

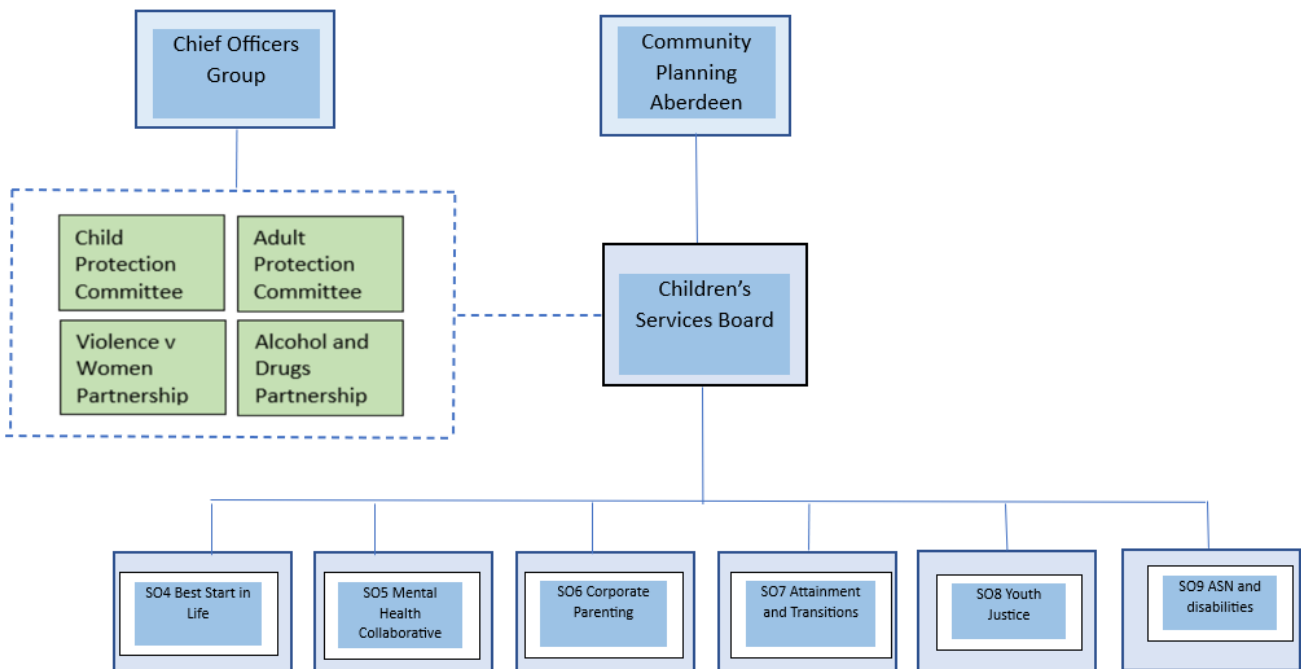
# TERMS OF REFERENCE

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Governance	Children's Services Board
Effective from	September 2023
Review date:	March 2024
Version	3.0

<b>TERMS OF REFERENCE</b>
Children's Services Board

<b>OUR VISION</b>
<p>“Over the next ten years our vision is to make Aberdeen a place where all children and young people can grow up loved, safe and respected so that they realise their full potential.”</p>

<b>GOVERNANCE</b>
<p>The Children's Services Board is governed by and accountable to the Community Planning Management Board, which in turn is accountable to the Community Planning Partnership.</p> <p>It is the statutory duty of the Children's Services Board to ensure that the requirements of the Children &amp; Young People (Scotland) Act 2014 (CYP Act) are met throughout the Local Authority area of Aberdeen City and that current legislation is adhered to.</p> <p>The Board is responsible for ensuring that Aberdeen City is fully compliant with Statutory Guidance (Section 3) relating to Children's Services Planning.</p>



## Children's Services Board role and remit

### PURPOSE

The Group has responsibility for:

- The delivery of the Children's Services Plan and associated Stretch Outcomes 4-9 of the Local Outcome Improvement Plan
- Working together as a Community Planning Partnership to improve outcomes for children and young people within Aberdeen City
- Leading the implementation of national policy and legislation pertaining to children and young people including delivery of The Promise
- Leading further integration across the Community Planning Partnership

