young people and their families. Where this is not possible this board has the responsibility to escalate key concerns, risks and issues to the relevant partnership board which is accountable for the area of concern. To support the board with this appendix A is an overview of the main governance boards in Staffordshire.

Meetings will be a forum to,

- Share information, provide effective support and challenge which ultimately supports us to deliver change which is best tackled by a wider partnership at a local level
- Discuss and agree how local performance will continue to be improved, this will include the oversight of a district delivery plan so that outcomes for children are in sharp focus.
- Reflect and respond to the views of children, young people and families to ensure that partners use this as the driver for local change and inclusive practice.
- Improve the local partnership working and co-operation.

The group will be responsible for;

- Improving local performance so that outcomes for children continue to improve,
- Implementing shared action plans,
- Monitoring and mitigating risks and issues and where these cannot be resolved escalating these,
- Maintaining an up to date local offer via Staffordshire Connects,
- Undertaking an Annual Conversation to evaluate the effectiveness of the partnership against the agreed plan. This conversation will provide an opportunity to set local SMART priorities for the following year. These will be agreed with countywide boards to ensure effective whole system responses.
- Providing local feedback to children, young people and families about the work they are doing and how they are working together to meet their needs.
- Co-produce the Family Hub model, embedding the co-production promise in all service delivery and raising awareness with families locally.

## **Appendix B**

### **Children Centres**

Children's Centres have a range of statutory duties one of which is to ensure we have a governance board to oversee their work. This board will act in this capacity and as such partners need to be aware of the core purpose of a children's centre and ensure that it provides effective support and challenge to enable the effective delivery.

The core purpose of children's centres is to improve outcomes for young children and their families and reduce inequalities between families in greatest need and their peers in:

- Child development and school readiness
- Parenting aspirations and parenting skills
- Child and family health and life chances

All of the above to have a particular focus on the first 1001 days.

Statutory duties for Children's Centres are:

- Duty to secure sufficient children's centres to meet local need
- Duty to secure that each children's centre is within the remit of an advisory board
- Duty to secure that consultation is carried out before children's centres are opened or closed or have significant changes made to services
- Duty to consider if early childhood services should be delivered in the children's centre.
- Duty to produce and publish an action plan after an Ofsted inspection

### **Supporting Families**

The Supporting Families Programme (formerly known as the Troubled Families) is a national programme, led by the Department for Levelling Up Housing and Communities (DKUHC) and codesigned with the Department for Education (DfE). The programme has been rebranded locally as the 'Building Resilient Families and Communities (BRFC) Programme', as this better reflects the vision for Staffordshire children and families.

The BRFC programme is a partnership model of Early Help. The aim is to support families who are facing multiple challenges through a targeted multi-agency approach. Families worked with as part of the BRFC programme will have a dedicated key worker who will consider the needs and strengths of the whole family. Together with their key worker and other relevant professionals, families identify the areas where support is needed and work towards a common purpose and agreed action plan. This holistic and restorative approach ensures all agencies, and the family are working together towards a shared goal.

The Building Resilient Families and Communities (BRFC) programme is an integral part of Staffordshire's Early Help Offer, delivering targeted support to families at the earliest opportunity to prevent needs escalating and to improve outcomes for families. There is not

a single BRFC team, but a range of partners who deliver Early Help and work in this way with families.

We want families to access the right help at the right time in their communities. The broader aims of the programme for families are as follows:

- To inspire positive engagement with education and employment.
- For families to experience improved mental and physical health.
- To build stable home environments and resilience to deal with crises.
- For families to be safer, happier, and healthier.
- For families to retain tenancies and secure living arrangements.
- To inspire positive relationships in the family and local community.

Our aim is to build resilience and raise aspirations within Staffordshire families by giving them the resources to draw upon when faced with future challenges and reduce dependency on public services.

Partners have agreed to build upon existing best practice in order to provide a more integrated and coordinated approach to working with families who are identified as appropriate for the Programme whilst recognising that we need to be innovative and accept that we may need to change how systems and services operate to improve the experience for children and families. Multi-agency partnerships work together to understand local trends, predict emerging need in their local area, identify and respond to those needing extra help.

### **Reporting**

District/ Borough progress and challenges will be reported via the Families Strategic Partnership Board.

### **Frequency of Meetings**

- Meetings will be held in the month after each quarters end in line with the financial year, the district/borough.

How will the meetings be conducted?

- The option to join through Microsoft Teams will also be made available. Administration support shall be provided by Staffordshire County Council. At least one annual meeting will be face to face.

### **Non-Attendance**

The Families Strategic Partnership Board will be made aware of any member who fails to attend for two consecutive District Advisory Board meetings. If a partner is unable to attend, there is an expectation to forward any updates to be included within the agenda on their behalf at least three weeks prior to the meeting taking place.

### **Chair**

The Chair will be nominated by the Board and their appointment will be for a period of two years or upon request by the board.

### **Ways of Working**

- Papers will be circulated a week before the meeting
- Members are asked to read any papers in advance of the meeting.
- Any agenda items required should be sent to the Early Years Co-ordinator, 3 weeks prior to the meeting.
- Action points taken will be sent within ten working days of the meeting.
- Members will be responsible for championing the agenda outside the meeting.

### **Core Membership**

- Staffordshire County Council Family Hub Manager
- Staffordshire County Council District Operating Lead
- Staffordshire County Council Effective Practice Development Officer
- Staffordshire County Council Library Representative
- Staffordshire County Council SEND Representative
- Staffordshire Council Voluntary Youth Service Development Officer
- Staffordshire County Council Commissioned Family Support Representative
- Staffordshire County Council Early Years team
- Staffordshire County Council Elected Member as nominated by the Cabinet Member for Children and Young People
- Early Years Education Representative from onsite Children's Centre Nursery
- Early Years Provider Representative
- School Representative
- Parent / Volunteer Representative
- MPFT 0-19 Health and Wellbeing Service Team Lead
- Midwifery Representative
- Speech and Language Therapy Representative
- District/Borough Council Locality Partnership and Development Manager
- Department for Work and Pensions
- Local Housing Association Representative
- Fire & Rescue Service
- Police
- District Partners – who deliver against targets and priorities set

### Useful Links

[The best start for life: a vision for the 1,001 critical days](#)

[Supporting Families Programme](#)

[Family Hub Framework](#)

[Parental Conflict](#)