



### Third Sector Child Protection Group

#### Terms of Reference February 2026

<b>Name of Group</b>	Third Sector Child Protection Group
<b>Vision</b>	<i>Our vision is for children, young people and their families in Edinburgh to be safe and protected from harm or risk of harm. In doing so, we share a collection of values and approaches such as promoting children’s rights, supporting whole families, developing trauma informed, preventative and responsive practice.</i>
<b>Purpose</b>	The Third Sector Child Protection Group will promote the delivery of integrated, high quality child protection services in Edinburgh across the children’s service partnership by enabling third sector organisations to have a voice and active involvement in strategic planning, continuous improvement and public communications. (More detail of the key functions is provided in Protecting Children and Young People: Child Protection Committee and Chief Officer Responsibilities (2019); the National Guidance for Child Protection in Scotland 2021 and the ECPC’s Constitution).
<b>Key Objectives</b>	<ul style="list-style-type: none"> <li>• Strengthen multi-agency performance, quality, and assurance by leveraging the voluntary sector’s leadership and improvement expertise within the Child Protection Committee (ECPC) and its Sub-Committees.</li> <li>• Provide a clear governance route for the wider EVOc Children, Young People and Families Network and LAYC Forums to raise child protection issues, questions, or insights with strategic partners.</li> <li>• Contribute proactively to shared local public messaging on child safety, wellbeing, and protection through the ECPC, Edinburgh Children’s Partnership, and related forums.</li> <li>• Enable regular knowledge-sharing and information exchange across disciplines and sectors within Edinburgh’s children’s services landscape – including producing an annual written report and regular verbal updates to the ECPC outlining key activities, learning, and outcomes.</li> </ul>

	<ul style="list-style-type: none"> <li>Strengthen collaboration, learning, communication, and alignment between voluntary sector organisations and statutory child protection processes, ensuring meaningful voluntary sector representation across the ECPC structure</li> </ul>
<b>Key Functions</b>	<ul style="list-style-type: none"> <li>Offer key points of communication and sign-posting for EVOC / LAYC Network organisations and the wider ECPC;</li> <li>Provide knowledge, expertise and meaningful contributions to the ECPC and Sub-Committees (Appendix 1 – ECPC Structure Diagram)</li> <li>Equip and develop third sector child protection leaders within the third sector</li> <li>Contribute to effective analysis and sense-checking of quality assurance and data analysis</li> <li>Develop, test and embed effective frameworks and tools with partner organisations and networks</li> <li>Publicising learning opportunities with partner organisations and networks.</li> <li>Increase reach of public child protection messaging by promoting campaigns and resources.</li> </ul>
<b>Chair</b>	The Liaison Group will be chaired by the Service Lead for Children Young People and Families. It will be Co-Chaired by a representative of LAYC.
<b>Core Membership (plus exceptions)</b>	<ul style="list-style-type: none"> <li>The Liaison Group core membership consists of the EVOC Network Representatives on ECPC and associated Sub-Committees and short life working groups (Appendix 1 – ECPC Structure Diagram). With consistent representation from LAYC</li> <li>The Edinburgh Child Protection Committee Lead Officer will attend 2 meetings per year.</li> <li>Third Sector Representatives from some of the relevant Edinburgh Children’s Partnership Working Groups may be invited to attend by exception.</li> <li>Senior Managers from statutory child protection services, such as Police, NHS Lothian, City of Edinburgh Council or SCRA may be invited by exception.</li> <li>The Chair to the Edinburgh Child Protection Committee will be invited by exception.</li> </ul>
<b>Member responsibilities</b>	<p>All Group Members will require to:</p> <ul style="list-style-type: none"> <li>Attend meetings of the Group.</li> <li>Agree and adhere to the remit of the Group.</li> <li>Provide effective scrutiny and analysis of data and reports as necessary.</li> <li>Take responsibility for preparation and gathering of reports as necessary.</li> <li>Undertake pieces of work as directed by the Chairs.</li> <li>Represent the view of their services from both strategic and operational perspective.</li> <li>Carry the authority to make decisions on behalf of their service/organisation, as appropriate.</li> <li>Be willing and able to make changes to achieve shared goals.</li> <li>Take responsibility and implement decisions taken by the Group.</li> <li>Feedback to their own networks/organisations/services.</li> </ul>

	<ul style="list-style-type: none"> <li>• Respect and listen to the views of all members.</li> </ul>
<b>Frequency of Meetings</b>	There will be 4 meetings per year.
<b>Accountability</b>	The Third Sector Child Protection Group jointly accountable to EVOC and LAYC Network Members and the ECPC and will report through the EVOC Committee Members to the ECP Committee.
<b>Support to Chair</b>	<p>Administrative functions include:</p> <ul style="list-style-type: none"> <li>• Undertaking a note of the meeting,</li> <li>• Ensuring that papers are circulated in advance,</li> <li>• Ensuring room bookings are confirmed,</li> <li>• Providing an access point for reports/contacts and members.</li> </ul> <p>The EVOC Service Lead will act as the key point of contact</p>
<b>Review</b>	This Terms of Reference will be reviewed on an annual basis, and next review is due February 2027.

### Appendix One: ECPC Structure Diagram

