

**Safeguarding Partnership Arrangements for Telford and Wrekin**

**2024 - 2025**

****Updated January 2024

****

# **Foreword**

Safeguarding and promoting the welfare of the borough’s most vulnerable children and adults is at the heart of what our organisations do. This document sets out the updated partnership arrangements to ensure that we work effectively together to do this.

We recognise for children to grow up safe, happy and healthy they must be nurtured within their community. Adults that need our support thrive best when they are supported in their community. These principles underpin our work. Equally, it is essential that our work is informed and challenged by the voice of children, adults and their families.

These arrangements will enable us to develop strong and effective partnerships while also recognising the different legislation and requirements for adults and children’s safeguarding. We will continue to challenge each other to do better, to learn and to aspire for the best outcomes for children and adults who need our support and protection.

|  |  |  |
| --- | --- | --- |
| **Executive Director, Children’s & Family Service, Telford & Wrekin Council** | **Accountable Officer**  **NHS Shropshire, Telford & Wrekin Integrated Care Systems (ICS)** | **Telford & Wrekin**  **Local Policing Area Commander**  **West Mercia Police** |

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# **Introduction**

Protecting and supporting vulnerable children and adults is a shared, core priority of Telford & Wrekin Council, NHS Shropshire, Telford & Wrekin Integrated Care System (ICS) and West Mercia Police.

This document sets out the working arrangements for the Telford & Wrekin Safeguarding Partnership to discharge the statutory responsibilities of “Working Together 2018” and the 2014 Care Act. It includes:

* An overview of the community which the partnership service
* A summary of the relevant legislation;
* The values and principles that the partenrship has adopted
* An overview of the structure of the partnership
* Terms of reference of relevant meetings.

These multi-agency safeguarding arrangements are reviewed periodically in response to changes in legislation and local need. Most recently, a review was undertaken in 2023 and made a number of recommendations which are currently being implemented. Subsequently, following publication of “Working Together 2023” which has made changes to the statutory requirements for safeguarding children boards, these arrangements are once again under review.

# **Telford & Wrekin: The Community**

The borough which the Telford & Wrekin Safeguarding Partenrship serves is a place of contrasts. Central to the borough is the new town of Telford which was commissioned in 1968 and grew rapidly around existing communities including Wellington, Oakengates, Dawley and Madeley. Along the banks of the River Severn is Ironbridge, the birthplace of the industrial revolution and a designated World Heritage Site. Surrounding Telford is a rural hinterland – accounting for more than two thirds of the borough’s area.

The 2021 Census estimated the population of the borough to be 185,842 people. A quarter (45,504 people) are aged 0 to 19. From the 2011 to 2021 Census, the borough’s overall population increased by 19,000 people – an increase of 11% - making it the fastest growing area in the West Midlands and one of the fastest outside of the south-east. The majority of this growth is driven by inward migration from South Staffordshire, the Black Country and Birmingham.

Between the 2011 and 2021 Census, the borough saw one of the largest increases in population of those aged 65 plus in England with an increase of 35.7% (England 20.1%) or 8,629 people – the highest increase of all West Midlands upper tier local authorities and the second highest of all 151 upper tier authorities in England.

Across this same period, the number of children aged 0 to 17 increased by 2,519, from 38,876 in 2011 to 41,395 in 2021, and up 6.5%compares to a 3.9% increase for England.

Many people who have come to live in the borough have been attracted by the value for money housing offer, our schools, outstanding natural environment, growing economy and our connectivity via road and rail into the West Midlands conurbation and beyond.

Whilst at face value the borough is prosperous and thriving, the Index of Multiple Deprivation shows that there are 18 neighbour areas which are ranked amongst the 10% most deprived in England. This impacts on the life experience of these residents in terms of poorer outcomes with regards to health, education, employment and housing. Just over 1 in 5 children (21.4%) aged 0 to 15 live in a household that is affected by income deprivation – the England average is 18.5%. Such challenges have undoubtedly increased because of the current cost of living crisis.

# **Statutory Responsibilities**

Section 11 of the Children Act 2004 and Working Together 2018 (updated July 2022)

Council, Police & Health safeguarding partners must agree on ways to co-ordinate their safeguarding services; act as a strategic leadership group in supporting and engaging others; and implement local and national learning including from serious child safeguarding incidents.

The safeguarding partners should agree the level of funding secured from each partner, which should be equitable and proportionate, and any contributions from each relevant agency, to support the local arrangements.

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

* children are safeguarded and their welfare promoted
* partner organisations and agencies collaborate, share and co-own the vision for how to achieve improved outcomes for vulnerable children
* organisations and agencies challenge appropriately and hold one another to account effectively
* there is early identification and analysis of new safeguarding issues and emerging threats
* learning is promoted and embedded in a way that local services for children and families can become more reflective and implement changes to practice
* information is shared effectively to facilitate more accurate and timely decision making for 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 Boards, Adult Safeguarding Boards, Channel Panels, Improvement Boards, Community Safety Partnerships, the Local Family Justice Board, MAPPAs and, where relevant, Violence Reduction Units.

The role of independent scrutiny /scrutineer is to provide assurance in judging the effectiveness of multi-agency arrangements to safeguard and promote the welfare of all children in a local area, including arrangements to identify and review serious child safeguarding cases.

To undertake reviews (Rapid Review and Child Safeguarding Practice Review) of serious safeguarding cases to identify improvements to be made to safeguard and promote the welfare of children.

To bring transparency for children, families and all practitioners about the activity undertaken, the safeguarding partners must publish a report at least once in every 12-month period.

Adults Multi Agency Safeguarding Arrangements - Care Act 2014

The Care Act 2014 sets out a clear legal framework for how local authorities and other parts of the system should protect adults at risk of abuse or neglect. Local authorities have safeguarding duties. They must:

* lead a multi-agency local adult safeguarding system that seeks to prevent abuse and neglect and stops it quickly when it happens;
* make enquiries, or request others to make them, when they think an adult with care and support needs may be at risk of abuse or neglect and they need to find out what action may be needed;
* establish Safeguarding Adults Boards, including the local authority, NHS and police, which will develop, share and implement a joint safeguarding strategy;
* carry out Safeguarding Adults Reviews when someone with care and support needs dies as a result of neglect or abuse and there is a concern that the local authority or its partners could have done more to protect them;
* arrange for an independent advocate to represent and support a person who is the subject of a safeguarding enquiry or review, if required.

# **Principles and Values**

To shape how it works and fulfils its statutory duties, the Partnership has adopted the following principles and values to inform its approach to safeguarding vulnerable adults and children in the borough:

* **Principle 1: Empowerment**

People should be supported and encourage to make their own decisions. This should be done by:

* + making services more personal;
  + giving people choice and control over decisions; and
  + asking people what they want the outcome to be.
* **Principle 2: Prevention**

Organisations should work together to stop abuse before it happens by:

* + Raising awareness about abuse and neglect;
  + Training staff; and
  + Making sure clear, simple and accessible information is available about abuse and where people can get help.
* **Principle 3: Proportionality**

When dealing with abuse situations services must ensure that they always think about the risk. Any response should be appropriate to the risk presented. Services must respect the person, think about what is best for them and only get involved as much as needed.

* **Principle 4: Protection**

Organisations must ensure that they know what to do when abuse has happened by:

* + What to do if there are concerns;
  + How to stop the abuse; and
  + How to offer help and support for people who are at risk.
* **Principle 5: Partnership**

Organisations should work in partnership with each other and local communities. Local people also have a part to play in preventing, detecting and reporting abuse.

* **Principle 6: Accountability**

Safeguarding is everybody’s business. Everyone must accept that we are all accountable as individuals, services and as organisations. Roles and responsibilities must be clear so that people can see and check how safeguarding is done

# **Structure**

The Partnership is composed of a separate Safeguarding Children Board and a Safeguarding Adult Board with associated sub-groups to drive the work of each Board.

Thematic sub-groups are commissioned by the Boards to drive specific priorities and should be time limited.

Standing sub-groups are implemented to drive board development and review and learning activities.

Sub-groups are kept under review by each Board to ensure that they are fit for purpose and are driving their relevant business plan.

The structure of each board is described below with the terms of reference for each board and sub-group set out in Appendix A.

Safeguarding Children Board

| **Board** | **Purpose** | **Reports to** |
| --- | --- | --- |
| **Safeguarding Children Board** | To develop and drive delivery of local multi-agency safeguarding arrangements to protect and support vulnerable children. | Reports to Health & Wellbeing Board, Telford & Children & Young People Scrutiny Committee. |
| **Quality Performance and Development Sub-Group** | To ensure that delivery of Board’s Business Plan is underpinned by quality assurance and audit frameworks, and that targets and performance data, including audit findings, are available to the Safeguarding Children Board. The sub-group will take responsibility for a complete partnership development process, which will include training and policy and procedures but will also be responsible for overseeing multiagency development initiatives and ensuring a coordinated approach. | Safeguarding Children Board |
| **Statutory Review Panel: Child Safeguarding Practice Review Panel** | Oversees the process and arrangements for identifying, commissioning and reviewing rapid reviews, child safeguarding practice reviews, and to respond to serious incidents of harm in accordance with the guidance set out in Working Together (2018). | Safeguarding Children Board |
| **Child Death Overview Panel** | Through a comprehensive and multi-disciplinary review of child deaths, the Telford & Wrekin and Shropshire CDOP aims to better understand how and why children in Telford & Wrekin and Shropshire die and use these findings to take action to prevent other deaths and improve the health and safety of our children. | Statutory Review Panel: Child Safeguarding Practice Review Panel |
| **Thematic: Child Sexual Exploitation and Child Exploitation** | To respond to all existing and new forms of child sexual exploitation and child exploitation, to address any strategic barriers to achieving this purpose whilst recognising that children and young people are vulnerable to exploitation in a range of social contexts by applying the principle of contextual safeguarding to help respond to and prevent child exploitation. | Safeguarding Children Board |
| **Thematic: Neglect** | To develop systems and practice that enable practitioners to effectively identify neglect and have the necessary skills and to ensure that children are safeguarded and supported. The key focus of this group is to implement child centred practice that supports a family to make the necessary step changes to meet for the specific needs of a child. Core to this is addressing underlying challenges in a family that resulted in neglect. | Safeguarding Children Board |
| **Partnership Education & Early Years Group** | To monitor and support the development of safeguarding arrangements in early years, schools and college settings. | Safeguarding Children Board |
| **Voice of the Child Safeguarding Board** | To promote children safeguarding boards across the borough and to share age-appropriate resources for schools based on the Partnership’s and school’s priorities, that form a preventative curriculum.  To give every child across the borough a voice that can be communicated with the board | Safeguarding Children Board |
| **Sexual Abuse in Education Working group** | To drive a response to Ofsted’s 2021 review of sexual abuse on schools and colleges with a focus on training and awareness. | Safeguarding Children Board |
| **Corporate Parent Strategic Group** | To discharge the Council’s corporate parenting responsibilities to ensure that children in care have the best opportunities in life regardless of whether they live in Telford and Wrekin or outside the borough. To ensure that our children and young people are happy and healthy, safe and protected, supported successfully into adult life and get the right support and services where they live. | Safeguarding Children Board |