### REMIT AND RESPONSIBILITIES

1. To provide scrutiny of the improvement and performance of partner services in the development and delivery of the Local Outcome Improvement Plan (LOIP) and associated Children's Services Plan.
2. To lead the three-year Children's Services planning and annual reporting cycle.
3. To routinely collate, monitor and review relevant data to inform improvement activity, identification of priorities and measure performance.
4. To oversee the work of the sub-groups to ensure delivery of the Children's Services Plan and address any risks and issues.
5. To lead on any development related to children and young people delegated to it by the Community Planning Aberdeen Board or Chief Officers Group.
6. To ensure procedures, training and information are in place to support effective multi-agency working by routinely quality assuring current practice and documentation to be satisfied that these are accurate, up-to-date and complement single service procedures.
7. To agree and support delivery of a programme of annual audits conducted through the Quality Assurance Framework and ensure implementation of any improvement activity/learning points identified.
8. To ensure all improvement activity is informed by children and young people and their families in keeping with The Promise and the UNCRC
9. To report to each Community Planning Aberdeen Management Group and Board on progress in delivering on agreed improvement priorities.
10. To ensure effective links with associated groups such as The Champions Board, Child Protection Committee and Chief Officers Group.

### MEMBERSHIP

***Core membership of the Group will consist of the Chair of the Board and Chairs of each sub group:***

Aberdeen City Council – Interim Director Children and Family Services as Chair of the Board (Eleanor Sheppard)

Aberdeen City Council – Chief Officer Children's Social Work (Graeme Simpson)

Aberdeen City Council – Chief Officer Education (Shona Milne)

NHS Grampian - Child Health Commissioner (Tracy Davies)

NHS Grampian – Consultation in Public Health (Phil Mackie)

Aberdeen City Health & Social Care Partnership – Lead Nurse (Fiona Mitchelhill)

Police Scotland – Superintendent Partnerships, Preventions and Interventions (David Howieson)

***Additional members of the Board currently include:***

Aberdeen Council of Voluntary Organisations (ACVO) Maggie Hepburn

NHS Grampian - Integrated Families Portfolio Executive Lead Geraldine Fraser

Scottish Fire and Rescue (title) Andy Buchan

Scottish Children’s Reporter Administration (title) Emma Scrimger

North East College - Vice Principal: Curriculum and Quality (Robin McGregor)

Sport Aberdeen – Head of Sport and Active Communities (Graeme Dale)

Representatives from Robert Gordons University and the University of Aberdeen.

Additional partners may be added to this membership, this will be at the discretion of the Children’s Service Board chair. The membership will be revised on a regular basis and updated accordingly in response to changing priorities across the partnership.

As lead partners in the Statutory Guidance a senior leader of Aberdeen City Council or NHS Grampian will be responsible for chairing the Board. The current Chair is Interim Director Children and Family Services. The Child Health Commissioner NHS Grampian is currently Vice Chair

**MEMBERS RESPONSIBILITIES**

1. The Children’s Services Board will meet 6 times a year, or more regularly if required. Members require to be deputised by an appropriate substitute if unable to attend.
2. To contribute to the development and delivery of the Children’s Services Plan and annual reports
3. To work together to provide the strategic leadership and to commit the resources required to fulfil the vision for Aberdeen City’s children and young people
4. To ascertain and to represent their agency’s perspective and views at meetings and at other times. This includes the gathering, reporting and analysis of data.
5. To contribute to the delivery of the CSB audits conducted through the Quality Assurance Framework including, but not limited to, the preparation of each audit remit, identification of auditors, collation of materials to be audited, and preparation of reports to the CSB on findings.

6. Identify and communicate practice issues as required across the Aberdeen City partnership, including the distribution of information and materials to their agencies as required.
7. Take responsibility for the leadership of aspects of the Plan and updating of the Children's Services Plan tracker prior to each Board meeting.
8. To act as Chair to one of the 6 sub-groups.

