

Strategic Quartet - Terms of Reference



Purpose

The Strategic Quartet membership is the Leader of Solihull Council, Cabinet Portfolio Holder - Children & Education, Chief Executive and Director of Children's Services and is attended by the DfE Commissioner. This is the formal meeting for reporting to the DfE Commissioner on improvement progress. Their role is to:

- Provide key leadership across the council and through working with other local agencies to improve outcomes for children and young people;
- Support the 'One Council' approach to improvement and drive real change as a forum for improvement investments to be considered;
- Provide strategic oversight of multi-agency governance arrangements;
- Provide strategic oversight in respect of the performance and risks associated with Children's Services (*with particular reference to staffing numbers – permanent v agency, caseloads, quality and compliance*) and ensure that appropriate action is taken in a timely manner;
- Provide progress updates against the recommendations made by the DfE Commissioner and raise any issues/ concerns at the earliest opportunity;
- Provide a forum for open discussion, support and challenge.

Frequency of Meetings

Meetings will be held monthly. Strategic Quartet members may request an additional special meeting or series of meetings. Officers from other areas of the businesses may be invited to attend meetings, this includes attendance from a health or police DSP at each meeting, to present the Partnership Improvement Updates.

Each meeting will be pre-arranged to an agenda which will be circulated in advance of the meeting along with any papers including actions. Separate discussions should take place for urgent matters that require an immediate response.

Responsibilities

The Strategic Quartet will be chaired by the Chief Executive of the Council, who will:

- call meetings and ensure that suitable arrangements are made to host the meeting including the provision of administrative support;
- ensure an agenda is drafted and circulated along with any other relevant documents including actions;
- ensure notes and actions are taken at each meeting.

The Strategic Quartet members have committed to:

- attend meetings and come prepared to offer support, direction and challenge;
- ensure that decisions are conveyed to the appropriate stakeholders and actions are implemented as agreed.

Governance

Governance arrangements are outlined in the Safeguarding Children in Solihull - Governance Map. DSPs will report to the LSPs, with the LSPs then reporting into the Political/ Board Leaders so that regular updates are provided, and any issues are escalated at the earliest opportunity. The Strategic Quartet has oversight of these arrangements.

An annual assurance report will be produced by the LSPs on the effectiveness of multi-agency safeguarding for children in Solihull.

Relationships

SSCP Exec Group

DSPs

LSPs

Political/ Board Leaders