Safeguarding Adult Board

|  |  |  |  |
| --- | --- | --- | --- |
| **Board** | | **Purpose** | **Reports to** |
| **Adult Safeguarding Board** | To develop and drive delivery of local multi-agency safeguarding arrangements to protect and support vulnerable adults. | | Health & Wellbeing Board, Telford  Health Scrutiny Committee. |
| **Adult Review, Learning & Training Subgroup** | To promote a culture of continuous multi-agency learning and improvement with our local safeguarding arrangements. | | Safeguarding Adult Board |
| **Statutory Review Panel: Safeguarding Adult Review Panel** | To meet the statutory requirements of the Care Act 2104 and conduct Safeguarding Adult Reviews (SARs) to develop learning and inform the work of the ARLT. | | Safeguarding Adult Board |
| **Domestic Abuse Local Partnership Board** | To develop and deliver a Telford and Wrekin Domestic Abuse Strategy, which is intelligence-led and based on local needs gathered through a needs assessment. In doing this, the Board will have due regard to the 2021 Domestic Abuse Act which requires the strategy to make arrangements for the assessment of, and the need for accommodation-based support. | | Safeguarding Adult Board  Community Safety Partnership |
| **Domestic Homicide Panel** | To drive and provide oversight of the undertaking of statutory domestic homicide reviews. | | Domestic Abuse Local Partnership Board |

Family Connect Strategic Board

|  |  |  |
| --- | --- | --- |
| **Board** | **Purpose** | **Reports to** |
| **Family Connect Strategic Board** | To provide strategic oversight of the Family Connect multi-agency safeguarding hub. | Safeguarding Children Board  Safeguarding Adult Board |

Inquiry into Telford Child Sexual Exploitation (IITCSE)

In July 2022, the IITCSE published its report and made 47 recommendations which Telford & Wrekin Council, West Mercia Police, NHS Shropshire & Telford & Wrekin and the West Mercia Police & Crime Commissioner have publicly committed to fully implement by the 31 December 2023.

To discharge this recommendation, the following paragraphs set out agreed arrangements to drive implementation of the 47 recommendations and proposed arrangements once those recommendations have been implemented.

To drive the implementation of the recommendations an independently chaired Partnership Operation Group (POG) has been created composed of members from the four responsible agencies. The POG enables partners to challenge each other and shape the outcomes that will be delivered against each of the recommendations. The work of the POG is critical for the implementation of those recommendations that require multi-agency actions. The POG group reports to the Safeguarding Children Board.

Each of the four responsible partners have their own internal arrangements for driving forward the implementation of the recommendations.

informing the work of the POG is an independently chaired Strategic Implementation Group (SIG) established by the Council. The purpose of the SIG is to facilitate engagement with three independent lived experience consultants of CSE. Whilst established by the Council, the SIG provides opportunity for the Police, NHS and OPCC to seek the consultants’ views on implementation of the Inquiry Recommendations.

In addition to the POG and SIG, a CSE Review Group has been established in direct response to Inquiry recommendation 1. This recommendation called for the Council and Police to establish a ‘CSE Review Group’ to compile intelligence about CSE in the borough informed by data from the Council, Police, schools and the third sector.

The Review Group will meet twice each year and will present its first report in July 2023 to the Safeguarding Children Board and work with the CSE & CE Sub-Group.

It is proposed that the arrangements described above will continue until the chair of the IITCSE has approved the implementation of the 47 recommendations. At this time, the POG and the SIG will be stood down.

Diagram A sets out the structure of the Safeguarding Partnership and Diagram B sets out the Partnership arrangements with other key local partnerships.

**Diagram A: Telford and Wrekin Safeguarding Partnership Arrangements**

**Safeguarding Adults Board**

**Safeguarding Children Board**

Family Connect Strategic Board

Partnership Education and Early Years Group

Thematic:

Neglect

Board Development:   
Children Quality, Performance and Development

Statutory Group:

Domestic Abuse Local Partnership Board

Statutory Group:

Safeguarding Adult Review Panel

Board Development:   
Adults Review, Learning and Training

Thematic:

Child Sexual Exploitation and Child Exploitation\*

Sexual Abuse in Education Working Group

Board Development: Child Safeguarding Practice Review Panel

Domestic Homicide Panel

IITCSE Partnership Operation Group

Voice of the Child Safeguarding Board

Child Death Overview Panel

IITCSE Joint CSE Review Group

\*also reports to the Community Safety Partnership

**Diagram B: Wider Partnership Arrangements**

Community Safety Partnership

Health & Wellbeing Board

Telford & Wrekin Safeguarding Partnership

Thematic: Domestic Abuse Local Partnership\*

Thematic Child Sexual Exploitation and Child Exploitation\*

Telford & Wrekin Integrated Partnership

Integrate Care Board NHS Shropshire and Telford & Wrekin.

Telford & Wrekin Council Scrutiny Arrangments

Joint Health Scrutiny (joint arrangements between Telford & Wrekin Council and Shropshire Council)

\*also reports to the Telford & Wrekin Safeguarding Partnership

# **Governance & Oversight**

The Adult and Children Safeguarding Boards will each have a 3-year rolling strategic plan articulating its focus and priorities.

The strategic plan for each Board will be reviewed annually and published on the Partnership website in April. A specific annual planning Board session will be held to deliver this review.

The other safeguarding board, the Community Safety Partnership, Health & Wellbeing Board, Domestic Abuse Local Partnership and Corporate parenting Strategic Group will be consulted on the contents of this plan to ensure there is clarity of priorities and that there is a shared understanding of how the wider partnership system is progressing as a whole to protect all vulnerable residents within the borough.

Each Board will have a risk register identifying risks to the delivery of multi-agency safeguarding arrangements.

Each board will publish an annual report setting out how it has delivered against its strategic plan and the progress made in ensuring that multi-agency safeguarding arrangements are effectively protecting vulnerable children and adults.

Each report will be shared with the other Safeguarding Board, Community Safety Partnership, Domestic Abuse Local Partnership, Corporate Parent Strategic Group and Health & Wellbeing Board and presented to the relevant Scrutiny Committee of the Council. The reports will be published on the Safeguarding Partnership website.

# **Safeguarding Adult Board and Safeguarding Children Chair Roles**

The two Boards will be led by a chair independent of the three main statutory partners. The two roles are separate, each with their own job description (see Appendix B).

On behalf of the three statutory partners, the Chairs will be accountable to the Chief Executive of Telford & Wrekin Council.

The Safeguarding Adult Board Chair will meet quarterly with the Cabinet Member for Adult Social Care, Integration and Transformation.

The Safeguarding Children Board Chair will meet quarterly with the Cabinet Member for Children, Young People and Families.

# **Independent Challenge and Scrutiny**

The partnership will seek independent challenge through:

* ***Multi Agency Case File Audits*** – to drive learning and assess the impact of policy and practice development, each Board will agree an annual programme of such audits which will be independently chaired where appropriate..
* ***Case Reviews*** – to drive learning and improvement, local safeguarding practice reviews will be independently chaired.
* ***Independent Chair*** - the Adult and Children Safeguarding Boards will each be independently chaired. This role for each Board will also fulfil the role of Independent Scrutineer.
* ***Annual Report*** - the Adult and Children Safeguarding Boards will publish and present to Scrutiny an annual report setting out:
  + the work of the partnership and partner agency is to safeguard vulnerable children and adults;
  + progress on agreed priorities;
  + the implementation of recommendations from any national and local practice reviews and their impact;
  + how feedback from children and families have informed the work of the Partnership and agencies.

# **Relevant Agencies**

The relevant agencies that will form the Telford & Wrekin Safeguarding Partnership are listed below. In addition, each sub-group of the partnership will have a strong multi-agency representation accountable for the day-to-day delivery of the agreed business plan.

| **Organisation/Sector** | **Role** |
| --- | --- |
| Independent Chair | Independent Chair / Scrutineer |
| Telford & Wrekin Council | Executive Director of Children Services |
| Director: Adult Social Care |
| Director Children Safeguarding and Early Help |
| Director: Health & Wellbeing |
| Director: Education and Skills |
| Service Delivery Manager Community Social Work and Safeguarding |
| Local Authority Legal Representative |
| West Mercia Police | Local Policing Commander Representative  D/Superintendent Vulnerability & Safeguarding |
| Shropshire Community Health NHS Trust | Safeguarding Lead for Telford and Wrekin |
| Shrewsbury and Telford NHS Hospital Trust | Director of Nursing and Quality |
| Midlands Partnership NHS Foundation Trust | Head of Strategic Safeguarding |
| Telford and Wrekin Integrated Care System | Executive Nurse, Lead for Quality & Safety |
| GP | GP Safeguarding Lead |
| Shropshire Partners In Care | Chief Officer |
| The Probation Service | Head of Service |
| Telford College | Further Education Representative |
| Healthwatch | Chair of Healthwatch |
| Wrekin Housing Trust | General Manager |
| Chief Officer Group | CEO Taking Part |
| Care Quality Commission | Inspection Manager |
| Education Reference Group | Private Early Years representative |
| Primary School and Team Safeguarding Voice© representative |
| Secondary School representative |
| Special School representative |
| Academy School representative |
| Further Education representative |
| Lead Governor representative |
| YJT | West Mercia Youth Justice Team (YJT) |
| CAFCASS | Children & Family Court Advisory and Support Service (CAFCASS) |
| Voluntary sector | Chief Officer Group Representative |
| Education Reference Group | Representatives of Early Years, Primary and Secondary Schools |

# **Voice of Children, Families and Adults**

The voice of children, families and adults will underpin and inform the work of the Partnership.

Safeguarding Children Boards

There are currently over 40 Children Safeguarding Boards across Telford & Wrekin. The Boards encourage children to have a voice on their own safety which helps develop resilience and a clear understanding of what constitutes abuse of young people. The safeguarding boards give children the right to speak out about abuse and an opportunity to drive forward the safeguarding agenda.

Dandelion

The Dandelion group are parents with lived experience of services, and they support with systems development. In addition, there are members within the Dandelion group who are trained in Open College Network advocacy training to provide advocacy support to parents being supported via children’s services, direct advocacy can take the following forms, One to one advocacy, systems advocacy.

Their function is to support children’s services and partnership agencies to work alongside parents/carers in terms of accessibility of information- for example form design and gaining meaningful feedback to bring about change.

Making it Real Board

“Making Safeguarding Personal” is our approach to ensuring the views of vulnerable adults inform our processes and the outcomes we are seeking to deliver. The key focus is on developing a real understanding of what people wish to achieve.

