



**REDCAR & CLEVELAND SAFEGUARDING CHILDREN BOARD
MONITORING & EVALUATION TASK GROUP
TERMS OF REFERENCE
April 2015**

1. PURPOSE

- 1.1 Working Together (2013) sets out statutory functions of LSCBs. This guidance states that the LSCB must:

Monitor and evaluate the effectiveness of what is done by the local authority and Board partners individually and collectively to safeguard and promote the welfare of children and advise them on ways to improve.

- 1.2 The Monitoring & Evaluation Sub Group is a standing task group of Redcar & Cleveland Safeguarding Children Board. Its primary function is to undertake a monitoring and evaluation role on behalf of the RCSCB with the purpose of assuring standards of safeguarding practice in the partner agencies of the RCSCB.
- 1.3 Learning from cases and practise is at the heart of RCSCB. RCSCB transfer the findings from audits and reviews into training and development to which is evaluated for future impact on practise. The M&E Sub Group should assure the RCSCB that ongoing review is in place and to facilitate partner agencies to demonstrate and assure the effectiveness and improvement of their safeguarding services and processes.

2. OBJECTIVES

- 2.1 To map and collate evidence on the assurance frameworks and processes implemented by partner agencies to demonstrate the quality of their safeguarding practices.
- 2.2 To co-ordinate Section 11 audits (Childrens Act 2004) to assure the RCSCB that organisations are fulfilling their statutory obligations.
- 2.3 To identify and collect assurance data that can be used to monitor quality and effectiveness of safeguarding systems and practise, in line with RCSCB's Quality Assurance, Learning and Improvement Framework.
- 2.4 To co-ordinate and undertake single and multi-agency audits and other monitoring mechanisms in response to LSCB requirements and recommendations arising from learning.

3. MEMBERSHIP

ITEM 5

- 3.1 The Sub Group will keep its membership under review to ensure that it is able to fulfil its objectives and the membership can be expanded for specific issues.
- 3.2 Core members of the group must attend at least 75% annual attendance of the Monitoring and Evaluation Sub Group meetings; any exceptions will be reported to the LSCB Independent Chair.
 - Named Nurse Safeguarding – TEWV
 - Safeguarding Children’s Officer - STCCG
 - Service Manager Children and Families– RCBC
 - Child Protection Officer for Education –RCBC
 - Detective Chief Inspector (Chair) – Cleveland Police
 - Probation Manager -Durham Tees Valley Community Rehabilitation
 - Operations Manager –Youth Offending Service
 - Named Nurse for Safeguarding Children – South Tees Foundation Trust
- 3.3 If any member is unable to attend a meeting, he/she may appoint a substitute, who will have the same authority and be able to make decisions at the same level at the meeting as the member. It is the full member’s responsibility to arrange a pre and post discussion meeting with their representative and to forward documents required at the meeting to them.

4. MEETING ARRANGEMENTS

- 4.1 Meetings will be chaired by the appointed chair and a Vice Chair will be appointed.
- 4.2 Redcar & Cleveland SCB Business Manager will ensure the management arrangements are in place for the group and will undertake business tasks as appropriate.
- 4.3 The Sub Group will meet 6 weekly for 1 session duration.

5. REPORTING ARRANGEMENTS

- 5.1 The Sub Group is accountable to RCSCB via the Executive Group.
- 5.2 RCSCB’s Business Manager will attend the Executive Group and the RCSCB to report on progress and to ensure that the work of all task groups is interlinked across the RCSCB.
- 5.3 The Sub Group will establish an annual work plan of monitoring and evaluation and would report to the RCSCB on the progress of that work plan. In addition, specific subject reports will be submitted to the main agenda for the RCSCB.

6. QUORAM

- 6.1 The quorum for a meeting of any task group should be one-third of its’ membership provided that at least 3 RCSCB partner agencies are

represented at the meeting.