



**WSCP MQ&P Terms of Reference (For annual review)**

**1. Introduction**

The Monitoring, Quality and Performance (MQ&P) subcommittee was formed as part of the new arrangement’s in July 2019.

**2. Governance / Accountability**

The MQ&P subcommittee is accountable to the WSCP and the chair will report on a bi - monthly basis to the WSCP Executive.

**3. Chairing**

The Chair will be the WSCP Independent chair & scrutineer. A vice chair will be appointed by the group and will deputise for the chairperson when unavailable or by previous arrangement. Chairing to be reviewed annually by the subcommittee.

**4. Quoracy**

Meeting is quorate when three statutory agencies are in attendance. In the event of a meeting not being quorate the Chair will decide as whether to reconvene the meeting or proceed, mindful that decision making, and approval of papers and reports is compromised by the absence of members.

**5. Membership**

All relevant agencies must be represented by one member. Members must be of enough seniority to make decisions on behalf of their organisation.

<b>WSCP Partnership</b>	<b>Independent Chair and Scrutineer (Chair) WSCP Business Manager WSCP Senior Business Support Officer</b>
<b>Wandsworth CCG</b>	Designated Nurse Safeguarding Children Wandsworth NHS SW London CCG Designated Doctor for Child Safeguarding Wandsworth CCG
<b>South West London and St George’s Mental Health Trust</b>	Named Nurse Safeguarding Children SW London & St Georges Mental Health NHS Trust Clinical Manager (CAMHS – Tier 2 & Early Help) South West London and St George’s Mental Health NHS Trust

<b>CLCH Wandsworth</b>	Named Nurse for Safeguarding Children (0-19 years) CLCH Wandsworth Associate Director of Safeguarding CLCH NHS Trust
<b>St George's University Hospitals NHS Foundation Trust</b>	St Georges Hospital Named Nurse for Community Named Nurse for Safeguarding Children St Georges Hospital
<b>Children's Services Performance</b>	Performance Manager (Children's Services) Head of Performance and Improvement
<b>Children's Social Services &amp; Early Help</b>	Head of Children's Social Care Academy / Principal Social Worker Head of THRIVE Innovation and Impact Assistant Director of Children's Services Head of Children's Commissioning Head of Safeguarding Standards Service Safeguarding Children Manager
<b>Education</b>	Principal of Nightingale Community Academy Head of School Participation and Performance
<b>Community Safety</b>	Vulnerabilities Manager
<b>Housing</b>	Housing Policy & Performance Officer
<b>Police</b>	MET Police Detective Sergeant – Safeguarding PCLO Southwest BCU DI South West BCU Safeguarding Hub - MASH/CAIT Referrals/PCLO/CSE/ART
<b>Voluntary &amp; Community Sector</b>	Voluntary & Community Sector Representative
<b>National Probation Service</b>	Senior Probation Officer London CRC Area Manager CRC South West Area
<b>Public Health</b>	Senior Public Health Lead

## 6. Attendance / Frequency

The meetings will take place bimonthly and members recalled for an extraordinary meeting as required. The Sub-Committee members will commit to attending all meetings and will delegate to their deputy when unable to attend. Attendance should be regular. Failure to attend regularly will be asked to locate a permanent substitute

## 7. Purpose/ Scope

7.1 In order to ensure a clear line of reporting for the other groups within the multi-agency children safeguarding arrangements, to allow the Monitoring, Quality and Performance Group a full view of partnership activity, and to allow the Executive to retain and perform its strategic and governance role effectively, all other sub-groups within the arrangements will report via the Monitoring, Quality and Performance Group.

- 7.2 To ensure that the accountability of the partnership is rooted in performance and quality assurance information which holds partners to account. It will achieve this by effectively monitoring, scrutinising and evaluating safeguarding practice undertaken by all safeguarding partners and relevant agencies within Wandsworth
- 7.3 Will lead performance analysis, aligned to priorities - challenge the safeguarding partners and relevant agencies to improve and support them through collaborative working monitor and review single agency inspections from the safeguarding partners and relevant agencies make robust referrals to, and challenging the Executive
- 7.4 Focus on lessons and consequences and ensure escalation of learnings, will be responsible to the Executive for establishing, coordinating, implementing and monitoring quality assurance activity and performance issues on a multi-agency basis in respect of safeguarding children and young people challenge the safeguarding partners and relevant agencies to improve and support them through collaborative working
- 7.5 Monitor and review single agency inspections from the safeguarding partners and relevant agencies make robust referrals to, and challenging the Executive focus on lessons and consequences and ensure escalation of learnings, will be responsible to the Executive for establishing, coordinating, implementing and monitoring quality assurance activity and performance issues on a multi-agency basis in respect of safeguarding children and young people

