



Quality & Impact Group

TERMS OF REFERENCE

1. Purpose

The Quality and Impact Group has Senior/Operational Officer representation across the three safeguarding partner organisations and other selected relevant agencies.

The purpose of this group is to:

- Support, develop and improve frontline practice so that children and families are provided with robust, multi-agency support plans from Early Help to Child Protection and Pre-Proceedings.
- Take a lead role, on behalf of the Partnership for performance and quality assurance by monitoring and evaluating the effectiveness of the work carried out by partners.

2. Membership

The three safeguarding partners will rotate the chair on an annual basis.

The Head of Safeguarding for Halton Borough Council (Susanne Leece) is the current chair and Hayley McCulloch (ICB) the Deputy Chair. This will be reviewed in April 2025.

Membership will include representatives from:

- Detective Inspector, Cheshire Police
- Principal Manager, Adult Social Care
- Divisional Manager, Education
- Divisional Manager, SEND
- Head of Service, Childrens Social Care
- Operational Manager, Public Health
- Team Manager, Youth Justice Service
- Head of Safeguarding
- Designated Nurse, ICB
- Senior Probation Officer, Probation Service
- Head of Service, Early Help & Intervention
- Domestic Abuse and Sexual Violence Coordinator, Community Safety Team
- Named Nurse for Safeguarding Children and Children in Care, Bridgewater

- Named Nurse, Warrington and Halton Hospitals NHS Foundation Trust
- Named Nurse, Mersey & West Lancashire Teaching Hospitals
- Named Nurse Safeguarding Children - Mental Health Division, Merseycare

In order for the meeting to proceed there must be representation from:

1. Children's Social Care, Halton BC
2. Cheshire Police
3. Cheshire and Merseyside Health and Care Partnership (ICB)

Each agency will be responsible for nominating a suitable deputy, ensuring that they are fully briefed, have access to the agenda and are able to report on areas/actions as required. Additional members will be invited/co-opted as required.

3. Key Responsibilities

The Safeguarding Practice Group will:

- Develop a data dashboard that meets the needs of the partnership.
- Management of quality assurance framework for the partnership
- Interrogate and analyse performance data from partner agencies, highlighting issues and concerns for further attention by the Executive.
- Deliver an annual programme of thematic case file audits.
- Track the implementation and impact of learning and actions arising from local and national level practice reviews.
- Review reports from audits, tracking progress on implementation of improvement plans.
- Ensure that staff are competent to respond to safeguarding concerns.
- Oversee the development and review of evidence-based policies, practice guidance and relevant tools.
- Where specific partnership work is required Task and Finish teams will be utilised. Each T&F team will be led by a member of the Quality and Impact Group and membership of the team will be taken from the wider workforce; each group will include front line practitioners and first line managers as well as more senior managers if required. The Quality and Impact Group are responsible for ensuring that the T&F team are provided with clear Terms of Reference for the work that they are being asked to undertake.

4. Frequency of Meetings

6-weekly basis - agendas and supporting papers will be circulated 5 days before the meeting. Time is not given in the meeting to read papers, please see below for expectations of members.

5. Attendance/Substitutes

All members should endeavour to attend all meetings, apologies should be sent to the Chair in advance of the meeting. Attendance will be monitored with 75% attendance being the expected minimum. If members are unable to attend, they should ensure that a deputy attends in their place with appropriate delegated authority.

If a nominated member of the Subgroup is unable to attend, then a representative should attend in their place. The nominated member should inform the Partnership's Business Unit and ensure that their designated representative has been briefed and provided with the relevant papers. The named alternative should carry suitable authority to participate in the business of the meeting, including making decisions in place of the main representative where necessary.

All members will prepare for meetings by reading through agenda and supporting papers and preparing written reports as appropriate. Members of the Subgroup will be responsible for ensuring:

- Their own agencies are informed of, and fully involved in, the work of the Subgroup.
- Information is disseminated within own sector/agency/department/team and other partners as relevant.
- Active participation in agenda and discussion, bringing issues to and from their own area of responsibility.
- They liaise and work with senior managers in their own sector/agency/areas of responsibility to ensure ownership of Subgroup agenda.
- Actions are undertaken as agreed by the appropriate meeting date.
- If a member cannot attend, their representative will provide an update on their actions.

Accountability

This group reports to the Halton Safeguarding Children Partnership Group, the chair of the Quality & Impact Group will attend the Halton Safeguarding Children Partnership Group when required.

After every meeting the Chair will provide a report to the Halton Safeguarding Children Partnership Group detailing activity and outcomes from the group.

The Terms of Reference will be reviewed on an annual basis to ensure they are fit for purpose.

Month/Year Approved: April 2024