Family Hubs Reporting and Governance Arrangements – January 2023 DRAFT v0.5

Appendix 1

Key - Decision Making

- Decision Making Meeting
- Information Meeting

Progress updates provided to:

DFE/ DHSC

Frequency of meetings – TBC - proposed annual for oversight

Local Safeguarding Children Partnership Executive Board

South Yorkshire Integrated Care Board

Health and Wellbeing Board

RMBC Cabinet
(Regular project updates including progress against targets)

Frequency of meetings – Quarterly

CYPS Transformation Board

Frequency of meetings – Bi-monthly

Early Help Multi-Agency Steering Group

Regular updates on performance, practice and progress against national expectations will be shared with the above groups

Frequency of meetings – Monthly for the first 6 months (Sequenced 2 weeks following Task and Finish Groups)

Performance Monitoring
* National Programme (TBC)
* Local Delivery against Grant

Family Hub Operational Group

Documents required – Project Tracker

Task and Finish Groups
Frequency of meetings –Monthly

- **Family Hubs Implementation, Branding and Co-location**
- **Digital Offer and IT**
- **Parent/Infant Mental Health and Parent/Infant Relationships**
- **Finance and Commissioning**
- **Infant Feeding Support and Parental Support**
- **Start For Life (Better Start and Beyond), Home Learning Environment and Parent Panel**

Documents Produced – Recommendations *to feed into the Family Hub Operational Group for decision, updated* ***Project Tracker*** *(including a tab for spend and one for each T&F Group),* ***Action Plan*** *detailing key priorities, timelines, owners (in-line with the Family Hubs Programme Guide and the relevant sections of the Service Expectation Guide.*