Our Making It Real Board was set up in January 2018 and is made up of people who use adult services or who are interested in the development of Adult Social Care (ASC) in Telford and Wrekin. The Board works in co-production with council leaders, making recommendations on how different service areas can improve and develop, with the aim of seeing services progress towards more person-centred, community-based support. As 'experts by experience' the board is uniquely placed to ensure that council leaders are kept in touch with the day-to-day realities for people who use services and their carers and that local people are placed at the heart of decisions around the future of ASC in the borough.

# **Safeguarding Children Arrangements**

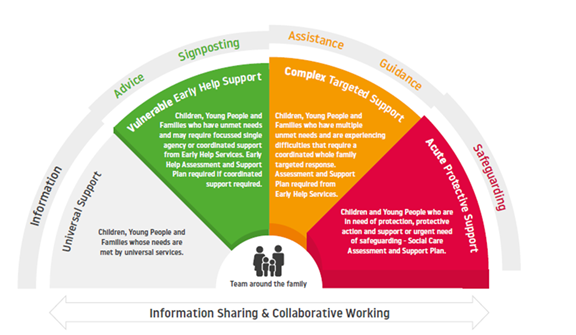
In 2023, the Safeguarding Children Board approved revised multi-agency safeguarding arrangements and thresholds. The purpose of this model is to enable practitioners from all agencies to consistently identify levels of need for children and young people.

Everyone who works with children – including teachers, GPs, nurses, midwives, health visitors, school nurses, family support practitioners, early years’ professionals, youth workers, police, Accident and Emergency staff, paediatricians, voluntary and community workers and social workers – has a responsibility for keeping them safe.

No single professional can have a full picture of a child’s needs and circumstances and, if children and families are to receive the right help at the right time, everyone who comes into contact with them has a role to play in identifying concerns, sharing information and taking prompt action.

The thresholds of need and intervention are;

* **Universal:** children with no identified additionalneeds and children with additional needs that be met by receiving support by a single agency practitioner and family members. Children, young people, parents and carers can access universal services directly.
* **Vulnerable:** children with additional needs that be met by “Early Help” single agency or multi-agency response, and Early Help Assessment would need to be completed.
* **Complex:** children and young people whose needs are not being met and care is comprised. This will require a multiagency response met by both Early Help and target support services. An Early Help Assessment and “Team Around the Family” will be required.
* **Acute**: children with acute and enduring needs at the highest level of vulnerability will be met by children’s social care and a multiagency team of early, target and specialist service.



Information sharing and collaborative working is underpinned by our multi-agency safeguarding hub (MASH) “Family Connect”. Family Connect is the first point of contact for both children and adult safeguarding concerns –whether identified by a member of the public or a professional.

This model is at the heart of effective safeguarding children in Telford & Wrekin.

The Threshold Guidance can be found on the Partnership website [here](https://www.telfordsafeguardingpartnership.org.uk/downloads/file/16/threshold-guidance-2023)

# **Partnership Support and Management**

The work of the partnership will be supported by the Partnership Team. The team supports a range of statutory boards and partnerships. It is funded from the Safeguarding Partnership budget with additional contributions from Telford & Wrekin Council.

# **Telford & Wrekin Safeguarding Partnership Budget**

The Safeguarding Partnership have an agreed budget of composed of contributions from:

* West Mercia Police £63,300
* Telford & Wrekin Council £63,300
* Telford & Wrekin NHS Integrated Care System £63,300
* Probation Service £826
* Youth Offending Service £500

# **Dispute Resolution & Whistleblowing**

There may be occasions where one professional disagrees with the actions of another professional. To resolve these situations, the partenrship has adopted an Escalation Policy which should be followed. The Policy sets out clear steps to be taken, who should be involved and the timescale for such action.

The Escalation Policy an be found on the Partnership website [here](https://www.telfordsafeguardingpartnership.org.uk/downloads/file/29/escalation-policy)

# **Appendix A: Terms of Reference**

**Safeguarding Adult Board Terms of Reference**

**Purpose**

The purpose of the Safeguarding Adults Board is to help and protect adults who have needs for care and support, who are experiencing or are at risk of abuse or neglect, and as a result of their needs are unable to protect themselves from abuse or neglect.

The Adult Safeguarding Board will:

* Develop and monitor the adult safeguarding partnership work programme setting out the priorities and outcomes for the Safeguarding Adult Board and relevant sub-groups.
* Review and monitor the Adult Safeguarding Partnership element of the TWSP Risk Register
* Consider new and emerging adult safeguarding risks and consider risks identified by sub-groups
* Consider national policy, guidance and statute that has strategic implications for adult safeguarding
* Monitor the referrals and outcomes of Safeguarding Adult Reviews.
* Provide a forum for the voice of service users and carers to ensure they inform the work of the safeguarding partnership
* Each Safeguarding Adult Board meeting will include a case study to highlight the lived experience of service users
* Promote community awareness and engagement with adult safeguarding within Telford and Wrekin
* Receive reports from relevant sub-groups and on issues that have been escalated by sub-groups
* Approval of SAR reports prior to submission to publication.
* Receive annual updates from the Telford and Wrekin Integrated Place Partnership
* Appoint Chairs and Vice Chairs of the sub-groups that report to the Safeguarding Adult Board.

**Membership**

|  |  |  |
| --- | --- | --- |
| **Name** | **Role / Organisation** | **Substitute** |
| Andrew Mason until March 2024)  Sue Howard from March 2024 | Independent Chair | N/A |
| Simon Froud | Director, Adult Social Care, (DAS) Telford & Wrekin Council | Emma Clutton, Service Delivery Manager, ASC Prevention & Independence, Older Adults & Disability, Telford & Wrekin Council |
| Vanessa Whatley | Chief Nursing Officer,  NHS Shropshire, NHS Shropshire, Telford & Wrekin Integrated Care Systems (ICS) | Paul Cooper, Adult Safeguarding Lead, NHS Shropshire, Telford & Wrekin Integrated Care Systems (ICS) |
| Jo Woods | Detective Chief Inspector, West Mercia Police | DI Steve Goddard |
| Leanne Lowe | Detective Superintendent, Vulnerability and Safeguarding Team, West Mercia Police | Supt Jamie Dunn |
| Cllr Paul Watling | Lead Cabinet member for stronger and safer communities | N/A |
| Emma Clutton | Service Delivery Manager, ASC Prevention & Independence, Older Adults & Disability, Telford & Wrekin Council | Tracy Holmes  Team Leader for Family Connect , Adult Safeguarding & MCA Lead, DoLs. |
| DS Sam Hammond | Force Tactical Lead for Adults at Risk  Vulnerability and Safeguarding  West Mercia Police | DCI Lee Holehouse |
| Oliver Nicholas | Chair of SAR Panel, Solicitor Adult Social Care, Telford & Wrekin Council | Paul Cooper  Vice Chair of SAR Panel |
| Helen Onions | Consultant in Public Health, Telford & Wrekin Council | Lyn Stepanian  Public Health Practitioner |
| Jan Suckling | Healthwatch Telford and Wrekin | Mark Austin  Healthwatch Board member |
| Louise Cross | Voluntary and Community Sector Chief Officers Group | Beverley Baxter  CEO of Community Resource |
| Paul Cooper | Chair of DHR Decision Making Panel, Adult Safeguarding Lead, Shropshire, Telford & Wrekin Integrated Care Systems (ICS) | Vice chair of SHR Panel |
| David Crosby | Shropshire Partners in Care | Karen Littleford  Safeguarding Adults Lead |
| Katie Rae | Making it Real Board | Sarah Poole,  Co-production Lead |

Representatives from other organisations will be invited for relevant agenda items.

All group members will identify a nominated substitute to attend the group when they are not available. Substitutes will receive all group papers. It is expected that the lead member will keep them briefed on group activities in order that they can make a positive contribution if called on to attend meetings. It is the lead member’s responsibility to ensure that the representative is available in the event that they are unable to attend.

**Accountability**

The Adult Safeguarding Board will be accountable to

**Chair**

The chair and a vice of the Board will be appointed by the three statutory partners.

**Frequency**

The Safeguarding Adult Board will meet quarterly. The Chair may call an extra–ordinary meeting at any time, and members can make a written request for such a meeting to the Chair.

**Quorum**

The meeting will only be quorate if at least 2/3 of partners/organisations are represented, including one representative from the 3 statutory partners.

**Safeguarding Children Board Terms of Reference**

**Purpose**

The Purpose of the Safeguarding Children Board is to make arrangements to work together to safeguard and protect the welfare of children.

The Safeguarding Children Board will:

* Develop and monitor the work programme setting out the priorities and outcomes for the SCB and relevant sub-groups.
* Review and monitor the Safeguarding Children Partnership element of the TWSP Risk Register.
* Consider new and emerging children’s safeguarding risks and consider risks identified by sub-groups.
* Consider national policy, guidance and statute that has strategic implications for children’s safeguarding.
* Monitor the referrals and outcomes of Local Safeguarding Practice Reviews.
* Provide a forum for the voice of children and young people to ensure they inform the work of the safeguarding partnership .
* Each SCB meeting will include a case study to highlight the lived experience of service users
* Promote community awareness and engagement with children’s safeguarding within Telford and Wrekin.
* Receive reports from relevant sub-groups and on issues that have been escalated by sub-groups.
* Approval of LCSPR reports prior to submission to the National Panel and Publication.
* Appoint Chairs and Vice Chairs of the sub-groups that report to the SCB.

**Membership**

| Name | Role / Organisation | Substitute |
| --- | --- | --- |
| Andrew Mason until March 2024  John Clements from March 2024. | Independent Chair | N/A |
| Jo Britton (Vice Chair) | Executive Director: Children’s & Family Services, Telford & Wrekin Council | Darren Knibbs  Director; Children’s Safeguarding and Family Support  Telford & Wrekin Council |
| Vanessa Whatley | Interim Chief Nursing Officer, NHS Shropshire, NHS Shropshire, Telford & Wrekin Integrated Care Systems (ICS) | Elena Lloyd, Designated Nurse for Safeguarding Children, Shropshire, Telford & Wrekin Integrated Care Systems (ICS) |
| Jo Woods | Detective Chief inspector, West Mercia Police | Russ Dealtry, Detective Inspector, West Mercia Police |
| DCI Callie Bradley | West Mercia Central Vulnerability and Safeguarding, West Mercia Police |  |
| Leanne Lowe | Detective Superintendent, Vulnerability and Safeguarding Team, West Mercia Police | Supt Jamie Dunn |
| Darren Knibbs | Director; Children’s Safeguarding and Family Support  Telford & Wrekin Council | Simon Wellman  Director, Education and Skills, Telford & Wrekin Council |
| Sian Dean | Voice of the Child representative, Project Manager and School Improvement Adviser/ITT Lead  Severn Teaching School Alliancw | N/A |
| Simon Wellman | Director, Education and Skills, Telford & Wrekin Council | Darren Knibbs  Director; Children’s Safeguarding and Family Support  Telford & Wrekin Council |
| Sharon Conlon | Chair of Quality, Performance and Development Sub-Group, Head of Strategic Safeguarding, Midlands Partnership NHS Foundation Trust | Scott Thomas White, (Vice Chair) Education Safeguarding Coordinator  Achievement & Enrichment  Telford & Wrekin Council |
| Scott Thomas-White | Chair of Sexual Abuse in Schools Working Group, Telford and Wrekin Council  Education Safeguarding Coordinator  Achievement & Enrichment  Telford & Wrekin Council  Chair CSE & CE Sub-Group | Vice Chair of CSE & CE Sub-Group, Deb Thomas, Group Manager, CATE and Missing |
| Anthea Lowe | Chair CSPR Panel, Anthea Lowe  Associate Director: Policy & Governance  Policy & Governance  Telford & Wrekin Council | Vice Chair of CSPR Panel, Elena Lloyd, Designated Nurse for Safeguarding Children, Shropshire, Telford & Wrekin Integrated Care Systems (ICS) |
| Paul Grocutt | Chair of Neglect Thematic Sub-group, Telford and Wrekin Council |  |
| Kirsty Fisher | Safeguarding Children Board Legal Advisor, Solicitor, Team Leader People, Telford & Wrekin Council | N/A |

Representatives from other organisations will be invited for relevant agenda items.

