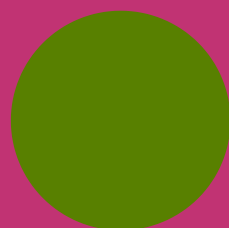
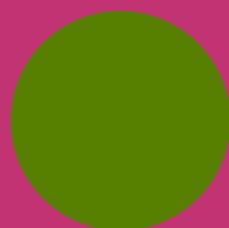
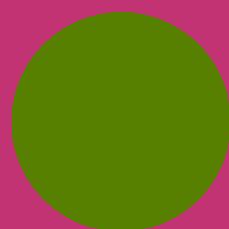
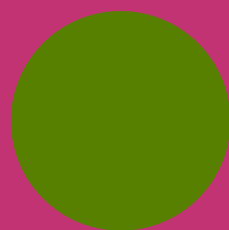




BIRMINGHAM
**Safeguarding
Children**
PARTNERSHIP

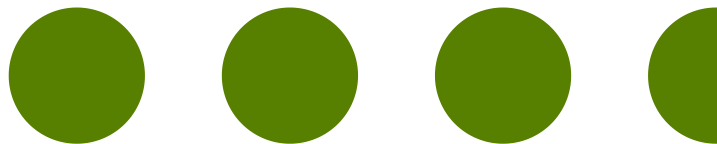


Governance Arrangements

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Foreword



This document sets out the multi-agency safeguarding arrangements of Birmingham Safeguarding Children Partnership (BSCP). It explains how the Safeguarding Partners in the city have agreed to fulfil their duties under the Children Act 2004 (as amended by the Children and Social Work Act 2017) and adhere to the guidance in Working Together to Safeguard Children 2023.

The Lead Safeguarding Partners for the city of Birmingham are:

- West Midlands Police
- Birmingham City Council
- NHS Birmingham and Solihull Integrated Care Board

As the Lead Safeguarding Partners, we share equal responsibility for execution and oversight of the multi-agency safeguarding arrangements, enabling a common purpose and agreed behavioural values to reinforce shared priorities. We recognise that to be strong and effective, the Partnership must engage the right people. We have worked collaboratively with a wide range of partners across the city to identify the organisations and agencies which need to be involved to safeguard and promote the welfare of Birmingham's children and young people. These partners are known as 'Relevant Agencies'.

Safeguarding Partners and Relevant Agencies will work together on our shared strategic safeguarding priorities to improve outcomes for vulnerable children and young people in Birmingham. Our approach is built around appropriate support and challenge between partners; ensuring that leaders and staff within every organisation are focused and accountable. We aim to create the conditions to develop a transparent learning culture, driving best collaborative practice for good and outstanding outcomes for children and young people.

All our work is underpinned by a consideration of the views and experiences of children and young people. We acknowledge that these arrangements are only effective if they make a difference to the wellbeing of Birmingham's children and young people and ask for help from professional partners and citizens of Birmingham in making this a reality.

A handwritten signature in black ink, appearing to read 'C. Guildford'.

Craig Guildford
Chief Constable
West Midlands Police

A handwritten signature in black ink, appearing to read 'Paul Athey'.

Paul Athey
Finance Officer and Deputy Chief
Executive
Birmingham and Solihull
Integrated Care Board

A handwritten signature in black ink, appearing to read 'Joanne Roney'.

Joanne Roney
Managing Director
Birmingham City Council



Introduction

Safeguarding and protecting children and young people is everybody's responsibility. Through collaborative working across organisations and agencies who work with children, young people and families, the ambition of our arrangements is that everyone can recognise, respond and fulfil their responsibilities to children, young people and families to build their resilience and ensure that children and young people are safeguarded.

This document sets out the multi-agency safeguarding arrangements to safeguard and protect children and young people in Birmingham. Listening to the voice and experience of children is at the centre of our Multi-Agency Safeguarding arrangements to help realise our ambition for every child, that Birmingham is 'a great place to grow up'.

Leadership and Accountability



[Working Together to Safeguard Children 2023](#) clarifies that the three Safeguarding Partners in relation to a local authority area are defined under the Children Act 2004 (as amended by the Children and Social Work Act 2017) as:

- the local authority
- an integrated care board for an area any part of which falls within the local authority area
- the chief officer of police for an area, any part of which falls within the local authority area

Lead Safeguarding Partners

The Lead Safeguarding Partners (LSP) are:

1. Craig Guildford, Chief Constable, West Midlands Police
2. Joanne Roney, Managing Director, Birmingham City Council
3. David Melbourne, Chief Executive, NHS Birmingham and Solihull Integrated Care Board

The LSP will jointly discharge the following key functions:

- Set the strategic direction, vision, and culture of the local safeguarding arrangements, including agreeing and reviewing shared priorities and the resources required to deliver services effectively.
- Lead their organisation's individual contribution to the shared priorities, ensuring strong governance, accountability, and reporting mechanisms to hold their delegates to account for the delivery of agency commitments.
- Review and sign off key partnership documents: published multi-agency safeguarding arrangements, including plans for independent scrutiny, shared annual budget, yearly report, and local threshold document.
- Provide shared oversight of learning from independent scrutiny, serious incidents, local child safeguarding practice reviews, and national reviews, ensuring recommendations are implemented and have a demonstrable impact on practice (as set out in the yearly report)
- Ensure multi-agency arrangements have the necessary level of business support, including intelligence and analytical functions, such as an agreed data set providing oversight and a robust understanding of practice.
- Ensure all relevant agencies, including education settings, are clear on their role and contribution to multi-agency safeguarding arrangements.

Delegated Safeguarding Partners

To reflect that the delivery of Children's Social Care is undertaken by Birmingham Children's Trust, there are four Delegated Safeguarding Partners (DSP):

1. Sue Harrison, Strategic Director Children and Families, Birmingham City Council
2. Helen Kelly, Chief Nurse, Birmingham and Solihull Integrated Care Board
3. Richard North, Birmingham Local Policing Area Commander, West Midlands Police
4. James Thomas, Chief Executive, Birmingham Children's Trust

The DSP will jointly discharge the following key functions:

- Delivery and monitoring of multi-agency priorities and procedures to protect and safeguard children in the local area, in compliance with published arrangements and thresholds.
- Close partnership working and engagement with education (at strategic and operational level) and other relevant agencies, allowing better identification of, and response to, harm.
- The implementation of effective information sharing arrangements between agencies, including data sharing, that facilitates joint analysis between partner agencies.
- Delivery of high-quality and timely rapid reviews and local child safeguarding practice reviews, with the impact of learning from local and national reviews and independent scrutiny clearly evidenced in yearly reports.

- The provision of appropriate multi-agency safeguarding professional development and training.
- Seeking of, and responding to, feedback from children and families about their experiences of services and co-designing services to ensure children from different communities and groups can access the help and protection they need.

Chairing Arrangements

LSP have endorsed the appointment of the new Co-Chairs, which commenced on 1st October 2024. The Co-Chairing arrangements involves all DSP participating in the Co-Chairing on rotational basis.



Sue Harrison

Strategic Director
Children and Families
Birmingham City
Council



James Thomas

Chief Executive
Birmingham
Childrens Trust



Richard North

Birmingham Local
Policing Area
Commander
West Midlands



Helen Kelly

Chief Nurse
Birmingham and
Solihull Integrated
Care Board

The Chief Executive of Birmingham Children’s Trust is a standing Co-Chair, with each of the other DSP Co-Chairing for a six-month period. The below table details the proposed changes in the chairing arrangements, which have been designed to provide continuity and effective succession planning.

Co-Chairing Period	Co-Chair	Standing Co-Chair
1/10/24 - 31/03/25	Richard North Chief Superintendent West Midlands Police	James Thomas Chief Executive Birmingham Children’s Trust
01/04/24 - 30/09/25	Sue Harrison Director of Children’s Services, Birmingham City Council	James Thomas Chief Executive Birmingham Children’s Trust
01/10/25 - 31/03/26	Helen Kelly Chief Nurse Birmingham and Solihull Integrated Care Board	James Thomas Chief Executive Birmingham Children’s Trust

To mitigate against any perceived or actual disproportionate power and influence, between the standing Co-Chair and the DSP Co-Chairing on a rotational basis, the DSP will ensure ongoing independent scrutiny of the effectiveness and impartiality of the Chairing arrangements and commission a formal 12-month review, in October 2025. The Delegated Safeguarding Leaders Group work collaboratively as a leadership team, meeting bi-monthly to set the strategic agenda and assist the Co-Chairs to discharge the below functions:

- To develop strategic links with, support, and hold to account all LSP in fulfilling their safeguarding duties for children.
- Ensure that local arrangements are designed to work collaboratively and effectively by encouraging and supporting the development of partnership working between the LSP, DSPs, independent scrutiny role and MASA subgroups.
- Chair the meetings of the DSP, including any additional meetings convened as a response to specific and exceptional circumstances, with the help of the business manager and independent scrutiny role.
- Offer appropriate challenge to ensure that the partners are accountable, and that the local arrangements operate effectively.

Relevant Agencies

The LSP have determined which organisations and agencies play a pivotal role in safeguarding and promoting the welfare of children in Birmingham. It is recognised that Schools, Colleges, Early Years and Childcare settings and other Education providers play a crucial role building relationships, identifying concerns and providing direct support to children, hence they have all been deemed Relevant Agencies as prescribed in National Guidance. Relevant Agencies are an integral part of the Multi-Agency Safeguarding Arrangements and are actively engaged at both Strategic and Operational levels, through the Executive Board, Sub-Groups, Practitioners Forum and Safeguarding Leaders' Assembly. Details of Relevant Agencies can be found at Appendix 1.

The purpose of these local arrangements is to support and enable local organisations and agencies to work together in a system where:

- there is a clear, shared vision for how to improve outcomes for children locally across all levels of need and all types of harm
- when a child is identified as suffering or likely to suffer significant harm there is a prompt, appropriate and effective response to ensure the protection and support of the child
- organisations and agencies are challenged appropriately, effectively holding one another to account
- the voice of children and families combined with the knowledge of experienced practitioners and insights from data, provides a greater understanding of the areas of strength and/or improvement within arrangements and practice
- information is sought, analysed, shared, and broken down by protected characteristics to facilitate more accurate and timely decision-making for children and families, and to understand outcomes for different communities of children effective collection, sharing and analysis of data, enables early identification of new safeguarding risks, issues, emerging threats, and joined-up responses across relevant agencies

- senior leaders promote and embed a learning culture which supports local services to become more reflective and implement changes to practice
- senior leaders have a good knowledge and understanding about the quality of local practice and its impact on children and families

To be effective, these arrangements should link to other strategic partnership work happening locally to support children and families. This will include other public boards, including Health and Wellbeing, Adult Safeguarding, Channel Panels, Improvement Boards, Community Safety Partnerships, the Local Family Justice Board and Multi-Agency Public Protection Arrangements.

