

Terms of Reference for the Tower Hamlets Local Safeguarding Children Board

October 2011 (updated Feb 2014)

Overall purpose

The Local Safeguarding Children Board (LSCB) established through the Children Act 2004 Section 14.1, is a statutory mechanism for agreeing how the relevant organisations in each local area will co-operate to safeguard and promote the welfare of children, and for ensuring the effectiveness of what they do.

Working Together to Safeguard Children, Chapter 3 (DfE 2013), sets out in detail guidance for LSCBs and their member organisations to follow regarding their role, functions, governance and operational arrangements. The LSCB should coordinate what is done by each person or body represented on the Board and ensure the effectiveness of work undertaken by member organisations through a variety of mechanisms including peer review, self-evaluation, performance indicators and joint audit.

The broad scope of the LSCB is to address:

- Activity that affects all children and aims to identify and prevent maltreatment or impairment of health or development, and ensure children are growing up in circumstances consistent with safe and effective care
- Proactive work that aims to target particular groups
- Responsive work to protect children who are suffering, or likely to suffer, significant harm

Budgets responsible for

To function effectively, the LSCB needs to be supported by its member organisations with adequate and reliable resources. The LSCB budget is funded by contributions made by the Police, Health Agencies (Community, Acute and Mental Health), Probation, CAFCASS, Children's Social Care and Local Authority other. It is the expectation that the majority of funds will be provided by these core partners. The LSCB budget and the statutory contribution* (s15, CA04) made by each member organisation should be reviewed and agreed on an annual basis at the end of the financial year by the Independent LSCB Chair and the LSCB Partners Group.

** Contribution is considered to be financial payments towards expenditure incurred or in kind through the provision of staff, goods or services.*

Legal Agreements

The LSCB may request personal or other information subject to the Data Protection Act. Currently, Tower Hamlets' LSCB adheres to the scope outlined in the *Information Sharing Guidance for Practitioners and Managers* (DCSF 2008) and the North East London Information Sharing Protocols.

Information sharing with the LSCB will be strengthened with the passage of the Children and Families Bill, which makes provisions for compliance with LSCB requests for 'appropriate' information to be disclosed in order to assist it in the

exercise of its functions. The current local Information Sharing Agreement will need to be reviewed against the Children & Families Bill.

Accountable to

Tower Hamlets' LSCB is accountable for its work to

- The local community
- Constituent agencies
- Overview and Scrutiny Committee
- Secretary of State

Who is accountable to the LSCB?

The following are accountable to the LSCB in relation to the discharge of responsibilities in safeguarding children:

- Children and Families Partnership (in relation to safeguarding activity)
- Health and Wellbeing Board
- MARAC
- MAPPA
- LSCB Partners Group
- LSCB Subgroups:
 - Child Death Overview Panel
 - Case Review / Serious Case Review
 - Quality Assurance & Performance
 - Policy & Information
 - Learning & Development
 - Awareness Raising & Engagement

LSCB Core Functions:

The core functions of an LSCB are set out in regulations and are:

- Developing policies and procedures including those on:
 - action taken where there are concerns about the safety and welfare of a child, including thresholds for intervention;
 - training of people who work with children or in services affecting the safety and welfare of children;
 - recruitment and supervision of people who work with children;
 - investigation of allegations concerning people who work with children;
 - safety and welfare of children who are privately fostered;
 - co-operation with neighbouring children's services authorities (i.e. local authorities) and their LSCB partners;
- Communicating and raising awareness;
- Monitoring and evaluation;
- Participating in planning and commissioning;
- Reviewing the deaths of all children in their areas; and
- Undertaking Serious Case Reviews.

Additional LSCB Tasks:

- To audit and evaluate the effectiveness of local services in protecting and promoting the welfare of children
- To establish standards and performance indicators for the protection of children as required by DfE and within the framework set out in the Children and Young People's Plan (CYPP 2009-2012)
- To encourage and support the development of cooperative working relationships and mutual understanding between agencies and professionals with responsibilities for the welfare and protection of children as identified with the London Child Protection Procedures and the THIS Child
- Participate in the local planning and commissioning of children's services to ensure that they take safeguarding and promoting the welfare of children into account
- To use knowledge gained from research and national and local experience to develop and improve practice and service delivery and to ensure that lessons learned are shared, understood and acted on
- To raise awareness within the wider community of the need to safeguard children prevent harm and explain how the community can contribute to these objectives
- To ensure that single agency and multi-agency training on safeguarding and promoting welfare is provided in order to meet local needs. This covers both training provided by single agency to their staff and multi-agency training where staff from more than one agency train together.

Decision-Making Powers

The LSCB Main Board, consisting of its entire member organisation holds the final mandating authority and will be sought to make key local decisions relating to safeguarding and protection of children.

Outputs

There may be some exceptions, but outputs should include:

- LSCB Annual Review
- Multi-agency case and thematic audits
- Section 11 audits
- Bi-annual conference
- Annual Budget
- Annual Awareness Raising Campaign

Membership

The LSCB Membership was reviewed in January 2014 (see Appendix 1 for full list).

Expectation of Chair and Members

Chair

The Chair is responsible for providing effective leadership of the Board. He/she has a crucial role in securing an independent voice for the LSCB and should have the confidence of all partners.

