MEMORANDUM OF UNDERSTANDING FOR THE PROVISION OF HEALTH SERVICES BY BLACKPOOL TEACHING HOSPITALS NHS TRUST (Children’s Community Health Services) TO BLACKPOOL CHILDREN’S CENTRES
Memorandum of Understanding between NHS Blackpool (Children’s Community Health Services) and Blackpool Council (Children’s Services; Children’s Centres)

1. Background and Introduction

1.1 The purpose of this Memorandum of Understanding is to ensure effective and efficient working of the partnership between Blackpool Teaching Hospitals NHS Foundation Trust (Community Health Services, Children and Family Services) and Blackpool Council (Children’s Services; Children’s Centres).

2. Period of the agreement

2.1 The agreement period for the service is for one year (subject to review and evaluation) commencing on 1 April 2012.

3. Context

3.1 The context for this Memorandum of Understanding is:

- Blackpool’s Children and Young People’s Plan (2009-12);
- The joint DCSF and DoH Strategy for Children and Young People’s Health: “Healthy lives, brighter futures”. The strategy refers to a strengthened role for Sure Start Children’s Centres - both through additional health based programmes, focusing on reducing obesity and smoking, and increasing breastfeeding rates and by ensuring that each centre has access to a named Health Visitor;
- The Childcare Act 2006 places a duty on the local authority to make arrangements to provide integrated, early childhood services and the duty on Primary Care Trusts (and others) to work together with the local authority in carrying out that duty; and
- The Apprenticeship, Skills, Children and Learning Act 2009 gives children’s centres statutory status.
- The DfE Children’s Centre Statutory Guidance.
- The DH Health Visitor Implementation Plan 2011-2015 – A Call to Action.

4. Agreed review procedure

4.1 Review meetings between the partners shall be held on a 6 monthly basis beginning in September 2012, with any unresolved issues to be escalated by the relevant service manager to the Extended Services Strategic Group.

5. Dispute & resolution

5.1 Any dispute over the level of service delivered which has not been capable of resolution at line manager level may be referred for review and agreement between the operational service managers in both organisations.
6. **Equal opportunities**

6.1 The Service Provider shall comply with and maintain policies to ensure that it complies with its statutory obligations under the Equal Pay Act 2004, Sex Discrimination Act 1975, Race Relations (Amendment) Act 2000, Disability Discrimination (Amendment) Act 2005 and the Human Rights Act 1998 and that it shall take all reasonable steps to ensure that all employees of the Provider do not discriminate against any person because of their sex, sexuality, marital status, colour, race, nationality (including citizenship), national or ethnic origin, religion, or on the grounds of their disability in decisions to recruit, train, promote, discipline or dismiss staff.

7. **Health & Safety**

7.1 The provider of the service shall ensure that all staff or contractors undertaking work on their behalf shall comply with all current and appropriate health and safety legislation.

8. **Termination**

8.1 The agreement can be terminated by either party and the Children’s Trust will be informed. Partners must give a minimum of 3 months written notice to that effect. During the period of notice both parties shall co-operate to ensure that the interests of the service user are met.

9. **Aims**

9.1 This Memorandum of Understanding will achieve the following strategic aims:

- To contribute to the outcomes of ‘Every Child Matters’, in particular the outcomes of staying safe and being healthy;
- To contribute to the implementation of the Strategy for Children and Young People’s Health (see section 2.1 above) and the related Healthy Child Programme;
- To use resources efficiently, effectively and economically;
- To contribute to the priorities of Blackpool’s Children & Young People’s Plan;
- To contribute to Children’s Centres’ local and national targets and outcomes; and
- To contribute to NHS Blackpool’s Operating Plan and relevant World Class commissioning priorities.
- To work collaboratively to achieve the aims of the Health Visitor Implementation Plan 2011-15, A call to action in respect of work with Childrens Centres.

10. **Responsibilities of Blackpool Teaching Hospitals NHS Foundation Trust (Community Health Services, Children and Families Services)**

10.1 To provide a named Health Visitor for each children’s centre, to work as part of the team and oversee the health work of the centre according to that identified in the Health Visiting Implementation Plan, Call to Action (DH, Feb 2011). Each named Health Visitor has a minimum of 3 hours a week allocated to work with the link children’s centre.
10.2 The link Health visitor will follow the Link Health Visitor role and responsibilities laid out in appendix 1.

10.3 To ensure that named Health Visitors are CRB checked and that the Vetting and Barring Scheme is complied with in due course.

10.4 To deliver health related services in children's centres, in line with identified need and local and national targets, particularly the Healthy Child Programme. These services may include ante natal and post natal support, parenting support, healthy eating, Child and Adolescent Mental Health services, health promotion services, including dental health promotion and stop smoking services. The need relating to specific children's centres will be identified jointly by the centre Manager/Co-ordinator and the centre’s named Health Visitor as a result of their self evaluation against locally agreed priorities.

10.5 The Link Health Visitor, where appropriate, will become a member of the Children's Centre Advisory Board (or equivalent) or liaise with other relevant health professionals to identify an appropriate health representative.

10.6 Assist each children’s centre in achieving its “reach” target, by supporting families to complete a children’s centre membership form. When Health Visitors undertake their primary visit to families with a newborn baby, within eight weeks of birth, it will be a mandatory requirement that they discuss children's centre services with the family and ask if they would like to complete a children’s centre membership form.