All group members will identify a nominated substitute to attend the group when they are not available. Substitutes will receive all group papers. It is expected that the lead member will keep them briefed on group activities in order that they can make a positive contribution if called on to attend meetings. It is the lead member’s responsibility to ensure that the representative is available in the event that they are unable to attend.

**Accountability**

The Safeguarding Children Board will be accountable to the Telford & Wrekin Health & Wellbeing Board and Telford & Wrekin Council Children and Young People Scrutiny Board.

**Chair**

The chair and a vice of the Board will be appointed by the statutory partners.

**Frequency**

The Safeguarding Children Board will meet quarterly. The Chair may call an extra–ordinary meeting at any time, and members can make a written request for such a meeting to the Chair.

**Quorum**

The meeting will only be quorate if at least 2/3 of partners/organisations are represented, including one representative from the 3 statutory partners.

**Adult Review, Learning & Training Sub-Group (ARLT) Terms of Reference**

**Purpose**

The ARLT will promote and drive a culture of continuous multi-agency learning and improvement through:

* The development, commissioning and communication of training, guidance, resources and tools;
* Support the delivery of regional and single agency policies and procedures for safeguarding and promoting the welfare of adults;
* Develop and monitor a performance framework to ensure effective partnership work to safeguard adults with care and support needs.
* Evaluate the effectiveness and impact of the findings and recommendations from practice reviews, audit and multi-agency learning.
* Undertake multi-agency case file audits
* Undertake the Care Act compliance audit.
* Develop appropriate learning, training and practice guidance
* Develop policy and procedures locally and regionally with the West Midlands Regional Adult Safeguarding Groups
* Report progress against these objective and work plan to the Safeguarding Adults Board
* Escalate issues identified through the work above to the Safeguarding Adults Board as appropriate.

The agenda of the ARLT meeting will ensure that there is specific focus on both the quality / performance and the partnership development.

**Membership**

| Name | Agency and Team | Substitute |
| --- | --- | --- |
| Emma Clutton (Chair) | Service Delivery Manager, ASC Prevention & Independence, Older Adults & Disability, Telford & Wrekin Council | Tracy Holmes  Team Leader for Family Connect, Adult Safeguarding & MCA Lead, DoLs. |
| Paul Cooper (Chair) | Adult Safeguarding Lead, Telford & Wrekin Clinical Commissioning Group. | Rachel Evans  Deputy Designated Adult Safeguarding Nurse |
| Claire Histead | Head of Strategic Safeguarding, Midlands Partnership Foundation NHS Trust | Amanda Atherton  Domestic Abuse Lead, Midlands Partnership Foundation NHS Trust |
| Jan Suckling | Healthwatch | [fiona.doran@healthwatchtrelfordandwrekin.co.uk](mailto:fiona.doran@healthwatchtrelfordandwrekin.co.uk) |
| Kathy George | Head of Adult Safeguarding, MCA & Prevent Lead, Shrewsbury and Telford Hospitals NHS Trust | Louisa Bowen  Specialist Adult Safeguarding Nurse |
| DS Chris Henry | Detective Sergeant, West Mercia Police | DS Steve Goddard |
| Julie Harris/Sarah Rock | Head of Safeguarding, Shropshire Community Health NHS Trust | Anthony Archambault  Nurse Specialist – Safeguarding Adults |
| Toni Guest | Service Delivery Manager: Housing & Nuplace, Telford & Wrekin Council | Simon Law  Housing Manager |
| David Crosby | Chief Officer, Shropshire Partners in Care (SPIC) | Karen Littleford  Safeguarding Adults Lead |

All sub-group members will identify a nominated substitute to attend the group when they are not available. Substitutes will receive all group papers. It is expected that the lead member will keep the substitute briefed on group activities in order that they can make a positive contribution if called on to attend meetings. It is the lead member’s responsibility to ensure that the representative is available in the event that they are unable to attend.

**Accountability**

The ARLT Sub-Group will be accountable to the Safeguarding Adult Board.

**Chair**

The chair and a vice chair of the Board will be appointed by the Safeguarding Adult Board.

**Frequency**

The ARLT Sub-Group will meet quarterly. The Chair may call an extra–ordinary meeting at any time, and members can make a written request for such a meeting to the Chair.

**Quorum**

The meeting will only be quorate if at least two thirds of partners/organisations are represented, including one representative from each of the 3 statutory partners.

**Childrens Safeguarding Partnership Quality Performance and Development (QPD) Terms of Reference**

**Purpose**

This sub-group will ensure that delivery of Board’s Business Plan is underpinned by quality assurance and audit frameworks, and that targets and performance data, including audit findings, are available to the Safeguarding Children Board within agreed timescales. The sub-group will take responsibility for a complete partnership development process, which will include training and policy and procedures but will also be responsible for overseeing multiagency development initiatives and ensuring a coordinated approach.

This sub-group also has responsibility for monitoring thematic sub-groups. Thematic sub-group chairs will sit on the QPD Sub-Group and provide a report on its progress.

QPD will:

* Develop and monitor a performance framework to ensure effective partnership work to safeguard children and young people.
* Undertake multi-agency case file audits
* Promote a culture of continuous multi-agency learning and improvement through coordination of the learning from Rapid Review and Local / National Safeguarding Practice Reviews
* Undertake the Section 11 audit and peer review.
* The development, commissioning and communication of training, guidance, resources and tools;
* Evaluate the effectiveness and impact of the findings and recommendations from practice reviews, audit and multi-agency learning.
* Develop appropriate learning, training and practice guidance
* Develop policy and procedures locally and regionally with the West Midlands Regional Safeguarding Procedures Group
* To maintain liaison with the CSPR Panel, Child Death Overview Panel (CDOP), Safeguarding Adult Reviews (SARs), Domestic Homicide Reviews (DHRs) and Multi Agency Public Protection Arrangements (MAPPA) in respect of progressing any shared learning and improvement.
* Receive reports from the CDOP and will consider learning to identify and embed necessary learning and practice development. The duty to review child deaths sits with the child death review partners (Telford & Wrekin ICS and Telford & Wrekin Council). Our [CDOP arrangements](http://www.telfordsafeguardingboard.org.uk/lscb/download/downloads/id/414/child_death_reviews.pdf) have been reviewed to ensure that they meet new statutory guidance and are effective.
* Receive the LADO and IRO Annual Reports
* To receive reports of serious incidents (safeguarding) from the Youth Offending Service which have been reported to the Youth Justice Board in respect of progressing any shared learning and improvement.
* Report progress against these objectives and work plan to the Safeguarding Children Board
* Escalate issues identified through the work above to the Safeguarding Children Board as appropriate.

**Membership**

| **Name** | **Role / Organisation** | **Substitute** |
| --- | --- | --- |
| Sharon Conlon (Chair) | Head of Strategic Safeguarding, Midlands Partnership NHS Foundation Trust | Scott Thomas-White  Education Safeguarding Coordinator  Achievement & Enrichment |
| Elena Lloyd | Designated Nurse for Safeguarding Children, NHS Shropshire, Telford & Wrekin Integrated Care Systems (ICS) | Dr. Wong  Named GP, NHS Shropshire, Telford & Wrekin Integrated Care Systems (ICS) |
| Dr. Wong | Named GP, NHS Shropshire, Telford & Wrekin Integrated Care Systems (ICS) | Elena Lloyd  Designated Nurse for Safeguarding Children, NHS Shropshire, Telford & Wrekin Integrated Care Systems (ICS) |
| DS 3411 Chris Henry | Detective Sergeant, West Mercia Police | Alex Stacey, Detective Sergeant West Mercia Police |
| Teresa Tanner | Named Nurse for Safeguarding Children & Young People Shrewsbury and Telford Hospitals NHS Trust | Dr. Alison Belfitt, Named Doctor, Shrewsbury and Telford Hospitals NHS Trust |
| Julie Harris/Sarah Rock | Head of Safeguarding, Shropshire Community Health Trust | Liz Watson, Named Nurse Safeguarding Children |
| TBC | Designated Doctor, NHS Shropshire, Telford & Wrekin Integrated Care Systems (ICS) |  |
| Scott Thomas-White | Child Sexual Exploitation and Child Exploitation Sub-Group Chair  Education Safeguarding Coordinator, Telford & Wrekin Council. | Deb Thomas (Child Exploitation vice Chair)  Group Manager, CATE and Missing |
| Louise Spragg | Principle Social Worker, Telford and Wrekin Council Children’s Services | Paul Grocutt  Service Delivery Manager, Children’s Safeguarding and Family Support, Telford and Wrekin Council |
| Paul Grocutt | Neglect Sub-Group Chair, Service Delivery Manager, Children’s Safeguarding and Family Support, Telford and Wrekin Council | Louise Spragg  Principle Social Worker, Telford and Wrekin Council Children’s Services |
| Cathy Hobbs | Group Manager – Access and Inclusion, Education and Skills Telford & Wrekin Council | Scott Thomas White, (Vice Chair) Education Safeguarding Coordinator  Achievement & Enrichment  Telford & Wrekin Council |
| Lisa Seymour | Early Years and Child Care Consultant Team Leader, Telford & Wrekin Council |  |
| Virtual Members | | |
| George Branch | The Probation Service | Sonia Millington  Deputy Head of Probation Hereford, Shropshire and Telford |
| Leroy Bedward | Youth Offending Service |  |

Representatives from other organisations will be invited for relevant agenda items.

All group members will identify a nominated substitute to attend the group when they are not available. Substitutes will receive all group papers. It is expected that the lead member will keep the substitute briefed on group activities in order that they can make a positive contribution if called on to attend meetings. It is the lead member’s responsibility to ensure that the representative is available in the event that they are unable to attend.

**Accountability**

The Quality Performance and Development Sub-Group will be accountable to the Safeguarding Children Board.

**Chair**

The chair and a vice of the Board will be appointed by the Safeguarding Children Board.

