

APPENDIX 3

Children's Services Improvement Board: Terms of Reference

1. Purpose

To ensure that vulnerable children and young people in Bradford are safe, protected from harm and supported so that they can achieve their full potential.

Through a relentless focus on outcomes for children, the Board provides the drive and focus to ensure that necessary improvements are achieved and evidenced, resulting in Bradford Children's services being judged Good or better.

2. Scope

To address the areas of improvement identified in the 2018 Ofsted ILACS inspection report and subsequent monitoring visit feedback reports. To address areas identified within the Improvement Plan.

3. Roles and Responsibilities

- To ensure that all partners contribute to the delivery of effective arrangements to safeguard and promote wellbeing of all children in our district;
- To ensure that timely and effective responses are made to all Ofsted's recommendations and DFE required improvements;
- To give assurance that a culture and of improvement/ *putting the child at the centre* is embedded across all agencies and that there is an understanding of and recognition of good social work practice – *we know what good looks like* .
- To develop and agree the Improvement Action Plan and subsequently monitor, review and update regularly;
- Agree a work programme designed to deliver rapid and sustainable improvements as set out in the Improvement Plan;
- To advise, support and challenge leaders of council services and statutory partners to secure sustainable and measurable improvements leading to good or better performance in children's services.
- To ensure that children, young people, families and frontline staff inform the development of improvement actions and have opportunity to review their impact;
- To agree and oversee a communications strategy that articulates a clear vision of the quality, standards and range of services required to respond positively to the needs of children and young people.

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4. Further responsibilities and Resourcing

- Uses its authority to commit and deploy the necessary resources in line with decisions taken at the Board;
- Ensures improvement actions are implemented in a timely and sustainable way;
- Commissions working groups/task and finish groups to complete defined tasks delegating authority appropriately and setting clear success measures, reporting expectations;
- Identified and agrees key performance measures, milestones and targets, including for partners where appropriate;
- Actively works to remove any barriers that impact on the pace and progress of achieving required improvements;
- Ensures that relevant partners and working groups report on progress to achieve improvements through an agreed reporting timetable;
- Reports into relevant governance bodies including, but not limited to, full council, Executive, Children's Trust and the DfE on the progress in making improvements;

5. Membership

Name	Role	Agency and position
Board members		
TBC	Chair	DFES Independent advisor
Cllr Adrian Farley	Vice Chair	Portfolio holder
TBC	Board member	Chair of Children's OSC
David Niven	Board member	Chair BSCB
Kersten England	Board member (Chair until DFES independent advisor is available)	Chief Exec CBMDC
Gladys Rhodes White	Board member	Interim Strategic Director Children's Services
Joanne Hyde	Board member	Strategic Director Corporate Resources

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Tracie Taylor	Board member	Principal Social Worker
Chatty Athwell	Board Member	Staff reference group representative
Helen Hirst	Board member	Bradford CCGs accountable officer
Scott Bissett	Board member	Chief Superintendent WY Police
TBC	Board member	Partner in practice
TBC	Board member	Representative from Children's engagement group
Janice Hawkes (Barnado's)	Board member	VCS sector Representative
TBC	Board member	Schools representative
In attendance regular or ad hoc appearances		
Mariam Haque	In attendance	DD Education
Jim Hopkinson	In attendance	DD Children's Social Care
Jenny Cryer	In attendance	AD Children's performance and commissioning
Andrew Crookham	In attendance	Section 151 Officer
Parveen Akhtar	In attendance	City Solicitor
David Walmsley	In attendance	AD Office of the Chief Exec Office
Phil Witcherley	In attendance	Head of Policy and performance
Anne Lloyd	In attendance	Head of HR
Clare Mulgan	In attendance	Programme lead BHBL
Jean Mawdsley	In attendance	Head of Service
Di Drury	In attendance	Head of Service
David Byrom	In attendance	Head of Service
TBC	In attendance	Police

6. Meetings and administration

Meetings will be arranged to take place initially on a fortnightly cycle. This will be reviewed when the independent chair is in post. All papers will be provided at least 4 working days before the meeting. The meeting and full papers will not be public but a summary of key decisions and actions will be made publicly available after each meeting.

Administration will be provided by the Children's Services department of the Local Authority.

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7. Reporting Arrangements

See appendix 1

8. Governance

See appendix 1

9. Review of Terms of Reference

The ToR will be kept under review and amended as necessary.

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Appendix 1