### **CORE BUSINESS**

The Chair will set the agenda which will include as a minimum:

- Progress against the projects within the Children's Services Plan including the flagging of any risks and issues through a tracker
- To hear what children, young people and families are saying as a result of work undertaken to ensure that the projects within the Children's Services Plan are informed by lived experience
- Consideration of sub group data reported by exception to help identify emerging issues or successes
- Review of Project Charters and Project End reports prior to being presented to Community Planning Aberdeen
- Planning and progress towards delivery of the agreed Quality assurance framework
- Key messages from the Child Protection Committee, Chief Officers Group and Champions Board which may need to be taken into account
- Horizon scanning

## Best Start in Life Group

### PURPOSE

The Group has responsibility for:

- The delivery of the Improvement Plan relating to Stretch Outcome 4 in order to improve outcomes for children and families
- The completion of a tracker highlighting progress towards the projects in the Plan and the output of on-going engagement with children and families
- Support the role of the Children's Services Board in driving the implementation of The Promise across the Aberdeen City Community Planning Partnership
- Improving health and reducing inequality and variation in outcomes
- Routinely collating and monitoring data and reporting by exception to the Board
- Participating in quality assurance activity as determined through the Quality Assurance Framework
- The development of and presentation of Project Charters and Project End reports to Community Planning Aberdeen
- The development of a yearly report using data from the tracker and project end reports to support the collation of the Children's Services Plan annual report and other statutory reports.

### REMIT AND RESPONSIBILITIES

1. To contribute resources and personnel across agencies and services to enable delivery against the Children's Services Plan to achieve Stretch Outcome 4 of Aberdeen City's Local Outcome Improvement Plan.
2. Take responsibility for the leadership of aspects of the Plan and maintenance of the CSP tracker
3. To co-design with children and families to inform the delivery of projects within the Action Plan and report how lived experience has impacted approaches taken through the agreed tracker
4. To review core data sets at each meeting and report by exception to the Children's Services Board to enable risks to be addressed timeously
5. To horizon scan national, regional and local improvement programmes specific to preconception to age 5 and incorporate best practice on a local level
6. To focus on reducing health and social inequity, through early intervention and prevention and aim to work upstream to support our most vulnerable children and families
7. To support the delivery of CSB audits conducted through the Quality Assurance Framework

### MEMBERSHIP

Core membership of the Group will consist of:

- Aberdeen City Health & Social Care Partnership, Chief Nurse as Chair of the Best Start in Life Group (Fiona Mitchelhill)
- Aberdeen City Health & Social Care Partnership, Deputy Chief Nurse (Nicola Dickie)
- NHS Grampian, Advanced Public Health Practitioner (Emma Williams)
- NHS Grampian, Specialist Midwife for Public Protection (Jennifer Smith)
- NHS Grampian, Midwife in Substance Misuse (Tracey Scorgie)
- Scottish Childminding Association, Senior Childminding Development Officer (Lorraine Duncan)
- Homestart Aberdeen, General Manager (Eleanor McEwan)
- Aberdeen City Council, Peep (Natasha Martens)
- NHS Grampian, Childsmile Co-ordinator (Pippa Robbie)
- Social Security Scotland, Section Leader (Versha Hurry)
- Aberdeen City Libraries, Early Years Librarian (Margaret Hill)

- NHS Grampian, Lead Speech & Language Therapist (Pamela Cornwallis)
- Aberdeen City Council, Health Improvement Officer (Rachel Thomson)
- Aberdeen City Council, Children Services (Hazel Campbell)
- Aberdeen City Council, Early Years Team (Carol Main / Louise Beaton)

## Mental Health Collaborative

### PURPOSE

The Group has responsibility for:

- The delivery of the Action Plan relating to Stretch Outcome 5 in order to improve outcomes for children and families
- The completion of a tracker highlighting progress towards the projects in the Plan and the output of on-going engagement with children and families
- Improving health and reducing inequality and variation in outcomes
- Support the role of the Children's Services Board in driving the implementation of The Promise across the Aberdeen City Community Planning Partnership
- Routinely collating and monitoring data and reporting by exception to the Board
- Participating in quality assurance activity as determined through the Quality Assurance Framework
- The development of and presentation of Project Charters and Project End reports to Community Planning Aberdeen
- The development of a yearly report using data from the tracker and project end reports to support the collation of the Children's Services Plan annual report and other statutory reports.