**Frequency**

The Quality, Performance and Development Sub-Group will meet quarterly. The Chair may call an extra–ordinary meeting at any time, and members can make a written request for such a meeting to the Chair.

**Quorum**

The meeting will only be quorate if at least 2/3 of partners/organisations are represented.

**Child Sexual Exploitation and Child Exploitation Sub-Group Terms of Reference**

**Purpose**

To ensure, that as a multi-agency partnership, we respond to all existing and new forms of child sexual exploitation and child exploitation. To ensure that any strategic barriers to achieving this purpose are addressed whilst recognising that children and young people are vulnerable to all forms of exploitation in a range of social contexts by applying the principle of contextual safeguarding[[1]](#footnote-2) to help respond to, and prevent, child sexual exploitation and child exploitation.

The sub-group will:

* Ensure that the child sexual exploitation pathway and the child exploitation pathway is embedded across Telford and Wrekin and that all partner agencies are confident in recognising child sexual exploitation and child exploitation and applying the pathway. The sub-group will review the pathway as appropriate.
* Continue to recognise the continued support needed for children transitioning into adulthood and adults with care and support needs.
* Revisit the recommendations of both internal and external reviews to ensure they are completed and reflected in both single agency and multi-agency practice.
* Examine and implement learning from the IITCSE Joint Child Sexual Exploitation Review Annual Report (recommendations 1 to 5) to understand the impact of the pathways and to identify unmet need.
* Examine and implement the recommendations and learning from the annual case file review of 20 CSE cases carried out in accordance with IITCSE Recommendation 13
* Examine and learn from NRM cases both data and case reviews (see IITCSE Recommendation 39).
* Examine and implement the learning from relevant cases considered by the Child Safeguarding Practice Review Panel.
* Examine multi-agency data and reports from CSE Risk Panel, CE Risk Panel Missing Core Group, Serious Violence Strategic Group to identify patterns, trends and unmet need.
* Review the Child Sexual Exploitation and Child Exploitation Prevention and Support Offer across all agencies within Telford and Wrekin.

The development work of the sub-group will be informed by local, regional, national practice. The sub-group will also receive regular reports on local trends and patterns, and updates on policy to maintain an understanding of the profile of Child Sexual Exploitation and Child Exploitation in Telford and Wrekin. This will allow for the identification of any barriers that may need to be escalated to the Safeguarding Partnership for resolution.

**Membership**

| **Name** | **Agency and Team** | **Substitute** |
| --- | --- | --- |
| Scott Thomas- White (Chair) | Education Safeguarding Coordinator  Education & Skills Support, Telford and Wrekin Council | Deb Thomas  Deb Thomas, Group Manager, CATE and Missing |
| DI John Higgins | Detective Inspector, West Mercia Police | DI Craig Newey |
| Laura Powell | Designated Nurse Safeguarding Children, Clinical Commissioning Group | Elena Lloyd, Designated Nurse for Safeguarding Children, Shropshire, Telford & Wrekin Integrated Care Systems (ICS) |
| Victoria Worthington | Service Delivery Manager: Community Social Work and Adult, Telford & Wrekin Council |  |
| Emma Martin | Service Delivery Manager, Family Connect, Telford & Wrekin Council | Christine Thursfield  Group Specialist – Family Hubs  Telford and Wrekin Council |
| Jas Bedesha | Service Delivery Manager: Community Safety & Cohesion, Telford & Wrekin Council | Lyn Stepanion  Public Health Practitioner Commissioning |
| Scott Thomas-White | Education Safeguarding Coordinator  Education & Skills | Cath Hobbs  Group Manager – Access and Inclusion, Education and Skills Telford & Wrekin Council |
| Caroline Welson | Be Safe Manager, Telford College |  |
| Liz Watson | Nurse Specialist for Safeguarding Children, Shropshire Community NHS Trust | Julie Harris/Sarah Rock, Head of Safeguarding |
| Sarah Browne | Named Nurse for Safeguarding Children & Young People, Shrewsbury & Telford Hospital NHS Trust | Teresa Tanner  Named Nurse for Safeguarding Children & Young People Shrewsbury and Telford Hospitals NHS Trust |
| Stacey Norwood | Senior Public Health Commissioner, Telford & Wrekin Council | Helen Onions  Consultant in Public Health |
| Toni Guest | Service Delivery Manager: Housing, Telford & Wrekin Council | Simon Law  Housing Manager |
| Laura Collins | Named Nurse Safeguarding (Specialist Care Group: Midlands Partnership NHS Foundation Trust | Jenni Jones |
| Helen Kyle | Named Nurse Safeguarding (Shropshire and Telford Care Group) Midlands Partnership NHS Foundation Trust | Claire Hitead  Head of Strategic Safeguarding, Midlands Partnership Foundation NHS Trust |
| George Branch | The Probation Service | Sonia Millington  Deputy Head of Probation Hereford, Shropshire and Telford |
| Leroy Bedward | Youth Offending Service | Lorna Tilley |
| Deb Thomas | Acting Group Manager CPFS & CATE | Retta Tranter  CATE and Missing Manager |
| Retta Tranter | CATE & Missing Team Manager, Telford & Wrekin Council | Mandeep Sarai CATE Senior Socia Worker |
| Fiona Cooke | CATE Practitioner and Missing Co-ordinator | Mandeep Sarai CATE Senior Socia Worker |
| Sian Deane | Team Safeguarding Voice – Severn Teaching School Alliance | N/A |
| Kevin Preece | Telford Langley, Education Reference Group Member | Katie Shewring  Telford Langley Deputy Head |
| Vicki Ridgewell | West Mercia Police, Exploitation and Vulnerability Trainer | N/A |
| Nadia Ayub | Children’s Society | Georgina Boyce |

**Accountability**

The Child Exploitation Sub-Group is accountable to the Safeguarding Children Board.

**Chair**

The chair and a vice of the Sub-Group will be appointed by the Safeguarding Children Board.

**Frequency**

The Child Sexual Exploitation and Child Exploitation Sub-Group will meet quarterly. The Chair may call an extra–ordinary meeting at any time, and members can make a written request for such a meeting to the Chair.

**Quorum**

The meeting will only be quorate if at least 2/3 of partners/organisations are represented.

**Neglect Sub-group Terms of Reference**

**Purpose**

The purpose of the Neglect Sub-Group is to drive improvement in identification, investigation, support and intervention for children subject to abuse and neglect within Telford and Wrekin and reduce the numbers of those at risk.

The Neglect Sub-Group will ensure partners work together to:

* Encourage children and young people who display marked changes in behaviour or emotional state to talk about their wellbeing.
* Provide support from a consistent group of practitioners to children and young people who have experienced abuse or neglect
* Children and young people who have experienced abuse or neglect have their words accurately represented in notes summarising their conversations with practitioners.
* Children and young people who have experienced abuse or neglect agree with practitioners how they will communicate with each other.
* Children and young people who have experienced abuse or neglect are offered therapeutic interventions based on a detailed assessment of therapeutic needs.

**Membership**

|  |  |  |
| --- | --- | --- |
| Name | Role / Organisation | Substitute |
| Paul Grocutt (Chair) | Service Delivery Manager, Children’s Safeguarding and Family Support, Telford and Wrekin Council | Grace Harris, Group Manager, Children’s Safeguarding and Family Support, Telford and Wrekin Council |
| Rachel Dale (Vice Chair) | |  | | --- | | Deputy Designated Nurse for Safeguarding, NHS Shropshire Telford & Wrekin ICS | |  | | Kelly Jones, Designated Nurse for LAC, NHS Shropshire Telford & Wrekin ICS |
| Ben Hocking | Detective Sargent, West Mercia Police | Nicola Chatterton, Child Exploitation Co-ordinator, West Mercia Police |
| Leroy Bedward | Team Manager, West Mercia Youth Justice Service | Melissa Evison  Mercia Youth Justice Service |
| Caroline Welson | Be Safe Manager, Telford College |  |
| Helen Clover | Team Leader, Children’s Safeguarding and Family Support, Telford & Wrekin Council | Sarah Hall, Team Leader, Children’s Safeguarding and Family Support, Telford & Wrekin Council |
| Helen Kyle | Named Nurse Safeguarding (Shropshire and Telford Care Group) Midlands Partnership NHS Foundation Trust |  |
| Scott Thomas-White | Group Manager – Access and Inclusion, Education and Skills Telford & Wrekin Council | Nick Cunliffe, Education Safeguarding Co-ordinator, Education and Skills, Telford & Wrekin Council |
| Liz Watson | Named Nurse for Safeguarding Children | Julie Harris/Sarah Rock, Head of Safeguarding, Shropshire Community NHS Trust |
| Helen Onions | Public Health Consultant, Telford & Wrekin Council | Clare Williams Public Health Practitioner. Telford & Wrekin Council |
| Penny Hustwick | ABC day nursery | NA |
| Sally Sixsmith | Head Teacher, St Georges C.E Primary School | Kathryn Watts, Deputy Head Teacher, St Georges C.E Primary School |
| Lisa Seymour | Early Years and Childcare Consultant Team Leader, Education and Skills | Scott Thomas-White, Group Manager – Access and Inclusion, Education and Skills Telford & Wrekin Council |
| Sally Burns | Named Midwife for Safeguarding, Shrewsbury and Telford Hospital | Teresa Tanner, Named Nurse for Safeguarding Children & Young People; Child Exploitation Lead and Domestic Abuse Lead) Shrewsbury and Telford Hospital |
| Jayne Weaving | Safeguarding and Vulnerable Learners Education Officer, Education and Skills, Telford & Wrekin Council |  |
| Virtual Members | | |
| Becky Dale | Hereford, Shropshire and Telford Probation Services | George Branch, Assistant Chief Officer, Hereford, Shropshire and Telford Probation Services |
| Toni Guest | Service Delivery Manager, Housing Communities and Customer Services, Telford & Wrekin Council | Simon Law  Housing Manager |

**Accountability**

Neglect Sub-Group is accountable to the Safeguarding Children Board.

**Chair**

The chair and a vice of the Sub-Group will be appointed by the Safeguarding Children Board.

**Frequency**

The Neglect Sub-Group will meet quarterly. The Chair may call an extra–ordinary meeting at any time, and members can make a written request for such a meeting to the Chair.

**Quorum**

The meeting will only be quorate if at least 2/3 of partners/organisations are represented.

**Domestic Abuse Local Partnership Board Terms of Reference**

**Purpose**

To develop and deliver a Telford and Wrekin Domestic Abuse Strategy, which is intelligence-led and based on local needs gathered through a needs assessment. In doing this, the Board will have due regard to the 2021 Domestic Abuse Act which requires the strategy to make arrangements for the assessment of, and the need for accommodation-based support.

The strategy should outline the commitment from partners to address the issues identified.

