

Appendix A: Sefton Metropolitan Council Children Services Improvement Board Terms of reference.

Aims and Purpose

Address the findings of the Ofsted focused visit of Children Services, ensure the underlying causes of weakness in practice are addressed and to put in place the arrangements needed to support continuous improvements in practice.

To achieve this, the Board will:

1. Ensure services for children and families are fit for purpose, children and young people are kept safe and healthy and are supported to aspire and achieve.
2. Work on a multi-agency basis in the interests of children, young people and their families.
3. To ensure the necessary actions and appropriate resources are available and directed to areas of concern
4. Own the Improvement Plan by making sure there are clear lines of accountability, scrutiny and governance.
5. Hold the owners of Improvement Plan actions to account by making sure all key performance measures are accurately reported and supported by a clear narrative that explains how performance has been achieved and what corrective action will be taken if the required performance has not been achieved.
6. Hold the owners of Improvement Plan actions to account by making sure the timely delivery of the required actions supported by a clear narrative that explains how actions have been delivered and what corrective action will be taken if timescales have not been achieved.
7. Have a planned approach to scrutinising and challenging the effectiveness of services and front-line practice using Ofsted IILAC grade descriptors. This will include the commissioning of independent audits and reviews as a mechanism to ensure performance is improved and sustained.
8. Ensure progress against the Improvement Plan is properly and regularly reported to elected members, the Department for Education Improvement team and to the Minister for Children and Families.
9. Engage frontline staff, in developing and monitoring improvement activity to ensure that the voices of practitioner's children and young people's voices are heard.

10. Engage children, young people and families in developing and monitoring improvement activity to ensure that the voices of children, young people and families are heard.

11. Work with the existing strategic governance, accountability and scrutiny framework, including the Local Safeguarding Children Board, Health and Wellbeing Board, Children and Young People's Partnership, Corporate Parenting Board and relevant Overview and Scrutiny Committee(s), to strengthen, complement and enhance the work done by these bodies.

12. Enable a culture of continuous quality improvement which is embedded across all organisations and ensure there is an understanding and sharing of good practice.

Core Membership

The membership of the Board will be:

- Independent Chair:

Sefton Metropolitan Borough Council:

- Cabinet Member with responsibility for children's services
- Cabinet Member with responsibility for Education
- Chief Executive
- Executive Director of Children's Services
- Executive Director People
- Head of Children Social Care
- Head of Education Excellence
- Front line practitioners

Partner members:

- Board Member and strategic lead with responsibility for children from the NHS CCG
- Chairs of Head Teacher forums for primary, secondary and special schools.
- Independent scrutineer of the Sefton Safeguarding Partnership
- Senior Officer from Merseyside Police.
- Department for Education Improvement Advisor

Stakeholder members*

Sefton Metropolitan Council

- Director of Public Health
- Head of Service Performance
- Head of Service Commissioning
- Chief Personnel Officer

* Stakeholder members will not be required to attend all meetings. Attendance will be based on the relevance of agenda items or at the request of the chair.

Other Matters

Role of the Chair:

- Ensure that the Board delivers against the agreed terms of reference
- Ensure there is effective support and challenge required to deliver the required improvements in a timely, effective and sustainable way.
- Ensure all core Board Members are fully engaged with the business of the Board and can report to the Board as and when required.
- Establish effective mechanisms to enable practitioners to have their voice heard and contribute to the work of the Board
- Establish effective mechanisms to enable children, young people and families to have their voices heard and contribute to the work of the Board
- Carry out 6 weekly diagnostic reviews of the impact improvement actions have had on practice and report findings to the Board.
- To work closely with the DCS and the DfE to ensure the required improvements are achieved.

Quorum: There should as a minimum be representation from the statutory safeguarding partners and a representative from the council's political executive.

Substitutes: Board should notify the chair if they are unable to attend and nominate a named substitute who will attend in their absence. The substitute must have the delegated authority of the board member to make decisions and commit resources.

Frequency of meetings: Meetings will be monthly, unless otherwise agreed by the Board

Changes to Membership: Changes to membership can be agreed by the Board. The Board may invite anyone who it believes will be useful in achieving its aims and purpose to attend meetings or join the Board as a full member with voting rights or a co-opted member without