

# Children and Young People's Strategic Partnership



CYPSP Map User Guide

CYPSP Map Training Manual

Developing and maintaining integrated planning and commissioning across agencies and sectors, aimed at improving wellbeing and the realisation of rights for children in Northern Ireland.



## Information Strategy (2019-2021)

Joining the information to measure the difference

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## 1.0 Overview of CYPSP

The Children and Young People's Strategic Partnership (CYPSP) is a multi-agency strategic partnership, consisting of senior leaders of all key agencies across statutory, voluntary and community sectors that have responsibility for improving outcomes for all children and young people in NI.

The CYPSP has been developed and supported by the Health and Social Care Board (HSCB) to support the Children's Services Planning process.

CYPSP has published its third Children and Young People's Plan (2019-2021). The initial CYPSP plan covered the period 2011-2014. The second substantive plan covered the period 2014-2017 and was reviewed and extended annually to cover the period to March 2019.

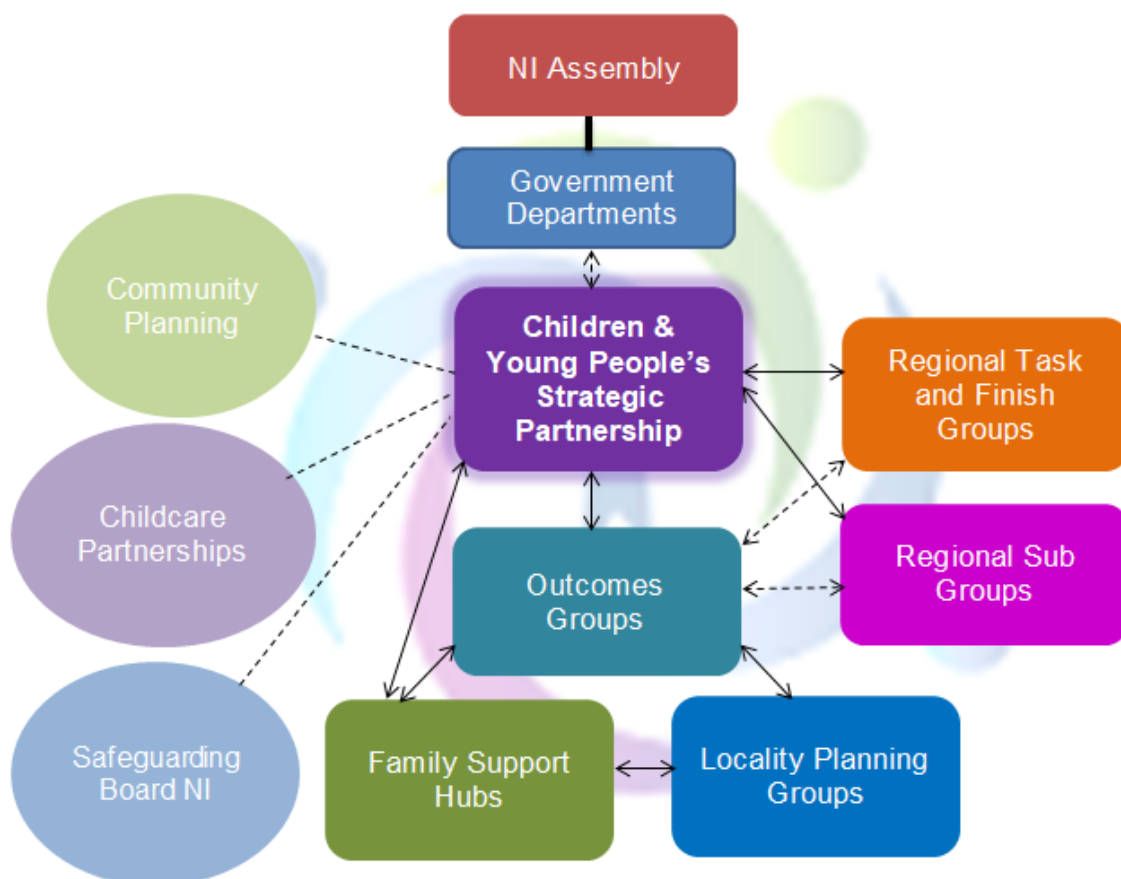
The overall purpose of the CYPSP is to lead integrated planning and commissioning of support and services, with a view to achieving the eight outcomes of wellbeing as set out in the Northern Ireland Children and Young People's Strategy (2019-2029) and in line with the Interim Programme for Government (2016-2021). The eight outcomes are:



