

Refocussing the Devon Children And Families Partnership

Report of the Head of Childrens Health and Wellbeing (Deputy Chief Officer)

Please note that the following recommendations are subject to consideration and determination by the Cabinet (and confirmation under the provisions of the Council's Constitution) before taking effect.

It is recommended that Cabinet:

- a) Comment on and approve the arrangements proposed by the Chief Executive for the discharge of the council's duties as a safeguarding partner to:
 - Co-ordinate safeguarding services in conjunction with the integrated care board and chief officer of police in Devon;
 - Be part of a strategic leadership group supporting and engaging with other agencies;
 - To implement local and national learning (including from serious child safeguarding incidents);As required by S16E of the Children Act 2004 and Working Together 2018 and as set out below.
- b) Delegate to the Chief Executive the decision about whether to appoint an independent chair or scrutineer for the Devon Safeguarding Children Partnership if the executive group recommends that an independent chair should be appointed, and funding can be identified.

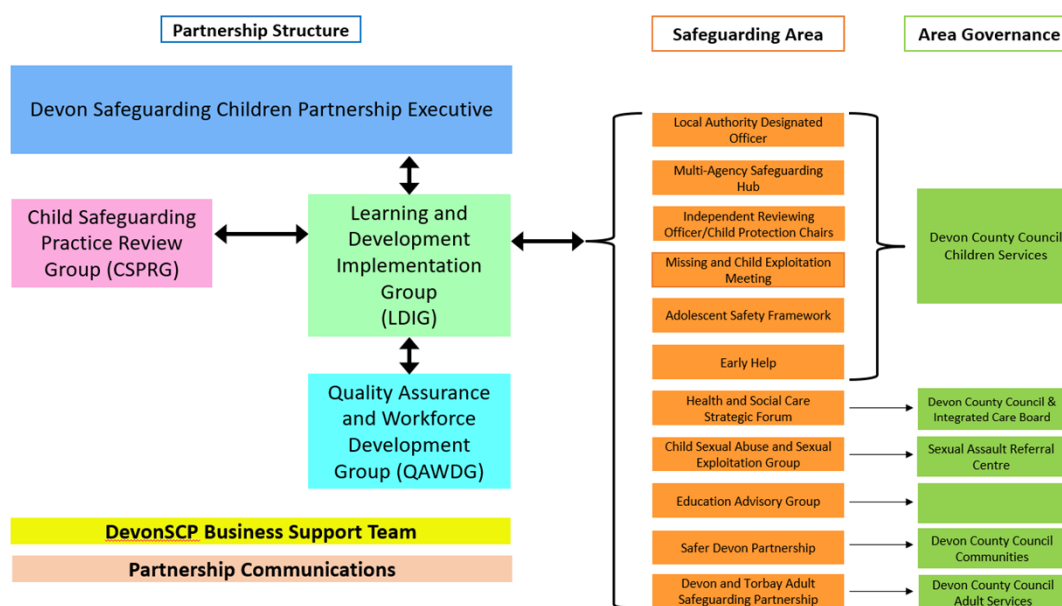
1. Summary

- 1.1 Devon Children and Families Partnership was established in 2017. The Partnership is broader than that required by the relevant statutory guidance, Working Together 2018. The statutory partners have reviewed the scope of the existing partnership and concluded that the remit should be focussed on the primary purpose required and focus on safeguarding and promoting the welfare of children.
- 1.2 This report sets out how the council's statutory duties would be discharge by the proposed new arrangements through a Devon Safeguarding Children Partnership
- 1.3 The executive group of the existing Devon Children and Families Partnership has considered whether the future Partnership should be advised by an independent scrutineer or chaired independently. The statutory partners have agreed to consider these options within their own agencies and to make recommendations following further discussion.

2. Background

- 2.1 Devon Children and Families Partnership (DCFP) was established in July 2017. It merged the functions of the Devon Safeguarding Children Board (DSCB) and the Children, Young People and Families Alliance (The Alliance). This was in response to the recommendations of the Wood Review of Local Safeguarding Children Boards (March 2016) and in particular, the reference to “local areas to determine how they organise themselves to improve outcomes for children”.
- 2.2 Subsequently, in 2018, the Government published Working Together to Safeguard Children 2018 (WT18), statutory guidance which introduced a requirement for the three local safeguarding partners to work together to safeguard and promote the welfare of local children including identifying and responding to their needs. In Devon the safeguarding partners are:
 - Devon Integrated Care Board, (ICB),
 - Devon and Cornwall Constabulary,
 - Devon County Council.
- 2.3 The partners have a shared and equal statutory duty to develop early support for children, families, and communities, working together to embed child safeguarding across all agencies and the wider stakeholders as Devon Safeguarding Children Partnership (DevonSCP).
- 2.4 The DCC Chief Executive is jointly responsible for the safeguarding partnership arrangements and has agreed the following arrangements with the other statutory partners.
- 2.5 Since 2018, the remit of the DCFP has expanded beyond that required by Working Together 2018. In April 2023, the DCFP Executive agreed to re-focus the scope and remit of the Partnership in line with the requirements of Working Together 2018 to enable the Partnership to focus on a single strategic priority in financial year 2023 – 2024. The focus would be the Multi-Agency Safeguarding Hub (MASH), the initial point of contact for expressions of concern about children, young people and families.
- 2.6 The planned changes will result in a stronger focus on safeguarding and child protection, less risk of duplication and more efficient use of resources for the statutory partners.
- 2.7 The Partnership Executive to begin to undertake horizon scanning and strategic planning ahead of the publication of a further date Working Together, consequent on the outcome of the Care Review, due to be published by the government later this year or early in 2024.
- 2.8 The Partnership Executive has therefore proposed that the Partnership be renamed the Devon Safeguarding Children Partnership (DSCP) with a reduced number of subgroups. The revised governance and structure of the Partnership is set out below. The DSCP will then more closely align with the other regional safeguarding children’s partnerships in Torbay, Plymouth, Cornwall and Somerset.

