



# Children's Commissioner for Jersey

Promoting and Protecting Children's Rights

## Adult Advisory Panel Terms of Reference

### Purpose

- To provide strategic advice, support, scrutiny and challenge to the Children's Commissioner.
- To advise the Children's Commissioner on how her statutory powers can be exercised to promote and protect children rights, resulting in improved outcomes for children and young people in Jersey.
- To advise the Children's Commissioner on key issues and challenges facing children, young people and those who care for them, ensuring that the Commissioner's work is aligned to current and emerging issues.
- To act as a critical friend and be a vehicle for the Children's Commissioner to test validity of ideas, projects, policies and proposals that will in turn inform the policy and strategic priorities.
- To help ensure that the work of the Children's Commissioner is aligned to legislative, policy and practice developments for children and young people in Jersey and remains cognisant of research and best practice developments worldwide.
- To support the Children's Commissioner to maximise the impact and influence of the Office of the Children's Commissioner across the Island, and beyond, as appropriate, supporting independence of role and preventing isolation.
- To promote the work of the Children's Commissioner when appropriate to do so.

### Constitution

The **Commissioner for Children and Young People (Jersey) Law 2019 Part 5 Article 26** requires the Commissioner to appoint an Advisory Panel consisting of persons who represent a broad range of interests which are relevant to the Commissioner's functions, to provide the Commissioner with advice and assistance relating to the discharge of those functions.

The Law determines that the Commissioner must determine and publish:

- the criteria and process for appointment to the Panel;
- the terms and conditions applying in respect of an appointment; and
- the Panel's procedures.
- The Children's Commissioner will chair meetings.
- Secretariat will be provided by the Office of the Children's Commissioner and brief notes of the discussion will be recorded.

- The Advisory Panel is not accountable for the policies, financial or other management affairs of the Office of the Children’s Commissioner.
- Individual members of the Advisory Panel carry no personal liabilities or risks.

**Membership**

- The Advisory Panel will comprise a group of influential figures from across the children’s sector and wider civil society, each member bringing specific expertise and knowledge to the Panel.
- The Panel should be made up of eight to ten members.
- Membership is by formal invitation from the Children’s Commissioner. Members are approached and invited to become members on the basis of the following considerations to be taken across the Panel membership as a whole:
  - A track record of excellence at strategic policy and delivery;
  - A track record of high strategic or operational performance to support services relevant to children, young people and families;
  - Proven knowledge and experience of policymaking and public affairs;
  - Knowledge of the role, remit, powers and duties of the Children’s Commissioner as defined in legislation.
- The Advisory Panel conduct themselves in accordance with the Nolan Principles in their exercise as members of the panel
- Panel positions are not remunerated, and members give their time pro bono. Expenses incurred as a member will be reimbursed on proof of their having been incurred in the fulfilment of business for the Advisory Panel. All expenses claims must comply with the regulations contained in the Office of the Children’s Commissioner’s published Financial Procedures.
- A member of the Advisory Panel may at any time, and in writing, stand down from the Panel by giving three months’ notice of the intention to leave.
- In the unlikely event that such an issue should arise, as a result of exceptional circumstances and only on the grounds of firm evidence, if the Commissioner deems it necessary to remove an Advisory Panel member the Children’s Commissioner will write to the individual concerned stating, in detail, the reasons for terminating membership, and giving twenty working days allowing the member to respond in writing.

**Frequency of meetings and attendance expectations**

- The Advisory Panel will meet 4 times per annum. Dates will be published a year in advance and not subsequently changed unless in exceptional circumstances. Panel members are expected to attend a minimum of 3 and a maximum of 4 meetings per annum and be available between meetings via email or phone, on a limited basis and only as strictly necessary.
- Membership of the Advisory Panel is for 2 years. The Children’s Commissioner has the option to extend the term.