The Partnership aims to:

- Ensure the participation and involvement of children, young people, families and communities in the integrated planning process and embedding Children's Rights in all CYPSP activity to ensure inclusivity, diversity and equality.
- Ensure an effective and efficient, fully mandated structure which is representative of all key stakeholders is in place to carry out the work of the partnership to support an integrated, multi-agency, information based planning process.
- Ensure that the CYPSP Children and Young People's Plan and supporting activities are focused on improving outcomes in relation to children in need.

## 2.0 Partnership Structure and Internal Communications



The CYPSP has been established to represent all key stakeholders who are responsible for:

- Mandating the work of the partnership within their own organisation and action plans;

- Engaging with their own organisation and beyond to ensure a change of culture to thinking and practice to encompass a Think Family model and outcomes approach;
- Approving the partnerships overall implementation plan including enactment of the information strategy and communications strategy;
- Disseminating information relating to the partnership internally and externally within their own organisation.

The **Children and Young People's Strategic Partnership** involves Senior Officers from community, voluntary and statutory organisations leading the process to improve children's lives.

**Regional Sub Groups** carry out integrated planning and commissioning for specific groups of children and young people at a particular disadvantage. These groups make links with ongoing groups and processes elsewhere which connect to the process of improving children's lives.

**Regional Task and Finish Groups** focussing on cross-cutting issues for vulnerable children and young people.

**Five Outcomes Groups** have been established, to cover the geographic areas of the five Health and Social Care Trusts. The role of the Outcomes Groups will be to be 'local keepers of the outcomes' providing a local focus for tracking of indicators relating to the high level outcomes of the Children and young people's strategy and contributing to outcomes based integrated planning for children and young people in the area.

**Locality Planning Groups** have also been set up through each Outcomes Group, focusing on need at local community level and community capacity. **Locality Planning Groups** are at a level of geography that makes sense locally. Locality Planning Groups are a partnership between children and young people, families, communities and representatives of agencies at a local level which will draw up a locality plan to address priorities identified through outcomes based planning, and to mobilise local resources from the statutory, voluntary and community sectors to address these priorities. Participation and co-production is core to locality work.

**Family Support Hubs** are multi-agency networks of organisations that either provide early intervention services or work with families who need early intervention services. Hubs ensure improved access to early intervention family support services by matching the needs of the referred family to the appropriate service provider.

This information strategy and associated action plan will support the partnership to achieve these recommendations.

### 3.0 Information Management to Support Outcomes Based Planning for Children and Young People

CYPSP is committed to improving the use of data in planning and commissioning. CYPSP has developed a multi-agency information system to support integrated planning based on the eight Outcomes we want for our children and young people as set out in the NI Children's Strategy (2019-2029). The CYPSP information system supports Children's Services Planning collaborative work to identify and define routine information collected by each agency and to agree a common and consistent approach to the definition, compatibility, reporting and management of information.

Furthermore, one of CYPSP's key objectives is to identify new measurable indicators that can be used to assess the needs of children and young people. This involves a paradigm shift from collecting activity data on an organisation by organisation basis to managing information on a multi-agency basis using indicators based on outcomes as part of an integrated information management system introducing measures around outcomes based planning/accountability - "how much did we do?"; "how well did we do it?" and "is anyone better off?".

