



## **HYCPSP**

### **Safeguarding Executive Group**

#### **TERMS OF REFERENCE**

##### **1. Aim**

To provide effective leadership for the work of local partners and agencies in safeguarding and promoting the welfare of children and young people in Halton. The key role and functions are assessment of need, strategy, planning and delivery, establishing performance targets, quality and performance monitoring, compliance and oversight of child safeguarding practice learning reviews.

##### **2. Purpose**

The Safeguarding Executive Group will have oversight of the quality assurance arrangements and multi-agency working specifically within the 'safeguarding pathway' for children and young people between early help services and statutory safeguarding processes.

Thematic audit themes and Peer Review themes will be agreed by the group on an annual basis.

The group can direct attendance required at meetings of any other relevant agency or officer(s) from safeguarding partner organisations, depending on the relevant theme/issue.

This group will be responsible for making the decision to undertake a Rapid Review and any Safeguarding Practice Learning Reviews, in line with any guidance published by the Panel.

##### **3. Membership**

Senior representatives from relevant partners include:

- Strategic Director of People, Halton Borough Council
- Chief Nurse, NHS Halton CCG
- Chief Superintendent/Superintendent, Cheshire Constabulary PPU
- Operational Director Children and Families Service, Halton Borough Council
- Operational Director for Education, Inclusion and Provision, Halton Borough Council
- Head of Safeguarding, Halton Borough Council

The three safeguarding partners will rotate the chair on an annual basis. During the first year, this group will be chaired by the Strategic Director People, Halton Borough Council.

#### **4. Key Responsibilities**

The key responsibilities of the Safeguarding Executive Group are to ensure that:

- Ensuring that all relevant agencies' governing/executive bodies or boards are fully aware of their responsibility for safeguarding and welfare of children and young people;
- Children and young people are safeguarded and their welfare promoted;
- Robust quality assurance and performance management arrangements are in place;
- Robust arrangements in place for local child safeguarding reviews and Child Death Reviews;
- There is a robust cycle of needs assessment, planning and delivery to support the development of local safeguarding arrangements;
- There is early identification and analysis of new and emerging safeguarding issues;
- Partner organisations and agencies challenge and hold one another to account for the effectiveness of safeguarding arrangements;
- Learning and continuous professional development are an integral element within local safeguarding arrangements including learnings from Serious Case Reviews, Critical Incident Reviews and Child Death Reviews;
- There are effective information sharing arrangements in place to support accurate and timely decision making for children, young people and their families;
- Development of local child safeguarding arrangements takes place within the context of the local vision for children and young people in Halton;
- Ensuring that effective information, performance management and risk management systems are in place;
- Ensuring that the voices of children, young people, their families and carers are heard at all levels to inform local decision-making and delivery of agreed arrangements.

#### **5. Frequency of Meetings**

Quarterly - agendas and supporting papers will be circulated 5 days before the meeting.

## **6. Attendance/Substitutes**

All members should endeavour to attend all meetings, apologies should be sent to the Chair in advance of the meeting.

There will be a named alternate representative from each organisation, who will be kept informed about developments and will attend meetings in place of the main representative where necessary.

Named alternates should be kept appropriately briefed and carry suitable authority to participate in the business of the meeting, including making decisions.

All members will prepare for meetings by reading through agenda and supporting papers and preparing written reports as appropriate.

## **7. Decision Making**

Decisions will be reached by consensus. If the Safeguarding Executive Group cannot resolve any matters of dispute this will be escalated to the accountable officers of the three safeguarding partners (Chief Executive – Halton Borough Council, Accountable Chief Officer – NHS Halton CCG and the Chief Constable – Cheshire Constabulary) for a final decision. These officers may choose to commission independent mediation if matters are not able to be resolved; if this is the case, the accountable officers must agree to abide by the final outcome.

The minutes of meetings will clearly record decisions made and responsibilities for undertaking agreed tasks.

## **8. Quorum**

Representation is required from all three Safeguarding Partners.

**Month/Year Approved:** June 2019