## **8. Roles and Responsibility**

- 8.1 To review the development and implementation of procedures and practice for safeguarding and promoting the welfare of children in Wandsworth as set out in regulation, and monitoring the effectiveness of both the procedures and the practice
- 8.2 To ensure there is clarity about the action to be taken when there are concerns about a child's safety or welfare, including thresholds for intervention under the Children Act 1989 (both Section 17 and Section 47); and other statutory responsibilities in legislation such as the Children Act 2004 and multi-agency statutory guidance, Working Together to Safeguard Children (2018).
- 8.3 To monitor and evaluate the effectiveness of services delivered by all WSCP partner agencies both individually and collectively to safeguard and promote the welfare of children.
- 8.4 To develop the mechanisms and undertake the process for analysing and assessing the effectiveness of safeguarding services / outcomes.
- 8.5 To review the multi-agency training programme and ensure that multi-agency safeguarding training which meets the local workforce needs is provided, and that the quality of this training is monitored and evaluated.

8.6 To identify priorities for multi-agency child protection training in the local area and feed these into the local workforce strategy.

8.7 To review individual cases where safeguarding concerns within the multi-agency working arrangements have been highlighted/ identified.

8.8 To review and audit Section 11 Safeguarding self-assessment arrangements within Wandsworth.

## **9. Process**

Functions will be through:

- Monitoring, audit, evaluation and review of:
  - Performance indicators / Quality Standards / Protocols / Policies and Procedures / Legislation / Training
- Methods will include:
  - Practice/Case audits / Interviewing services / Overview leads / Organisational audits / Analysis of performance information
- Outcomes / Implications for
  - Protocols / Policies / Procedures / Training & Staff development.
- Will require input from managers from front line services:
  - Call in service leads, and other managers as required - to bring about service improvement

If a sub-committee has identified work for another sub-committee actions to be taken:

- The chair will write to the chair of the intended sub-committee informing them of the reason for the work to be transferred and intended outcomes
- Receiving chair will confirm (in writing) whether work will be undertaken and if not, why not
- Disagreement around how work moves between sub-committees should be escalated to the Executive for agreement

If a sub-committee identifies training for the Training & Workforce Development sub committee

- Proposal of the training including link to the WSCP priority areas, including projected costs to be submitted to the T&WD for consideration
- Receiving chair will confirm (in writing) whether work will be undertaken and if not, why not
- Disagreement around how work moves between sub-committees should be escalated to the Executive for agreement

## **10. Decision Making / Dispute Resolution**

The Chair will be asked to mediate and negotiate a satisfactory solution, based on the best interest of children. If dispute remains unresolved then final decision will be reached by WSCP Executive Partners

## **11. Escalation**

See [escalation guidance](#)

## **12. Conflict of Interest**

All panel members must declare at the start of the meeting any issue that may present as conflict of interest e.g. where bias may affect decision making, member representing and having scrutinising role for their own agency, lack of independence. In such situations the conflict will be recorded for the minutes and the panel /chair if not person in question will agree how to progress and mitigate against the conflict.

## **13. Voice of the child**

Safeguarding children is every body's priority and the voice of the child is centre to the work and therefore the executive and each subcommittee will get feedback on positive outcomes for children

## **14. Anti-racist / discriminatory practice**

Following Black Lives Matter (May 2020) the Executive and all sub committees will address and reassure each other what is happening in each agency and as a partnership will act as appropriate

## **15. Review**

To be reviewed annually or more frequent as appropriate

## **16. Business Process**

The business team is responsible for all aspects of administration to ensure smooth running of the partnership. Additional resources to be identified as necessary. Meetings will be recorded, and minutes of the meeting, agenda, and papers will be circulated to all members of the group following each meeting for consideration at the next meeting. The MA Training lead is responsible for co-ordinating all training activity on behalf of the partnership

## **17. Expectation of members**

Members are expected:

- To prepare for the meeting including reading papers in advance.
- To have copy of papers as distributed to the meeting.

- Send timely papers / reports to be included with the agenda
- To attend all meetings. Where necessary to send apologies in advance and arrange an appropriate representative if they are unable to attend
- To ensure that any matters that need to be raised at the meeting have been raised with appropriate managers prior to the meeting.
- Follow up actions arising from meetings in a timely way.
- Keep up to date with relevant research, policy and legislative changes

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Date Signed off: 10<sup>th</sup> December 2020

Date for review: December 2021

Chair: David Peplow