Independent Scrutiny and Quality Assurance



Independent Scrutineer

To ensure our safeguarding arrangements are effective, we have established several mechanisms to hold both the Partnership, and its partners, accountable. The Independent Scrutineer acts as a 'Critical Friend' to provide support and challenge, focused on systemic improvement in safeguarding partnership practice reporting. Jo Proctor was appointed as the Independent Scrutineer in November 2024.

Independent scrutiny should drive continuous improvement and provide assurance that multi-agency safeguarding arrangements are working effectively for children, families, and practitioners. It should promote and be an enabler for continuous improvement, providing an evidence-base for safeguarding partners to provide strong and clear strategic leadership.

Our independent scrutiny arrangements in Birmingham are underpinned by our Independent Scrutiny Framework, supported by our Quality, Impact and Outcomes Sub-Group which is co-chaired by Birmingham Children's Trust and Birmingham and Solihull Integrated Care Board.

Independent scrutiny will focus on:

- providing safeguarding partners and relevant agencies with independent, rigorous, and effective support and challenge at both a strategic and operational level.
- providing assurance to the whole system in judging the effectiveness of the multi-agency safeguarding arrangements through a range of scrutiny methods.
- ensuring that statutory duties are being fulfilled, quality assurance mechanisms are in place, and that local child safeguarding practice reviews and national reviews are analysed, with key learning areas identified and effectively implemented across the safeguarding system.

- ensuring that the voice of children and families is considered as part of scrutiny and that this is at the heart of arrangements through direct feedback, informing policy and practice.
- being regarded as a 'critical friend' and provide opportunities for two-way discussion and reflection between frontline practitioners and leaders. This will encourage and enable strong, clear, strategic leadership.
- providing independent advice when there are disagreements between agencies and safeguarding partners through the Partnership escalation procedures.
- evaluating and contributing to multi-agency safeguarding published arrangements and the annual report, alongside feeding into the wider accountability systems such as inspections.
- using feedback and information from Safeguarding Partners and Relevant Agencies, children, young people, and families to consider the impact of Lead and Delegated Safeguarding Partners in delivering strong leadership to drive continuous improvement in safeguarding.

Independent Lead Reviewers

LSP will ensure that the commissioning of Local Child Safeguarding Practice Reviews is robust, timely and independent. For each review an Independent Lead Reviewer with the requisite skills and experience for that particular case will be appointed to undertake Local Child Safeguarding Practice Reviews in Birmingham. The Lead Reviewer will manage the review process, chair meetings of the Review Team, facilitate Reflective Learning Workshops and author the final report.

Inter-agency Challenge and Feedback

We foster a culture of challenge in which partners hold each other to account whilst also supporting each other to improve. Indeed, our Partnership arrangements are designed to facilitate professional challenge at all levels across the safeguarding system. The Independent Scrutineer has unrestricted access to all aspects of the Multi-Agency Safeguarding Arrangements and the quarterly 'Practitioners' Forums' to enable open dialogue with front-line staff about new safeguarding initiatives and get direct feedback from a broad cross section of the children's workforce in Birmingham.

Independent Scrutiny Framework

Read our [Independent Scrutiny Framework](#) in full for more information on our Independent Scrutiny arrangements.

Local Context

Birmingham is the second largest city in the UK, with an estimated population of over 1.14 million residents. The vibrant heart of the city is home to iconic buildings such as Grand Central, the Library of Birmingham and Cadbury World. The city stretches from Sutton Park in the North to Longbridge Technology Park in the South and is home to the famous Bullring Shopping Centre.

Birmingham is a super-diverse city. 51% of residents come from a minority ethnic group (national average 19%), with about 90 languages spoken in the city [ONS Census 2021]. Birmingham is one of the youngest cities in Europe, with an average age of 35 and over 255,000 residents under the age of 16, 22% of its overall population.

With air and rail transport links to the rest of the UK and beyond, living in Birmingham presents exciting opportunities. It boasts more green space than any other European city and more canals than Venice. In 2022, the city was the home of the Commonwealth Games, bringing together 5 million visitors from across the world.

However, 46% of Birmingham's children are growing up in poverty, up 10% in the past decade.

The city's population is projected to grow to 1,186,000 (3.9%) in 2028 and to 1,230,000 (7.8%) by 2038. This growth will have an impact on public services, such as Education, Housing and Health.





Our Shared Ambition, Principles and Priorities

The safeguarding arrangements bring organisations and agencies together to collaborate, share and co-own the vision of how to achieve improved outcomes for vulnerable children in Birmingham. The ambition, principles and priorities have been developed through consultation with the Lead Safeguarding Partners and 'Relevant Agencies' and were endorsed by the Partnership Executive Board on 22nd March 2023.

Our Shared Ambition

"Birmingham, a great place to grow up."

Our Shared Purpose

Providing strong leadership and strong partnership assuring local delivery, partnership practice, shared risk and accountability, by:

- setting standards, providing guidance and procedures for multi-agency safeguarding practice
- assuring sound practice with a positive impact on outcomes for children and young people
- ensuring a programme of learning and development which supports leadership and practice whilst also learning from the best and from Local Child Safeguarding Practice Reviews
- modelling a culture of evaluation, learning and continuous improvement
- communicating effectively with the wider safeguarding system of organisations and individuals, including voluntary organisations and those who experience services
- driving progress through Sub-Groups and work-streams which regularly account to our Executive Board

Our Shared Principles

The work of the BSCP is based on five key principles:

- **Effective Partnership Working:** Committed to effective collaborative partnership working which delivers the best possible protection of children in this young, diverse, creative city
- **Focus on the Family:** Supporting families to enable their children to flourish and learn in preparation for a long, productive, happy life.

- Committed to Early Help: Recognising that those with economic, health and other disadvantages will need additional support to achieve the same outcomes as their peers.
- Promotion of a Learning Culture: Operating as a learning system; open and ambitious to improve.
- A shared commitment to recognising and addressing inequalities and discrimination.

How we work

As a partnership, all our work together is underpinned by our shared values and principles.

OPENNESS - We are open and honest as with each other, and with children, young people, families, and communities.

INTEGRITY - We take responsibility for our actions, and we keep the commitments we make to partners and to children, young people, and their families.

BOLDNESS - We support and challenge each other to take risks, we are committed to action, and making things happen.

COLLABORATION - We value the contribution made by all our partners, we build and maintain good quality relationships with children, young people, and families.

LEARNING - Our partnership will achieve the best possible outcomes for children and young people if we create opportunities to learn together as a system.

PROFESSIONAL CURIOSITY - We will demonstrate appropriate professional curiosity in all our work, in all our agencies.

Our Shared Priorities

The Safeguarding Partners have identified the below four safeguarding priorities within its published [Business Improvement Plan 2023-2025](#). The Executive Board receives regular updates on the progress and implementation of the two-year Business Improvement Plan.

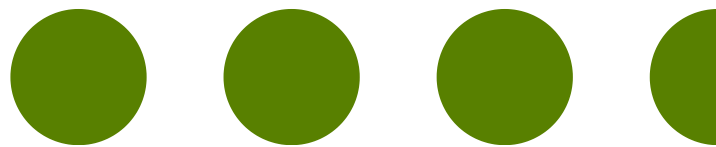
Priority 1: Ensuring effective implementation of 'Working Together to Build Strong Family Foundations'. ([Childhood Neglect Strategy 2022-2026](#)).

Priority 2: Assuring a coordinated and coherent inter-agency response to children impacted by domestic abuse and violence in families.

Priority 3: Developing a joint approach to understanding and responding to children who are, and who become, invisible to services.

Priority 4: Enhancing anti-discriminatory practice, by improving partnership focus on the work we do, in the context of equity, equality, diversity and inclusion.

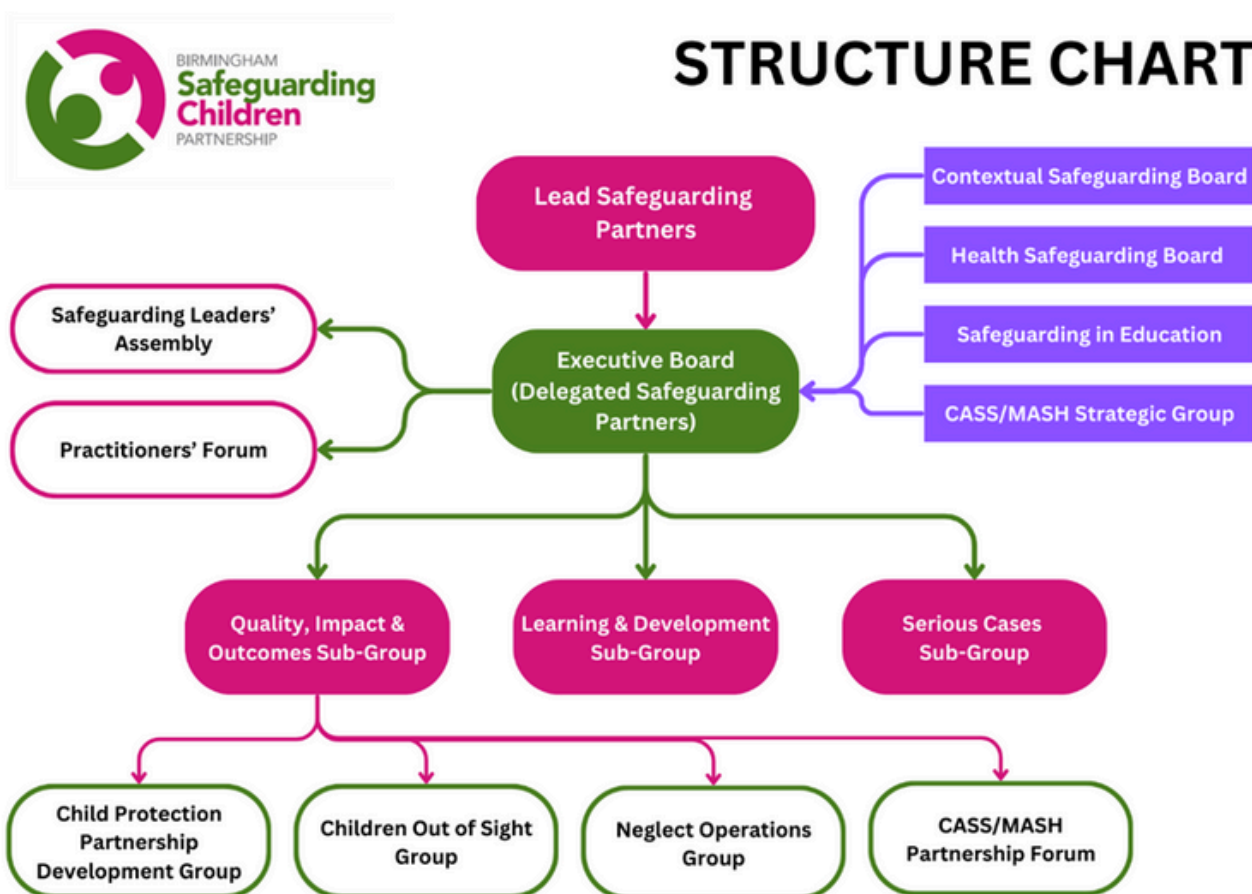
Birmingham Safeguarding Children Partnership



Organisational Structure

The Lead Safeguarding Partners have streamlined and strengthened the governance, structural and accountability arrangements for the multi-agency safeguarding arrangements in Birmingham aimed at continuously improving outcomes for Birmingham children and young people.