### REMIT AND RESPONSIBILITIES

1. To contribute resources and personnel across agencies and services to enable delivery against the Children's Services Plan to achieve Stretch Outcome 5 of Aberdeen City's Local Outcome Improvement Plan.
2. Take responsibility for the leadership of aspects of the Plan and maintenance of the CSP tracker
3. To co-design with children and families to inform the delivery of projects within the Action Plan and report how lived experience has impacted approaches taken through the agreed tracker
4. To review core data sets at each meeting and report by exception to the Children's Services Board to enable risks to be addressed timeously
5. To horizon scan national, regional and local improvement programmes specific to mental health and wellbeing and incorporate best practice on a local level
6. To focus on reducing health and social inequity, through early intervention and prevention and aim to work upstream to support our most vulnerable children and families
7. To support the delivery of CSB audits conducted through the Quality Assurance Framework

### MEMBERSHIP

Core membership of the Group will consist of:

- Phil Mackie, Consultant in Public Health, NHSG, (Chair)
- Craig Singer, Youth Work & Wider Ach Manager, ACC
- Gael Simpson, Quality Improvement Manager, Health & Wellbeing, ACC
- Graeme Dale, Head of Sport and Active Communities, Sport Aberdeen
- Jo Aitken, Project Lead - Children's & Families Services, ACC
- Tam Walker, Service Manager, Children's & Families Services, ACC
- Katie Cunningham, Public Health Coordinator, ACHSCP
- Katie Wilde, Digital Research Services Manager, NHSG
- Lisa Lawrie, Deputy Chief Nurse, ACHSCP
- Martin Murchie, Chief Officer Data & Insights, ACC
- Pete Matthews, Advanced Public Health Practitioner, NHSG
- Siobhan Cowie, Project Manager – CAMHS, NHSG
- SW Representative (subject to confirmation)

## Corporate Parenting

### PURPOSE

The Group has responsibility for:

- Supporting the Children's Services Board to improve outcomes for Aberdeen City's children and young people with care experience
- The delivery of the Action Plan relating to Stretch Outcome 6 in order to improve outcomes for children and families
- The delivery of the Corporate Parenting Plan
- The collation and monitoring of data and quality assurance in relation to children and young people with care experience
- Incorporating the Voice of children and young people with care experience in delivering on identified aims set out in Stretch Outcome 6 of the Local Outcome Improvement Plan (LOIP)
- Support the role of the Children's Services Board in driving the implementation of The Promise across the Aberdeen City Community Planning Partnership
- The completion of a tracker highlighting progress towards the projects in the Plan and the output of on-going engagement with children and families
- Improving health and reducing inequality and variation in outcomes routinely collating and monitoring data and reporting by exception to the Board
- Participating in quality assurance activity as determined through the Quality Assurance Framework
- The development of and presentation of Project Charters and Project End reports to Community Planning Aberdeen
- The development of a yearly report using data from the tracker and project end reports to support the collation of the Children's Services Plan annual report and other statutory reports.

### REMIT AND RESPONSIBILITIES

1. To engage with children and young people with care experience to ensure all improvement activity takes full account of their views and lived experiences
2. To coordinate improvement activity across the Community Planning Partnership relating to Corporate Parenting
3. To contribute resources and personnel across agencies and services to enable delivery against the Corporate Parenting Plan, Children's Services Plan to achieve Stretch Outcome 6 of Aberdeen City's Local Outcome Improvement Plan
4. Take responsibility for the leadership of aspects of the Plan and maintenance of the CSP tracker
5. To co-design with children and families to inform the delivery of projects within the Action Plan and report how lived experience has impacted approaches taken through the agreed tracker
6. To review core data sets at each meeting and report by exception to the Children's Services Board to enable risks to be addressed timeously
7. To horizon scan national, regional and local improvement programmes specific to The Promise and Corporate Parenting in order to consider their implementation at a local level
8. To focus on reducing health and social inequity, through early intervention and prevention and aim to work upstream to support our most vulnerable children and families
9. To support the delivery of CSB audits conducted through the Quality Assurance Framework
10. To ensure effective links with the Champions Board and Child Protection Committee.
11. To ensure any necessary procedures, tools and information are in place in relation to corporate parenting for use across the Partnership by all agencies and services;



and to be satisfied that these are accurate, up-to-date and complement single service procedures.

12. To ensure that the data relating to care experienced children and young people is relevant, informs improvement activity, and is routinely reported.
13. To quality assure, through various self-evaluation activities, the effectiveness of multi-agency corporate parenting practice in Aberdeen City and the implementation of areas of improvement identified in the Corporate Parenting Plan.

### **MEMBERSHIP**

Core membership of the Group will consist of Corporate Parents who have sufficient level of authority to realise the objectives of the corporate parenting plan on behalf of their agency and make the required policy and resource commitments:

- The Group will be chaired by the Chief Social Work Officer for the Aberdeen City local authority area (Graeme Simpson).
- Children's Social Work services, Aberdeen City Council (Andrea McGill, Children's Services Manager & Susanne Somerville, Children's Services Manager).
- Education services, Aberdeen City Council (Larissa Gordon, Virtual School Head Teacher)
- Housing services, Aberdeen City Council (Graeme Gardner, Housing Access and Support Manager)
- NHS Grampian (Caroline Clark/Caroline Reid)
- Aberdeen City Division of Police Scotland, (PI Lisa Kerr)
- Scottish Children's Reporter's Administration (Emma Scrimger, Locality Reporter Manager)
- Children's Hearings Scotland (Laura Mearns, Area Convener/Hazel Oliver, Area Support and Improvement Partner)
- Representative from Voluntary sector organisation operating within Aberdeen City, appointed by ACVO to represent the third sector on the group (Leona McDermid, Chief Executive Aberdeen Foyer)
- The Corporate Parenting Lead Officer (Amy Evans)
- Data and Insights, Aberdeen City Council (Rosie Hardwick)
- Aberdeen City Health & Social Care Partnership (TBC)
- The Promise Scotland Delivery Partner for the Aberdeen City local authority area (Rachel Keenan)
- The Engagement and Participation Officer (Vacant)
- Representative from Higher/Further Education (Jemma Murdoch, Head of Student Advice and Support, University of Aberdeen)
- Other members may be co-opted for the purpose of particular work

### **Members Responsibilities**

1. The Corporate Parenting Group will meet 6 times a year, or more regularly if required. Members require to be deputised by an appropriate substitute if unable to attend.
2. To contribute to the development and delivery of the Corporate Parenting Improvement Plan, corporate parenting improvement charters and stretch outcome 6 of the LOIP. This may be by delivering work directly or by arranging for it to be carried out through the allocation of resources or personnel from their agency or service.
3. To ascertain and to represent their agency's perspective and views at meetings and at other times. This includes the gathering, reporting and analysis of data.
4. To contribute to the delivery of the CSB audits conducted through the Quality Assurance Framework including, but not limited to, the preparation of each audit remit, identification of auditors, collation of materials to be audited, and preparation of reports to the CSB on findings.

5. Identify and communicate practice issues as required across the Aberdeen City partnership, including the distribution of information and materials to their agencies as required.

#### **Support Arrangements**

1. The Group will have access to the time and expertise of its members.
2. Administrative support for meetings will be provided by all members on a rotational basis.
3. The Lead Officer for the Children's Services Board will support the interface with the CSB. Papers for each meeting will be issued at least 3 days in advance.

## Attainment and Transitions to Adulthood

### PURPOSE

The Group has responsibility for:

- The delivery of the Action Plan relating to Stretch Outcome 7 in order to improve outcomes for children and families
- The completion of a tracker highlighting progress towards the projects in the Plan and the output of on-going engagement with children and families
- Support the role of the Children's Services Board in driving the implementation of The Promise across the Aberdeen City Community Planning Partnership
- Improving health and reducing inequality and variation in outcomes
- Routinely collating and monitoring data and reporting by exception to the Board
- Participating in quality assurance activity as determined through the Quality Assurance Framework
- The development of and presentation of Project Charters and Project End reports to Community Planning Aberdeen
- The development of a yearly report using data from the tracker and project end reports to support the collation of the Children's Services Plan annual report and other statutory reports.

