

Terms of Reference and Forward Work Programme

That the CAMHS Task Group:

- a) Consider the governance arrangements for the recommissioned CAHMS service;
- b) Explore and understand the new CAHMS model in comparison to the existing model and consider the evidence base for any changes. Then where appropriate, make recommendations to support its implementation and effectiveness;
- c) Look at existing data and ensure that the new model's performance will be robustly monitored and benchmarked against this by the council, partners and by the proposed future scrutiny exercise;
- d) Consider access and referral points within the new CAHMS model and, as appropriate, make recommendations to maximise take-up by children and young people in need of support;
- e) Explore where CAMHS sits within the overall landscape of children and young people's mental health and, within this, consider whether prevention services are effective

In regard to adding maximum value to the research process, it is advised that the task group work through the proposed ToR in the following order: D, E, C, B, A

Meeting Date	Subject	Purpose	Outcome	Witnesses/Evidence	Additional Information
17 January 2018	ToR and FWP: agreement	To discuss the proposed ToR and FWP for the task group	For the ToR and FWP to be agreed and for the task group to commence "deep dive" activity	Executive Terence Herbert Susan Tanner James Fortune	
28 March 2018 [ToRs B and C]	The re-commissioned CAMHS model	For the task group to consider and discuss the Local Transformation Plan (LTP) and the information which helped to inform the re-commissioned CAMH service	For the task group to be confident of where CAMHS sits within the overall mental health strategy (LTP) and to be aware of the aims and objectives of the re-commissioned model	<i>Independent Task Group Session with Scrutiny Officer</i>	Task Group to provide advance notice of questions to James/Michelle, following March's session and ahead of May's meeting. March's meeting will be used to draft these questions.

<p>16 May 2018 [ToRs B and C]</p>	<p>The re-commissioned CAMHS model</p>	<p>For the task group to have an additional session on how the re-commissioned CAMHS model is going to run. Information provided would relate to:</p> <ul style="list-style-type: none"> - Baseline data – how the re-commissioned CAMHS model seeks to improve upon existing service provision 	<p>For the task group to fully understand: how the re-commissioned CAMHS model will function; the aims and objectives of the new model; the evidence base for any amendments brought through the re-commissioned model</p>	<p>James Fortune Michelle Maguire (Ted Wilson as optional)</p> <p><i>James/Michelle to provide a presentation to the task group</i></p>	
<p>19 June 2018* [ToRs D and E]</p>	<p>CAMHS service: access and referral points. The position of CAMHS within the overall mental health strategy for Wiltshire</p>	<p>For the task group to explore and understand the experience of a CAMHS user coupled with those that are familiar with the system, as well as those that do not use/have not used CAMHS.</p> <p>For the task group to be confident of the position of CAMHS within the overall Local Transformation Plan (Mental Health Strategy)</p>	<p>For the task group to be able to ascertain how accessible the CAMHS system is and understand the referral process for CAMHS.</p> <p>The task group will be able to clearly see where CAMHS fits into Wiltshire’s overall mental health strategy (the Local Transformation Plan) and whether preventative measures are deemed to be effective</p>	<p>C&YP who are using CAMHS and their parents/carers (WPCC) Pupils and teachers from a selection of the ‘Thrive Hub’ schools & pupils from Hardenhuish School, Chippenham Youth workers GPs C&YP who have not/are not using CAMHS Julian House (Cllr Hubbard to provide contact details)</p> <p><i>The task group’s line of questioning to centre on ‘stress strategies’ and determining what access</i></p>	<p>15-minute interviews to take place with each of the designated groups. There are 8 groups overall – splitting each group up (e.g. pupils and teachers in a different group) allows for more person-centred evidence to be collected. To ensure a smooth process, a 2-hour slot would be set aside for the task group to conduct their interviews.</p> <p>Including those who have not used CAMHS effectively enables the task group to see how effective the preventative measures are, e.g. is CAMHS a last resort for C&YP? These</p>

				<i>and support available, if C&YP are struggling. SSO to provide a template of interview questions.</i>	individuals will also help to demonstrate where CAMHS is positioned within the LTP, as their mental health needs are being met without needing to utilise CAMHS <i>Interim report to go to CSC – reporting on the task group’s recommendation/answer to proposed ToR D and E</i>
September 2018 [ToRs A, B and C]	How other authorities are delivering and monitoring their CAMHS service	For the task group to build their knowledge base around how other and similar LAs have designed/commissioned their CAMHS model and how these LAs monitor the performance of their CAMHS	For the task group to have a solid understanding of how CAMHS works in a similar LA to Wiltshire: what evidence has been used to design their CAMHS model; how do they monitor the performance of the CAMHS; who is accountable for the delivery of CAMHS and how is this process managed?	3 LAs: those identified by the Commissioning Team as Wiltshire’s Statistical Neighbours: <i>Gloucestershire</i> <i>Oxfordshire</i> <i>Somerset</i> Cabinet Member, Portfolio Holder, Director and Lead Commissioner to be interviewed by the Task Group via Skype by the task group. Each interview session to last 30-minutes.	This exercise will give the task group a solid evidence base from which to scrutinise ToR C, B and A for Wiltshire
November 2018 [ToRs B and C]	CAMHS in Wiltshire: service delivery and performance monitoring - background &	For the task group to have a knowledge building session ahead of July’s exercise.	For the task group to fully understand the methodology behind the re-commissioned CAMHS contract and how this is collected	James Fortune Sam Shrubsole (Wiltshire Manager for Oxford Health)	

	methodology workshop	Information provided to relate to: methodology. (How is the methodology collected? What are the KPIs of the re-commissioned CAMHS service? Is the same service being maintained?)		Representative(s)/SRO for CAMHS from Oxford Health (Michelle Maguire) Ted Wilson (Wiltshire CCG)	
February 2019 (early Feb)* [ToRs A, B and C]	CAMHS in Wiltshire: service delivery and performance monitoring	For the task group to learn what evidence has been used in the re-commissioned CAMHS model (amendments to previous CAMHS offering) –data and methodology to be provided. For the task group to understand who is accountable for the delivery of CAMHS and how this process is facilitated.	For the task group to be confident of how the new CAMHS model can be monitored (data & methodology provided at present to be compared with data & same methodology from April 2019). For the task group to be clear about the governance arrangements for CAMHS; to help enable the process of effective monitoring	Executive Terence Herbert Susan Tanner James Fortune Appropriate representative(s) from the Wiltshire CCG [Governing Body/SRO for CAMHS] Oxford Health – Michelle Maguire Ted Wilson (Wiltshire CCG)	The task group can effectively make a recommendation/answer their ToR of C, B and A above. <i>Final report to go to CSC & HSC (September) re ToR C, B and A & whether Executive has responded positively/negatively to earlier recommendations in interim report for ToR D and E.</i>

* = dates to align with Children's Select Committee's/Health Select Committee's consideration of the interim report