The below chart sets out the organisational structure to support LSP discharge and delegate their statutory safeguarding functions through an Executive Board, Strategic Safeguarding Assembly, Practitioners Forum and a series of Sub-Groups all focused on the effective implementation of the safeguarding priorities set out in the Business Improvement Plan.



Each Sub-Group is Co-Chaired by Senior Safeguarding Leaders from different statutory safeguarding organisations. Managerial and Administrative support is provided throughout the structure by a dedicated Business Support Unit. Detailed below is a short summary of the function of each group and Appendix 2 provides the full terms of reference for each group.

Lead Safeguarding Partners and Designated Safeguarding Partners

Lead Safeguarding Partners (LSP) and Delegated Safeguarding Partners (DSP) meet regularly to collectively discharge their statutory functions and evaluate the effectiveness of the Multi-Agency Safeguarding Arrangements. LSP across the seven Local Authorities within the West Midlands region intend to pilot and evaluate several different approaches aimed at enhancing the strategic safeguarding arrangements to maximise opportunities for greater collaborative working at Sub and Regional level.

Executive Board

The Executive Board provides strategic oversight of the multi-agency safeguarding arrangements, co-ordinating safeguarding services and evaluating the effectiveness of partnership working. The Executive Board is co-chaired by the DSP on a six-monthly rotational basis. The Executive Board meets bi-monthly to provide strategic direction, challenge and oversight on implementation of the priorities set out in the Business Improvement Plan 2023-2025. The Safeguarding Partners are responsible for leading the Partnership's Sub-Groups. Details of membership of the Executive Board can be found at Appendix 2.

Safeguarding Leaders' Assembly

A Safeguarding Leaders' Assembly meets twice-yearly, bringing together Chief Executives, Chief Officers and Strategic Safeguarding Leaders from Safeguarding Partners and all 'relevant agencies' to share good practice, discuss emerging safeguarding challenges and agree a collective way forward and importantly to evaluate progress on implementation of the share priorities set out in the Business Improvement Plan.

Practitioners' Forum

The Practitioners' Forum brings together frontline practitioners from relevant agencies across Birmingham on a quarterly basis to share learning, provide updates on new policies and procedures and training opportunities. Crucially, the forum provides frontline practitioners an opportunity to provide direct feedback to the Co-Chairs about their experience, operational challenges and areas for improvement in partnership safeguarding practice.

The Health Safeguarding Board

The Health Safeguarding Board provides strategic oversight for all aspects of both Adult and Children Safeguarding work across the Integrated Health Care System. This includes Children in Care, Child Death Review and the Mental Capacity Act.

Safeguarding in Education Group

The Safeguarding in Education Group ensures consistency of understanding and application of safeguarding practice within all schools and education settings across the city, to better protect children and young people.

Sub-Group Structure

The Executive Board is supported by a Sub-Group structure to specifically fulfil the statutory requirements of embedding learning from Local Child Safeguarding Practice Reviews, commissioning of Multi-Agency Safeguarding Training and oversight of the Quality Assurance and Audit Programme. Terms of Reference for each Sub-Group can be found at Appendix 2.

Learning and Development Sub-Group

The Learning and Development Sub-Group oversees the commissioning, delivery and evaluation of multi-agency safeguarding training and workforce development. The Executive Board endorses an annual Multi-Agency Safeguarding Training Offer which provides a blended mix of face-to-face and virtual training together with a seminar and conference programme.

Serious Cases Sub-Group

The Serious Cases Sub-Group oversees commissioning of independent reviews where a child dies or is seriously injured, and child abuse is suspected to be a contributing factor. Whenever these children come to our attention, a Rapid Review will be immediately undertaken to maximise learning and ascertain if there are national implications or whether a Local Child Safeguarding Practice Review should be commissioned to identify and cascade learning to front-line practitioners. The group will also be responsible for ensuring that agencies are able to demonstrate how the learning has been implemented and what difference it has made to improving partnership practice.

Quality, Impact and Outcomes Sub-Group

We are committed to using effective outcome and performance measures that can provide meaningful analysis of system and practice improvement. The Quality, Impact and Outcomes Sub-Group works in close collaboration with the Independent Scrutineer to oversee a programme of Independent Scrutiny, Quality Assurance, Audit and Scrutiny of partnership safeguarding practice. The Partnership has developed an 'Independent Scrutiny Framework' triangulating quantitative, qualitative and experiential data, to assist in evaluating the effectiveness of partnership intervention in improving outcomes for children and families.

Four task and finish groups focused on specific priority workstreams report directly to the Quality, Impact and Outcomes Sub-Group to provide assurance and evidence of progress and impact on Childhood Neglect, Children Out of Sight, the Child Protection Conference system and Multi-Agency Safeguarding Hub.

Neglect Operations Group - The Neglect Operations Group concentrates on improving safeguarding practice and the effective implementation of the 'Birmingham Neglect Strategy 2022-26: Working Together to Build Strong Family Foundations'.

Children Out of Sight Group - This works concentrates on those who are not seen or do not have access to universal services, to examine existing partnership practice and leadership, to identify gaps, enhance awareness among frontline staff and tailor services for children out of sight.

Child Protection Development Group - The Child Protection Development Group focuses on enhancing partnership engagement in initial child protection conferences and achieving better outcomes for children, whilst improving families' experiences.

CASS/MASH Partnership Forum - The Forum oversees partnership work within the CASS /MASH space to ensure that the partnership work has clear oversight of the demand, need, and quality of practice within the CASS/MASH arena to support good outcomes for children and families.

Relationship with other Strategic Partnerships



Our multi-agency safeguarding arrangements complement the citywide work that has been undertaken to clarify and strengthen lines of accountability and the performance of strategic partnership arrangements.

The BSCP works in close collaboration with the below key strategic partnerships:

- Children and Young People Partnership Board
- Health and Wellbeing Board
- Birmingham Safeguarding Adult Board
- Contextual Safeguarding Board
- Youth Justice Board
- Multi-Agency Public Protection Arrangements
- Multi-Agency Risk Assessment Conference
- Corporate Parenting Board
- West Midlands Violence Reduction Partnership
- Local Family Justice Board
- Birmingham Community Safety Partnership

Youth Custody and Residential Homes



There are no Youth Custody facilities in Birmingham. In relation to residential homes the Quality Impact and Outcomes Sub-Group seek assurance from the Director of Commissioning and Specialist Services, Birmingham Children's Trust of compliance and adherence to the Children's Homes (England) Regulations 2015, with specific focus on Regulation 43: The appointment of an Independent Person and Regulation 45: The Review of Quality of Care.

Escalating Concerns and Dispute Resolution



The safeguarding arrangements outlined in this document have been developed collaboratively and adopted by the Safeguarding Partners and 'Relevant Agencies'. We aim to operate our partnership in a consensual manner and avoid unnecessary disputes. However, we have also put in place processes whereby partners – and individuals within these partner agencies – can raise concerns and disputes can be resolved. The Partnership revised and published its [Resolution and Escalation Protocol](#) in November 2024.

There is an expectation that individual safeguarding partners and relevant agencies have whistleblowing procedures in place.



The Voice of the Child

The voice of the child is at the heart of the Partnership. All our work is underpinned by a consideration of the views and experiences of Birmingham's children and their families. We draw on information from a wide range of sources to build up a comprehensive picture of their aspirations and concerns.

This includes:

- consultation on new policy and procedures
- incorporation into our Independent Scrutiny Framework
- seeking the views from looked after children
- acting upon the analysis of findings from citywide pupil surveys
- engaging with the city's Youth Parliament
- seeking assurance from agencies on how they listen and respond to the views of children
- encouraging children and families' participation in Local Child Safeguarding Practice Reviews to maximise the opportunity to learn.



Information Sharing and Data Protection



We recognise the crucial importance of effective information sharing to facilitate accurate and timely decision-making for children and families. Our formal procedures provide detailed guidance on when and how to appropriately share information.

The Partnership is a signatory to the [Birmingham Children's Collaborative Working Information Sharing Framework/Policy](#), published in August 2024, which describes the personal data shared between organisations for the purpose of safeguarding and promoting the welfare of children and young people and their families. This will facilitate the use of information for the evaluation of provision and improvement of services.

The Partnership will ensure confidentiality and compliance with Data Protection Registration and requirement under the General Data Protection Regulation 2018 (GDPR).

Members of the Partnership will make appropriate arrangements to ensure that it complies with the provisions of the Freedom of Information Act 2000.

Policy, Procedure and Guidance



The Birmingham Safeguarding Children Partnership are part of the West Midlands consortium of Local Safeguarding Children Partnerships that commission Tri-X to host and provide front-line practitioners with 24/7 access to up to date on-line multi-agency safeguarding guidance. The online service provides National Regional and Local Policy, Protocol and Guidance for the children's workforce in Birmingham.



Threshold Guidance - 'Right Help, Right Time'

Our threshold guidance 'Right Help, Right Time' (RHRT) provides front-line professionals with simple guidance on the practical application of information sharing. This document is [available to download on the BSCP website](#).

The guidance describes four layers of need:

1. Universal Needs
2. Universal Plus Needs
3. Additional Needs
4. Complex/Significant Needs

Along with the layers of need, this guidance explains the actions that you can take to get the right help for the family, in accordance with relevant legislation. It includes key information that you need to access early help and support for children and families, including where there are concerns about a child's safety.

The Guidance sets out 'Principles' on the way we expect each other to work with children and families. We will:

- provide effective help and support as early as possible,
- have conversations and listen to children and their families as early as possible,
- understand the child's lived experience,
- work collaboratively to improve children's life experiences,
- understand the child's cultural identity and needs, and recognise where there is disadvantage and discrimination,
- be open, honest and transparent with families in our approach,
- empower families by working with them,
- work in a way that builds on the families' strengths, and
- build resilience in families to overcome difficulties.

RHRT sets out how we should all work together, putting the child and the family at the centre, building on strengths and providing effective support to help them. RHRT sets out a clear framework to guide discussions with the child and family. Placing responsibility on practitioners to talk to others involved with the child and family to discuss how best to support them in a timely way. The aim is to act quickly to prevent needs escalating. There will always be circumstances that are not covered in this guidance or issues that will rely on the professional judgement of frontline workers and of their managers.

