**Lambeth Safeguarding Children Partnership**

**DRAFT: Terms of Reference**

Last updated: 1 August 2019

**1. Purpose**

The LSCP Executive provides strategic leadership and direction to the wider LSCP, ensuring partners work together and implement local and national learning, including from serious child safeguarding incidents. The LSCP Executive will be chaired on a rotating basis for a year at a time. The chair role will rotate between the Strategic Director Children and Young People’s Service, CCG Chief Accountable Officer and Detective Superintendent Metropolitan Police.

**2. Accountabilities and Governance**

Partners are accountable for their own performance and members of the Executive are responsible for reporting LSCP progress, key issues and actions through their own governance structures.

As identified in *Working Together 2018*, strong leadership is critical for the new arrangements to be effective in bringing together the various organisations and agencies.

The statutory lead representatives for safeguarding partners are: the local authority chief executive, the accountable officer of a clinical commissioning group, and a chief officer of police. Where the lead representatives delegate their functions, they remain accountable for any actions or decisions taken on behalf of their agency. Where delegated, it is the responsibility of the lead representative to identify and nominate a senior officer in their agency to have responsibility and authority for ensuring full participation with these arrangements. The lead representative from each of the three safeguarding partners will therefore play an active role.

The representatives, or those they delegate authority to, should be able to:

• speak with authority for the safeguarding partner they represent

• take decisions on behalf of their organisation or agency and commit them on policy, resourcing and practice matters

• hold their own organisation or agency to account on how effectively they participate and implement the local arrangements

**3. Support and Finance**

The Executive, its sub-groups, safeguarding practice reviews and associated activities will be supported by the LSCP Business Manager and Business Unit.

Financial contributions to support the work of the Board and its Sub-Groups will be agreed on an annual basis.

**4. Membership of the Lambeth Safeguarding Children Partnership Executive:**

* Three representatives of the Local Authority (including statutory Director of Children’s Services)
* Four representatives of the NHS (including Designated Doctor and Designated Nurse and a senior representative from a provider NHS trust)
* Two representatives of Metropolitan Police (Lambeth/Southwark Command Unit)
* Two School representatives

The following may also attend LSCP Executive meetings:

* The Independent Scrutineer
* Relevant officers, including the LSCP Manager as needed.

The LSCP Executive will ordinarily meet every other month. Meetings will focus on identified local safeguarding priorities and other business as required. The Executive will provide oversight and direction, using evidence from audits and other quality assurance activity. It will determine key qualitative and quantitative success measures to support a shared understanding of practice expectations.

The LSCP Executive will agree membership of the Partnership Sub-groups and the Learning and Practice Improvement Hub, based on the chosen focus. The Executive will also be responsible for nominating ‘Change Makers’ for this work. Change Makers will have the authority to secure assurances and evidence from relevant agencies that learning has been disseminated and necessary changes secured in frontline practice.

Meetings of the Executive will consider, over a four month cycle, reports from each of the three subgroups (and any other task and finish groups which have been established). They will also consider the findings of audits and other quality assurance activity completed by agencies and through the work of the Learning and Practice Improvement Hub.

**5. The role of the Chair of the Lambeth Safeguarding Children Partnership Executive**

The LSCP Executive will be chaired on a rotating basis by one of the Designated Officers of the three statutory partners, for a year at a time.  The Chair will be responsible for chairing the meetings of the LSCP Executive, including approving the agenda and meeting minutes, in consultation with the other partners. The Chair will work with the Business Manager to sustain the engagement and momentum of the partnership, monitoring the business plan and actions in between meetings.

**6. The role of the LSCP Executive in Child Safeguarding Practice Reviews**

*Working Together* 2018 states that the responsibility for ‘how the system learns lessons from serious child safeguarding incidents lies at a national level with the Child Safeguarding Practice Review Panel and locally with the three safeguarding partners.

Lambeth Child Services will notify relevant safeguarding partners within 5 working days of a serious safeguarding incident. The notifications will be sent to the Executive Chair, lead agency members of the Executive and the chair of the Quality Assurance, Performance and Safeguarding Incidents Sub-group. The latter will convene a rapid review promptly and ask agencies to provide a summary of their involvement, so that facts about the case can be established.

The LSCP Executive will determine the chair of the rapid review which will discuss whether immediate action is needed to ensure safety of children, consider the potential for identifying improvements and complete a report for the Executive. The rapid review report will make a recommendation as to whether or not a safeguarding practice review should be undertaken (in line with the criteria set out on page 85 of *Working Together 2018*).

The chair of the Executive will then send a copy of the rapid review report to the National Panel after this has been approved. The decision to undertake a safeguarding practice review rests with the Chair of the Executive, in consultation with the safeguarding partners. It is anticipated that there will be some discussion between the National Panel and the Chair of the LSCP Executive before a final decision is made.

If a decision is made to undertake a safeguarding review, the LSCP Manager, in collaboration with the Independent Scrutineer and the chair of the Quality Assurance, Performance and Safeguarding Incidents Subgroup, will recommend an independent reviewer to undertake the review, based on their expertise, knowledge, practice experience (as set out in *Working Together 2018*).