- 2.9 The re-focus of the Partnership to DevonSCP will be achieved through a change management process.
- 2.10 Terms of Reference for the four groups in the DevonSCP have been produced and agreed by the Executive Group (see Appendix 2). A review of membership and representation is underway to ensure appropriate levels of delegation and expertise.
- 2.11 A mapping exercise and gap analysis is being undertaken to ensure all existing DCFP sub-groups have appropriate governance oversight under the new structure. This will ensure all statutory functions are undertaken without duplication. Any areas of risk identified through this process will be actively managed through a rigorous risk management process.
- 2.12 A re-branding and communications plan is being developed to ensure, partners, stakeholders and impacted parties are engaged and consulted with throughout the change process.
- 2.13 In order that the core work of the DevonSCP continues through the change management process, the business plan for financial year 23/24 is under development to ensure the Partnership continues to deliver its statutory responsibilities and meets its primary aim: to make sure that children and families can get the right support, in the right place, at the right time and that children feel safe, listened to.
- 2.14 The Proposed Governance Structure for the Devon Safeguarding Children Partnership:



- 2.15 The proposed terms of reference for the executive and the three subgroups are attached at Appendix A. There are some aspects of the governance structure which require further consideration, for example the links between the DSCP and Prevent and Channel (both of whom report into the Safer Devon Partnership); how best to involve district councils and the voluntary, community and social enterprise sectors as well as the link to the Early Help Partnership.

- 2.16 Working Together 2018 highlights the benefits of independent scrutiny of the work of Local Safeguarding Children Partnerships without specifying how that scrutiny should best be provided:

‘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.’ (WT18 pg.80 para 31)

‘The independent scrutineer should 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.’ (WT18, pg. 80 para 32)

- 2.17 A later report, Vulnerability Knowledge & Practice Programme Report – Independent Scrutiny & LSCP Arrangements – August 2022 commented that “LSCPs ‘independence’ can be achieved through appointment of Independent Chairs or through Independent Scrutineer(s) who might also hold some chairing duties”.
- 2.18 The statutory partners that make up the executive of the proposed DSCP are continuing to evaluate the benefits of either an independent scrutineer or an independent chair and will make recommendations as to the best option later in the year. Either option would require additional funding, to be shared by the statutory partners.
- 2.19 Following the completion of the care review, the government has published a revised version of Working Together for consultation. This suggests that safeguarding partnerships should consider appointing an independent scrutineer rather than an independent chair. The DSCP Executive will take this into account when considering how best to ensure independent guidance for the partnership.

,

3. Consultations, Engagement and Representations

- 3.1 The statutory partners have been consulted about the content of this report.

4. Financial Considerations

- 4.1 There are no costs associated with re-focussing the work of the partnership.

5. Legal Considerations

- 5.1. The lawful implications of the proposals have been considered and taken into account in the preparation of this report and the formulation of the recommendations set out above.

6. Environmental Impact Considerations (Including Climate Change)

- 6.1. There is no environmental impact.

7. Equality Considerations

- 7.1. There are no negative impacts from an equalities' perspective anticipated from the refocussing of the partnership arrangements.

8. Risk Management Considerations

- 8.1 None

9. Summary / Conclusions / Reasons for Recommendations

- 9.1 Refocussing the work of the Devon Children and Families Partnership, reducing its scope and the number of sub-groups supported will enable the Partnership to support the work being undertaken to improve children's services in Devon.
- 9.2 The proposals set out in this report for the creation of the Devon Safeguarding Children Partnership will enable the council and its statutory partners to fulfil their statutory obligations, as set out in Working Together 2018.
- 9.3 The statutory partners will consult within their own agencies before making a recommendation about whether or not the DSCP would benefit from the appointment of an independent scrutineer or an independent chair.

Electoral Divisions: - All

Cabinet Member for Children's Services: - Councillor Andrew Leadbetter

Head of Children's Quality Assurance: - Vicki Whitehead

Deputy Chief Officer - Head of Children's Health and Wellbeing: - Steve Liddicott

Contact for Enquiries: - Steve Liddicott, Deputy Chief Officer- Head of Children's Health

Tel No: - 01392 382300 E-mail: - steve.liddicott@devon.gov.uk

Local Government Act 1972: List of Background Papers

Background Papers	Date	File Reference
Children Act 2004	2004	https://www.legislation.gov.uk/ukpga/2004/31

Working Together 2018	Revised 2022	https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/100000/working-together-2018-revised-2022.pdf
Wood Review of Local Safeguarding Children Boards	March 2016	https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/540000/wood-review-2016.pdf
Vulnerability Knowledge & Practice Programme Report – Independent Scrutiny & LSCP Arrangements	August 2022	https://www.vkpp.org.uk/publications/publications-and-reports/reports/index.html

Appendix 1 - Proposed Terms of Reference for the Devon Safeguarding Children Partnership Executive and Sub-Groups

Devon Safeguarding Children Partnership Executive

1. Authority

1.1 Working Together to Safeguard Children 2018 (WT18) places a legislative requirement for the three local safeguarding partners to work together to safeguard and promote the welfare of local children including identifying and responding to their needs. In Devon the safeguarding partners are:

- Devon Integrated Care Board, (ICB),
- Devon and Cornwall Constabulary,
- Devon County Council.