Local Child Safeguarding Practice Reviews



Responsibility for how our system learns lessons from serious child safeguarding incidents^[1] rests with our Lead Safeguarding Partners and is overseen in practice by the Serious Cases Sub-Group, who provide regular reports on the implementation of learning to the Executive Board.

As part of the Department for Education 'Early Adopter' programme, Birmingham led the development of regional practice guidance for commissioning and undertaking Local Child Safeguarding Practice Reviews across the wider West Midlands area. The guidance has been updated to take account of national guidance and experience gained in undertaking Rapid Reviews and Local Child Safeguarding Practice Review as prescribed in Working Together to Safeguard Children 2023.

Delegated Safeguarding Leaders scrutinise and determine the outcome of Rapid Review and Child Safeguarding Practice Reviews prior to submission to the National Panel.

In Birmingham there is an explicit commitment to publish, share and embed the findings. A 'Publication and Media Planning' (Gold Group) meeting is convened to oversee publication and effectively liaise with family members' subject of the review and practitioners involved in the case.

Local Child Safeguarding Practice Reviews are sent to the National Panel, Ofsted and the Secretary of State a minimum of seven working days prior to publication and subsequently shared with the NSPCC for inclusion in their national repository, and the What Works Centre

[1] Working Together to Safeguard Children 2023 defines serious child safeguarding cases are those in which abuse or neglect of a child is known or suspected and the child has died or been seriously harmed. Serious harm includes (but is not limited to) both impairment of physical health and serious / long-term impairment of a child's mental health or intellectual, emotional, social or behavioural development.

for Children and Families to maximise dissemination of learning. Reports will be made available to read and download from our website for at least three years and archived reports will be available on request.

Maximising Learning

The purpose of a Local Child Safeguarding Practice Review is to identify and inform improvement in safeguarding practice. The Partnership has established a dedicated team of experts to oversee the commissioning arrangements and ensuring that learning leads to improvement in front-line practice. A clear plan for disseminating and sharing the learning from the review with all 'relevant agencies' is developed for each case. An ongoing programme of training targeted at practitioners focus on emerging key themes and learning from reviews to improve practice.

For every review we host a webinar facilitated by the Lead Reviewer to share the key findings with front-line managers and practitioners and publish a 'Learning Lessons Briefing Note', this provides a short summary of the background to the case, identifies key learning and highlights areas for practice improvement for use in team meetings and/or supervision sessions.

The Partnership regularly audit agency implementation of learning to ensure that the necessary improvements take place.

Engagement and Communication

Our Partnership structures are designed to promote engagement with all those involved in safeguarding our city's children. The website raises understanding of the Partnership's work and cascades learning from our Audit Programme and Local Child Safeguarding Practice Reviews with team leaders and frontline practitioners.

Through our regular communications, website and social media we proactively reach out to the public so they are aware of what they can do and who they should contact if they feel a child in our city is at risk.



Funding and Business Support Unit



The work of the Partnership is supported by a dedicated Business Support Unit hosted by Birmingham Children's Trust.

The LSP are committed to equitable and proportionate funding of the priorities set out in the Business Improvement Plan, together with the oncosts of the Business Support Unit. The budget and agency contributions are agreed on an annual basis in readiness for the new financial year. A breakdown of the agency contributions and the Partnership operating budget is included within the BSCP Annual Report.

Birmingham City Council and Birmingham Children's Trust both make a significant in-kind contribution in the form of provision of office accommodation and IT, Legal, Financial and HR support of the Partnership's Business Support Unit.

Business Improvement Plan and Annual Report



The BSCP published a [Business Improvement Plan 2023-2025](#) which sets out the strategic priorities, outcomes, and specific action to be undertaken during the next two years. The Executive Board will oversee implementation and undertake an annual review and refresh. In September each year, the Partnership will publish an Annual Report detailing progress over the last 12-month period, highlighting performance and impact on the safeguarding priorities.

The Business Improvement Plan is a 'live' document and can be updated in-year, if necessary, to ensure the Partnership responds promptly to new safeguarding issues and emerging threats.

The Annual Report is published on the Partnership's website to be easily accessible to families and professionals. The report focuses on what the Partnership has done, providing an update of progress on the multi-agency safeguarding priorities, embedding of learning, impact and evidence of improvement. Together with an overview of emerging learning from child safeguarding practice reviews and the effectiveness of the arrangements on improving practice.

The Independent Scrutineer will review, contribute and assist in the editing of the Annual Report to ensure it is a fair reflection of the safeguarding work in the city. The observations and advice of the Independent Scrutineer on the annual report will be acted upon or, where necessary, escalated to the Safeguarding Partners.

The Annual Report when published is shared with 'Relevant Agencies'. A copy of the report is also submitted to the Child Safeguarding Practice Review Panel and the What Works Centre for Children and Families within seven days of being published. The report is also presented to;

- Birmingham Children's and Young People's Partnership
- Education and Children Social Care Overview and Scrutiny Committee

Appendices

Appendix 1: Full List of 'Relevant Agencies'

Appendix 2: Terms of Reference for the Birmingham Safeguarding Children Partnership

- Executive Board
- Health Safeguarding Board
- Safeguarding Leaders' Assembly
- Learning and Development Sub-Group
- Serious Cases Sub-Group
- Safeguarding in Education Group
- Quality, Impact and Outcomes Sub-Group
- CASS/MASH Partnership Forum
- Children Out of Sight Group
- Child Protection Development Group
- Neglect Operational Group

Appendix 1: Full List of 'Relevant Agencies'

- All Schools (including Independent, Academies, Free Schools, colleges, early years and childcare settings and other education providers (including alternative provision) as defined in 2018 Regulations
- Barnardo's
- Birmingham and Solihull Mental Health NHS Foundation Trust
- Birmingham Children's Trust
- Birmingham Community Healthcare NHS Foundation Trust

- Birmingham Council of Faiths
- Birmingham Education Partnership
- Birmingham Forward Steps
- Birmingham Safeguarding Adults Board
- Birmingham Community Safety Partnership
- Birmingham Early Help Partnership Board
- Birmingham Gangs Strategic Board
- Birmingham Voluntary Sector Council (Voluntary, charity and social enterprise organisations providing services to children)
- Birmingham Women's and Children's NHS Foundation Trust
- Birmingham Youth Justice Service
- CAFCASS
- Children's Homes
- Education: Early Years Forum
- Education: Post-16 Education Forum
- Education: Primary Schools Forum
- Education: Secondary Schools Forum
- Education: Special Schools Forum
- Probation Service
- NHS England
- NSPCC
- Public Health
- The Royal Orthopaedic Hospital NHS Foundation Trust
- University Hospitals Birmingham NHS Foundation Trust
- West Midlands Ambulance Service

Reviewing our List of 'Relevant Agencies'

The Partnership reviews engagement and participation of 'relevant agencies' annually.

Executive Board Terms of Reference

Statutory Role and Function

Birmingham Safeguarding Children Partnership (BSCP) is a statutory body established under the Children Act 2004 (as amended by the Children and Social Work Act 2017). *Working Together to Safeguard Children (2018)* sets out the role of the Local Authority, Clinical Commissioning Group and the Police to “coordinate their safeguarding services act as a strategic leadership group, supporting and engaging others, and implement local and national learning, including from serious child safeguarding incidents”.

Key Principles

- **Effective Partnership Working:** Committed to effective collaborative partnership working which delivers the best possible protection of children and young people in Birmingham.
- **Focus on the Family:** Supporting families to enable their children to flourish and learn in preparation for a long, productive, happy, life.
- **Committed to Early Help:** Recognising that those with economic, health and other disadvantages will need additional support to achieve the same outcomes as their peers.
- **Promotion of a Learning Culture:** Operating as a learning system; open and ambitious to improve.

Governance and Accountability

- BSCP is the accountable body for safeguarding partnership working.
- The Executive Board reports into the Children and Young People’s Strategic Partnership Executive (CYPSPE) and actively engages relevant agencies via the Safeguarding Leaders Assembly (SLA).
- BSCP’s Independent Scrutineer is directly accountable to the three Safeguarding Partners.
- BSCP convenes organisations charged with leadership of safeguarding and protecting children in order to:
 1. Set standards and procedures for multi–agency practice
 2. Promote working together in practice, supported by behaviours of respect and trust
 3. Assure sound quality practice with a positive impact on outcomes for children and young people
 4. Ensure a programme of learning and development which supports leadership and practice learning from the best and from reviews of serious cases
 5. Model a culture of evaluation, learning and development
 6. Communicate effectively with the wider safeguarding system of organisations and individuals, including voluntary sector organisations and those who experience services
 7. Drive progress through the below Sub–Groups and work streams which will regularly account to the Executive Board:
 1. Quality, Impact and Outcomes
 2. Learning and Development
 3. Child Safeguarding Practice Review Group

Frequency:

The Executive Board will meet six times per annum. To ensure continuity and the effective functioning of the group, each member is expected to attend all meetings. In the event of an unavoidable absence, an attendee will be nominated to update the absentee.

Membership:

The group will be chaired by the Independent Scrutineer who will be appointed by the Safeguarding Partners. It will have a permanent core membership of strategic safeguarding leads from the statutory safeguarding agencies detailed below.

Agency	Representation
Birmingham Safeguarding Children Board (Chair)	Independent Scrutineer
West Midlands Police	Vice Chair: Chief Superintendent Detective Chief Inspector
Birmingham Children’s Trust	Chief Executive Director of Practice <u>Co-Chair Serious Cases Sub-Group:</u> Assistant Director, Safeguarding
Birmingham City Council	Director of Children’s Services Assistant Director, Education & Early Years Managing Director, Housing Assistant Director of Public Health, Partnerships Insight and Prevention
Birmingham and Solihull ICB	Chief Nurse <u>Co-Chair Serious Cases Sub-Group:</u> Designated Doctor for Safeguarding <u>Co-Chair Quality, Impact & Outcomes Sub-Group:</u> Director of Nursing – Quality & Safeguarding
Birmingham Women’s and Children’s Hospital	Head of Safeguarding
Birmingham Community Healthcare	Chief of Nursing and Therapies
Staffordshire and West Midlands Community Rehabilitation Company	Head of Service
Participant Observer	Cabinet Member for Children’s Wellbeing, Birmingham City Council

Advisors	
Birmingham Safeguarding Children Partnership – Business Support Unit	BSCP Business Manager Performance and Quality Assurance Programme Manager Learning and Development Programme Manager Serious Cases and Communications Programme Manager Secretary to Executive Board

Decisions and Disputes:

Decisions will normally be reached by consensus. In the event of a disagreement a vote will be taken of members. The vote will be ruled by the number of agencies represented rather than the number of agencies present. In the event of a split the Independent Scrutineer will have the casting vote.

Conflict of Interest:

Members must declare any conflict of interest as soon as it becomes clear. This will disqualify the member from participation in making the relevant decision on the issue but may not disqualify them from involvement in the discussion on the issue by agreement from other members of the group that are involved.

