



Nottinghamshire Children and Families Alliance

TERMS OF REFERENCE 2018-2020

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These terms of reference were approved by the Children and Families Alliance on *(to be added in)* 2018.

1. Our Vision

We will work together to represent and champion children, young people and families, to understand their experience of living in Nottinghamshire and to identify opportunities to work together to improve their health and wellbeing.

2. Our Purpose

The Children and Families Alliance is a partnership of organisations that commission and provide services for children, young people and their families within Nottinghamshire. The Children and Families Alliance enables these partner services to meet their statutory duty, under section 10 of the Children Act 2004, to co-operate to improve the well-being of children.

The Children and Families Alliance is a sub group of the Health and Wellbeing Board and is aligned to the Nottinghamshire Health and Wellbeing Strategy. The Health and Wellbeing Board identifies priorities for children and young people to delegate to the Children and Families Alliance.

The Children and Families Alliance has an active working relationship with the Nottinghamshire Safeguarding Children Board (NSCB). The priorities of the NSCB help to inform the work of the Children and Families Alliance.

3. Our Responsibilities

The Children and Families Alliance will be responsible for:

- sharing information about work being undertaken with children, young people and families in Nottinghamshire with Alliance members
- sharing information about national legislation or policy, or relevant national or local research or evaluation activities, that may influence how work in Nottinghamshire should be undertaken with Alliance members
- providing a forum for the discussion of shared priorities for partnership working, or integrated delivery of services. The shared priorities are;
 - Families are supported to keep their children and young people safe from harm in Nottinghamshire
 - Children and Young People are happy and healthy in Nottinghamshire
 - Families are supported to access opportunities to achieve in Nottinghamshire
- identifying opportunities for each member's organisation to contribute to those shared priorities and pledging a commitment to action
- identifying projects for Alliance members to work collaboratively to address shared priorities
- disseminating information back into each member's organisation and forums to ensure as broad a reach as possible.
- The approval of the topics for the children and young people's section of the Joint Strategic Needs Assessment
- To review the annual report of the Nottinghamshire Safeguarding Children Board, identifying action that the Children and Families Alliance should take in response, and ensuring that action is implemented.
- Seeking the views of children, young people, families and communities when planning partnership activities and ensure that partner organisations and their staff are consulted about the development of strategies and plans.

4. Membership

- Nottinghamshire County Council (statutory responsibility to make arrangements to promote co-operation to improve children's well-being, Children Act 2004)
- Nottinghamshire Police
- Nottinghamshire Office of the Police and Crime Commissioner
- Nottinghamshire Safeguarding Children's Board
- Nottinghamshire District and Borough Councils
- Nottinghamshire (including Bassetlaw) Clinical Commissioning Groups
- Schools

Representatives should be at a level of seniority that enables them to have an understanding of the full range of activities of the organisation, partnership or sector that they represent

One person may represent a number of relevant partners. The Children and Families Alliance may invite representatives to become members on a permanent or temporary basis.

5. Our Structure and Accountability

The Children and Families Alliance reports formally to the Nottinghamshire Health and Wellbeing Board and provides an annual report to Nottinghamshire County Council's Children and Young People Committee.

Children and Families Alliance

The Children and Families Alliance will champion the interests of children, young people and their families in Nottinghamshire. It will provide a forum for the discussion of shared priorities for partnership working and the integration of the delivery of services.

Chairing and meeting arrangements

The Chair is Nottinghamshire County Council's Corporate Director for Children, Families and Cultural Services. The Vice Chair is *(to be agreed and added in)*

The Children and Families Alliance has no quorum. If a member of the Alliance cannot attend, a deputy or alternative representative may attend in their absence.

The Children and Families Alliance will meet six times a year.

The meeting agenda and papers will be circulated to Alliance members via e-mail, at least 5 working days before each meeting. Nottinghamshire County Council's Children and Families Service will provide administrative support to the Children and Families Alliance.

Decision making process

Decision making will normally be by consensus. However, if the Chair considers that consensus is unachievable, a decision may be made by vote and will be binding if:

- it has been agreed by 60% of those agencies present
- the proposed actions fall within the statutory and regulatory framework governing the operation of partner agencies
- it is within the delegated decision making powers of the board

- any decision relating to increased expenditure for individual partners is only taken with their consent.

Task-Finish Groups

The Children and Families Alliance may choose to set up task-finish groups to implement or monitor specific activities or projects. Each group will have a clearly defined, time-limited list of tasks to achieve, and will provide regular progress reports. The lifetime of each group may vary from a few months to over a year, but all groups will be reviewed at least annually to ensure that they still have a purpose.