1.2 The partners have a shared and equal duty to develop early support for children, families, and communities, working together to embed child safeguarding across all agencies and the wider stakeholders as **Devon Safeguarding Children Partnership** (DevonSCP).

1.3 Individual agencies are responsible for setting their own policies. The role of the Partnership Executive is to hold each agency to account.

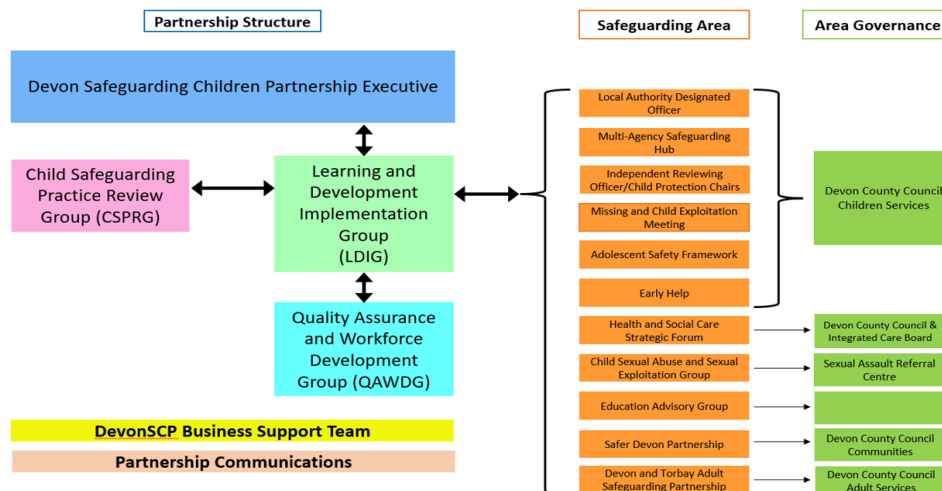
2. Governance structure

2.1 The Devon Safeguarding Children Partnership (DevonSCP) fulfils its WT18 responsibilities through an Executive lead governance structure.

2.2 The Executive has established three sub-groups:

- Learning and Development Implementation Group (LDIG)
- Quality Assurance and Workforce Development Group (QAWDG)
- Child Safeguarding Practice Review Group (CSPRG)

2.3 The Executive also requests input from other relevant and associated groups (via LDIG) to ensure its responsibilities under WT18 are fulfilled. The Executive and sub-groups are supported by a secretariat provided by the DevonSCP Business Support Team. A separate team provides support for Partnership Communications.



3. Purpose and priorities

- 3.1 The Executive is the governing and decision-making body of the DevonSCP. It brings together statutory and non-statutory partners and has overall accountability for safeguarding arrangements for children in Devon.
- 3.2 The purpose of the Executive is to provide strategic leadership and set strategic aims to fulfil the requirements placed on it in WT18.
- 3.3 MASH is the single priority for the DevonSCP over the period FY23/24.

4. Responsibilities

- 4.1 The Executive responsibilities are (as detailed in WT18):
 - To improve outcomes for children and to safeguard and promote their welfare
 - To develop and publish strategic and Annual Safeguarding Arrangements Reviews in line with WT18 requirements
 - To commission independent reviews and peer support as appropriate and in line with WT18.
 - To coordinate service delivery, ensuring quality standards are maintained, outcomes improved, and services are good value for money
 - Oversight of Section 175 and Section 11 arrangements
 - To ensure effective coordination and communication and working together across the multi-agency partnership.

5. Composition

- 5.1 The DevonSCP Executive consists of senior representatives from all three safeguarding partners. WT18 requires that the lead representative from each of the three safeguarding partners plays an active role. It is expected that members hold executive and senior offices in their organisations and can commit their organisation's resources, with accountability delegated from the CEO of the organisation. Members are also required to gather the views of the organisation(s) or service they represent prior to

meetings so they can represent these views. Members should also disseminate relevant information from Executive meetings within their organisation(s) or service.

The Executive is currently composed of the following members:

Status	Organisational Role	Name
Chair and Statutory Member	Chief Superintendent South Devon BCU Commander, Devon and Cornwall Police	Roy Linden
Statutory Member	Interim Director of Children's Services.	Julian Wooster
Statutory Member	Chief Nursing Officer for Devon Integrated Care Board	Naomi Chapman
Member and chair of LDIG	Head of Devon and Torbay Probation	Louise Arscott
Secretariat	Interim Joint Partnership Manager	Kate Nightingale
Secretariat	Interim Joint Partnership Manager	Jackie Colby
Secretariat	Business Support Officer	Claire Goldstraw

- 5.2 The Executive may invite attendees routinely or ad-hoc. Currently, the independent scrutineer (Keith Perkin) attends Executive meetings as an invited attendee.

6. Quorum

- 6.1 In order for any Executive meeting to be quorate representatives of all three safeguarding partners must be in attendance
- 6.2 Attendance may be in person, by telephone or online.