The independent reviewer will provide updates to the Chair of the Executive at monthly intervals. A draft Safeguarding Review Report will be submitted to the Chair of the Executive and Independent Scrutineer within four months of the review having been initiated. A final report will be completed within five months. The report will be written in a way to avoid harming the welfare of children or vulnerable adults involved in the case.

7. **The Lambeth Safeguarding Children Partnership Sub-groups**

The LSCP Executive will establish three standing subgroups and give consideration to establishing specific task and finish groups as and when is needed. Membership of the three subgroups will be reviewed during the first year.

The LSCP Executive will set out key priorities for each subgroup, clarifying expectations and accountability arrangements for each group.

**The Sub-groups are:**

1. **Training and Development Subgroup**

*Working Together 2018* places a duty on the LSCP to determine the local training offer based on local needs and to monitor the impact and effectiveness of training that has been commissioned by the LSCP.

1. **Performance, Quality Assurance and Safeguarding Incidents Subgroup**

This purpose of the subgroup is to:

Respond to notifications of serious safeguarding incidents and convene rapid reviews, and to advise the Executive if a safeguarding practice review should be commissioned.

* Commission safeguarding practice reviews and provide regular updates to the Executive.
* Undertake good practice reviews, subject to the number of serious safeguarding practice reviews.
* Track the implementation and impact of learning and actions arising from local and national level practice reviews.
* Review reports from the Learning and Practice Improvement Hub, tracking progress on implementation of improvement plans.
* Interrogate and analyse performance data from partner agencies, highlighting issues and concerns for further attention by the Executive.

1. **Safeguarding Adolescents Subgroup**

The Safeguarding Adolescents subgroup (previously known as Young People at Risk subgroup of LSCB) will coordinate activities on behalf of the LSCP to achieve our vision of children and young people in Lambeth being free from risk of :

* Child sexual exploitation (CSE)
* Missing from home , care or education
* Serious youth violence (SYV) - linking between the work of this subgroup and the Serious Youth Violence Programme Board
* Involvement with gangs
* Involvement with ‘county lines’
* Radicalisation

**8. The Learning and Practice Improvement Hub (LPIH) approach**

Three Learning Hubs will be established every year; these will be made up of individuals from relevant statutory and voluntary sector agencies. The LSCP Executive will determine membership for each LPIH.

The purpose of the LPIH is to:

* Undertake audits and quality assurance activity, as directed by the Executive.
* Carry out interactive contemporary reviews with relevant professionals and people using services.
* Collate a report on findings and recommendations for consideration by the Executive.
* Develop an improvement plan to improve the quality of frontline practice.

The LPIH will be supported by an independent auditor. The independent auditor will complete the audits and draft the report for the LPIH. The cost of the independent auditor will be met by the LSCP. Each LPIH will have two named ‘Change Makers ’. These individuals will be appointed by the LSCP Executive; it will be their responsibility to coordinate the quality assurance activity, track the progress of the improvement plan and provide regular updates to the LSCP Executive. The Independent Scrutineer will be expected to evaluate the quality of the LPIH work.

In recognition that meaningful practice improvement takes time, each LPIH will continue to meet throughout the year and update the LSCP Executive regularly on progress.

**9. Escalation**

*Working Together 2018* states that safeguarding partners are expected to work together to resolve disputes locally. In the event of any disagreement, the Designated Officers from the three statutory partners will meet to agree a resolution.

**10. Independent scrutiny**

As established in *Working Together 2018*, the role of independent scrutiny is to provide assurance in judging the effectiveness of multi-agency arrangements to safeguard and promote the welfare of all children in a local area, including arrangements to identify and review serious child safeguarding cases.

The LSCP will ensure that the scrutiny is objective, acts as a constructive critical friend and promotes reflection to drive continuous improvement.

The LSCP Independent Scrutineer will consider how effectively the arrangements are working for children and families as well as for practitioners, and how well the safeguarding partners are providing strong leadership and agree with the safeguarding partners how this will be reported.

The role of Independent Scrutineer will be evaluated and refined during the first year of the Partnership’s implementation.

**11. Reporting**

As set out in *Working Together 2018*, the LSCP will publish a report at least once in every 12-month period. The report will set out LSCP actions, including on child safeguarding practice reviews, and how effective partnership arrangements have been in practice. In addition, the report will also include:

* evidence of the impact of the work of the safeguarding partners and relevant agencies, including training, on outcomes for children and families from early help to looked-after children and care leavers
* an analysis of any areas where there has been little or no evidence of progress on agreed priorities
* a record of decisions and actions taken by the partners in the report’s period (or planned to be taken) to implement the recommendations of any local and national child safeguarding practice reviews, including any resulting improvements
* ways in which the partners have sought and utilised feedback from children and families to inform their work and influence service provision

The LSCP will ensure the report is widely available. It will be published on the LSCP website and emailed to Partners. A copy of all published reports will be sent to the Child Safeguarding Practice Review Panel and the What Works Centre for Children’s Social Care within seven days of being published.

The three safeguarding partners will report any updates to the published arrangements in the annual report and the proposed timescale for implementation.