

## Learning and Development Subgroup

### Terms of Reference

Last updated: October 2022

#### 1. Purpose

The purpose of the Learning and Development (L&D) Subgroup is to fulfil the duty placed on the LSCP by *Working Together 2018*, to develop and cascade learning and training with regards to safeguarding children. The group will also be responsible in developing multi-agency policies and procedures on behalf of the LSCP

*Key purposes of the group include:*

- 1.1 The subgroup will make recommendations for the local learning offer based on local needs in line with their work plans and the priorities of the LSCP Executive
- 1.2 The subgroup will evaluate the impact and effectiveness of training and learning that is delivered and/or commissioned
- 1.3 Members will be responsible for ensuring safeguarding training is consistent and delivers the key learning from Local safeguarding Practice reviews and criteria within their own organisations.
- 1.4 Regularly review and audit multi-agency training to ensure consistency and standards.
- 1.5 Collate training figures from all partners and ensure training compliance is adhered to
- 1.6 Make recommendations of areas of concerns and training gaps in their own organisations and escalate as appropriate
- 1.7 Ensure links are maintained with other subgroups to ensure training and learning is central to all LSCP generated activity. This includes multi-agency audit activity being led by the PQA Subgroup
- 1.8 Develop and disseminate multi-agency policies and procedures linked to promoting the safety and wellbeing of children

#### 2. Accountabilities and Governance

Partners are accountable for their own performance and members of the L&D Subgroup are responsible for reporting L&D 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. It is therefore necessary for all partner representatives to 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, as appropriate, on behalf of and in consultation with 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

The Subgroup will monitor the impact of the learning and provide quarterly updates to the Executive. The group will also be responsible in producing an annual impact assessment that will be used to inform the LSCP Annual Report. The chair of the subgroup will be responsible for drafting the report which must be agreed by subgroup members prior to being submitted to the Executive.

### **3. Support and Finance**

The L&D Subgroup will be supported by the LSCP Business Manager, LSCP Learning and Development Manager and Business Unit. Activities of the L&D Subgroup will be resourced from the agreed annual LSCP budget.

### **4. Membership of the L&D Subgroup will include representatives from:**

- Children's Social Care: Principal Social Worker
- Education Safeguarding Managers
- Health representatives, including from Guy's and St Thomas's NHS Foundation Trust, South London and the Maudsley NHS Foundation Trust, Kings College Hospital Foundation Trust, and Named Safeguarding GP
- Police representative
- Voluntary sector representative
- LSCP Learning and Development Manager

The following may also attend L&D Subgroup meetings:

- The Independent Scrutineer
- Relevant officers, including the LSCP Manager

Membership will be reviewed on an annual basis.

### **5. Attendance**

The L&D Subgroup will ordinarily meet quarterly. Additional meetings will be held as required. It is expected that each agency will send their nominated subgroup representative or a fully briefed representative as a deputy to every meeting.

## **6. The role of the Chair/s of the L&D Subgroup**

The Chair/s of the L&D Subgroup will be appointed by the LSCP Executive. The Chair/s will be responsible for chairing the meetings of the L&D Subgroup, including approving the agenda and meeting minutes. The Chair/s will work with the Learning and Development Manager and the Business Manager to sustain the engagement and momentum of the Subgroup, monitoring progress and actions in between meetings. The Chair/s will meet with the Training & Development Manager to agree the agenda at least two weeks before ordinary meetings.

## **7. Escalation**

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

## **8. 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. As such, the Independent Scrutineer may attend L&D Subgroup meetings and work with relevant partners and/or the Chair/s of the Subgroup as necessary.

## **9. 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. The L&D Subgroup, through the Chair/s will provide information to feed into this report as requested.

## **10. Terms of Reference Review**

The Terms of reference will be reviewed annually or sooner if required.