The Chair and members of the Board are expected to:

- Read papers in advance of meetings, respond to emails and other communications in relation to the work of the LSCB
- Attend meetings, or provide a suitable delegate by notifying the Chair in advance and obtaining agreement to the deputy or alternative representative
- Participate in meetings and vote on decisions as a representative of their organisation or stakeholder group
- Feedback relevant information to their group or organisation
- Represent and promote the work of the LSCB
- Ensure knowledge of national and local safeguarding developments are kept up to date, including their child protection/safeguarding training

Meeting Frequency

Quarterly – January, April, July, September, November

An extraordinary meeting may be added during the year, if necessary

Support

The LBTH Strategy, Policy and Performance team provide business and policy support for the Board including:

- Arranging meetings
- Planning and writing papers
- Coordinating Board papers
- Writing and circulating minutes
- Advising on key policy developments

Relationships and links with other Strategic Bodies

Children and Families Partnership*

Community Safety Partnership*

Health and Wellbeing Board*

London Safeguarding Children Board

** Memorandum of understanding/ Protocol developed between the LSCB Main Board and these Forums*

APPENDIX 1 - LSCB Membership

| NAME | JOB TITLE | EMAIL ADDRESS |
|------------------------------|--|--|
| Abzal Ali | Targeted Support Manager Youth & Community - LBTH | Abzali.ali@towerhamlets.gov.uk |
| Alex Nelson | Voluntary Sector Children & Youth Forum Coordinator | alex@vcth.org.uk |
| Andy Bamber | Service Head - Safer Communities | Andy.bamber@towerhamlets.gov.uk |
| Ann Roach | Service Manager, Child Protection & Reviewing , LBTH | Ann.roach@towerhamlets.gov.uk |
| Anne Canning | Service Head, Learning & Achievement, Education, Social Care & Wellbeing, LBTH | Anne.canning@towerhamlets.gov.uk |
| Claire Lillis | Secondary School Heads Rep (Ian Mikardo Secondary School) | head@ianmikardo.towerhamlets.sch.uk |
| Cllr Oliur Rahman | Lead Member for Children's Services | Oliur.rahman@towerhamlets.gov.uk |
| David Galpin | Legal Services – LBTH | David.galpin@towerhamlets.gov.uk |
| Emily Fieran-Reed | Service Manager, Domestic Violence & Hate Crime, Community Safety - LBTH | Emily.fieran-reed@towerhamlets.gov.uk |
| Emma Tukmachi (Dr) | GP Representative Tower Hamlets CCG | emmatukmachi@nhs.net |
| Esther Trenchard-Mabere | Associate Director of Public Health | Esther.trenchard-mabere@towerhamlets.gov.uk |
| Hannah Falvey (Dr) | CCG Representative | Hannah.falvey@bartshealth.nhs.uk |
| Helal Ahmed | Voluntary Sector Rep Poplar HARCA | Helal.ahmed@poplarharca.co.uk |
| Carole Austin (Jessica Juon) | Service Manager for Tower Hamlets, NSPCC | jjuan@nspcc.org.uk |
| Jan Pearson | Associate Director for Safeguarding Children, ELFT | jan.pearson@eastlondon.nhs.uk |
| Jackie Odunoye | Service Head, Housing & RSL Rep | Jackie.odunoye@towerhamlets.gov.uk |
| Jenny Green | Subgroup Chair – L&D Professional Development Manager – HR & Workforce - LBTH | Jenny.a.green@towerhamlets.gov.uk |
| Kate Gilbert | Interim Assistant - Chief Probation Officer, Probation Trust | kate.gilbert@london.probation.gsi.gov.uk |
| Khalida Khan | Service Manager Children with Disabilities Service, CSC | Khalida.khan@towerhamlets.gov.uk |
| Layla Richards | Service Manager Strategy, Policy & Performance - LBTH | layla.richards@towerhamlets.gov.uk |
| Linda Kim-Newby | Senior Service Manager CAFCASS | Linda.kim-newby@cafscass.gsi.gov.uk |

| NAME | JOB TITLE | EMAIL ADDRESS |
|--------------------------------------|--|--|
| Nick Steward | Director of Student Services Tower Hamlets College | Nick.steward@tower.ac.uk |
| Owen Hanmer (Dr) | Designated Doctor, Barts Health NHS Trust (Community Services) | owen.hanmer@nhs.net |
| Robert McCulloch- Graham | Corporate Director, Education, Social Care & Wellbeing – LBTH | Robert.mcCulloch-graham@towerhamlets.gov.uk |
| Robert Mills | Nurse Consultant for Safeguarding Children & Designated Nurse, Tower Hamlets CCG | rob.mills@towerhamletsccg.nhs.uk |
| Sally Shearer | Director for Nursing/Safeguarding Children, Barts Health NHS Trust | sally.shearer@bartshealth.nhs.uk |
| Sam Price (DCI) (Anthea Richards) | Met Police Service – Child Abuse Investigation Team | Sam.l.price@met.police.uk |
| Sara Haynes | Primary School Heads Rep (Arnhem Wharf) | head@arnhemwharf.towerhamlets.sc.h.uk |
| Sarah Baker | Independent LSCB Chair | Sarah.baker19@nhs.net |
| Sarah Wilson | Director of Specialist Services, ELFT | sarah.wilson@eastlondon.nhs.uk |
| Steve Liddicott | Service Manager – CSC, LBTH | steve.liddicott@towerhamlets.gov.uk |
| Stuart Johnson | Service Manager, Youth Offending Service - LBTH | Stuart.johnson@towerhamlets.gov.uk |
| Wendy Morgan (DCI) | Public Protection Unit, MPS Tower Hamlets | wendy.k.morgan@met.pnn.police.uk |