In addition the Board will:

* Oversee the development of “needs analysis” and performance framework to inform the development of the Domestic Abuse Strategy and to understand the impact of its delivery.
* The Board will make recommendations on practice, policy and training.
* Review and develop multi-agency pathways for both victims and perpetrators, and ensuring the policies and procedures are fit for purpose and link to other pathways and strategies where appropriate (e.g. mental health and substance misuse).
* Review the multi-agency support available for children, adults, victims and perpetrators of domestic abuse and identify areas for development.
* Develop practitioner’s knowledge on the dynamics of domestic abuse on the whole family and provide them with the appropriate training and resources to support the family.
* Increase awareness in the community of domestic abuse and how to seek support.
* Use local and national learning to inform sharing of good work and practice.
* The Board will work closely with the Community Safety Partnership (CSP) and adult and children safeguarding boards to oversee the process and arrangements for identifying, commissioning and reviewing Domestic Homicide Reviews (DHRs), whilst recognising that the CSP has the statutory responsibility to commission them, and to embed learning from Domestic Homicide Reviews (DHR).

In discharging these responsibilities, the Board will work to the [government’s cross-party definition of domestic abuse](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/142701/guide-on-definition-of-dv.pdf) below, to include honour based violence, forced marriage and female genital mutilation.

Definition:

“*Any incident or pattern of incidents of controlling, coercive or threatening behaviour, violence or abuse between those aged 16 or over who are or have been intimate partners or family member regardless of gender or sexuality.*

*This can encompass, but is not limited to, psychological, physical, sexual, financial and emotional”*

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i *Controlling behaviour is: a range of acts designed to make a person subordinate and/or dependent by isolating them from sources of support, exploiting their resources and capacities for personal gain, depriving them of the means needed for independence, resistance and escape and regulating their everyday behaviour.*

*Coercive behaviour is: an act or a pattern of acts of assault, threats, humiliation and intimidation or other abuse that is used to harm, punish, or frighten their victim.”*

*Domestic abuse can involve a range of behaviours, which are abusive and which would not always be classed as violent. The definition has also been widened to include 16-17 year olds and reflect coercive control ‘honour’ based violence (HBV), female genital mutilation (FGM) and forced marriage (FM).*

*Female Genital Mutilation (FGM) is the partial or total removal of external female genitalia for non-medical reasons. It’s also known as female circumcision or cutting.*

*Honour Based Violence (HBV) is a crime or incident, which has or may have been committed to protect or defend the honour of the family and/or community.*

*Forced Marriage (FM) is where one of both people do not (or in cases of people with learning disabilities, cannot) consent to the marriage and pressure or abuse is used.* *It is recognised as a form of violence against women and men, domestic/child abuse and an abuse of human rights.*

**Membership**

Membership of the board is designed to ensure key strategic partners and their relevant services are engaged and critically, the voices of victims are both heard and inform the development of the Domestic Abuse strategy.

Under the Domestic Abuse Act 2021, the Domestic Abuse Local Partnership Board must include members who represent the following:

1. local authority;
2. the interests of victims of domestic abuse;
3. the interests of children of domestic abuse victims;
4. the interests of charities and other voluntary organisations that work with victims of domestic abuse in its area;
5. the interests of persons who provide, or have functions relating to, health care services in its area;
6. the interests of persons with functions relating to policing or criminal justice in its area.

**Membership**

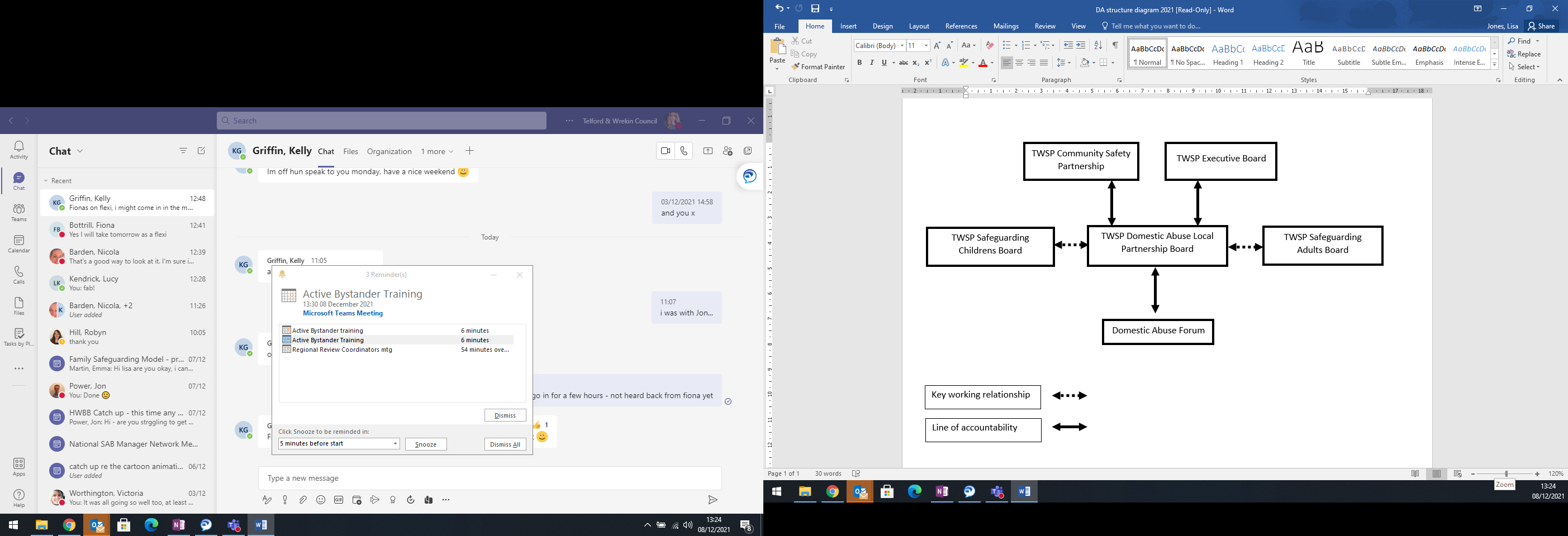
| **Name** | **Agency and Team (statutory membership))** | **Substitute** |
| --- | --- | --- |
| Jo Britton (Chair) | Executive Director: Childrens Services (1) Telford & Wrekin Council | Vice Chair |
| Helen Richardson | Head of Client Services: Women’s Aid (2) | Sue Coleman |
| Andrea Williams | Cranstoun |  |
| Grace Harris | Telford & Wrekin Council Team Manager: Family Safeguarding (3) | Louise Spragg  Principal Social Worker, Children's Safeguarding & Family Support, Telford & Wrekin Council |
| Dean Harris | Domestic Abuse Forum Chair (4) |  |
| Paul Cooper (Vice Chair) | Shropshire, Telford & Wrekin Integrated Care Systems (ICS): Adult Safeguarding Lead (5) | Laura Powell  Designated Nurse for Safeguarding Children |
| Scott Marshall-Bowater | West Mercia Police: Detective Inspector for Vulnerability - Telford (6) | DS Steve Clark |
| Lesley Fisher | West Mercia Police: DA Strategic Lead | DI Natalie Arrowsmith |
| Cllr Kelly Middleton | Cabinet member for leisure, public health and wellbeing | N/A |
| Carolyn Ball | Office of the Police and Crime Commissioner | Rep to be allocated according to daily demands. Email to be sent to [@OPCC Grants](mailto:Grants@westmercia.police.uk) |
| Laura Powell | Designated Nurse for Safeguarding Children | Elena Lloyd  Designated Nurse for Safeguarding Children, Shropshire, Telford and Wrekin ICB |
| George Branch | The Probation Service | Sonia Millington  Deputy Head of Probation Hereford, Shropshire and Telford |
| Liz Noakes | Telford & Wrekin Council Director: Health and Well Being | Helen Onions  Consultant in Public Health |
| Simon Froud | Telford & Wrekin Council Director: Adult Social Care | Emma Clutton, Service Delivery Manager, ASC Prevention & Independence, Older Adults & Disability, Telford & Wrekin Council |
| Christine Thursfield | Team Leader, Children's Safeguarding & Family Support, Telford & Wrekin Council | Liz Taylor  Strengthening Families Team Manager and DA lead |
| Emma Sugrue-Lawrence | Survivor Voice | N/A |
| Amanda Atherton | Domestic Abuse Lead and Safeguarding Named Nurse  MPFT | Sarah Whenmouth  Senior Safeguarding Practitioner |
| Katherine Kynaston | Telford & Wrekin Council Director: Housing, Employment & Infrastructure | Toni Guest  Housing, Nuplace Service Delivery Manager |
| Darren Knibbs | Telford & Wrekin Council Director: Children’s Safeguarding & Family Support | Grace Harris  Group Manager, Children's Safeguarding & Family Support |
| Elisabeth Smith | Telford & Wrekin Council SDM Achievement and Enrichment | Cathy Hobbs  Group Manager, Access and Inclusion |
| Helen Onions | Telford & Wrekin Council: Public Health Consultant | Tony Mercer  Senior Public Health Commissioner |
| Tony Mercer | Telford & Wrekin Council:  Senior Public Health Commissioner | Public Health representation at the Board will be covered between Helen Onions, Liz Noakes and Tony Mercer |
| Emma Clutton | Service Delivery Manager, ASC Prevention & Independence, Older Adults & Disability, Telford & Wrekin Council | Tracy Holmes  Team Leader for Family Connect , Adult Safeguarding & MCA Lead, DoLs. |
| Maria Fodor | Telford & Wrekin Council; Comms Team | Sarah James  Head of Corporate Communications |
| Toni Guest | Telford & Wrekin Council Service Delivery Manager: Housing Solutions | Claire Bowater (Senior Domestic Support Officer) or Simon Law (Housing Manager) |
| Jas Bedesha | Telford & Wrekin Council Service Delivery Manager: Safer, Stronger Communities | Lyn Stepanian  Public Health Practitioner Commissioning |
| Tracey Smart | Telford & Wrekin Council Finance Manager: Business, Education & Care Finance | Richard Peach  Group Accountant |
| Helen Potter | Telford & Wrekin Council, Insight Manager | Damion Clayton  Insight Partner (Corporate) |
| Lisa Jones | Telford & Wrekin Council:  Partnership Development Officer | Partnership Officer will be nominated depending on commitments |

The Board shall appoint a Chair and Vice-Chair in consultation with the Community Safety Partnership. The Board may co-opt members for certain topics if required.

**Accountability & Transparency**

The Domestic Abuse Local Partnership Board is accountable to the Safeguarding Adult Board and the Community Safety Partnership. It will work closely with other key thematic groups including the Children Safeguarding Boards.

The Domestic Abuse Forum will report to the Domestic Abuse Safeguarding Partnership Board.



**Safeguarding Adult Board**

In accordance with the 2021 Domestic Abuse Act, the Board will complete an annual report which will be presented to the Community Safety Partnership and Safeguarding Partnership Boards and submitted to the Home Office.

**Frequency**

The Domestic Abuse Local Partnership Board will meet 3 times a year. The Chair may call an extra–ordinary meeting at any time, and members can make a written request for such a meeting to the Chair.