7. Decision-making

- 7.1 Members are expected to be able to make decisions on behalf of their organisations as well as commit organisational resources where relevant. Members are responsible for ensuring the required agreement by relevant governing bodies within their own organisation or service prior to Executive meetings where issues are tabled for decision. Should members delegate their functions, they remain accountable for any actions or decisions taken on behalf of their agency.
- 7.2 Decisions will usually be made through consensus of the Members. Invited attendees may put forward information, opinions and views which will be taken into consideration. In the event that consensus cannot be reached, Members will vote. The Chair will have the deciding vote in the event of a tie.
- 7.3 Decisions can only be formally made when a meeting is quorate, and will be recorded in the meeting minutes.

8. Meetings

- 8.1 The DevonSCP Executive will usually meet monthly for 1.5 hours, with agreement from the Chair. Ad-hoc or extraordinary meetings may be called by agreement of the Chair and or Vice-Chairs. All members are expected to prioritise attendance. If a member is not able to attend, they must notify the business support team and make arrangements for someone to attend in their absence.
- 8.2 Meeting agendas will be prepared by the DevonSCP Business Support Team and agreed by the chair. The Business Support Team will distribute meeting documents including the agenda, take minutes at the meeting, and record actions and decisions. Papers will be distributed at least five working days before each meeting and minutes will be circulated to all members within ten days of the meeting. The Business Support Team will also arrange meeting invitations. Meetings will usually be held via Teams, rather than face-to-face.
- 8.3 Members of the Executive have a responsibility to scrutinise minutes and advise of any amendments prior to the next meeting.
- 8.4 The Partnership Team will monitor attendance and provide updates to the chair.

9. Delegation of activity and powers

- 9.1 Members should have delegated authority to represent their agency from the CEO's of their organisation. WT18 requires that members can delegate their responsibilities to a deputy but they remain accountable for any actions or decisions taken on behalf of their agency. If delegated, it is the responsibility of the member to identify and nominate a senior officer in their agency to have responsibility and authority for ensuring full participation with these arrangements. The member, 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, and hold their own organisation or agency to account on how effectively they participate and implement the local arrangements.
- 9.2 The Executive has established three sub-groups and delegated development, operational and assurance activity to them on behalf of the Executive.
- 9.3 The Chairs of the sub-groups attend the Executive as core members to report on the activity of the sub-group and agree strategic aims.

10. Reporting and Monitoring

- 10.1 WT18 requires that the safeguarding partners must publish an Annual Safeguarding Arrangements Review at least once in every 12-month period. The Executive is accountable for the publication of this report.
- 10.2 The report must set out what the Partnership has done as a result of the arrangements, including child safeguarding practice reviews, and how effective these arrangements have been in practice.
- 10.3 All other reporting is delegated to sub-groups e.g. section 11, Section 175

11. Performance and Review

- 11.1 The performance of the Executive is reviewed and assessed by an independent scrutineer who will 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.
- 11.2 Terms of reference for the Executive and sub-groups will be reviewed annually.

Devon Safeguarding Children Partnership

Learning and Development Implementation Group

Terms of Reference

1. Authority

1.1 Working Together to Safeguard Children 2018 (WT18) places a legislative requirement for the three local safeguarding partners to work together to safeguard and promote the welfare of local children including identifying and responding to their needs. In Devon the safeguarding partners are:

- Devon Integrated Care Board, (ICB),
- Devon and Cornwall Constabulary,
- Devon County Council.

1.2 The partners have a shared and equal duty to develop early support for children, families, and communities, working together to embed child safeguarding across all agencies and the wider stakeholders as **Devon Safeguarding Children Partnership** (DevonSCP).

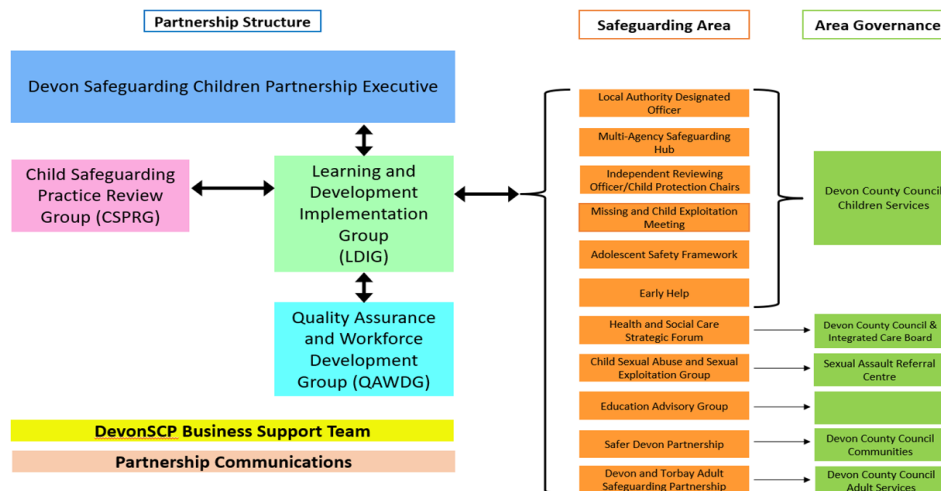
2. Governance structure

2.1 The Devon Safeguarding Children Partnership (DevonSCP) fulfils its WT18 responsibilities through an Executive lead governance structure.

2.2 The Executive has established three sub-groups:

- Learning and Development Implementation Group (LDIG)
- Quality Assurance and Workforce Development Group (QAWDG)
- Child Safeguarding Practice Review Group (CSPRG)

2.3 The Executive also requests input from other relevant and associated groups (via LDIG) to ensure its responsibilities under WT18 are fulfilled. The Executive and sub-groups are supported by a secretariat provided by the DevonSCP Business Support Team. A separate team provides support for Partnership Communications.



3. Purpose and priorities

- 3.1 The LDIG is responsible for the improvement of child safeguarding practice across Devon. It reports to the DevonSCP Executive. The Executive has overall accountability for child safeguarding arrangements in Devon.
- 3.2 Front Door and MASH is the single priority for the DevonSCP Executive and sub-groups over the period FY23/24.

4. Responsibilities

- 4.1 The LDIG responsibilities are:
 - To ensure sufficient independent scrutiny of multi-agency practice quality and impact on outcomes, as required in WT 2018
 - To ensure that learning from quality assurance processes; Child Safeguarding Practice Reviews (CSPRs), the Child Death Overview Panel (CDOP), and other relevant activity (including national reviews) are fed back into practice and service development
 - To ensure that learning is promoted and embedded in a way that local services for children and families can become more reflective and implement changes to practice
 - To accept all reviews for implementation of recommendations and learning from the **Child Safeguarding Practice Review Group**

5. Composition

- 5.1 The DevonSCP LDIG consists of representatives from all three safeguarding partners. Members are expected to have delegated authority from their organisations to represent, make decisions and commit resources, and to gather views of the organisation or service they represent. Members are also expected to disseminate relevant information from meetings within their organisation(s) or service as appropriate.
- 5.2 The LDIG is currently composed of the following members:

Status	Organisational Role	Name
--------	---------------------	------

Chair	Head of Devon and Torbay Probation	Louise Arscott
Member and Chair of EAG (TBC)	DCC, Education	Jen Norris (TBC)
Member	Strategic Lead: Community Safety & Violence Prevention Lead	Julie Richards
Member and joint chair of QAWDG	Head of Public Health Nursing, DCC	Kate Stephens
Member and joint chair of QAWDG	Head of Service, Practice, Social Work Academy, Quality Assurance, Reviewing and Safeguarding Service (QARSS)	Vicky Whitehead
Member	DCC, Children's Social Care	Steve Liddicott
Member	DCI, Devon and Cornwall Police or Detective Superintendent Head of PPU, Devon and Cornwall Police, Devon and Cornwall Police	Vicky Goff or Sharon Donald (TBC)
Member and Chair of CSPRG	Head of Safeguarding, NHS Devon ICB	Michele Thornberry
Member	Service Manager - Early Help & Partnerships	Ian Flett (TBC)
Member	Voluntary Sector	TBC
Member	Interim Joint Partnership Manager and Quality Assurance Lead, DevonSCP	Kate Nightingale
Member	Interim Joint Partnership Manager	Jackie Colby
Secretariat	Business Support Officer	Claire Goldstraw

5.3 The LDIG chair and or Vice-Chair may invite attendees routinely or ad-hoc.

6. Quorum

6.1 In order for any LDIG meeting to be quorate representatives of all three safeguarding partners must be in attendance.

6.2 Attendance may be in person, by telephone or online.

7. Decision-making

7.1 Members are expected to be able to make decisions on behalf of their organisations as well as commit organisational resources where relevant. Members are responsible for ensuring the required agreement by relevant governing bodies within their own organisation or service prior to LDIG meetings where issues are tabled for decision. Should members delegate their functions, they remain accountable for any actions or decisions taken on behalf of their agency.

7.2 Decisions will usually be made through consensus of the Members. Invited attendees may put forward information, opinions and views which will be taken into consideration.

7.3 Decisions can only be formally made when a meeting is quorate and will be recorded in the meeting minutes.

8. Meetings

8.1 The LDIG will usually meet monthly for 2 hours, with agreement from the Chair or Vice-Chair. Ad-hoc or extraordinary meetings may be called by agreement of the Chair. All members are expected to prioritise attendance. If a member is not able to attend, they must notify the business support team and make arrangements for someone to attend in their absence.

8.2 Meeting agendas will be prepared by the DevonSCP Business Support Team and agreed by the Chair. The Business Support Team will distribute meeting documents including the agenda, minute the meetings, and record actions and decisions. Papers will be distributed at least five working days before each meeting and minutes will be circulated to all members within ten days of the meeting. The Business Support Team will also arrange meeting invitations. Meetings will usually be held via Teams, rather than face-to-face.

8.3 Members of the LDIG have a responsibility to scrutinise minutes and advise of any amendments prior to the next meeting.

8.4 The Partnership Team will monitor attendance and provide updates to the chair.

9. Delegation of activity and powers

9.2 The DevonSCP Executive is accountable for the improvement of safeguarding practice across Devon. It has delegated responsibility for the improvement of safeguarding practice across Devon to the LDIG.

9.3 The chair of the LDIG will attend the Executive as a core member to report on the activity of the sub-group and agree strategic aims.

10. Reporting and Monitoring

10.1 WT18 requires that the safeguarding partners must publish a report at least once in every 12-month period. The chair of the LDIG will provide a report annually to be incorporated into the Annual Review of Local Safeguarding Arrangements. The report must set out what the LDIG has achieved as a result of the arrangements, including child safeguarding practice reviews and effectiveness. This will also include section 11 reporting.

