



Halton Safeguarding Children Partnership

Terms of Reference (ToR)

Role and Function of the Halton Safeguarding Children Partnership

The Halton Safeguarding Children Partnership (HSCP) is central to decision making. The HSCP will have oversight of the entire cycle of reflective activities, assurance and review, response and delivery, actions resulting from learning and the safeguarding experience of children, young people, and practitioners. All work will be driven by the HSCP's priorities which it will review as further information is provided from all activities, the voice of the child/young people and practitioner feedback.

In addition, the HSCP will have responsibility for ensuring that the selected work priorities are delivered in such a way that they make a positive impact on the outcomes for children and young people in Halton. This will be achieved through the effective scrutiny and oversight of all aspects of the HSCP learning cycle and associated activities.

Purpose of the Halton Safeguarding Children Partnership:

- ✓ To better safeguard children and families by improving the impact of front-line services
- ✓ To promote and encourage collaborative and integrated working at all levels of the workforce.
- ✓ To build a confident workforce who are better able to recognise and respond to the needs of children and families at the earliest opportunity.
- ✓ To share and make effective use of intelligence including the voices of children, families, experts by experience and data.
- ✓ To share, embed and measure the impact of learning that arises from the work of the Partnership.
- ✓ To provide appropriate challenge where there are areas which are not meeting the needs of children and families.

Decision Making:

Decision making will be through consensus. Partnership members will make decisions in accordance with their delegated authority. The Partnership will not replace or

substitute the decision-making arrangements of individual member authorities. Where decisions are required to be made by individual member

authorities, Partnership members will coordinate and expedite such decisions to avoid delay.

Priorities

The priorities for the HSCP, and the actions the Partnership will take to achieve these will be set out in a 3-year Improvement Plan, ratified by the Accountable Officers.

Accountability:

The Halton Safeguarding Children Partnership is accountable to Halton's Safeguarding Executive Board.

Operational Arrangements:

Meetings:

Meetings will take place every three months, or more frequently as required, with meetings hosted by Halton Local Authority. The Partnership will be chaired by a representative of each safeguarding partner for a year at a time. Each meeting will have an agenda, agreed in advance with the chair, which includes standing items and additional items agreed via a forward plan. Meetings will have notes recorded, and progress monitored by an action log.

Supporting Arrangements:

The Partnership will be supported by the Business Manager and Senior Administrator who will support its efficient functioning, providing a full secretariat service and ensure that communication with Partnership members and local safeguarding arrangements is clear and timely.

Quorum

Representation from all three statutory Safeguarding Partners and Education.

Members

Members will be nominated by their agencies and should be able to speak with authority for the agency they represent, commit their agency on policy and practice matters and hold their agency and others to account. In exceptional circumstances, a nominated deputy may attend although this should not be a regular occurrence.

Members of the group are expected to contribute to the work of the Partnership and to disseminate information and decisions made by the Partnership to their respective agencies. 75% attendance is expected as a minimum. An attendance log will be maintained and persistent failure to attend will be reported to the relevant Chief Officer.

Membership:

Membership will include senior representation from the following:

- Health
- Local Authority
- Police
- Probation
- Fire Service
- Education
- Voluntary Sector
- Citizens Advice Bureau
- Faith Sector
- Youth Justice Service
- Local Housing Associations.

Document Control

Ratified by Halton Safeguarding Children Partnership: April 2024

Date Revision Due: April 2026