Confidentiality:

All information discussed at the Executive Board with regards to Child Safeguarding Practice Reviews, identified individuals and single agencies is STRICTLY CONFIDENTIAL, and must not be disclosed to third parties without discussion and agreement of the Independent Scrutineer. The disclosure of information outside the meeting beyond that which is agreed will be considered as a breach of the subject’s confidentiality and a breach of the confidentiality of agencies involved.

Terms of Reference Review Date:

The terms of reference will be subject to an annual review.

Last Reviewed: 30th December 2024

Next Schedule Review: 31st December 2025

Birmingham and Solihull Integrated Care System Health Safeguarding Board (HSB)
Terms of Reference

Introduction

The Birmingham and Solihull Integrated Care System Health Safeguarding Board (HSB) is a subgroup of the System Quality Group (SQG) to provide strategic oversight for all aspects of both Adult and Children Safeguarding work across the Integrated Care System. This will include Children in Care, Child Death Review and the Mental Capacity Act.

1. Aim

- 1.1 Establish the strategic direction and provide leadership to ensure the effective coordination health across both the Adult and Children Safeguarding agendas
- 1.2. Monitor and report on health safeguarding priorities, holding the system to account for the effectiveness of their arrangements and practice and the outcome for adults, children and young people.

2.0 Objectives

- 2.1 To advise the SQB and in turn the Integrated Care Board (ICB) on how its statutory obligations in relation to adults and children at risk are met
- 2.2 Ensure that inequalities are embedded in all discussion to improve access and quality of care
- 2,3 Gain and maintain strategic oversight of assurance of Health Safeguarding arrangements using data produced from the operation Safeguarding Health Group.
- 2.4 Gain and maintain strategic oversight of Health's statutory function in relation to Children in Care
- 2.5 Gain and maintain strategic oversight of the Child Death Review Process and the themes from learning from the deaths
- 2.6 Ensure that health recommendations from national reports, policy, and legislation, are implemented and embedded across the ICB.
- 2.7 Monitor the Operational Health Safeguarding Group sub-committee progress, and consider recommendations and proposal and agree as appropriate
- 2.8 To ensure that there are appropriate safeguarding structures in operation across the ICB that interlink with other governance structures.
- 2.9 To ensure that there are sufficient resources available to meet the safeguarding requirements across Health
- 2.10 To ensure all risks relevant to safeguarding are captured, registered, mitigated and reported
- 2.11 Promote good interagency working and oversee interagency function by monitoring the working arrangements with Local Safeguarding Boards / partnerships, sub groups and any other strategic partnerships forums

3.0 Membership

Chief Nurse (CN)– BSOL ICS (chair)

Interim Chief Nurse – The Royal Orthopedic Hospital NHS Foundation Trust

Chief Nurse / Deputy Chief Nurse – Birmingham Women’s and Children Foundation NHS Trust including Forward Thinking Birmingham

Chief Nurse / Deputy Chief Nurse – Birmingham Community Healthcare NHS Foundation Trust

Chief Nurse / Deputy Chief Nurse – Birmingham and Solihull Mental Health Foundation NHS Trust

Chief Nurse / Deputy Chief Nurse – University Hospitals Birmingham Foundation Trust
Heads of Safeguarding (HOS) from Trusts

Other members will be invited as the agenda dictates

Quorum

The quorum necessary for the transaction of business shall be no fewer than five Members, which must include Chair or Vice Chair, 2 Chief Nurses’ or their Deputy & 2 Heads of Safeguarding

Secretary

The PA to the Chief Nurse (BSOL ICS) shall be Secretary to the Group and shall ensure that arrangements are in place to provide appropriate administrative support to the Chairman.

Frequency of Meetings.

The frequency of meetings will be bi-monthly

Terms of Reference Review Date:

The terms of reference will be subject to an annual review.

Last Reviewed: 30th December 2024

Next Schedule Review: 31st December 2025

Safeguarding Leaders' Assembly Terms of Reference

Role and Function

The Safeguarding Leaders' Assembly brings together strategic leaders from all relevant agencies engaged in safeguarding and promoting the welfare of children and young people in Birmingham. Biannual meetings provide opportunities for local organisations to focus on shared strategic priorities and identify how they can work more effectively together.

Key Principles

- **Effective Partnership Working:** Committed to effective collaborative partnership working which delivers the best possible protection of children and young people in Birmingham.
- **Focus on the Family:** Supporting families to enable their children to flourish and learn in preparation for a long, productive, happy, life.
- **Committed to Early Help:** Recognising that those with economic, health and other disadvantages will need additional support to achieve the same outcomes as their peers.
- **Promotion of a Learning Culture:** Operating as a learning system; open and ambitious to improve.

Governance and Accountability

- BSCP is the accountable body for safeguarding partnership working.
- The Executive Board reports into the Children and Young People's Strategic Partnership Executive (CYPSPE) and actively engages relevant agencies via the Safeguarding Leaders Assembly (SLA).
- BSCP's Independent Scrutineer is directly accountable to the three Safeguarding Partners.
- BSCP convenes organisations charged with leadership of safeguarding and protecting children in order to:
 1. Set standards and procedures for multi-agency practice
 2. Promote working together in practice, supported by behaviours of respect and trust
 3. Assure sound quality practice with a positive impact on outcomes for children and young people
 4. Ensure a programme of learning and development which supports leadership and practice learning from the best and from reviews of serious cases
 5. Model a culture of evaluation, learning and development
 6. Communicate effectively with the wider safeguarding system of organisations and individuals, including voluntary sector organisations and those who experience services

Frequency:

The Safeguarding Leaders will assemble bi-annually. To ensure continuity and the effective functioning of the group, each member is expected to attend all meetings. In the event of an unavoidable absence, an attendee will be nominated to update the absentee.

At the first annual meeting, Safeguarding Leaders discuss BSCP's priorities for the year ahead, as outlined in the BSCP Business Improvement Plan, and identify emerging issues and themes from the Independent Scrutineer's Accountability Report.

At the second annual meeting, Safeguarding Leaders will receive the BSCP Annual Report, with a focus on the impact of Safeguarding Partners' and relevant agencies' actions in the safeguarding of the city's children and young people.

Both assemblies will provide opportunities to showcase good practice and share local and national learning to inform the continuous improvement of safeguarding practice. At both assemblies, an interactive workshop is facilitated, during which Safeguarding Leaders are consulted on and encouraged to engage with strategic safeguarding topics.

Membership:

The group will be chaired by an Independent Chair who will be appointed by the Local Authority Chief Executive Officer with the agreement of a panel including BSCP partners. It will have a permanent core membership of strategic safeguarding leads from statutory Safeguarding Partners and relevant agencies.

Agency	Representation
Birmingham Safeguarding Children Partnership	Independent Scrutineer (Chair)
West Midlands Police	Commander (Vice-Chair) Detective Chief Superintendent
Birmingham City Council	Chief Executive Cabinet Member for Children's Wellbeing Chair Children's Social Care Overview and Scrutiny Committee Chair Health and Wellbeing Board Director Children and Families Assistant Director, Education & Early Years Director Strategy Quality & Partnerships Managing Director – City Housing Directorate Director of Public Health Assistant Director of Public Health Director of Adult Social Care
Birmingham Children's Trust	Chair: Non-Executive Director Chief Executive Director of Practice Assistant Director, Safeguarding (Co-Chair QIO Sub-Group) Assistant Director, Early Help and Youth Justice
Birmingham Community Healthcare NHS Foundation Trust	Chief Executive Chair of Nursing and Therapies Consultant Community Paediatrician
Birmingham Council of Faiths	Chair of the Birmingham Council of Faiths
Birmingham Education Partnership	Chief Executive
Birmingham Safeguarding Adults Board	Independent Chair
Birmingham and Solihull Mental Health Foundation Trust	Chief Executive

Birmingham Women's and Children's NHS Foundation Trust	Chief Executive Head of Safeguarding (Co-Chair L&D Sub-Group)
Education	Chair – Primary Forum Chair – Secondary Forum Chair – Special Schools Forum Chair – Early Years Forum Chair – Post 16 Forum
CAFCASS	Assistant Director, Midlands
National Probation Service	Head of Birmingham South & Central Head of Birmingham LDU Head of Service
NHS Birmingham and Solihull	Chief Executive Chief Nurse Designated Doctor for Safeguarding (Co-Chair, SCR Sub-Group) Director of Nursing – Quality & Safeguarding (Co-Chair, QIO Sub-Group)
NHS England	Regional Director of Nursing
Royal Orthopaedic Hospital	Chief Executive
Sandwell and West Birmingham Hospitals NHS Trust	Chief Officer
Third Sector Assembly	Chief Executive, Birmingham Voluntary Sector Council Midlands Regional Head of Service for Children and Young People, NSPCC
University Hospitals Birmingham NHS Foundation Trust	Executive Chief Nurse
West Midlands Ambulance Service	Safeguarding Manager & Prevent Lead
Advisors/Support	
Agency	Representation
Birmingham Safeguarding Children Partnership (Business Support Unit)	BSCP Business Manager Performance and Quality Assurance Programme Manager Learning and Development Programme Manager Serious Cases and Communications Programme Manager Secretary to Executive Board

Decisions and Disputes:

Decisions will normally be reached by consensus. In the event of a disagreement a vote will be taken of members. The vote will be ruled by the number of agencies represented rather than the number of agencies present. In the event of a split the Independent Scrutineer will have the casting vote.

Conflict of Interest:

Members must declare any conflict of interest as soon as it becomes clear. This will disqualify the member from participation in any decision-making process on the issue but may not disqualify them from involvement in the discussion on the issue by agreement from other members of the group that are involved.

Confidentiality:

All information discussed at the Safeguarding Leaders' Assembly with regards to a specific child or identified individuals is STRICTLY CONFIDENTIAL, and must not be disclosed to third parties without discussion and agreement of the Independent Scrutineer. The disclosure of information outside the meeting beyond that which is agreed will be considered as a breach of the subject's confidentiality and a breach of the confidentiality of agencies involved.

Terms of Reference Review Date:

The terms of reference will be subject to an annual review.

Last Reviewed: 30th December 2024

Next Schedule Review: 31st December 2025

Learning and Development Sub-Group Terms of Reference

Purpose

The Learning and Development Sub-Group oversee the commissioning and evaluation of multi-agency safeguarding training and workforce development, to enhance front-line practice in safeguarding and promoting the well-being of children and young people.