### REMIT AND RESPONSIBILITIES

1. To contribute resources and personnel across agencies and services to enable delivery against the Children's Services Plan to achieve Stretch Outcome 7 of Aberdeen City's Local Outcome Improvement Plan.
2. Take responsibility for the leadership of aspects of the Plan and maintenance of the CSP tracker
3. To co-design with children and families to inform the delivery of projects within the Action Plan and report how lived experience has impacted approaches taken through the agreed tracker
4. To review core data sets at each meeting and report by exception to the Children's Services Board to enable risks to be addressed timeously
5. To horizon scan national, regional and local improvement programmes specific to the delivery of education and education reform agenda
6. To focus on reducing health and social inequity, through early intervention and prevention and aim to work upstream to support our most vulnerable children and families
7. To support the delivery of CSB audits conducted through the Quality Assurance Framework

### MEMBERSHIP

Core membership of the group will consist of:

- The group will be chaired by the chief Education Officer for Aberdeen
- Lisa Williams - Quality Improvement Officer with responsibility for child protection
- Allison Horne - Quality Improvement Manager with responsibility for ASN and Raising Attainment
- Mark Jones - Quality Improvement Manager ABZ Campus and Partnerships
- Susan Grant – Associate Vice Principal Nescol
- Charlie Love - Quality Improvement Officer Digital
- Colin Wright - Community Learning & Development Manager
- Lisa Lawrie - Deputy Chief Nurse, North Locality

## Youth Justice

### PURPOSE

The Group has responsibility for:

- The delivery of the Action Plan relating to Stretch Outcome 8 in order to improve outcomes for children and families
- The completion of a tracker highlighting progress towards the projects in the Plan and the output of on-going engagement with children and families
- Support the role of the Children's Services Board in driving the implementation of The Promise across the Aberdeen City Community Planning Partnership
- Improving health and reducing inequality and variation in outcomes
- Routinely collating and monitoring data and reporting by exception to the Board
- Participating in quality assurance activity as determined through the Quality Assurance Framework
- The development of and presentation of Project Charters and Project End reports to Community Planning Aberdeen
- The development of a yearly report using data from the tracker and project end reports to support the collation of the Children's Services Plan annual report and other statutory reports.
- Supporting the Children's Services Board to improve outcomes for Young People in Conflict with the law in Aberdeen City
- The delivery of the Youth Justice Improvement activity and planning
- The collation and monitoring of data and quality assurance in relation to the intersections where young people come into contact/conflict with the law
- Incorporating the Voice of children and young people with care experience in delivering on identified aims set out in Stretch Outcome 8 of the Local Outcome Improvement Plan (LOIP) and
- Support the role of the Children's Services Board in driving the implementation of The Promise across the Aberdeen City Community Planning Partnership.

### REMIT AND RESPONSIBILITIES

1. To engage with children and young people who have experiences of being in conflict with the law to hear their voice and incorporate their views in improvement work.
2. To coordinate improvement activity across the Aberdeen City Partnership relating to Youth Justice and Children in Conflict with the law
3. To contribute resources and personnel across agencies and services to enable delivery against the Children's Services Plan to achieve Stretch Outcome 8 of Aberdeen City's Local Outcome Improvement Plan.
4. Take responsibility for the leadership of aspects of the Plan and maintenance of the CSP tracker
5. To co-design with children and families to inform the delivery of projects within the Action Plan and report how lived experience has impacted approaches taken through the agreed tracker
6. To review core data sets at each meeting and report by exception to the Children's Services Board to enable risks to be addressed timeously
7. To horizon scan national, regional and local improvement programmes specific to the youth justice agenda
8. To focus on reducing health and social inequity, through early intervention and prevention and aim to work upstream to support our most vulnerable children and families
9. To support the delivery of CSB audits conducted through the Quality Assurance Framework
10. To ensure that the data relating to children and young people is relevant, informs improvement activity, and is reported in a way that reflects their experiences.

11. To quality assure, through various self-evaluation activities, the effectiveness of multi-agency Youth Justice practice in Aberdeen City.

### **MEMBERSHIP**

Core membership of the Group will consist of:

- The Group will be chaired by Service Manager CSW and supported by WSA Lead Officer
- Core membership of the Group will consist of those who have sufficient level of authority to realise the objectives improvement activities and actions to improve needs of young people being met and in support of an experience of fair and proportionate justice.
- Membership of the group will consist of:
  - Andrea McGill, Service Manager CSW
  - Julia Milne, WSA Lead officer
  - Darren Bruce, Police Scotland/ Gail Walker, YJMU, Police Scotland
  - Emma Scrimger, Principle Reporter, SCRA
  - Alison Williamson, Team Manager Youth Team CSW
  - Lynne Richardson, Consultant Social Work CSW
  - Steve McConachie, Clinical Practitioner CSW
  - Hazel Fleet, Snr Social Worker JSW/
  - Stephen Grieve, Snr Social Worker JSW
  - Nicola Williams, CSM Barnardos (RAFT)
  - Forrest Templeton, Children's Rights Officer, CSW
  - Gemma Graham, Education Improvement Officer, Education Services
  - Megan McLeod, NHS Grampian
  - Brett Morrison Team Leader, Children's Res, CSW
- Other members may be co-opted for the purpose of particular work.

