

Salford Safeguarding Children Board
Salford Children and Young People's Trust
Sub Group Terms of Reference

Sub Group:	Voice of the Child Advisory Group (VoCAG)
Responsible for:	<p>The Salford Safeguarding Children Board (SSCB) and the Children and Young People's Trust Board (CYPTB) supports Professor Munro's vision for child-centred, rights-based practice and greater public understanding.</p> <p><i>'It is crucial for local areas to get feedback from children and young people and their families to inform learning and drive service improvement. It is also key to understanding the impact of the service and the difference children, young people and their families feel has been made to their lives.'</i></p> <p>VoCAG will ensure children and young people effectively participate in the work of SSCB, CYPTB and member agencies to inform learning and drive service improvement. It can and should be a central part of what we do. (United Nations Convention, Munro Review 2011, Children and Families Bill 2013 and Working Together 2015,).</p>
Function:	<ul style="list-style-type: none"> • To advise and support those groups wanting to consult with young people. • To invite CYPTB/SSCB partner organisations (council teams, Police, schools, Health etc) chosen by the young people to outline how they hear the 'voice of the child' within their organisations through sharing good practice and offering suggestions to help them improve. • Support the various events which promote young people's participation in decision making for example Youth Day, Takeover Day, Make your Mark, Seldom Heard Event, Young People's Question Time etc. • To share information between the young people's groups represented on VOCAG via updates presented by the young people as a standing agenda item and offer support as appropriate.
Accountable to:	<ul style="list-style-type: none"> • The Independent Chair and members of the SSCB via the Chair of the SSCB Coordination and Delivery Group. • The Children and Young People's Trust Board • The Youth Council • The Fight for Change Council • The Young Carers Board • The Salford Teenage Adult Group (TAG) <p>Core members will:</p> <ul style="list-style-type: none"> • Be a nominated representative of their agency or partnership. • Represent their agency's perspective in carrying out the objectives of the group. • Report back to their agency on the work of the group. • Consult with colleagues within their agency. • Actively participate in the work of the group and undertake tasks and responsibilities as agreed. • Be accountable to the SSCB via the SSCB Coordination and Delivery Group

	<p>The Chair is a member of SSCB, SSCB Coordination and Delivery Group, or CYPT.</p> <ul style="list-style-type: none"> Organisations or individuals that may not sit directly on the SSCB may be co-opted into the group to ensure that the wider remit of the Board is encompassed within the operational objectives of the group.
<p>Chair and Membership:</p>	<p>Integrated Youth Support Services Senior Youth Work Manager, Salford Council (Co-Chair) Deputy Member of Youth Parliament (Co-Chair) Supported by Business Managers for CYPT and SSCB Young people from a range of boards and organisations including Youth Council, Fight for Change Council, Young Carers Board, CWD Group. CAF Co-ordinator for EIP service, Salford Council Head of Partnerships, Salford City Council Head of SEN and Complex Needs – SEN, Salford Council Service Coordinator for Salford Children’s Rights Services, Children’s Society (currently Barnardo’s) Independent Reviewing Officer, Safeguarding Unit, Salford Council Teacher for Ethnic Minority and Traveller Education Service, Salford Council VOCAL (community and voluntary sector forum) Youth Work Manager IYSS, Salford Council Representatives at an operational level from each of the organisations that sit on the Children and Young People’s Trust to include CCG, Police, Fire Service, Healthwatch, Primary Headteacher, Salford City College, Salford University etc. Service Manager, CAF/CASS</p>
<p>Approach:</p>	<ul style="list-style-type: none"> The Voice of the Child Advisory Group will meet bi-monthly from January 2017 on a Tuesday evening from 4.30pm – 6pm. The venue for each meeting will be chosen by the young people. Any agenda items and supporting documents should be forwarded to the Chair and the CYPT Business Manager at least 10 working days in advance. Agendas and documentation will be circulated prior to the meetings (by email wherever possible) at least 5 working days before the meetings. The Chair will provide a progress report to every SSCB Coordination and Delivery Group meeting. The Chair will provide a participation report every six months to the: <ul style="list-style-type: none"> Youth Council Children and Young People’s Trust, and Safeguarding Children Board
<p>Performance Measures:</p>	<p>These will be monitored through SSCB and CYPT joint performance management arrangements.</p> <ul style="list-style-type: none"> Sub group chaired by a member of the Coordination and Delivery Group Work programme produced and agreed by the Coordination and Delivery Group 90% of planned meetings take place A minimum of members from 4 agencies is required for a meeting to be quorate

	<ul style="list-style-type: none"> • Apologies are always received • Apologies for a second consecutive meeting are followed up in writing by the chair • Sub group monitors progress on objectives using a traffic light system • Any red risk areas or failure of agencies to report on their progress to the agreed time-scales will be addressed and reported to the SSCB Coordination and Delivery Group • Sub-group reports will be sent to the Coordination and Delivery Group for each meeting • Report sent to the Trust every six months – to be confirmed by the board in their new operating model? • Minutes are circulated within 14 working days of a meeting. • The group monitors its own performance against the above indicators and includes the data in the report to the Coordination and Delivery Group. • Monitoring and delivery of the action plan. • Respond to Hear by Right audits (5 agencies a year) • Examples of success, where CYP voice has made a difference 																		
Date of last review:	21 March 2017																		
Signed:	<table style="width: 100%; border: none;"> <tr> <td style="width: 70%; border: none;">_____</td> <td style="width: 30%; border: none;">Date:</td> </tr> <tr> <td style="border: none;">Sub Group Chair</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">_____</td> <td style="border: none;">Date:</td> </tr> <tr> <td style="border: none;">Sub Group Co-Chair</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">Member of the Youth Council</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">_____</td> <td style="border: none;">Date:</td> </tr> <tr> <td style="border: none;">SSCB Chair</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">_____</td> <td style="border: none;">Date:</td> </tr> <tr> <td style="border: none;">CYPTB Chair</td> <td style="border: none;"></td> </tr> </table>	_____	Date:	Sub Group Chair		_____	Date:	Sub Group Co-Chair		Member of the Youth Council		_____	Date:	SSCB Chair		_____	Date:	CYPTB Chair	
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