

# TERMS OF REFERENCE



## 1 PURPOSE

The Children's MARS Board brings together the safeguarding partners, and other relevant officers, to oversee, innovate and develop the Children's MARS arrangements and seek assurance regarding the standard of local implementation across the safeguarding system and to ensure children, young people and families are resilient and safeguarded.

## 2 ROLE AND FUNCTIONS

The key role and functions of the Children's MARS Board is to deliver on the agreed intents and to fulfil the responsibilities as detailed in the Children's MARS Local Arrangements and the underpinning Memorandum of Understanding.

## 3 CHAIR

The meeting shall be chaired on a rotational basis by one of the safeguarding partners and the rotational chair responsibilities shall be reviewed and reallocated on an annual basis. Children's MARS Board meetings should be prioritised in diaries, though if the allocated rotational chair is unavailable, they should be represented at the meeting by a senior colleague, though the chairing role will be undertaken by one of the other safeguarding partners.

The rotational chair responsibilities for 2019/20 have been allocated to Darren Wildbore, South Bank Divisional Commander, Humberside Police. In the event that Darren is unavailable, Claire Linley, Director of Nursing and Quality, North Lincolnshire CCG, will take on the chairing role.

The subsequent chair/vice chair for 2020/21 will be Clare Linley, Director of Nursing and Quality, North Lincolnshire CCG and Mick Gibbs, Director of Children and Community Resilience respectively.

The subsequent chair/vice chair for 2021/22 will be Mick Gibbs, Director of Children and Community Resilience and Darren Wildbore, South Bank Divisional Commander respectively.

Reallocation of chairing responsibilities shall be each April.

## 4 MEMBERSHIP

### Core statutory members

The core membership of the Children's MARS Board is representative of the three safeguarding partners, as follows:

- Director of Children and Community Resilience, North Lincolnshire Council
- Director of Nursing and Quality, North Lincolnshire Clinical Commissioning Group
- South Bank Divisional Commander, Humberside Police

Core members will attend Parts 1 and 2.

### Other members

In addition, schools, colleges and other education settings will be represented by an appropriate senior representative (e.g. Director of Learning, Skills and Culture, North Lincolnshire Council).

The Head of Safeguarding Organisation, North Lincolnshire Council will also be an invited member as accountable manager for the Lead Officer Multi Agency Innovation Hub.

Other identified members will attend Parts 1 and 2.

## **Attendees**

Lead officers for underpinning partnership groups shall be required to attend to present reports and other officers will be invited to attend Part 2 as required.

The Independent Scrutiny Officer(s) may also be invited to attend to present their findings relating to scrutiny and assurance activities, as appropriate.

## **Officers to the Board**

Representatives from the Multi Agency Innovation Hub shall attend Parts 1 and 2 to support the meeting as required.

## **5 RESPONSIBILITIES OF MEMBERS**

Children's MARS Board members will:

- Speak with authority for the safeguarding partner they represent
- Take decisions on behalf of their organisation or agency and commit them on policy, resourcing and practice matters
- Hold their own organisation or agency to account on how effectively they participate and implement the local arrangements

## **6 QUORUM**

All three core members (safeguarding partners) or an appropriate delegated representative should be in attendance at each Children's MARS Board.

## **7 PARTNERSHIP ARRANGEMENTS**

The Children's MARS Board partnership structures including accountability arrangements and partnership relationships are outlined in the local arrangements and memorandum of understanding. The scope of the partnership structure is subject to ongoing review and as such, it is subject to change.

While the Children's MARS Board is responsible for overseeing and co-ordinating what is done by safeguarding partner organisations, selected relevant agencies and other organisations and agencies to safeguard and promote the welfare of children, young people and families, it is not responsible for their operational work. Each safeguarding partner and other leads from organisations and agencies retain accountability for safeguarding and promoting the welfare of children, young people and families and for fulfilling other statutory duties as set out in associated legislation and guidance.

## **8 CONFLICTS OF INTEREST**

Where there is a potential conflict of interest for any individual members, attendees or officers to the board about any specific item under consideration by the Children's MARS Board, they should be openly and explicitly declared and how best to progress will be at the discretion of the chair.

## **9 ARRANGEMENTS**

The Children's MARS Board will meet on a quarterly basis. Additional meetings between safeguarding partners can be called between meetings, by mutual consent.

The Innovation Hub will be responsible for managing the board's business, co-ordinating papers and arranging meetings. The Innovation Hub will develop a draft agenda which will incorporate items from all safeguarding partners, though the agenda will be agreed by the chair. The agenda will be split into Part 1 which will focus on the delivery plan and portfolio areas. Core members, other members and Officers to the Board will be in attendance.

Part 2 will focus on underpinning partnerships and the safeguarding pathway to which other attendees will be invited.

## **10 REVIEW**

The Children's MARS Board Terms of Reference shall be reviewed annually or in year as required.

Date of review: Children's MARS Board – 23 October 2019

Date of endorsement: Children's MARS Board – 30 January 2020

Date of next review: January 2021