10.7 Health Visitors will start to complete Children’s Centre Membership Forms during their Antenatal Contact. This will be rolled out in a stage approach.

10.8 To support the delivery of health related services and community capacity building, following discussions with the relevant Children’s Centre Manager/Co-ordinator and link health visitor, to identify what is needed in a particular children's centre within the resources available.

10.9 Blackpool Teaching Hospitals NHS Foundation Trust and as part of the Health Visiting Specification Contract Monitoring Meetings will provide the Business Intelligence Team (Business Support & Resources) with required statistical data for monitoring purposes and contextual and data information (at a strategic level) relating to health as identified in the service specification, for inclusion in Section A1 & A2.1 of the children's centre Self Evaluation Framework (SEF) and the Children’s Centre Ofsted Inspection Framework Commentary on identified PI's.

11. Responsibilities of Blackpool Council (Children Services; Children’s Centres)

11.1 To provide appropriate venues in children's centres, including children’s centre outreach venues, from which to deliver health related services on a sessional basis.

11.2 To provide support to facilitate health related sessions delivered in children's centres for example receptionist and waiting area facilities, taking messages and signposting to appropriate Health representatives.
11.3 To provide support to health led groups from relevant children’s centre staff, where possible and appropriate.

11.4 To provide a forum in which operational issues can be identified, discussed and resolved.

11.5 To provide regular reports to health from relevant data sources, for example the data collated from children’s centre membership forms and family registration forms in relation to breast-feeding initiation and smoking.

11.6 To provide access to a PC point that can allow staff to access health intranet and data collection as well as social care intranet

12. Specific Partnership Developments

12.1 Blackpool Teaching Hospitals NHS Foundation Trust (Community Health Services, Children, NHS Blackpool Public Health Department and Families Services and Blackpool Council (Children’s Service; Children’s Centres) will work together to develop specific local and national initiatives that may arise, for example seconded health staff, health staff permanently based in children’s centres, Health Trainers, Family Nurse Partnership, Star Buddies, Family Prescribing Pilot and Dental Health Pilot, Health Visitor Implementation Plan 2011-15, A call to action. These initiatives will be the subject of separate agreements between the services/organisations concerned.

13. Information Sharing

13.1 This Memorandum of Understanding recognises that joint work is in progress in respect of sharing individual child health data with children’s centres.

13.2 Information sharing will also be within the context of the DCSF: NHS Services and Children’s Centres: How to share information appropriately with children’s centre staff (2010)’

13.3 Information sharing will also be within the context of Blackpool Children’s Trust Information Sharing Protocol.

14. Implementation, Monitoring and Review of the Memorandum of Understanding

14.1 Blackpool Teaching Hospitals NHS Foundation Trust (Community Health Services, Children and Families Services and Blackpool Council (Children’s Serviced; Children’s Centres) will ensure the effective implementation of the Memorandum of Understanding by each nominating a representative member of staff to work together to oversee the implementation, monitoring and review of the memorandum.

14.2 The nominated representative members of staff will meet on an annual basis to undertake a formal review of this Memorandum of Understanding and its related working arrangements.

14.3 The NHS Head of Service for Children & Families will discuss performance relating to this memorandum in regular meetings (at least annually) with the Integrated Commissioner for Health Visiting.
14.4 In addition to the annual formal review, to ensure best practice is maintained, and to protect each partner’s position and expectations, this Memorandum of Understanding may be reviewed at any time at the request of either party.

15. Official Contacts

15.1 Each party will appoint a person to serve as the official contact and co-ordinate the activities of each organisation in carrying out this MOU. The initial appointees of each organisation are:


Teresa Waleboer, Head of Children & Families Services, Blackpool Teaching Hospitals NHS Foundation Trust, Tel: 01253 657155

Sarah Lambert, Senior Manager Early Years and Family Support, Children’s Services, Progress House, Clifton Road, Blackpool, FY4 4US, Tel: 01253 476632

16. Signatories to the Memorandum of Understanding

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blackpool Council (Children’s Services)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Integrated Commissioner for Health Visiting</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Blackpool Teaching Hospitals NHS Foundation Trust (Community Health Services, Children and Families Services)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Appendix 1

Role of the Link Health Visitor for Blackpool Children’s Centres

The Childrens Centre Link Health Visitor will hold a generic health visiting caseload and will be allocated to a Children’s Centre in the locality in which he/she works. The role of the Children’s Centre Link Health Visitor is to work with Children Centre staff to:

- Provide a community based health resource for the local pre-school population, their families and carers and the wider community with the collective aim of health promotion and protection, prevention of ill health and reducing inequalities.
- Identify, initiate and contribute to community based health enhancing activities delivered through the Children’s Centre at strategic and practice delivery level.
- Contribute to effective partnership working between the Children’s Centre, Children and Families Services, maternity services and local GPs.
- Work innovatively and collaboratively with Children’s Centre colleagues to deliver an integrated approach to providing support for families with additional needs.
- Encourage a healthy environment within the Children’s Centre.
- Co-ordinate provision of health visitor led activities within the Children’s Centre e.g. baby massage, parenting courses and well baby drop in sessions.
- Opportunistically promote healthy lifestyles, good health and facilitate behaviour change at all contacts with adults and children of all age groups.
- To actively contribute and influence collaborative working through membership of the Children’s Centre Advisory Board.
- Liaise with other Children’s Centre Link HV colleagues to co-ordinate provision of health visitor led activities across the Blackpool localities.