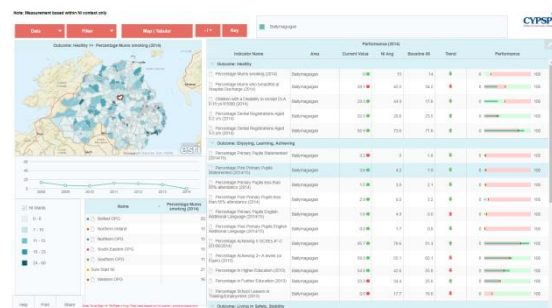
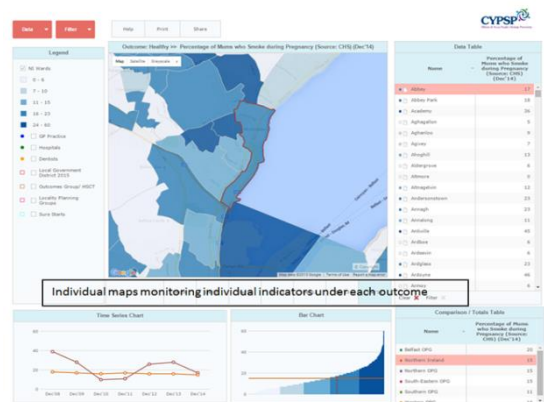
The purpose of the CYPSP information system is to:-

- Maintain an interactive mapping system linking the High Level Outcomes and agreed indicators from the Children's Strategy to different geographical levels including Trust/Outcomes Group and Council areas.

<http://maps.cypsp.hscni.net/>

- Maintain an interactive performance system providing the status/performance against the high level outcomes based on the population accountability of the outcomes area measured against a baseline.

<http://maps.cypsp.hscni.net/performance-profile/>





- Provide support for the analyses of need and development of Family Support service provision and Family Support Hub Monitoring.
- Work with Department of Education and other Departments to support the introduction of child right indicators/UNCRC monitoring onto the CYPSP system.
- Provide an information analysis of comparative data to support social inclusion, needs assessment and planning support function to all CYPSP planning groups listed above.
- Support CYPSP planning groups with the effective outcome monitoring and reporting of progress through the use of a suite of agreed monitoring tools.
- Manage a comprehensive website and social media platforms to support and promote the work of CYPSP.
- Maintain information sharing agreements with partner organisations.

#### **4.0 CYPSP Outcomes Measurement Model**

The CYPSP multi-agency outcomes-based measurement model represents a continuous process and may be broken down into the following components:

**Identification of Outcomes** - The first step in the process is the development of outcome statements. However, these are not expressed as statistical targets, but as statements of common purpose, of aspiration and intent, as laid out in the Northern Ireland Children's Strategy for example, "Living in Safety and with Stability".

**Definition of associated Life Factors and Measurable Indicators**- A hierarchy of life factors, indicators and measures are developed and associated with each of the outcome statements. Examples of life factors that relate to the above outcome statement are crime, death or injury, housing/environment and perception. These in turn are broken down into measurable indicators.

**Data Collection, Analysis and Reporting** - Data is based on measurable indicators and is inclusive of quantitative and qualitative data collected across all of the agencies involved in the Planning process. This data is returned to a central point to be collated and analysed to provide a cumulative overview of progress towards outcome statements and identify gaps. These results are presented as composite monitoring reports/ report cards and are also published to the CYPSP website, the live CYPSP Interactive Map system and Report system.

**Review of Achievements against Outcomes, Identification of Areas for Improvement and Action Planning** - Monitoring reports and report cards, are used as performance management tools to critically review progress against outcomes and to develop strategies for improvement and associated action plans. This may lead to the review of measurable indicators associated with outcome statements and life factors on an ongoing basis.

## **5.0 Information Principles**

It will be the responsibility of all members of the Partnership and its planning groups to support the CYPSP Information Strategy adhering to the following agreed principles:

- 1) Anonymised statistical information is shared;
- 2) Data access agreements will be implemented, reviewed and observed as required;
- 3) Information will be stored digitally with adherence to Data Protection and GDPR Principles (2018);
- 4) Information is fit for purpose;
- 5) Information is standardised and usable;
- 6) User friendly dashboards and reports of statistical information will be made available on the CYPSP website;
- 7) A robust approach to the CYPSP outcome measurement model is adopted by the partnership acting as a tool to ensure a clear focus on shared outcomes;
- 8) Information will be analysed and evidenced to challenge and improve performance and improve decision making and action planning;
- 9) Research and Surveys will be undertaken and findings shared so that the views of all stakeholders are listened to and responded to;
- 10) CYPSP member organisations should share the CYPSP resources and documentation as appropriate within and from their own organisations to promote the work of the CYPSP;



## **6.0 Roles and responsibilities**

CYPSP Information Systems will be managed by the CYPSP Information Manager who will be responsible for collating, analysing, monitoring, evaluating, auditing, updating and ensuring accuracy. The CYPSP Information Manager will manage the implementation and security required for the CYPSP information systems.