11. Performance and Review

11.1 The performance of the LDIG is reviewed and assessed by an independent scrutineer, who will 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.

11.2 Terms of reference for the LDIG will be reviewed annually.

Devon Safeguarding Children Partnership

Child Safeguarding Practice Review Group (CSPRG)

Terms of Reference

1 Authority

1.1 Working Together to Safeguard Children 2018 (WT18) places a legislative requirement for the three local safeguarding partners to work together to safeguard and promote the welfare of local children including identifying and responding to their needs. In Devon the safeguarding partners are:

- Devon Integrated Care Board, (ICB),
- Devon and Cornwall Constabulary,
- Devon County Council.

1.2 The partners have a shared and equal duty to develop early support for children, families, and communities, working together to embed child safeguarding across all agencies and the wider stakeholders as **Devon Safeguarding Children Partnership** (DevonSCP).

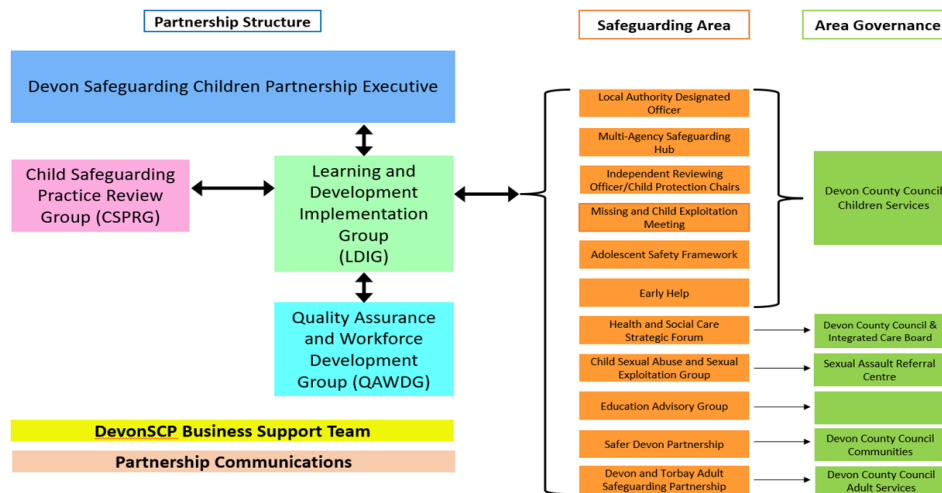
2 Governance structure

2.1 The Devon Children Safeguarding Partnership (DevonSCP) fulfils its WT18 responsibilities through an Executive lead governance structure.

2.2 The Executive has established three sub-groups:

- Learning and Development Implementation Group (LDIG)
- Quality Assurance and Workforce Development Group (QAWDG)
- Child Safeguarding Practice Review Group (CSPRG)

2.3 The Executive also requests input from other relevant and associated groups (via LDIG) to ensure its responsibilities under WT18 are fulfilled. The Executive and sub-groups are supported by a secretariat provided by the DevonSCP Business Support Team. A separate team provides support for Partnership Communications.



3 Purpose and priorities

- 3.1 The CSPRG is responsible for improving outcomes for children, safeguarding them and promoting their welfare by ensuring a timely and high-quality response in all cases referred for consideration. The DevonSCP Executive has overall accountability for child safeguarding arrangements in Devon.
- 3.2 Front Door and MASH is the single priority for the DevonSCP Executive and sub-groups over the period FY23/24.

4 Responsibilities

4.1 The CSPRG responsibilities are:

- To commission/undertake Rapid Reviews, Child Safeguarding Practice Reviews (CSPRs) and/or other reviews as required under WT 2018
- To liaise with the independent National Child Safeguarding Practice Review Panel, as required
- To contribute to the development of a practice culture characterised by high support/high challenge
- To consider all Serious Incident Notifications and make decisions on next steps
- To commission and oversee Child Safeguarding Practice Reviews, Local Learning Reviews and/or other case reviews in eligible cases
- To submit all reviews for implementation of recommendations and learning to the DevonSCP **Learning and Development Implementation Group (LDIG)**

5 Composition

- 5.1 The DevonSCP CSPRG consists of representatives from all three safeguarding partners. Members are expected to have delegated authority from their organisations to make decisions, commit resources, gather and represent views of the organisation or service they represent. Members are also expected to disseminate relevant information from meetings within their organisation(s) or service as appropriate.
- 5.2 The CSPRG is currently composed of the following members (under consideration):

Status	Organisational Role	Name
Chair	Head of Safeguarding, NHS Devon ICB	Michele Thornberry
Member		
Member		
Member		
Member		
Member		
Member		

5.3 The CSPRG chair may invite attendees routinely or ad-hoc.

6 Quorum

6.1 In order for any CSPRG meeting to be quorate representatives of all three safeguarding partners must be in attendance.

6.2 Attendance may be in person, by telephone or online.

7 Decision-making

7.1 Members are expected to be able to make decisions on behalf of their organisations as well as commit organisational resources where relevant. Members are responsible for ensuring the required agreement by relevant governing bodies within their own organisation or service prior to CSPRG meetings where issues are tabled for decision. Should members delegate their functions, they remain accountable for any actions or decisions taken on behalf of their agency.

7.2 Decisions will usually be made through consensus of the Members. Invited attendees may put forward information, opinions and views which will be taken into consideration.

