

Terms of Reference of the Barnet Children's Trust Board

Introduction

Barnet's Children's Trust brings together all services for children and young people in the borough, to focus on improving outcomes for all children and young people.

The Children's Trust is not a separate organisation. Each partner within the Children's Trust retains its own functions and responsibilities within the wider partnership framework.

Representatives from member organisations make up the Barnet Children's Trust Board which keeps a strategic oversight of the Children and Young People's Plan. Each organisation has agreed to be responsible for implementing this plan and the Executive Management Group of the Trust will monitor this on the Board's behalf.

The legal framework underpinning Barnet's Children's Trust arrangements is the 'duty to cooperate' and improve the well-being of children across the Borough, set out in S10 of the Children Act 2004.

Following the Local Elections in May 2014, a new committee system of governance will come into effect. A Children, Education, Libraries and Safeguarding Committee is to be created, and under its Terms of Reference it can receive reports from the Children's Trust Board.

Annual review

The terms of reference and membership will be the subject of annual review to take account of local or national changes and developments.

General responsibilities and functions

The Children's Trust Board is accountable for the following:

- Developing and delivering the Children & Young People's Plan.
- Ensuring that the collective resources of the partners are being used to the best effect to meet the priorities in the Children & Young People's Plan.
- Resolving issues that block progress against the priorities.

This includes shared responsibility for:

- Meeting the priorities in the Children & Young People's Plan.
- Jointly developing, delivering and resourcing strategies and action plans necessary to meet the priorities,
- Addressing barriers to meeting the priorities and to identifying future needs, including communication, information and data sharing.

- Keeping Children's Trust workforce informed and involved, providing clear direction, development and training as necessary.
- Releasing staff to develop and attend network events.
- Clarifying and simplifying governance structures and decision-making.
- Ensuring that children, young people and families have a voice in decision making that affects them.
- Monitoring performance towards agreed outcomes and taking remedial action where necessary.
- Building upon good practice and developing an evidence-based approach to what works.

The Trust's remit includes the needs of all children and young people in Barnet under the age of 19, young people up to the age of 25 leaving care and young people up to the age of 25 with disabilities and/or learning difficulties. These responsibilities include effective transition arrangements, where necessary.

Structure and Governance

Membership

The membership of the board is as set out in the attached Appendix.

The Board will be chaired by the Council's Cabinet Member for Education, Children and Families. Following the Council's new system of governance the Chairman of the Children, Education, Libraries and Safeguarding Committee will take on this responsibility.

Members are able to delegate a deputy of suitable authority if they are unable to attend, by agreement with the chairman.

Executive Management Group

The Board will have an Executive Management Group (EMG) to ensure its plans are delivered. This will be chaired by the Director of Family Services (Barnet Council) and membership is as set out in its term of reference.

Meetings

Meetings will be quarterly and dates for each year will be set in advance. A quorum will comprise five members provided this consists of:

- The Chairman or Vice Chairman.
- At least one representative each of the Council and Barnet CCG.
- At least one member representing the voluntary sector.

Roles and responsibilities of board members

All members of the CTB are required to agree to undertake the following:

- Attendance at all Board meetings (or representation provided by a senior replacement).
- Members will be responsible for an effective two way communication system whereby the decisions and aims of the Board are widely

disseminated and relevant organisational issues from members' own agencies are communicated to the Board.

- Provide leadership on strategic issues to members of the Executive Management Group.
- Champion the objectives of the Children and Young People's Plan and ensure relevant activities within the plan are implemented by their organisation.
- Contribute to the development of a strategic three to five year vision.

Last reviewed – April 2014

ANNEX A

MEMBERSHIP OF BARNET CHILDREN'S TRUST BOARD

Organisation	Role
LB Barnet	<ul style="list-style-type: none">• Cabinet Member for Education, Children & Families (Chairman)• Cabinet Member for Public Health• Director of Children's Services• Director of Public Health
Barnet Clinical Commissioning Group	<ul style="list-style-type: none">• Board member with lead for Children's health (Vice Chairman)
Barnet Police	<ul style="list-style-type: none">• Borough Commander, Metropolitan Police
Schools	<ul style="list-style-type: none">• Representative headteacher from Barnet primary schools• Representative headteacher from Barnet secondary schools• Representative headteacher from Barnet special schools
Barnet College	<ul style="list-style-type: none">• Principal, Barnet College
Voluntary Sector	<ul style="list-style-type: none">• Children's Service Manager, CommUnity Barnet
Local Safeguarding Children Board	<ul style="list-style-type: none">• Independent Chair, Barnet Safeguarding Children Board

NB Following the adoption of the Council's new system of governance in May 2014, the Chairman of the Children, Education, Libraries and Safeguarding Committee will replace the Cabinet Member for Education, Children & Families and the Lead Member for Public Health will replace the Cabinet Member for Public Health.