Specific Responsibilities

1. To execute an annual training strategy aligned to the current partnership Business Improvement Plan.
2. To maximise available resources to deliver a comprehensive multi-agency training programme targeted at meeting the needs of the children's workforce.
3. Develop a training network with all relevant agencies to cascade delivery of safeguarding training.
4. To adhere to workforce development standards as outlined in Working Together to Safeguard Children guidance.
5. Evaluate the quality and impact of multi-agency safeguarding training.
6. To employ Training Needs Analyses with the design, development and/or commissioning of high quality training packages that meet the needs of individuals and organisations.
7. To engage with the wider children's workforce involved in safeguarding children to improve access to training and development opportunities.
8. To promote and embed identified local, regional and national good practice through learning from serious cases and audits.
9. To produce the Learning and Development element of the partnership Annual Report to evaluate the impact of training on improving frontline practice.
10. To advise and deliver on learning and development priorities as set by the Executive.

Governance and Accountability

The Learning and Development Sub-Group (L&D Sub-Group) is accountable to the Birmingham Safeguarding Children Partnership (BSCP). The overarching framework for governance is defined within the BSCP Governance Document.

The Chair of the L&D Sub-Group will be a member of the Executive Board and provide regular updates on implementation of the Work Programme.

L&D Sub-Group members will act as the conduit of information and communication from and to, their senior representatives across their statutory organisations.

Frequency

The L&D Sub-Group will meet bi-monthly at least six times per year. Task and Finish Groups will be formed as required and will meet in between meetings to ensure that the L&D Sub-Group can achieve its purpose and responsibilities.

Membership

The jointly appointed L&D Sub-Group chairing arrangements will be ratified by the BSCP Independent Chair and Executive Board. There is an expectation that one of the jointly appointed chairs will attend the Executive Board.

Agency	Representation
Birmingham Women's & Children's Hospital NHS Foundation Trust	(Co-chair) Director of Safeguarding
Birmingham Children's Trust	Senior L&D Officer
Birmingham and Solihull CCG	Senior Designated Nurse Safeguarding Children and Adults
Birmingham Children's Trust	(Interim Co-chair) Interim Assistant Director
West Midlands Police	Detective Inspector
Birmingham City Council Early Years	Principal Officer Safeguarding Schools & Education Services
Birmingham City Council – Education and Skills	Principal Officer Safeguarding schools and Education Services
Birmingham Community Health Care NHS Foundation Trust	Safeguarding Lead
Birmingham Women's and Children's NHS Foundation Trust	Safeguarding Team Manager and Safeguarding Lead
University Hospitals Birmingham	Deputy Director of Vulnerabilities and Interim Safeguarding Lead
Birmingham & Solihull Mental Health NHS Foundation Trust	Safeguarding Training Lead
Birmingham Forward Steps	Regional Manager
Advisors	
Birmingham Safeguarding Children Partnership	Learning and Development Programme Manager
Birmingham Safeguarding Children Partnership	Learning & Development Officer
Birmingham Safeguarding Children Partnership	Administration Officer

This will form the Core membership of the L&D Sub-Group. Additional members will be co-opted onto the group if specific additional expertise is required.

Quoracy

L&D Sub-Group will be quorate if there are four or more core members present at the meeting, providing that each member present represents different organisations.

Decisions and Disputes

Decisions will normally be reached by consensus. In the event of a disagreement a vote will be taken of members. The vote will be ruled by the number of agencies represented rather than the number of agencies present. In the event of a split the Chair will have the casting vote or discuss with the Business Manager resolution of outstanding issues.

Conflict of Interest

Members must declare any conflict of interest as soon as it becomes clear. This will disqualify the member from participation in making the relevant decision on the issue but may not disqualify them from involvement in the discussion on the issue by agreement from other members of the group that are involved.

Confidentiality

All information discussed at the L&D Sub-Group with regards to serious case reviews, identified individuals and single agencies is STRICTLY CONFIDENTIAL, and must not be disclosed to third parties without discussion and agreement of the Chair of the L&D Sub-Group. The disclosure of information outside the meeting beyond that which is agreed will be considered as a breach of the subject's confidentiality and a breach of the confidentiality of agencies involved.

Terms of Reference Review Date:

The terms of reference will be subject to an annual review.

Last Reviewed: 30th December 2024

Next Schedule Review: 31st December 2025

Serious Cases Sub-Group Terms of Reference

Purpose

The Serious Cases Sub-Group will oversee the process and arrangements for identifying, commissioning and reviewing serious child safeguarding cases and will respond to serious incidents of harm in accordance with the Child Safeguarding Practice Review guidance (Working Together 2023, Chapter 5, paragraphs 328 & 329).

Specific Responsibilities

1. To conduct a rapid review of serious child safeguarding cases and make recommendations to the National Panel.
2. Disseminate the learning from the rapid reviews as soon as is practicable.
3. To manage and coordinate on behalf of the Partnership the review process and quality assure the report prior to presentation to and ratification by the Executive Board.
4. To oversee, monitor and challenge the effective implementation and impact of practice of review recommendations.
5. Identify emerging cross-cutting themes and issues from the analysis of learning to help inform practice development.
6. Seek assurance from agencies that they have taken prompt action to embed internal learning and, where possible, fully implemented all actions prior to the publication of the review findings.
7. To liaise with the Community Safety Partnership, Adult Safeguarding Board and the Strategic MAPPA to determine the most appropriate type of review to identify, cascade and implement learning.
8. To produce the Annual Report and Learning Improvement Framework.

Governance and Accountability

The Serious Cases Sub-Group is accountable to the BSCP Executive Board. The overarching framework for governance is defined within the BSCP Governance Document.

Key points from each meeting will be concisely summarised to provide updates to the BSCP and other partnership groups along with recommendations for the Executive Board and/or individual partners. Sub-Group members representing a constituency (e.g. NHS partners) will act as the direct conduit of information and communication from and to Executive Board members.

The Sub-Group will provide a report of its work to every meeting of the Executive Board. Minutes from the Sub-Group will be available to Executive members on request.

Frequency

The Sub-Group will meet on bi-monthly basis, unless there is a need to meet more frequently. To ensure consistency in work and the effective functioning of the group, each member should nominate an appropriate individual to represent their organisation in the event of an unavoidable absence.

Membership

The Sub-Group will be chaired by a member of the Executive Board and will have a permanent core membership drawn from the statutory safeguarding agencies represented on the BSCP.

Agency	Representation
Birmingham and Solihull Integrated Care Board	Designated Doctor for Safeguarding – Co-Chair
Birmingham Children’s Trust	Assistant Director Safeguarding – Co-Chair
Birmingham Community Healthcare NHS Trust	Associate Director of Safeguarding
Birmingham & Solihull Integrated Care Board	Director of Nursing, Safeguarding, Children in Care and CDR.
Birmingham & Solihull Mental Health Foundation Trust	Head of Safeguarding
West Midlands Police	DCI, Public Protection
Third Sector (NSPCC)	Head of Safeguarding Unit
Birmingham City Council Education & Skills	Head of Educational Safeguarding Partnerships (Acting)
Advisors / Co-opted Members	
Birmingham Safeguarding Children Partnership	Business Manager Serious Cases and Communications Programme Manager
Sub-Group Chairs	As required by agenda
Legal Advisor	As required by agenda
Subject Matter Experts	As required by agenda - to advise on best practice and assist in identifying key actions to improve performance and safeguarding practice.

This will form the Core membership of the Sub-Group. Co-opted members/experts by mutual agreement as required for specific reviews.

Quoracy

The Sub-Group will be quorate if there are four or more core members present at the meeting, providing that the members present represent different agencies.

Decisions and Disputes

Decisions will normally be reached by consensus. In the event of a disagreement a vote will be taken of members with the vote ruled by the number of agencies represented rather than the number of agencies present. In the event of a split the Chair will have the casting vote or discuss with the Business Manager resolution of outstanding issues.

Conflict of Interest

Members must declare any conflict of interest as soon as it becomes clear. This will disqualify the member from participation in making the relevant decision on the issue but may not disqualify them from involvement in the discussion on the issue by agreement from other members of the group who are involved.

Confidentiality

All information discussed at the Sub-Group with regards to case reviews, identified individuals and

single agencies is STRICTLY CONFIDENTIAL and must not be disclosed to third parties without discussion and agreement of the Chairs of the Sub-Group. The disclosure of information outside the meeting beyond that which is agreed will be considered as a breach of the subject's confidentiality and a breach of the confidentiality of agencies involved.

Terms of Reference Review Date:

The terms of reference will be subject to an annual review.

Last Reviewed: 30th December 2024

Next Schedule Review: 31st December 2025

Birmingham City Council (BCC)

Safeguarding in Education Group Terms of Reference

Co-chairs: **Razia Butt**
Director for Thriving Children and Families, Birmingham
City Council

Nigel Attwood
Head Teacher, Bellfield Junior School

Purpose:

To ensure consistency of understanding and application of safeguarding practice within schools and education settings across the city to better protect children and young people.

To co-ordinate effective partnership working between the key stakeholders involved in safeguarding children and young people in accordance with [Keeping Children Safe in Education](#) and [Working Together to Safeguard Children](#).

Specific Responsibilities:

1. To provide a focus for all aspects of safeguarding children and young people in all education settings
2. To ensure the Local Authority are aware of key safeguarding issues and challenges faced by educational establishments
3. To ensure that safeguarding guidance and issues are communicated effectively to all education settings
4. Provide assurance to governing bodies, BSCP, Ofsted, that safeguarding is embedded within the ethos and culture of education
5. Ensuring safeguarding policies and procedures are up to date
6. Taking forward key themes identified from the Ofsted inspections and the annual Section 175 self-assessment
7. Overseeing an effective DSL network-ensuring appropriate training and guidance is provided

Governance and Accountability:

The **Safeguarding in Education Group** is accountable to the Local Authority.

Key points from each meeting will be concisely summarised and disseminated to members. Members will act as the direct conduit for communication and consultation with stakeholders i.e. Early Years, Primary, Secondary and Special Schools Head Teacher Forums.

Frequency:

The Group will meet twice per term. To ensure consistency in work and the effective functioning of the group, each member should nominate an appropriate individual to represent their organisation in the event of an unavoidable absence. The expectation is that members attend all meetings.

Membership:

It will have a permanent core membership drawn from education settings in the city together with other Local Authority key managers and relevant partner agencies.

Agency	Representation
<i>Co-chair</i>	<i>Director in Children and Families, Birmingham City Council</i>
<i>Co-chair</i>	<i>Birmingham Head Teacher</i>
<i>Schools</i>	<i>Representatives from:</i> <i>Nursery School</i> <i>Early Years</i> <i>Primary School</i> <i>Secondary School</i> <i>Special School</i> <i>Independent School</i> <i>Faith School</i> <i>Alternative Provision</i>
<i>Further and Higher Education</i>	<i>FE and HE Representatives –</i>
<i>Birmingham City Council People’s Directorate</i>	<i>Head of Service (Early Years and Childcare Service) –</i> <i>Senior Manager Schools and Governor Support –</i> <i>Safeguarding in Education Advisor –</i>
<i>Governors</i>	<i>Governors Representative –</i>
<i>Strategic Partners</i>	<i>Police – 1 Seat</i> <i>Health – 1 Seat</i>
<i>Advisors Birmingham Safeguarding Children Board</i>	<i>Business Manager/ Programme Manager</i>

This will form the Core membership of the Group. Additional members will be co-opted onto the group if specific additional expertise is required.