### **Members Responsibilities**

1. The Youth Justice Improvement Group will meet every five weeks. Members require to be deputised by an appropriate substitute if unable to attend.
2. To contribute to the development and delivery of the Children's Services Plan, youth justice improvement charters and stretch outcome 8 of the LOIP. This may be by delivering work directly or by arranging for it to be carried out through the allocation of resources or personnel from their agency or service.
3. To ascertain and to represent their agency's perspective and views at meetings and at other times. This includes the gathering, reporting and analysis of data.
4. To contribute to the delivery of the CSB audits conducted through the Quality Assurance Framework including, but not limited to, the preparation of each audit remit, identification of auditors, collation of materials to be audited, and preparation of reports to the CSB on findings.
5. Identify and communicate practice issues as required across the Aberdeen City partnership, including the distribution of information and materials to their agencies as required.

### **Support Arrangements**

1. The Group will have access to the time and expertise of its members.
2. Administrative support for meetings will be provided by all members on a rotational basis.
3. The WSA Lead Officer will circulate papers 7 days before each meeting.

## **Children with Disabilities and Additional Support Needs**

### **PURPOSE**

The Group has responsibility for:

- The delivery of the Action Plan relating to Stretch Outcome 9 in order to improve outcomes for children and families
- The completion of a tracker highlighting progress towards the projects in the Plan and the output of on-going engagement with children and families
- Support the role of the Children's Services Board in driving the implementation of The Promise across the Aberdeen City Community Planning Partnership
- Improving health and reducing inequality and variation in outcomes
- Routinely collating and monitoring data and reporting by exception to the Board
- Participating in quality assurance activity as determined through the Quality Assurance Framework
- The development of and presentation of Project Charters and Project End reports to Community Planning Aberdeen
- The development of a yearly report using data from the tracker and project end reports to support the collation of the Children's Services Plan annual report and other statutory reports.

### **REMIT AND RESPONSIBILITIES**

1. To contribute resources and personnel across agencies and services to enable delivery against the Children's Services Plan to achieve Stretch Outcome 9 of Aberdeen City's Local Outcome Improvement Plan.
2. Take responsibility for the leadership of aspects of the Plan and maintenance of the CSP tracker
3. To co-design with children and families to inform the delivery of projects within the Action Plan and report how lived experience has impacted approaches taken through the agreed tracker
4. To review core data sets at each meeting and report by exception to the Children's Services Board to enable risks to be addressed timeously
5. To horizon scan national, regional and local improvement programmes specific to children with additional support needs and disability
6. To focus on reducing health and social inequity, through early intervention and prevention and aim to work upstream to support our most vulnerable children and families
7. To support the delivery of CSB audits conducted through the Quality Assurance Framework

### **MEMBERSHIP**

Core membership of the Group will consist of:

- Chair: Tracy Davis, Child Health Commissioner, NHS Grampian avie, Service Manager, Children and Family Services, ACC
- Carol D Mhairi Shewan, Quality Improvement Officer, Aberdeen City Council
- Anne Brockman, Lead Allied Health Professional, NHS Grampian
- Wilma Paxton-Docherty, Programme Manager, NHS Grampian
- Elaine Thomson, Head Teacher, Orchard Brae, Aberdeen City Council
- Carole Chambers, Children's Services Manager, Barnardo's
- Hannah Bennett, Multiagency Child Protection L&D Officer, Aberdeen City Council
- Jill Gibbon, Child Protection L&D Lead, NHS Grampian
- Kirsty Johnston, L&D facilitator, NHS Grampian
- Carol Davie, Children's Social Worker, Aberdeen City Council

Other members may be co-opted for the purposes of particular work

**Support Arrangements**

1. The Group will have access to the time and expertise of its members.
2. Administrative support for meetings will be provided by all members on a rotational basis.
3. The Lead Officer for the Children's Services Board will support the interface with the CSB. Papers for each meeting will be issued at least 3 days in advance.