An Information team has been established to ensure continuity of service, accuracy, timeliness of data and workload sharing which will be overseen by the CYPSP Information Manager.

## **7.0 Training**

A range of training will be available by request to all stakeholders and the wider public who have an interest in the information systems maintained for the partnership and can be booked via [cypsp@hscni.net](mailto:cypsp@hscni.net)

Training to support the work of outcomes groups and locality planning groups will be provided as required.

## **8.0 Costs**

Costs/budget of CYPSP information systems is currently administered by HSC. Partner agencies should share resources where possible and practical in relation to adding new datasets or sharing training venues.

## **9.0 Implementation**

An information action plan/ report card will be managed by the CYPSP Information Manager and implemented with immediate effect and will be reviewed quarterly and provided at each Partnership meeting.

## **10.0 Evaluation and Auditing**

Regular evaluation and auditing of information systems will be carried out to determine its success and that it continues to be fit for purpose. The Information Manager will establish a process to ensure all aspects of the information systems are kept up to date and relevant.

## **CYPSP Privacy Notice – Information/Research Activity**

Data Controller Name: Children and Young People's Strategic Partnership  
Health and Social Care Board  
12-22 Linenhall Street  
Belfast  
Email: [cypsp@hscni.net](mailto:cypsp@hscni.net)

Why are you processing my personal information?

### **1. State the purpose of processing:**

*We need your personal information to allow us to undertake needs assessment and outcome monitoring through research and survey work on behalf of the Children and Young People's Strategic Partnership and Family Support Hubs.*

### **2. Outline the lawful basis for processing i.e. consent; contract; legal obligation; vital interests; public task or legitimate interests.**

*We have identified the lawful basis for processing your personal information as consent and as such the CYPSP will require your written consent on completion of research and surveys. Confirmation of consent being given will be held on our systems. Completion of CYPSP surveys inclusive of contact details will ask you to give your consent.*

*You have the right to ask us to delete your contact details from our records at any time and you can do so by contacting us by email at [cypsp@hscni.net](mailto:cypsp@hscni.net) or by phoning the Health and Social Care Board at 028 95 363168.*

### **3. Do you share my personal data with anyone else?**

*The CYPSP will not routinely share your personal data with any other organisations. We may however have to share your personal data with the Information Commissioner's Office (ICO) if you complain to them about how we have handled your information.*

#### **4. Do you transfer my personal data to other countries?**

*The CYPSP does not transfer personal information overseas.*

#### **5. How long do you keep my personal data?**

*We will retain your data in line with our Retention and Disposal Schedule which states: We will review your consent agreement after 5 years.*

#### **6. What rights do I have?**

*You have the right to object to the processing in specific circumstances.*

In addition:

- You have the right to obtain confirmation that your data is being processed and access to your personal data.
- You are entitled to have personal data rectified if it is inaccurate or incomplete.
- You have a right to have personal data erased and to prevent processing in specific circumstances.
- You have the right to 'block' or suppress processing of personal data in specific circumstances.
- You have the right to data portability in specific circumstances.
- You have rights in relation to automated decision making and profiling.

#### **7. How do I exercise my rights or complain if I am not happy?**

*You can find out more information about your rights on the Information Commissioner's Office website or you can contact them at the address provided below.*

*If you wish to exercise any of your rights or if you are unhappy with any aspect of this privacy notice please contact the CYPSP Information Manager: Email [cypsp@hscni.net](mailto:cypsp@hscni.net)*

*If you are still not happy, you have the right to lodge a complaint with the Information Commissioner's Office (ICO):*

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF  
Tel: 0303 123 1113

E-Mail: [casework@ico.org.uk](mailto:casework@ico.org.uk) <https://ico.org.uk/global/contact-us/>