



Merton Children's Trust Board

**Thematic Group for Children and Young
People of the Merton Partnership**

Terms of Reference

October 2019

1. Introduction

- 1.1. Merton's Children's Trust Board brings together agencies with responsibilities for delivering services to children and young people in the borough and aims to improve outcomes through a whole-system and cross-agency approach.
- 1.2. The terms of reference outlines the strategic and operational arrangements underpinning the Children's Trust Board and sets out the roles and responsibilities of partners. This document will be reviewed and updated annually.

2. Purpose

- 2.1. The Children's Trust Board is a means by which local agencies come together to collaborate in the development and delivery of services to children and families.
- 2.2. The Board's main objective is to ensure that effective multi-agency working is in place at a strategic level across children's services and that the voice of children, young people and their families contribute to these provisions and decision-making.
- 2.3. Merton's Children's Trust Board will:
 - Set a shared vision for children and young people in the borough and develop and deliver the Children and Young People's Plan
 - Agree priorities, address barriers to meeting priorities, identify local needs and drive integrated working where necessary to improve outcomes
 - Promote the involvement of children, young people, parents and carers in partnership working
 - Ensure other associated forums such as the Health and Wellbeing Board, and the Safer Merton Board are sighted on its work and progress.
- 2.4. The Children's Trust Board remit includes all children and young people in Merton from pre-birth up to the age of 25..

3. Structure and Governance

- 3.1. Members of the Children's Trust Board should be of sufficient seniority to make strategic and/or resourcing decisions, commit their organisation to policy or practice matters and hold their agency to account. The Board will include representation from:
 - London Borough of Merton – Director of Children, Schools and Families (Chair),

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- Director of Public Health
 - Merton Clinical Commissioning Group
 - Metropolitan Police
 - Schools – representative Headteacher from Merton primary, secondary and special phases
 - Further Education (colleges)
 - Voluntary Sector (MVSC nominee)
 - Merton Safeguarding Children Partnership
 - Young Inspectors Team and Young People’s Representation
 - Parent representatives
- Other public sector bodies (e.g. DWP)
- 3.2. The Council’s Director for Children, Schools and Families will chair the Children’s Trust Board. Members are able to delegate a deputy of suitable authority if they are unable to attend by agreement from the Chair.
- 3.3. Meetings will take place quarterly and an annual forward plan maintained to support the Board’s overall strategic direction, provide clear oversight of developments across the system and enable escalation of key issues as appropriate.
- 3.4. An Outcomes Champion for each outcome within the Board’s Children and Young People’s Plan will be in place to ensure accountability, oversee progress and drive forward coordinated work programmes where needed to achieve its strategic objectives.

4. Roles and Responsibilities of Board Members

- 4.1. All members of the Children’s Trust Board are required to:
- Attend all Board meetings (or arrange suitable representation if needed)
 - Champion the Children and Young People’s Plan and ensure relevant activities within it are implemented by their organisation
 - Share information as required for the purposes of planning, developing and monitoring progress of the Children and Young People’s Plan and other partnership projects
 - Ensure engagement and involvement of children, young people, parents and carers in shaping local services.

5. Decision-Making and Accountability

- 5.1. Partners are responsible to the Children’s Trust Board for delivering against agreed objectives within the Children and Young People’s Plan and are expected to report progress and achievements to the Board on a regular basis.

- 5.2. The Board has an agreed performance framework and implementation plan that is monitored throughout the year and reviewed and updated annually.
- 5.3. Decisions taken by the Board will apply to those actions carried out in partnership. Where an item is placed for decision, that decision will be taken by agreement of the Board's members by vote if necessary. The minimum number of Board members for decision-making purposes is two-thirds of the full membership.