7.3 Decisions can only be formally made when a meeting is quorate and will be recorded in the meeting minutes.

8 Meetings

8.1 The CSPRG will usually meet every two months for 1.5 hours, with agreement from the Chair. Ad-hoc or extraordinary meetings may be called by agreement of the chair. All members are expected to prioritise attendance. If a member is not able to attend, they must notify the business support team and make arrangements for someone to attend in their absence.

8.2 Meeting agendas will be prepared by the DevonSCP Business Support Team and agreed by the chair. The Business Support Team will distribute meeting documents including the agenda, minute the meetings, and record actions and decisions. Papers will be distributed at least five working days before each meeting and minutes will be circulated to all members within ten days of the meeting. The Business Support Team

will also arrange meeting invitations. Meetings will usually be held via Teams, rather than face-to-face.

8.3 Members of the CSPRG have a responsibility to scrutinise minutes and advise of any amendments prior to the next meeting.

8.4 The Partnership Team will monitor attendance and provide updates to the Chair.

9 Delegation of activity and powers

9.1 The DevonSCP Executive is accountable for improving outcomes for children, safeguarding them and promoting their welfare by ensuring a timely and high-quality response in all cases referred for consideration. It has delegated responsibility for this to the CSPRG.

9.2 The chair of the CSPRG will attend the DevonSCP Executive as a core member to report on the activity of the sub-group and agree strategic aims. The chair is responsible for securing Executive sign off and to ensure publication of, Rapid Reviews, Child Safeguarding Practice Reviews (CSPRs) and/or other reviews as required under Working Together 2018.

10 Reporting and Monitoring

10.1 WT18 requires that the safeguarding partners must publish a report at least once in every 12-month period. The Executive is accountable for the publication of this report. The chair of the CSPRG will provide a report annually to be incorporated into the Annual Review of Local Safeguarding Arrangements. The report must set out what the CSPRG has achieved including Rapid Reviews, Child Safeguarding Practice Reviews (CSPRs) and/or other reviews as required under Working Together 2018.

11 Performance and Review

11.1 The performance of the CSPRG is reviewed and assessed by an independent scrutineer, who will 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.

11.2 Terms of reference for the CSPRG will be reviewed annually.

Devon Safeguarding Children Partnership

Quality Assurance and Workforce Development Group (QAWDG)

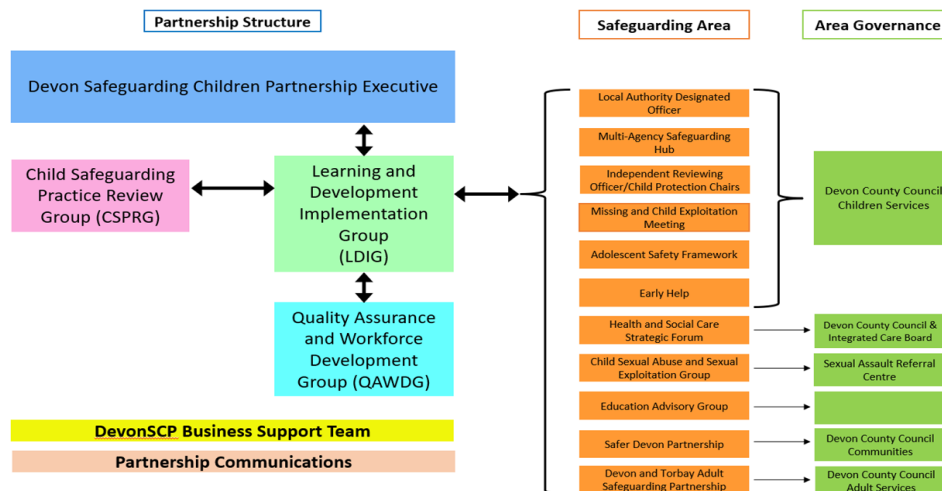
Terms of Reference

1 Authority

- 1.1 Working Together to Safeguard Children 2018 (WT18) places a legislative requirement for the three local safeguarding partners to work together to safeguard and promote the welfare of local children including identifying and responding to their needs. In Devon the safeguarding partners are:
- Devon Integrated Care Board, (ICB),
 - Devon and Cornwall Constabulary,
 - Devon County Council.
- 1.2 The partners have a shared and equal duty to develop early support for children, families, and communities, working together to embed child safeguarding across all agencies and the wider stakeholders as **Devon Safeguarding Children Partnership** (DevonSCP).

2 Governance structure

- 2.1 The Devon Safeguarding Children Partnership (DevonSCP) fulfils its WT18 responsibilities through an Executive lead governance structure.
- 2.2 The Executive has established three sub-groups:
- Learning and Development Implementation Group (LDIG)
 - Quality Assurance and Workforce Development Group (QAWDG)
 - Child Safeguarding Practice Review Group (CSPRG)
- 2.3 The Executive also requests input from other relevant and associated groups (via LDIG) to ensure its responsibilities under WT18 are fulfilled. The Executive and sub-groups are supported by a secretariat provided by the DevonSCP Business Support Team. A separate team provides support for Partnership Communications.



3 Purpose and priorities

- 3.1 The QAWDG is responsible for monitoring and assuring the quality of child safeguarding across Devon, as laid out in WT18 by improving multi-agency learning and development needs and workforce planning and development. The DevonSCP Executive has overall accountability for child safeguarding arrangements in Devon.
- 3.2 Front Door and MASH is the single priority for the DCSP Executive and sub-groups over the period FY23/24.

