

## **Terms of reference, values statement and ways of working for the ADCS ADASS Joint Committee**

**November 2009**

### **1.0 Terms of reference**

There is a vast policy agenda in relation to the cross-over and interface of services for children, young people, families and vulnerable adults. The Committee will therefore agree a work plan which will identify priority areas, and will be guided in its work by a shared values statement.

### **2.0 Values statement**

Achieving the best outcomes for children, young people and adults means working in a holistic family-orientated way. It is especially important that this is set into the context of the current economic climate and the development of Total Place, both of which will require better co-operation between adult and children's services departments. This Joint ADCS ADASS Committee seeks to ensure that the Associations provide a coherent, comprehensive, united response to:

1. The burgeoning policy on family
2. Common issues affecting the different workforces
3. Common approaches to commissioning.
4. Areas where young people might access services designed and provided for adults.

In the execution of its work the Committee will seek to address both of the Associations, Ministers, Regulators and individual local authorities. The Joint Committee is a mechanism through which members can discuss shared issues and common approaches. The role of the Committee is to act as the key reference point for both of the Associations around wider family-related policies and to take forward work in this area in conjunction with, and without duplicating the work of other existing ADCS and ADASS committees and groups.

### **3.0 Ways of working**

**3.1 Secretariat support** - The ADCS Policy Officer (safeguarding and wellbeing) will provide professional secretariat services to the Joint Committee.

**3.2 Quorum** – the quorum of the Committee is five.

**3.3 Membership** – the Joint Committee determines its membership by co-option based on the principle that there should be an equal number of ADCS and ADASS members. Some matters that the Joint Committee might wish to discuss may overlap with some other ADCS and ADASS Policy Committee remits e.g. safeguarding. In such instances it may be appropriate to invite the chair(s) of the relevant Committees to attend meetings of the Joint Committee.

**3.4 Chairing** – the Joint Committee is co-chaired by ADCS and ADASS.

**3.5 Meetings** – meetings will principally take place in central London.

**3.6 Funding** – ADCS and ADASS have each agreed to contribute £1,500 per annum to cover the costs of meeting room hire, refreshments etc. Additionally ADCS is able to cover the travel expenses for ADCS members to attend meetings of the Committee.