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**Performance Management, Audit and Evaluation Sub-Group**

**Terms of Reference**

**Purpose**

This group will enable BSCB to monitor, evaluate and provide assurance about the effectiveness of what is done by partners individually and collectively and report this to the Board, who can then in turn agree appropriate strategies and actions on ways to improve.

**Remit**

1. Specify and receive performance data from all agencies in relation to the LSCB’s core business and the wider safeguarding agenda from sources including:
	1. Performance indicators in agreed data set
	2. Performance reports and audits carried out within agencies
	3. Results of the annual Section 11 audit
	4. Findings from challenge panels and other multi-agency audit processes
2. Analyse this data to:
	1. Report on performance across partner agencies
	2. Identify areas of good practice
	3. Identify areas of concern to the LSCB and make recommendations for action
	4. Understand Bradford’s performance in relation to comparator authorities
3. Conduct challenge panels to identify quality of practice and lessons to be learned for multi-agency practice, and subsequently provide assurance that findings are being responded to;
4. Receive monitoring information about the extent to which children and young people who are the subject of interventions achieve positive outcomes;
5. Review and respond to safeguarding issues raised in external inspectorate reports on partner settings and services;
6. Ensure multi-agency safeguarding self-evaluations are completed, and facilitate self-evaluations in partner agencies as appropriate;
7. Use data and evidence collected to advise partners on best practice and developing new procedures;
8. Monitor progress on priority issues as set out in the Board Business Plan or identified by the sub-group;
9. Ensure that robust quality assurance processes are in place to monitor compliance by relevant agencies with requirements to support safe staff recruitment and supervision procedures;
10. Create cooperative arrangements with other strategic partnerships (such as the Safeguarding Adults Board and the Community Safety Partnership) so as to maximise the efficiency and value of performance management activity;
11. Monitor relevant equalities performance data, particularly the effectiveness of safeguarding for vulnerable groups such as disabled children and young people and unaccompanied asylum seeking children and young people;
12. Ensure that the voice of the child is evidenced in all areas of work carried out under the sub group’s action plan;
13. To ensure that the Chair of BSCB and the business planning group is promptly informed of any significant concerns relating to practice in the District in the field of safeguarding and promoting the welfare of children.

**Accountability**

The Sub Group is accountable to the BSCB. The Sub Group will raise with the Board issues that need resolution beyond the remit of its members.

**Membership**

The agencies forming the core membership of the Group are:

* CBMDC Children’s Social Care
* CBMDC Education Services
* CBMDC Public Health
* Bradford Council Commissioning
* Bradford Council Early Help Service
* Bradford Children’s Safeguarding Board
* Clinical Commissioning Groups
* Bradford Teaching Hospital Foundation Trust
* Airedale Hospital Foundation Trust
* Bradford District Care NHS Foundation Trust
* West Yorkshire Police
* Voluntary and Community Sector Services

The Group may co-opt additional or specialist members as required for the purposes of specific pieces of work.

The current list of named representatives is shown at appendix 1

**Operational arrangements**

* The Group will select its own chair and deputy chair. The Chairperson automatically becomes a member of BSCB.
* Meetings will be regarded as quorate or otherwise, in the light of material to be considered and decisions to be taken, at the discretion of the Chair.
* Standing meetings of this Sub Group will be held bi-monthly and additionally as required.
* Administrative support will be provided by BSCB. Agendas and associated papers will be circulated at least 7 days in advance of the meeting.

**Voice of the child**

Bradford SCB is committed to listening to the views of children and young people who use services and benefit from our protocols. We will involve them wherever possible in identifying needs and in planning, developing and improving policy and training.

**Reporting and Governance Arrangements**

Through its chair the Sub Group will:

* Provide a highlight report to each (quarterly) meeting of the BSCB. This will include a scorecard that reports on local and national indicators, benchmarking the partnership against other areas and evidences the effectiveness of the work of each Board partner in relation to safeguarding and promoting the welfare of children.
* Review the business/work plan annually
* Produce an annual report which will be incorporated into the BSCB Annual Report
* Review the Terms of Reference every 3 years (unless appropriate do sooner) and propose amendments to BSCB

**Dispute**

In the event of a dispute or conflict of interest arising between agencies across or within groups, which cannot be resolved, the Chair will draw this to the attention of the BSCB Chair for appropriate action and the BSCB Escalation Policy for Resolving Professional Disagreements will be invoked.

**Date agreed:**

**Date to be reviewed:**

**Appendix 1**

**Current agency representation**

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| **Organisation** | **Name** | **Role** |
| CBMDC: Children’s Services | Jane Booth (CHAIR) | Independent Chair & Scrutiny Lead, BSCB |
| CBMDC: Children’s Services | Amandip Johal | Head of Service, Safeguarding & Reviewing & QA |
| CBMDC: Public Health | Jonathan Stansbie | Information Analyst |
| Airedale NHS FT | Jill Asbury\* | Director of Nursing |
| Bradford District Care FT | Alison Wright | Named Nurse |
| Bradford Teaching Hospital FT | Jo Sims | Named Doctor |
| CBMDC: Education Services | Ken Poucher | Virtual School Head |
| CBMDC: YOT / Prevent & Early Help | Sarah Griffin | Service Manager |
| CBMDC: BSCB | Mark Griffin | Board Manager |
| CBMDC: BSCB | Lawrence Bone | Deputy Manager, BSCB |
| CBMDC: BSCB | Saheed Khan | Performance Officer |
| CBMDC: Children’s Services | Jenny Cryer | Assistant Director. PC&P |
| CBMDC: CSC | Mark Anslow | Service Manager Clusters |
| CBMDC: CSC | Sue Bell | Intelligence Officer |
| CBMDC: Commissioning & Contracts |  |  |
| CCGs | Sue Thompson | Designated Nurse |
| Voluntary Sector | Peter Horner | Strategy Development Officer |
| West Yorkshire Police | Steve Greenbank | DCI, Safeguarding |

\*Vice Chair: Jill Asbury

**Deputies**

In exceptional circumstances, where a member is unable to attend, another appropriate person may attend in their stead. The Vice-chair may deputise for the Chair.