

Appendix A

NOTTINGHAMSHIRE HELP AND PROTECTION EXECUTIVE

Terms of Reference – March 2015

1. Purpose of the Executive

The purpose of the Executive is to ensure the effective delivery of high quality, multi-agency help and protection arrangements that are informed by the views of children, young people, families and frontline practitioners.

Specifically, the Executive will deliver the Children's Trust priorities to work together to keep children safe and to provide children and young people with the early help support that they need through:

- Identifying **key priorities for partnership activity** (joint operational priorities) required to improve help and protection arrangements, and meet statutory and regulatory requirements.
- Incorporating these priorities in a single **help and protection improvement plan**,
- Commissioning/establishing where necessary cross-partnership working groups to deliver such activity,
- Monitoring the progress and impact of the plan,
- Monitoring risks and issues and ensuring appropriate mitigation,
- Ensuring that there is coherence between early help service delivery and specialist services such as children's social care
- Ensuring there is coherence between 'protection' services such as children's social care and the police
- Respond to recommendations made by the Nottinghamshire Safeguarding Children Board (NSCB) in its role to co-ordinate local work to safeguard and promote the welfare of children and ensure the effectiveness of that work.

2. Governance

Individual members of the Executive will be accountable to their own individual organisational governance arrangements. The Executive will be accountable to the Children's Trust Board for delivery of the two priorities of the Children, Young People and Families Plan to work together to keep children safe and to provide children and young people with the early help support that they need.

The Executive's membership will include representation from the NSCB and it will establish regular communication with the NSCB, so that the improvement plan can be scrutinised by the NSCB. The Executive will not duplicate activity already governed by existing multi-agency arrangements, such as task and finish groups reporting to the NSCB e.g. in relation to Child Sexual Exploitation or the Domestic Violence and Sexual Abuse Executive.

It will be accountable for any working groups that it establishes to take forward specific help and protection developments.

3. Membership

The Executive will be chaired by the Corporate Director for Children, Families and Cultural Services. Other members of the Executive will be:-

Representatives from Nottinghamshire County Council

- Chairman of the Children and Young People's Committee (participant observer)
- Service Director, Children's Social Care
- Service Director, Youth, Families and Culture (representing Early Help services)
- Consultant in Public Health (representing the Integrated Commissioning Hub)
- Representative of CFCS Quality and Improvement Service, providing executive support

Representative of Nottinghamshire Police (tbc)

Representatives from health organisations - (others tbc)

- Elaine Moss, Newark and Sherwood Clinical Commissioning Group

Representative of the NSCB

- Chris Few, Independent Chair of the NSCB

Group members will identify a suitable deputy to attend in their absence.

Executive Support to the Group will be provided by the County Council Children, Families and Cultural Services.

4. Ways of Working

Group meetings will be held on a quarterly basis and additionally if required.

Further ad-hoc working group meetings will be held as deemed necessary by the Executive Group.

Agenda items should be submitted at least ten working days prior to the Group meeting.

Action notes of the meeting will be produced and distributed within five working days of each meeting.