**Quorum**

The meeting will be quorate when two thirds of partners/organisations are represented along with either the Chair or Vice Chair.

**Statutory Review Panel: Safeguarding Adult Review Panel**

**Purpose**

The purpose of the SAR Panel is to meet the statutory requirements of the Care Act 2014, the Local Safeguarding Adult Board[[2]](#footnote-3) has a responsibility to conduct Safeguarding Adult Reviews (SARs). This Sub-Group has delegated authority to undertake this activity to promote a culture of continuous learning and improvement across the organisations by using learning from case reviews to drive improvements in practice.

The SAR Panel will:

* + Develop and maintain a learning and improvement framework for the Telford and Wrekin Safeguarding Partnership (TWSP) including the agreed methodology, procedures, guidance and tools to enable the effective commissioning and delivery of safeguarding adult reviews in line with the West Midlands Safeguarding Adult procedure;
  + Consider any cases which may indicate the necessity for undertaking a Safeguarding Adult Review and to make recommendations to the TWSP Chair about how to proceed;
  + Convene a Safeguarding Adult Review Panel where needed to oversee the conduct of a SAR or learning review;
  + Commission and conduct learning reviews regularly, not only in respect of cases which meet the statutory criteria for a Safeguarding Adult Review, but also in other discretionary cases which can provide useful insights into the way organisations are working together in line with the agreed framework;
  + Ensure, where possible, that families and carers are invited to contribute to learning reviews and are supported through the process by an appropriate professional, as appropriate;
  + Ensure that any learning is effectively implemented, progress monitored and that learning is appropriately disseminated to TWSP members and to request evidence from member agencies that lessons learned and recommendations for improvements to practice and service delivery have been embedded across member agencies;
  + Maintain liaison with other forms of reviews across the partnership, including but not limited to, Child Safeguarding Practice Reviews, Domestic Homicide Reviews, Learning Disability Mortality Reviews, Single Agency Serious Incident Cases and Learning from others, in respect of progressing any shared learning or improvements;
  + Ensure involvement in regional work around SARs; and
  + Ensure that reviews of Regional and National SARs are considered, to identify any local learning that is required.

The SAR Panel will report back to the Safeguarding Adult Board after each meeting highlighting the key areas for consideration and any recommendations

**Membership**

|  |  |  |
| --- | --- | --- |
| **Name and Role** | **Agency** | **Substitute role** |
| Oliver Nicholas (Chair) | Solicitor – Adult Social Care, Policy & Governance, Telford & Wrekin Council | N/A |
| Claire Histead | Head of Strategic Safeguarding, Midlands Partnership NHS Foundation Trust (MPFT) | Amanda Atherton  Domestic Abuse Lead, Midlands Partnership Foundation NHS Trust |
| Paul Cooper  (Vice Chair) | Adult Safeguarding Lead, Shropshire, Telford & Wrekin Integrated Care Systems (ICS) | Rachel Evans  Deputy Designated Adult Safeguarding Nurse |
| Emma Clutton | Service Delivery Manager, ASC Prevention & Independence, Older Adults & Disability, Telford & Wrekin Council | Tracy Holmes Team Leader for Family Connect , Adult Safeguarding & MCA Lead, DoLs. |
| Kathy George | Adult Safeguarding Lead Nurse, Shrewsbury and Telford Hospital NHS Trust (SaTH) | Louise Bowen  Specialist Adult Safeguarding Nurse |
| Anthony Archambault | Shropshire Community NHS Trust (SCHT) | Julie Harris/Sarah Rock (job share) Head of Safeguarding |
| DI Ed Slough | West Mercia Police | DS Jordan Baker Gemma Leighton |
| SMCRU (for info gathering) | West Mercia Police | N/A |
| Toni Guest | Service Delivery Manager: Housing & Nuplace, Telford & Wrekin Council | Simon Law  Housing Manager |
| Lisa Jones | Partnership Development Officer, Telford and Wrekin Safeguarding Partnership | Partnership Officer will be nominated depending on commitments |

Other relevant professionals/agencies will be co-opted onto the group to provide specialist advice and expertise.

All group members will identify a nominated substitute to attend the group when they are not available. Substitutes will receive all group papers. It is expected that the lead member will keep them briefed on group activities in order that they can make a positive contribution if called on to attend meetings. It is the lead member’s responsibility to ensure that the representative is available in the event that they are unable to attend.

Attendance will be reported to the Safeguarding Adult Board.

**Accountability**

The Safeguarding Adult Review Sub-Group will be accountable to the Safeguarding Adult Board.

**Chair**

The chair and a vice of the Sub-Group will be appointed by the Safeguarding Adults

**Quorum**

The meeting will only be quorate if at least two thirds of partners/organisations are represented, including one representative from each of the statutory partners.

**Statutory Review Panel: Child Safeguarding Practice Review Panel (CSPR) Terms of Reference**

**Purpose**

The CSPR Panel will oversee the process and arrangements for identifying, commissioning and reviewing child safeguarding practice reviews and will respond to serious incidents of harm in accordance with the Working Together (2018)

Referrals will be brought to the CSPR Panel’s attention and following consideration, where appropriate a Rapid Review will be 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 CSPR Panel 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. This will be reported into the Telford and Wrekin Safeguarding Partnership (TWSP) Child Learning, Review and Training Subgroup.

The CSPR Panel will:

* Conduct Rapid Reviews and make recommendations to the National Panel, where necessary;
* Disseminate the learning from the Rapid Reviews as soon as is practicable;
* To manage and coordinate on behalf of the TWSP Partnership, the LCSPR process and quality assure the final report prior to presentation and ratification by the Safeguarding Children Board
* To oversee, monitor and challenge the effective implementation and impact of learning from the review recommendations; and
* To liaise with the Community Safety Partnership, the TWSP Adults Learning, Review and Training Subgroup and the Strategic MAPPA to determine the most appropriate type of review to identify learning and cascade the learning to Professionals.

**Membership**

| **Name** | **Agency and Team** | **Substitute** |
| --- | --- | --- |
| Anthea Lowe (Chair) | Director: Policy & Governance  Policy & Governance  Telford & Wrekin Council | Elena Lloyd (vice chair), Designated Nurse for Safeguarding Children, Shropshire, Telford & Wrekin Integrated Care Systems (ICS) |
| Post Vacant | Designated Doctor, Shropshire Community Health Trust |  |
| Julie Harris/Sarah Rock | Head of Safeguarding, Shropshire Community Health Trust | Claire Hughes |
| Teresa Tanner | Named Nurse for Safeguarding Children & Young People, Shropshire and Telford Hospitals NHS Trust | Dr. Tabatha Parsons |
| Sally Burns | Named Midwife, The Shrewsbury and Telford NHS Hospitals Trust |  |
| Helen Kyle | Named Nurse for Safeguarding, Midlands Partnership NHS Foundation Trust | Sharon Conlon  Head of Strategic Safeguarding, Midlands Partnership NHS Foundation Trust |
| DCI Edward Slough | Detective Chief Inspector, West Mercia Police | Acting DI Jordan Baker and Gemma Leighton |
| Scott Thomas-White | Education Safeguarding Co-ordinator, Telford & Wrekin Council | Cathy Hobbs  Group Manager – Access and Inclusion, Education and Skills Telford & Wrekin Council |
| Elena Lloyd | Designated Nurse Safeguarding Children, NHS Shropshire, Telford and Wrekin ICB | Laura Powell  Designated Nurse Safeguarding Children, NHS Shropshire, Telford and Wrekin ICB |
| Dr Luen Wong | Named GP for Safeguarding, Shropshire, Telford & Wrekin Integrated Care Systems (ICS) | Dr. Ella Baines |
| Tina Knight | Service Delivery Manager, Children’s Safeguarding and Family Support. Telford & Wrekin Council | Louise Spragg  Principle Social Worker, Telford and Wrekin Council Children’s Services |
| Louise Spragg | Principal Social Worker, Children’s Safeguarding and Family Support, Telford & Wrekin Council | Tina Knight  Service Delivery Manager, Children’s Safeguarding and Family Support. Telford & Wrekin Council |
| **Virtual Members** | | |
| Lorna Tilley | Head of Service, West Mercia Youth Justice Service | Leroy Bedward  Team Manager  West Mercia Youth Justice Service |

Other relevant professionals/agencies will be co-opted onto the CSPR panel for specific learning reviews to provide advice and expertise relevant to the case.

All group members will identify a nominated substitute to attend the group when they are not available. Substitutes will receive all group papers. It is expected that the lead member will keep them briefed on group activities in order that they can make a positive contribution if called on to attend meetings. It is the lead member’s responsibility to ensure that the representative is available in the event that they are unable to attend.

Attendance will be reported to the Safeguarding Children Board

**Accountability**

The CSPR Panel is accountable to the Safeguarding Children Board. Ongoing monitoring of the implementation of the learning from LCSPRs will be undertaken by the Safeguarding Children Quality and Development Sub-Group.

**Chair**

The chair and a vice of the CSPR Panel will be appointed by the Safeguarding Children Board.

**Frequency:**

Meetings of the CSPR Panel will arrange monthly meetings which may be used to undertake Rapid Reviews or to develop and monitor the implementation of learning action plans. The Chair may call an extra–ordinary meeting at any time, and members can make a written request for such a meeting to the Chair.

**Quorum**

The meeting will only be quorate if at least 2/3 of partners/organisations are represented, including one representative from each of the statutory partners.

**Decisions and Disputes**

Decisions will normally be reached by consensus. In the event of a disagreement a vote will be taken of members. In the event of a split the Chair will have the casting vote or discuss with the Partnership Manager for 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 CSPR panel meetings with regards individuals and single agencies is STRICTLY CONFIDENTIAL, and must not be disclosed to third parties without discussion and agreement of the CSPR panel. 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.

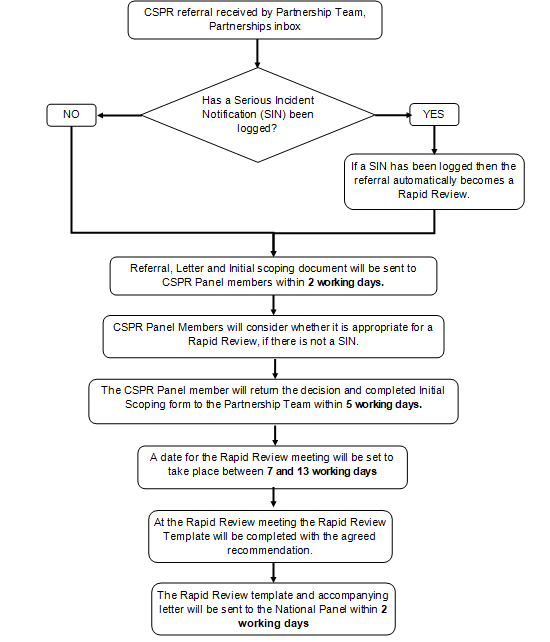
**Local CSPR Process**

Where the Local Authority has completed a Notification of a Serious Incident, a Rapid Review must be undertaken.

