



TERMS OF REFERENCE

SSCP Executive Group

1. Purpose

To be the key decision-making body of the Partnership. To set the performance, policy, and strategic priorities for Southampton Safeguarding Children Partnership (SSCP). It is responsible for ensuring that statutory requirements are met, and it sets the priorities for its business plan according to local issues and demands with evidence of clear improvement priorities, sharper focus on impact, evidence, assurance, and learning. To make key decisions that reflect those priorities and all other safeguarding business of the partnership.

2. Objectives

- To ensure that SSCP and its operational groups fulfill the statutory functions as laid out in Working Together 2018.
- To provide leadership and direction for SSCP, ensuring that the business plan is produced.
- To strive to continuously improve performance against the priorities defined within the business plan, providing strategic direction and decision making.
- To drive forward safeguarding business through a tasking system that maximises the specialist skills and experience of the Board members, and sub-groups.
- To respectfully scrutinise and hold each other to account for progress on business plan actions to ensure that deadlines are met, disseminating actions to individual partner organisations in SSCP.
- To propose and agree annual budget priorities.
- To identify items requiring intervention at Board level and operational issues that can be dealt with more appropriately through the subgroups.
- To receive and capture emerging good practice from National and Regional safeguarding guidance that can inform and influence the development of local safeguarding arrangements.
- To receive papers and approve agenda items on behalf of the Board where appropriate.
- To horizon scan and ensure new and emerging safeguarding risks to children are responded to and new legislative requirements are met.

3. Responsibilities

- Defining how the safeguarding arrangements will operate.
- Ensuring the safeguarding arrangements are working effectively.
- Identify and escalate concerns regarding the delivery of services and/or interagency working.
- Setting the strategic priorities for the partnership.
- Agreeing and reviewing local LSCP strategies and delivery plans.
- Supporting and engaging with relevant agencies through the Partnership Group.
- Ensuring that local and national learning is implemented.

- Ensuring there is a local Learning and Improvement Framework in place and opportunities for learning are effective and properly engage all partners.
- Approve subgroup audit reports
- Maintaining a risk register that identifies strategic risks to the safeguarding of children in the area and the operation of the safeguarding arrangements.
- Using its scrutiny role and statutory powers to influence the priority setting across other strategic partnerships including the Health and Wellbeing Board, Adult Safeguarding Board, Local Family Justice Board, Strategic MAPPA Board, Corporate Parenting Board and Community Safety Partnerships.
- Ensuring high quality policies and procedures are in place (as required by *Working Together 2018*) and that they are monitored and evaluated for their effectiveness and impact and revised where improvements can be made.
- Scrutinising and challenging the arrangements agencies are required to have in place under Section 11 of the Children Act 2004.
- Ensuring high-quality multi-agency training is available and evaluating its effectiveness and impact on improving front-line practice and the experiences of children, families, and carers.
- The Executive Group make decisions and sign off documents on behalf of key safeguarding partners.
- Produce and publish a yearly report on behalf of the partnership.

4. Accountability

SSCP will present its yearly report to the Council Scrutiny Panel, the Health and Wellbeing Board and the Children's Trust and Corporate Parenting Board and send copies to the Hampshire and IOW Constabulary (HIOW), Council CEO and the Integrated Care Board (ICB).

5. Membership

The Executive Group is chaired by the Independent Chair and Scrutineer, and membership consists of chairs of the following subgroups:

- Serious Incident Learning Group (SILG)
- Safeguarding Practice Improvement Group (SPIG)
- Education Group
- Learning and development Group
- Vulnerable Adolescents Board
- MASH strategic Group

Membership of the Executive Group will as a minimum, include Senior Strategic Managers from the following statutory safeguarding agencies:

- Southampton County Council Children's Services
- Hampshire and IOW Constabulary
- Hampshire & Isle of Wight Integrated Care Board

Any member delegating to another colleague, must ensure their deputy has the same decision-making authority. Any substitute should be of the same grade or one grade lower within their organisational structure.

6. Frequency of meetings

The Executive Group will meet quarterly between Main Board meetings.

7. Quoracy

The Executive Group will be quorate if at least one member from each of the key Safeguarding Partners (Children's Services, HIOW, and ICB) are present.

8. Support from the Partnership Team

- Agree the agenda with the Chair at least two weeks before the meeting
- Send the agenda and supporting papers to members one week in advance of the meeting
- Produce and send to members the meeting minutes and an action tracker two week after the meeting
- Maintain an up-to-date list of members and their contact details
- Organise and provide administrative support for any task and finish groups commissioned.