4 Responsibilities

4.1 The QAWDG responsibilities are:

- To implement the DevonSCP Quality Assurance Framework
- Carry out reviews into key themes and seek out any multi-agency learning or development needs across Devon
- Carry forward any multi-agency recommendations from Serious Case Reviews (SCRs), rapid reviews and child death reviews
- Review data from a wide range of sources to develop and manage an audit forward plan
- Follow up specific lines of enquiry, possible themes trends and questions for table-top audits, Multi-Agency Case Audits (MACAs) single agency audits, “spot” audits, walkabouts etc
- Quality-assure multi-agency service provision for children and families in Devon through: Appreciative Inquiries (AIs), table-top single audits, single and multi-agency audits, surveys, forums, and other activities as required.
- Co-ordinate the workforce development required to deliver the Children and Young Peoples Plan and the Children’s priorities within the NHS Long-Term Plan
- Commission appropriate multi-agency workforce training or other learning and skills development opportunities
- Co-ordinate workforce learning and development requirements of other sub-groups to ensure an effective offer of high quality with learning outcomes and impact measured and reported.

- Develop effective monitoring and evaluation processes, assess the quality and effectiveness of learning and development and evidence how local practice is demonstrably improved by the same
- Monitor the cost effectiveness of learning and workforce development provision.

5 Composition

5.1 The DevonSCP QAWDG consists of representatives from all three safeguarding partners. Members are expected to have delegated authority from their organisations to make decisions, commit resources, gather and represent views of the organisation or service they represent. Members are also expected to disseminate relevant information from meetings within their organisation(s) or service as appropriate.

5.2 The QAWDG is currently composed of the following members:

Status	Organisational Role	Name
Co-Chair	Head of Public Health Nursing, DCC	Kate Stephens
Co-Chair	Head of Service, Practice, Social Work Academy, Quality Assurance, Reviewing and Safeguarding Service (QARSS)	Vicki Whitehead
Member	Devon Partnership Trust	Penny Rogers
Member	Acute Trust	Anna Brimacombe
Member	Acute Trust	Laura Lethaby
Member	Voice of Children - Participation	Lizz Williams/ Amy Bickford
Member	Early Years	Nikki Phillips
Member	MASH	Eleri Taylor
Member	Public Health Nursing	Victoria Howard
Member	Public Health Nursing	Julie Kitchen
Member	DCC Education	Lara Stead
Member	Children Family Health Devon	Val Watkins
Member	Probation	Alicia Sweett
Member	D&C Police	Steve Alexander
Member	Voice of Voluntary Sector	Tom Coultard
Member	Children's Centres	Jessica Foye (TBC)
Member	Together Devon	Francesca Bendall
Member	Principle Social Worker	Karis Williams
Member	QARSS	Leanne Edwards/Sean Segal
Member	Early Help	Ian Flett to nominate

5.3 The QAWDG (co) chair(s) may invite attendees routinely or ad-hoc.

6 Quorum

- 6.1 In order for any QAWDG meeting to be quorate representatives of all three safeguarding partners must be in attendance.
- 6.2 Attendance may be in person, by telephone or online.

7 Decision-making

- 7.1 Members are expected to be able to make decisions on behalf of their organisations as well as commit organisational resources where relevant. Members are responsible for ensuring the required agreement by relevant governing bodies within their own organisation or service prior to QAWDG meetings where issues are tabled for decision. Should members delegate their functions, they remain accountable for any actions or decisions taken on behalf of their agency.
- 7.2 Decisions will usually be made through consensus of the Members. Invited attendees may put forward information, opinions and views which will be taken into consideration.
- 7.3 Decisions can only be formally made when a meeting is quorate and will be recorded in the meeting minutes.

8 Meetings

- 8.1 The QAWDG will usually meet monthly, with agreement from the chair. Ad-hoc or extraordinary meetings may be called by agreement of the chair. All members are expected to prioritise attendance. If a member is not able to attend, they must notify the business support team and make arrangements for someone to attend in their absence.
- 8.2 Meeting agendas will be prepared by the DevonSCP Business Support Team and agreed by the chair. The Business Support Team will distribute meeting documents including the agenda, minute the meetings, and record actions and decisions. Papers will be distributed at least five working days before each meeting and minutes will be circulated to all members within ten days of the meeting. The Business Support Team will also arrange meeting invitations. Meetings will usually be held via Teams, rather than face-to-face.
- 8.3 Members of the QAWDG have a responsibility to scrutinise minutes and advise of any amendments prior to the next meeting.
- 8.4 The Partnership Team will monitor attendance and provide updates to the chair.

9 Delegation of activity and powers

- 9.1 The Executive is accountable for monitoring and assuring the quality of child safeguarding across Devon, as laid out in WT18 by improving multi-agency learning and development needs and workforce planning and development. It has delegated responsibility for this to the QAWDG

- 9.2 The chair of the QAWDG will attend the Executive as a core member to report on the activity of the sub-group and agree strategic aims.

10 Reporting and Monitoring

- 10.1 WT18 requires that the safeguarding partners must publish a report at least once in every 12-month period. The Executive is accountable for the publication of this report. The chair of the QAWDG will provide a report annually to be incorporated into the Annual Review of Local Safeguarding Arrangements. The report must set out what the QAWDG has achieved.

11 Performance and Review

- 11.1 The performance of the QAWDG is reviewed and assessed by an independent scrutineer, who will 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.

- 11.2 Terms of reference for the QAWDG will be reviewed annually.