The referral will be shared securely on Sharepoint and the CSPR panel member notified via an email and letter from the Partnership Manager.

Once a decision is made by the CSPR panel for Rapid Review, the Partnership Team will arrange, a rapid review meeting which will be held within 13 working days and the National Panel will be notified within 15 working days of the outcome of the Rapid Review.

Once a decision is made by the Panel that a Rapid Review is **not** required, the referral will become part of the papers for the next **monthly panel meeting**, where the next steps will consider the methodology for identifying and extracting learning.



# **Appendix B: Job Description of the Safeguarding Adult Board Chair and Safeguarding Children Board Chair.**

**Telford & Wrekin Safeguarding Adult Board**

**Independent Chair Job description**

**Rate of pay: £500 per day for a maximum of 25 days a year**

**Main Purpose:**

The Independent Chair provides a statutory function as the Chair of the independent

Telford & Wrekin Safeguarding Adult Board with particular reference to providing independent challenge and scrutiny to local safeguarding arrangements and practice. The post holder will provide strategic vision to the safeguarding adult agenda across Telford and Wrekin”.

The post-holder will ensure that the Board operates effectively and discharges its duties in line with statutory guidance and good practice.

The Independent Chair will be commissioned to carry out work on behalf of the

Telford Safeguarding Adult Board.

He or she will be accountable to the Chief Executive of the Council and the Cabinet Member for Adult Social Care, Integration and Transformation**.**

The Independent Chair will ensure that the Board operates as the key independent strategic body for safeguarding adults across the borough, driving forward the continuous development of the board to ensure organisations come together to cooperate with one another to safeguard and promote the welfare of vulnerable children/adults and to hold each other to account for effective safeguarding.

**Key Responsibilities:**

Oversee the development and implementation of an overall strategy and annual business plans and to ensure that this reflects learning from investigations and any statutory or other areas of work.

Ensure that performance management is integrated into the role and function of the Safeguarding Adult Board and its subgroups to deliver improved outcomes for vulnerable children/adults and their carers.

Oversee the performance management of the Board’s work plan and ensure that the plan maintains a clear focus on outcomes.

Ensure the Board works collaboratively and effectively by encouraging and supporting the development of partnership working between the partner members of the Safeguarding Adult Board and its subgroups.

To promote the Board’s ability to independently fulfil statutory objectives of monitoring, challenging and scrutinising the effectiveness of inter-agency children/adult safeguarding work.

Through the Board, ensure that partner organisations are held accountable for the effective deployment of resources in relation to safeguarding activity.

Oversee the development and implementation of an overall strategy and annual business plans and to ensure that these reflect learning from investigations, any Serious Adult Reviews and any statutory or other areas of work;

Oversee the development of the Board and constituent subgroups.

To lead and direct the work of the Board subgroups and to hold groups accountable for their outcomes.

To ensure the Board promotes an awareness of safeguarding vulnerable children/adults in the local community and that the voices of vulnerable people and their carers are well represented in the work of the Board.

Link nationally and regionally with ADASS and the LGA Network for Chairs to ensure that the Board’s activities are aligned with national policy expectations and other developing practice”.

To ensure that the Board operates independently of its member agencies. To ensure the Board reports to all members' and other appropriate governance structures at required intervals.

To act as the public representative for the Board, in consultation with relevant Board members for any media communications.

To provide independent arbitration in line with the Board’s escalation policy as necessary when conflicts of interest arise within the Board.

Liaise with the appropriate Board Manager to ensure the timely and effective management of Board business within agreed budgets.

To oversee the completion of the Annual Report of the Board.

To continually review, with other agencies, the Board’s membership and subgroups to ensure it is effective and representative.

To ensure that the work of the Board is managed in line with the principles of promoting equality and respecting diversity for all.

To work co-operatively with neighbouring Boards as required.

To foster close co-operation with the Safeguarding Children Board and Community Safety Partnership.

To adhere to confidentiality and ensure the Board business documents are always kept safe and secure.

To fulfil any other duties as may be jointly agreed from time to time as necessary and appropriate to the role.

**Person Specification Independent Chair**

Knowledge:

* Developments in integrated working across all relevant statutory agencies, including legislation, guidance & research, underpinning safeguarding children/adults work.
* Understanding of safeguarding and promoting the welfare of vulnerable children/adults.
* Appropriate corporate governance frameworks.
* Structure and functioning of large organisations.
* Performance management and quality assurance systems, applicable in a multi-agency strategic and operational environment.
* Funding and accountability in the public independent and voluntary sectors.
* Knowledge of the wider safeguarding duties for a Safeguarding Children/Adult Board
* Of the key drivers and influences on public services and partners.
* Administrative processes supporting such organisations.

Experience:

* Chairing complex professional meetings at a senior level and ability to chair in an efficient manner.
* Leading and managing in large public or independent, or voluntary sector organisation at a senior level to command respect with a multi-agency committee of senior agency representatives.
* Sufficient experience of the operational context of safeguarding work to enable well-rounded contributions to considering case issues
* Working across agency and professional boundaries and collaborative and partnership working.
* Working with members of the public in order to improve services.
* Managing strategic and operational change.

Skills:

* Communication skills: interpersonal, presenting, media relations, maintaining a positive public and professional profile, sufficient to represent the Board effectively to the media & other forums as required.
* Ability to influence key stakeholders and decision makers in a multi-agency environment.
* Assertive, clear thinking and able to negotiate.
* Ability to generate and develop good working relations across partnership board member organisations.
* Problem solving skills: ability to identify issues and areas of risk, and lead partners to effective resolution and decision.
* Chairing skills: ability to organise, coordinate and follow through on key decisions; manage competing or differing views, and positively challenge to achieve the desired outcome.
* Skills in negotiating to assist in managing and resolving conflict between agencies
* Ability to recognise discrimination in its many forms and promote Equal Opportunities policies within the operation of the Board.
* Ability to ensure high standards of confidentiality in terms of individual cases and sensitive cross-organisational matters.
* Self-motivating and able to operate outside of a single agency hierarchical structure.
* Ability to influence senior personnel and liaise with political representatives in order to further safeguarding activity.
* Conversant with and able to use information technology systems.

**Qualifications/Training:**

* Relevant professional qualification of sufficient standing to command professional respect within the multi - agency Board
* Educated to degree level.

Attitude/Motivation:

* Enthusiasm, commitment and a determination to carry forward a complex agenda.
* Commitment to improving outcomes for vulnerable adults.
* Ability to enthuse and gain the commitment of others.
* Commitment to principles of promoting equality and respecting diversity.
* Acting in accordance with accepted Human Rights principles.
* Empowering vulnerable adults and respecting their right to self-determination.

Availability:

* Have the flexibility to carry out the required tasks and duties, including working outside normal office hours.
* Be accessible to Board Members outside of Board meetings.

**Telford & Wrekin Safeguarding Children Board**

**Independent Chair Job description**

**Rate of pay: £500 per day for a maximum of 25 days a year**

**Main Purpose:**

The Independent Chair provides a statutory function as the Chair of the independent

Telford & Wrekin Safeguarding Children Board with particular reference to providing independent challenge and scrutiny to local safeguarding arrangements and practice. The post holder will provide strategic vision to the safeguarding children agenda across Telford and Wrekin”.

The post-holder will ensure that the Board operates effectively and discharges its duties in line with statutory guidance and good practice.

The Independent Chair will be commissioned to carry out work on behalf of the

Telford Safeguarding Children Board.

He or she will be accountable to the Chief Executive of the Council and the Cabinet Member for Children, Young People and Families.

The Independent Chair will ensure that the Board operates as the key independent strategic body for safeguarding children across the borough, driving forward the continuous development of the Board to ensure organisations come together to cooperate with one another to safeguard and promote the welfare of vulnerable children and to hold each other to account for effective safeguarding.

**Key Responsibilities:**

Oversee the development and implementation of an overall strategy and annual business plans and to ensure that this reflects learning from investigations and any statutory or other areas of work.

Ensure that performance management is integrated into the role and function of the Safeguarding Children Board and its subgroups to deliver improved outcomes for vulnerable children and their carers.

Oversee the performance management of the Board’s work plan and ensure that the plan maintains a clear focus on outcomes.

Ensure the Board works collaboratively and effectively by encouraging and supporting the development of partnership working between the partner members of the Safeguarding Children Board and its subgroups.

To promote the Board’s ability to independently fulfil statutory objectives of monitoring, challenging and scrutinising the effectiveness of inter-agency children safeguarding work.

Through the Board, ensure that partner organisations are held accountable for the effective deployment of resources in relation to safeguarding activity.

Oversee the development of the Board and constituent subgroups.

To lead and direct the work of the Board subgroups and to hold groups accountable for their outcomes.

To ensure the Board promotes an awareness of safeguarding vulnerable children in the local community and that the voices of vulnerable people and their carers are well represented in the work of the Board.

To ensure that the Board operates independently of its member agencies. To ensure the Board reports to all members and other appropriate governance structures at required intervals.

To act as the public representative for the Board, in consultation with relevant Board members for any media communications.

To provide independent arbitration in line with the Board’s escalation policy as necessary when conflicts of interest arise within the Board.

Liaise with the appropriate Board Manager to ensure the timely and effective management of Board business within agreed budgets.

To oversee the completion of the Annual Report of the Board.

Link nationally and regionally to ensure that the Board’s activities are aligned with national policy expectations and other developing practice.

To continually review, with other agencies, the Board’s membership and subgroups to ensure it is effective and representative.

To ensure that the work of the Board is managed in line with the principles of promoting equality and respecting diversity for all.

To work co-operatively with neighbouring Boards as required.

To foster close co-operation with the Safeguarding Adult Board and Community Safety Partnership.

To adhere to confidentiality and ensure the Board business documents are always kept safe and secure.

To fulfil any other duties as may be jointly agreed from time to time as necessary and appropriate to the role.

**Person Specification for Independent Chair Safeguarding Children Board**

Knowledge:

* Developments in integrated working across all relevant statutory agencies, including legislation, guidance & research, underpinning safeguarding children work.
* Understanding of safeguarding and promoting the welfare of vulnerable children.
* Appropriate corporate governance frameworks.
* Structure and functioning of large organisations.
* Performance management and quality assurance systems, applicable in a multi-agency strategic and operational environment.
* Funding and accountability in the public independent and voluntary sectors.
* Knowledge of the wider safeguarding duties for a Safeguarding Children Board.
* Of the key drivers and influences on public services and partners.
* Administrative processes supporting such organisations.

Experience:

* Chairing complex professional meetings at a senior level and ability to chair in an efficient manner.
* Leading and managing in large public or independent, or voluntary sector organisation at a senior level to command respect with a multi-agency committee of senior agency representatives.
* Sufficient experience of the operational context of safeguarding work to enable well-rounded contributions to considering case issues
* Working across agency and professional boundaries and collaborative and partnership working.
* Working with members of the public to improve services.
* