

Terms of Reference

Learning and Development Group

1. Role and Function of the Learning and Development Group

The Learning and Development Group will disseminate learning across the Partnership. Learning will come from a range of activities including rapid reviews following serious incidents, local and relevant national child safeguarding practice reviews, domestic homicide reviews and safeguarding adult reviews where safeguarding children issues have arisen, reviews of child deaths, multi-agency audits, service user feedback, research, and national guidance.

Multi-agency learning will be identified through the CSPR Panel, the Assurance and Review Group and the MASH Strategic Group and reported to the SSCP Executive Group which, in turn, will task the Learning and Development Group with activity to ensure that learning is widely disseminated, and that activity is planned to evaluate the impact on frontline practice where necessary.

Learning may relate to an emerging theme or issue, or to a specific case, and will be achieved through:

- Responding to learning priorities and dissemination of learning
- Development of the SSCP Learning and Improvement Framework
- Co-ordinating multi-agency learning events and monitoring agency attendance
- Developing or reviewing policies and procedures
- Co-ordination of a Practitioner Learning Forum
- Delivery of an effective multi-agency training offer
- Targeted and universal communications activity to include newsletters, learning briefings and promotion of the joint learning resource located on the SSCP website
- Development of a model for the participation of children, young people, and their families

Through the above activities the Learning and Development Group will support the process of driving continuous improvement in multi-agency working in Solihull to safeguard children.

2. Accountability

The Learning and Development Group is accountable to the three named Safeguarding Partners via the SSCP Executive Group.

The Learning and Development Group will be responsible for producing a highlight report to each SSCP Executive Group meeting to include an overview of activity and identification of any barriers to success.

3. Role of Chair/Deputy Chair

The Chair of the Learning and Development Group should be a strategic lead representing one of the three named Safeguarding Partners: SMBC, WMP or Birmingham and Solihull ICB.

The Chair will work closely with the SSCP Business Manager to prepare for meetings and set agendas.

The Chair will hold group members to account for attendance, engagement, and the delivery of specific tasks.

The Chair will actively monitor individual attendance by group members and will report on this by exception to the SSCP Executive Group.

The Chair will provide progress reports to the SSCP Executive Group and will identify and report on any barriers and escalate identified risks.

The Chair will model appropriate behaviours and language at all times.

4. Role of Group Members

Each member of the subgroup is responsible for both working on behalf of the Local Safeguarding Children Partnership in the delivery of its learning and development function and for holding their own agency to account for its safeguarding children activity.

Group members to ensure they have the support of their line manager/organisation to fulfil the requirements of the role.

Group members will prepare for meetings and come ready to actively engage with discussions.

Group members will positively support with the completion of tasks between meetings when asked to do so by the Chair/Deputy Chair.

Group members will attend all meetings and, in the event that they are unable to do so, will identify a suitable person from their agency to attend on their behalf.

Group members will be expected to respond in a timely way to communications between meetings.

Group members will model appropriate behaviours and language at all times.

5. Frequency of meetings

Alternate months

6. Administration

Meetings will be administered by the SSCP Business Unit.

The agenda and papers will be circulated at least five working days ahead of the meeting.

Minutes will be produced and circulated within two weeks of the meeting.

7. Membership

Chair: DCI – Public Protection, West Midlands Police

Deputy Chair: Senior Designated Nurse Safeguarding (ICB)

Solihull Children's Social Care

West Midlands Police

NHS Birmingham and Solihull Integrated care Board

Coventry and Warwickshire Partnership Trust

University Hospitals Birmingham

Birmingham and Solihull Mental Health NHS Foundation Trust

Solihull Community Housing

CAFCASS

Probation Service

Voluntary Sector Representative

South Warwickshire NHS Foundation Trust

School/Education/Early Years Representative

SSCP Training Officer

SSCP Communications Lead

SSCP Business Manager

8. Quoracy

Meetings will not be considered to be quorate unless there is representation from all three named Safeguarding Partners.

Updated September 2022