**MASH Steering Group**

**Terms of Reference**

**Purpose**

The purpose of the MASH Steering Group is to provide a multi-agency forum for discussion, information sharing, learning and promotion of good practice, in relation to adult safeguarding and child protection referrals, and thresholds for intervention. The aim is that through multi-agency discussions and providing mutual, professional challenge, the group will ensue high standard in terms of quality, appropriateness and timeliness for those requiring interventions in Havering.

Our secondary purpose is to highlight any issues (financial and social care related) that may require further action and discussion outside of the meeting.

**Core Membership**

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| **Panel Member** | **Responsibilities** |
| Head of Service, MASH, Early Intervention & Edge of Care | Panel Chair |
| Group Manager, MASH & Assessment | Deputy Chair  Review Steering Group papers circulated in advance and prepare for discussion on agenda items |
| Assistant Director, Children’s Social Care | Review Steering Group papers circulated in advance and prepare for discussion on agenda items |
| Assistant Director, Education | Review Steering Group papers circulated in advance and prepare for discussion on agenda items |
| Business Support Leader | Take minutes and actions from the Steering Group and circulate timely  Review Steering Group papers circulated in advance and prepare for discussion on agenda items |
| Safeguarding Service Manager, Safeguarding Adults | Review Steering Group papers circulated in advance and prepare for discussion on agenda items |
| Community Safety & Intelligence Manager | Review Steering Group papers circulated in advance and prepare for discussion on agenda items |
| Hsis Adviser, EAL and Safeguarding | Review Steering Group papers circulated in advance and prepare for discussion on agenda items |
| Policy & Performance Business Partner | Review Steering Group papers circulated in advance and prepare for discussion on agenda items |
| Health Visitor Specialist Practitioner, MASH and MARAC | Review Steering Group papers circulated in advance and prepare for discussion on agenda items |
| Assistant Director, NELFT | Review Steering Group papers circulated in advance and prepare for discussion on agenda items |
| Community Safety Officer, AD of Civil Protection | Review Steering Group papers circulated in advance and prepare for discussion on agenda items |
| Detective Chief Inspector, Police | Review Steering Group papers circulated in advance and prepare for discussion on agenda items |
| Head of Integrated Services, Assessment Community Review | Review Steering Group papers circulated in advance and prepare for discussion on agenda items |
| Partnership & Learning Manager | Review Steering Group papers circulated in advance and prepare for discussion on agenda items |
| Inclusions Team Leader & Alternative Provision Commissioner, Learning & Achievement | Review Steering Group papers circulated in advance and prepare for discussion on agenda items |
| NHS | Review Steering Group papers circulated in advance and prepare for discussion on agenda items |
| Justice | Review Steering Group papers circulated in advance and prepare for discussion on agenda items |

**Aims**

* To analyse MASH data to monitor and improve performance across the service and to track referral trends, risks and emerging risks across the borough to inform service delivery
* To drive operational responses to identified gaps and recognised risks across the borough
* To be accountable for the monitoring, reviewing and continual improvement of the effectiveness of the service in achieving timely and proportionate decision making for Adults, Children and Families in need of help and protection
* To identify and resolve obstacles to the improvement and development of MASH services and MASH Operational Protocol
* To ensure appropriate information sharing agreements and process are in place, across the partnership, to inform best practice and decision making when supporting Children, Adults and Families
* To ensure compliance with legislation, policy and guidance relative to safeguarding Adults, Children and Families in respect of information sharing
* To produce reports detailing the effectiveness of the MASH service, inclusive of partner agencies and organisations
* To agree communication strategies and service level interface across the wider partnership
* To escalate risk issues, as appropriate, to the Safeguarding Childrens Board and Adult Safeguarding Board in a timely manner

**Information Sharing**

An Information Sharing Agreement has been signed by key MASH partners and is dated \*\*\*\*

**Frequency and Structure of Panels**

* The Steering Group will meet monthly for the first year and this will be reviewed Financial Year, 2023
* The Steering Group will be chaired by the Head of Service, MASH, Early Intervention and Edge of Care, with the MASH and Assessment Group Manager taking the position of co-chair as required
* The Steering Group/Steering Group Chair will report into Havering’s Safeguarding Children’s Board and the Safeguarding Adults Board, to share relevant service updates, progresses made and any identified gaps and /or risks identified through the MASH Steering Group, at a minimum of once a year, or upon request.

**Data**

**Agenda**

The Steering Group agenda will include:

* Review of previous Steering Group minutes and actions
* Performance Data
* Multi-Agency Audits / emerging themes
* Current issues/risks and benefits
* Next steps/key actions for the board
* Date of the next meeting

(Steering Group agendas and minutes will be circulated via email to members in a timely manner)