Quoracy:

The Group will be quorate if there are five or more core members present at the meeting, providing that the members represent different areas of education.

Decisions and Disputes:

Decisions will normally be reached by consensus. In the event of a disagreement a vote will be taken of members, the vote will be ruled by the number of agencies represented rather than the number of agencies present. In the event of a split the Chair will have the casting vote.

Conflict of Interest:

Members must declare any conflict of interest as soon as it becomes clear. This will disqualify the member from participation in making the relevant decision on the issue but may not disqualify them from involvement in the discussion on the issue by agreement from other members of the group that are involved.

Confidentiality:

All information discussed at the Group with regards to Child Safeguarding Practice Reviews, identified individuals and single agencies is STRICTLY CONFIDENTIAL, and must not be disclosed to third parties without discussion and agreement of the Chair of the Group. The disclosure of information outside the meeting beyond that which is agreed will be considered as a breach of the subject's confidentiality and a breach of the confidentiality of agencies involved.

Terms of Reference Review Date:

The terms of reference will be subject to an annual review.

Last Reviewed: 30th December 2024

Next Schedule Review: 31st December 2025

Quality and Outcomes Sub-Group Terms of Reference

Joint Chairs:

Director of Quality Assurance, Birmingham Children's Trust

Director of Nursing – Quality & Safeguarding, Birmingham and Solihull CCG

Statutory Role and Function

To oversee a system wide scrutiny of children's safeguarding practice and leadership of the partnership workforce, to act as a constructive critical friend to promote reflection and drive continuous improvement.

Key Principles:

- To utilise the Partnership Quality Assurance framework to evaluate the effectiveness of multi-agency safeguarding arrangements.
- To demonstrate the impact of safeguarding practice on improving outcomes for children in Birmingham.
- To embed a culture of learning, informed by research to supports leaders to improve safeguarding practice.
- To ensure the lived experience of children and families is incorporated as the focal point of practice improvement.
- To develop a targeted multi-agency and single agency quality assurance programme to evidence that learning from national and local reviews has been embedded in practice.
- To provide present performance data on strategic priorities in a format that enhances understanding and enables better targeting of partnership intervention to improve performance.

Governance and Accountability:

The Sub-Group is accountable to the BSCP Executive Group. The overarching framework for governance is defined within the BSCP Governance Document. A Chair from the Sub-Group will attend the Executive Board to provide regular updates on performance and progress on the implementation of the audit and scrutiny programme. Members are responsible for reporting back on activities to their individual organisations and forums. The Sub-Group will be quorate if there are four or more members present at the meeting, providing that the members present represent different agencies.

Frequency:

The Sub-Group will meet bi-monthly at least six times per year (not in August or December). Task and Finish groups will be formed as required and will meet in between meetings to ensure that the Sub-Group can achieve its purpose and responsibilities.

Membership:

The group will be jointly chaired by representatives from different partner agencies. The Sub-Group will have a permanent core membership drawn from the statutory safeguarding agencies represented on the BSCP. To ensure consistency in work and the effective functioning of the group, each member should nominate an appropriate individual to represent their organisation in the event of an unavoidable absence. Members are responsible for reporting back on activities to their individual organisations and forums.

Agency	Representation
Birmingham Children's Trust	Director of Quality Assurance: Co-Chair
Birmingham and Solihull ICB	Director of Nursing – Quality & Safeguarding: Co-Chair
Birmingham City Council	Education Public Health Housing Early Years
Birmingham Community Health Care NHS Foundation Trust	Head of MASH Health
Birmingham Women's and Children's NHS Foundation Trust	Head of Safeguarding
Birmingham and Solihull Mental Health NHS Foundation Trust	Head of Safeguarding
West Midlands Police	Central MASH & MAET Detective Inspector
Advisors	
Birmingham Safeguarding Children Partnership	Performance and Quality Assurance Programme Manager
Legal Advisor	As required by agenda

Decisions and Disputes:

Decisions will normally be reached by consensus. In the event of a disagreement a vote will be taken of members the vote will be ruled by the number of agencies represented rather than the number of agencies present. In the event of a split the Chairs will have the casting votes or discuss with the Independent Scrutineer resolution of outstanding issues.

Conflict of Interest:

Members must declare any conflict of interest as soon as it becomes clear. This will disqualify the member from participation in making the relevant decision on the issue but may not disqualify them from involvement in the discussion on the issue by agreement from other members of the group that are involved.

Confidentiality:

All information discussed at the Sub-Group with regards to serious case reviews, identified individuals and single agencies is STRICTLY CONFIDENTIAL, and must not be disclosed to third parties without discussion and agreement of the Chairs of the Sub-Group. The disclosure of information outside the meeting beyond that which is agreed will be considered as a breach of the subject's confidentiality and a breach of the confidentiality of agencies involved.

Terms of Reference Review Date:

The terms of reference will be subject to an annual review.

Last Reviewed: 30th December 2024

Next Schedule Review: 31st December 2025

CASS/MASH Partnership Forum

Terms of Reference

Joint Chairs:

Head of Service MASH, Birmingham Children's Trust

Associate Director of Safeguarding, Birmingham Community Healthcare

Statutory Role and Function:

To oversee partnership work within the CASS /MASH space. To ensure that the partnership that supports this work have a clear oversight of the demand/need/quality of practice within the CASS /MASH arena to support good outcomes for children and families

Key Principles:

- To utilise the Partnership Quality Assurance framework to evaluate the effectiveness of multi-agency safeguarding arrangements within the CASS /MASH space.
- To demonstrate the impact of safeguarding practice within CASS/MASH to improving outcomes for children in Birmingham.
- To embed a culture of learning, clear partnership performance data and analysis to supports the service to improve safeguarding practice.
- To present performance data on strategic priorities in a format that enhances understanding and enables better targeting of partnership intervention to improve performance.

Governance and Accountability:

The Forum is accountable to the BSCP Executive Group. It feeds into the CASS MASH Strategic Subgroup and Quality Impact and Outcomes Sub-Group. The overarching framework for governance is defined within the BSCP Governance Document. A Chair from the Sub-Group will attend both CMP strategic and QIO to provide regular updates on performance and progress on the implementation of work plan. Members are responsible for reporting back on activities to their individual organisations and forums. The Sub-Group will be quorate if there are four or more members present at the meeting, providing that the members present represent different agencies.

Frequency:

The Sub-Group will meet monthly and min of at least 10 times a year Task and Finish groups will be formed as required and will meet in between meetings to ensure that the Forum can achieve its purpose and responsibilities.

Membership:

The group will be jointly chaired by representatives from different partner agencies. The forum will have a permanent core membership drawn from the statutory safeguarding agencies in CASS/MASH to ensure consistency in work and the effective functioning of the group, each member should nominate an appropriate individual to represent their organisation in the event of an unavoidable

absence. Members are responsible for reporting back on activities to their individual organisations and forums. Membership is also taken from the wide range of agencies aligned to the CASS space

Agency	Representation
Birmingham Children's Trust	Head of Service BCT, CASS MASH Co-Chair
Birmingham Community Healthcare NHS Trust	Associate Director of Safeguarding, Co-Chair
Police	DI, Birmingham Multi Agency Safeguarding HuB
Health	Head of Service MASH Health
Health	Quality Assurance MASH Manager Health
Probation Service	National Probation Service - North East & Solihull
Birmingham Education	Birmingham (Out of Sight Children) Education, Early Help and Safeguarding Service
Department of Work & Pensions	DWP Supporting Families/Schools Team Leader - Senior Safeguarding Leader DWP
CGL	(Change, Grow, Live) - Substance Misuse Services
Birmingham Children's Trust	Contextual Safeguarding
	Performance & Quality Assurance Programme Manager
	ASTI Head of Service
	Business Support
	Operations Manager
	Early Help & Prevention
	Youth Offending Service
Birmingham City Council	Housing

Decisions and Disputes:

Decisions will normally be reached by consensus. In the event of a disagreement a vote will be taken of members the vote will be ruled by the number of agencies represented rather than the number of

agencies present. In the event of a split the Chairs will have the casting votes or discuss with the Independent Scrutineer resolution of outstanding issues.

Conflict of Interest:

Members must declare any conflict of interest as soon as it becomes clear. This will disqualify the member from participation in making the relevant decision on the issue but may not disqualify them from involvement in the discussion on the issue by agreement from other members of the group that are involved.

Confidentiality:

The forum does not discuss individual children or families – therefore confidentiality is maintained in this space. Any identification in documents should only be referenced by initials /reference numbers. Where information is cited as confidential to the forum it is the expectation that all present will maintain confidentiality and not share across organisation until agreed by either Chair

Terms of Reference Review Date:

The terms of reference will be subject to an annual review.

Last Reviewed: 30th December 2024

Next Schedule Review: 31st December 2025

Children Out of Sight

Terms of Reference

Joint Chairs: *Director Thriving Children and Families, Birmingham City Council*

Director of Nursing – Quality & Safeguarding, Birmingham and Solihull ICB

Statutory Role and Function:

To review children out of sight to universal services (see annex A for scope of children included in the work), to consider current practice and leadership of the partnership workforce, to identify gaps and promote reflection among frontline staff of children they need to be aware of.

Key Principles:

- To review current processes, in Universal Services to identify gaps in handovers to other services and consider how these can be managed to support vulnerable children.
- To audit several cases to identify any learning that will support safeguarding practice and improve outcomes for children in Birmingham.
- To ensure the lived experience of children and families is being considered when children are removed from universal services such as education.
- To develop performance data on children out of sight to universal services identifying key priorities that will enhance understanding and enable better targeting of partnership intervention to improve performance.

Governance and Accountability:

The Subgroup is accountable to the BSCP Quality Impact and Outcome Group. The overarching framework for governance is defined within the BSCP Governance Document. A Chair from the Sub-Group will attend the Quality Impact and Outcome Group to provide regular updates on performance and progress on the implementation of the agreed work programme. Members are responsible for reporting back on activities to their individual organisations and forums. The Sub-Group will be quorate if there are four or more members present at the meeting, providing that the members present represent different agencies.

Frequency:

The Sub-Group will meet monthly at least ten times per year (not in August or December). Task and Finish groups will be formed as required and will meet in between meetings to ensure that the Sub-Group can achieve its purpose and responsibilities.

Membership:

The group will be jointly chaired by representatives from different partner agencies. The Sub-Group will have a permanent core membership drawn from the statutory safeguarding agencies represented on the BSCP. To ensure consistency in work and the effective functioning of the group, each member should nominate an appropriate individual to represent their organisation in the event of an unavoidable absence. Members are responsible for reporting back on activities to their individual organisations and forums.

Agency	Representation
Birmingham Children's Trust	Director Thriving Children and Families – Co Chair
Birmingham and Solihull CCG	Director of Nursing – Quality & Safeguarding: Co-Chair
Birmingham City Council	Education Housing Early Years
Birmingham Community Health Care NHS Foundation Trust	Head of MASH Health
Birmingham Women and Childrens NHS Foundation Trust	Head of Safeguarding
Birmingham Children's Trust	Director of Quality Assurance CASS/MASH and EDT, ASTI and NRPF
West Midlands Police	Central MASH & MAET Detective Inspector
Advisors	
Birmingham Safeguarding Children Partnership	Performance and Quality Assurance Programme Manager
Legal Advisor	As required by agenda

Decisions and Disputes:

Decisions will normally be reached by consensus. In the event of a disagreement a vote will be taken of members the vote will be ruled by the number of agencies represented rather than the number of agencies present. In the event of a split the Chairs will have the casting votes or discuss with the Independent Scrutineer resolution of outstanding issues.

Conflict of Interest:

Members must declare any conflict of interest as soon as it becomes clear. This will disqualify the member from participation in making the relevant decision on the issue but may not disqualify them from involvement in the discussion on the issue by agreement from other members of the group that are involved.

Confidentiality:

All information discussed at the Sub-Group with regards to serious case reviews, identified individuals and single agencies is STRICTLY CONFIDENTIAL, and must not be disclosed to third parties without discussion and agreement of the Chairs of the Sub-Group. The disclosure of information outside the meeting beyond that which is agreed will be considered as a breach of the subject's confidentiality and a breach of the confidentiality of agencies involved.

Terms of Reference Review Date:

The terms of reference will be subject to an annual review.

Last Reviewed: 30th December 2024

Next Schedule Review: 31st December 2025

Annex A

The areas considered to be in scope are: -

- Children who are permanently excluded and not currently in education.
- Children new to the country and refugees.
- Children waiting for a school place.
- Children on a part-time timetable.
- Children with low school attendance.
- Children who go missing from education.
- Children who are not known to any universal services.
- Children who are not registered to a GP.
- Children aged between 0-5 who have never attended an Early Years provision.
- Children who have attended an Early Years provision but do not go on to attend school.
- Parents who do not engage with pre-birth maternity services.
- Babies who do not transfer through to health visitors.
- Young carers who do not attend school and not being seen by any services.
- All children who are not under robust statutory positions are at risk of becoming missing contacts.
- Children who are Electively Home Educated.

Child Protection Development Group Terms of Reference

Statutory Role and Function

The scope of the group will be to:

- Build on the development work initiated as a result of Oxford Brookes University diagnostic in respect of the Child Protection Conference Service, more specifically strengthening child and family engagement, partnership working and systems and skills.
- Focus on strengthening the effectiveness of child protection investigation/assessment, safety planning, implementation and review, including step-down to child in need



Key Principles

Child & Family Engagement:

Develop a Family Advisory Board of parents/carers to:

- Enable families' voices and lived experience to inform positive change.
- Listen and finding out more, so we can better help
- Develop a mutual exchange of information to aid understanding and learning.
- Enhance communication and consultation with parents/carers
- Enhance our journey towards a relationship-based, trauma informed and restorative practice.

Consider and implement ways to strengthen the engagement of children and young people within child protection and safety planning, including Child Protection Conferences and Core Groups, where appropriate

Agree standards for how children, families and practitioners engage with child protection processes (conferences and core groups) co-production of safety plans and how we capture, record evidence of sustained progress and understanding of risk.

Partnership Working:

- Agree what a 'good and realistic CPC and CPP is' and how to co-produce a plan within a CPC setting within a reasonable time (no more than 90 mins).
- Agree roles, responsibilities and expectations of different partner agencies and professionals including expectations in respect of reports and attendance at child protection conferences and core groups
- Ensure the development and implementation of an effective multi-agency QA framework to include audit, practice observations/evaluations and feedback from children, parents/carers and practitioners.
- Agree a multi-agency child protection dataset to monitor performance and provide assurance on the quality and effectiveness of the child protection arrangements. The dataset should be shared with partners to drive improvement in practice, information sharing, engagement and attendance

Systems & Skills:

- Invest further development support on the skills of the conference chairs to effectively and consistently facilitate the CPC's
- Develop model for safety planning for children and young people who are subject to risks and exploitation where the risks are generated from outside of the family network or where there is compromised parenting
- Implement the shared strategy for the use of technology to include the model for recording the discussions and plans from a CPC and the associated practice standards and distribution arrangements.
- Consider how best to enable full participation for children and families via technology

Frequency:

The Child Protection Development Group will meet bi-monthly (6 times per annum). To ensure continuity and the effective functioning of the group, each member is expected to attend all meetings. In the event of an unavoidable absence, an attendee will be nominated to update the absentee.

Membership:

The Group will be co-chaired by Birmingham Children's Trust and one of the other statutory partners e.g. Police, Education or Health.

Agency	Representation
Birmingham Children's Trust – ASTI, Safeguarding, Child Protection & Review	<u>ASTI</u> : Natalie Hardware-Payne – HOS <u>Safeguarding</u> : Haseena Chucha – HOS Child Protection & Review: Andrew Tombs (HOS) Claudia Richter (Assistant HOS) Helena Kirk (Assistant HOS) Charlene Crossfield – PO Waneita Allison - PO
West Midlands Police	Jen Pullinger
Education Safeguarding Service	Tracey Linton
Birmingham Community Health Trust	Claire Capewell
Birmingham City Council Housing Department	Natalie P. Smith
Community Grow Live (CGL)	Kerry Clifford and Deborah O'Neill
Birmingham Women & Children's Hospital	Joanne Mardell and Kerrie Law
Royal Orthopaedic Hospital	Rebecca Furnival

University Hospitals Birmingham	Joanne Smith and Ruth O’Leary
Birmingham & Solihull Mental Health Trust	Arvinder Sagoo
Birmingham & Solihull Integrated Care Board	Laura Capper-Rhodes and Me Homer
Probation Service	Glen Baynton

Oversight & Reporting:

The Group will report on a quarterly basis to the Birmingham Safeguarding Children Partnership (BSCP) Quality Impact & Outcomes Sub-Group

Decisions and Disputes:

Decisions will normally be reached by consensus. In the event of a disagreement a vote will be taken of members. The vote will be ruled by the number of agencies represented rather than the number of agencies present. In the event of a split the Co-chairs will have the casting vote.

Conflict of Interest:

Members must declare any conflict of interest as soon as it becomes clear. This will disqualify the member from participation in making the relevant decision on the issue but may not disqualify them from involvement in the discussion on the issue by agreement from other members of the group that are involved.

Confidentiality:

All information discussed at the Sub-Group with regards to serious case reviews, identified individuals and single agencies is STRICTLY CONFIDENTIAL, and must not be disclosed to third parties without discussion and agreement of the Chairs of the Sub-Group. The disclosure of information outside the meeting beyond that which is agreed will be considered as a breach of the subject’s confidentiality and a breach of the confidentiality of agencies involved.

Terms of Reference Review Date:

The terms of reference will be subject to an annual review.

Last Reviewed: 30th December 2024

Next Schedule Review: 31st December 2025

Neglect Operational Group

Terms of Reference

Joint Chairs:

Assistant Director of Safeguarding, Birmingham Children's Trust

Associate Director of Safeguarding, Birmingham Community Healthcare NHS Foundation Trust

Statutory Role and Function

To oversee the development of and effective implementation of the Neglect Strategy in Birmingham.

Key Principles:

- To develop and review the Neglect Strategy & Action Plan
- To oversee the effective implementation of the Neglect Strategy in Birmingham.
- To develop new approaches to working with neglect
- To implement the Graded Care Profile 2 (GCP2) program for Birmingham
- To evaluate the effectiveness of GCP2 and other approaches to working with neglect

Governance and Accountability:

The Group is accountable to the BSCP Executive Group. The overarching framework for governance is defined within the BSCP Governance Document. A Chair from the Group will attend the Executive Board to provide regular updates on performance and progress on the implementation of the Neglect Strategy. Members are responsible for reporting back on activities to their individual organisations and forums. The Group will be quorate if there are four or more members present at the meeting, providing that the members present represent different agencies.

Frequency:

The Group will meet bi-monthly at least six times per year (not in August or December). Task and Finish groups will be formed as required and will meet in between meetings to ensure that the Group can achieve its purpose and responsibilities.

Membership:

The group will be jointly chaired by representatives from different partner agencies. The Group will have a permanent core membership drawn from the statutory safeguarding agencies represented on the BSCP. To ensure consistency in work and the effective functioning of the group, each member should nominate an appropriate individual to represent their organisation in the event of an unavoidable absence. Members are responsible for reporting back on activities to their individual organisations and forums.

Agency	Representation
Birmingham Children's Trust	Assistant Director of Safeguarding: Co-Chair
Birmingham Community Health Care NHS Foundation Trust	Associate Director of Safeguarding: Co-Chair
Birmingham and Solihull ICB	Designated Nurse, Safeguarding
Birmingham Forward Steps	Operational Manager
Birmingham Children's Trust	Neglect Lead Manager Head of Service, ASTI

Barnardos	Children's Services Manager
Birmingham City Council	Principal Officer, Education Safeguarding Service Manager, Public Health Head of Service, Housing
West Midlands Police	Detective Chief Inspector, Public Protection Unit
Birmingham & Solihull Mental Health NHS Foundation Trust	Designated Nurse, Safeguarding
Birmingham Women's and Children's NHS Foundation Trust	Head of Safeguarding
Advisors	
Birmingham Safeguarding Children Partnership	Performance and Quality Assurance Programme Manager
Birmingham Safeguarding Children Partnership	Business Manager
Birmingham Safeguarding Children Partnership	Learning and Development Programme Manager

Decisions and Disputes:

Decisions will normally be reached by consensus. In the event of a disagreement a vote will be taken of members the vote will be ruled by the number of agencies represented rather than the number of agencies present. In the event of a split the Chairs will have the casting votes or discuss with the Independent Scrutineer resolution of outstanding issues.

Conflict of Interest:

Members must declare any conflict of interest as soon as it becomes clear. This will disqualify the member from participation in making the relevant decision on the issue but may not disqualify them from involvement in the discussion on the issue by agreement from other members of the group that are involved.

Confidentiality:

All information discussed at the Group with regards to serious case reviews, identified individuals and single agencies is STRICTLY CONFIDENTIAL, and must not be disclosed to third parties without discussion and agreement of the Chairs of the Group. The disclosure of information outside the meeting beyond that which is agreed will be considered as a breach of the subject's confidentiality and a breach of the confidentiality of agencies involved.

Terms of Reference Review Date:

The terms of reference will be subject to an annual review.

Last Reviewed: 30th December 2024

Next Schedule Review: 31st December 2025



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30th December 2024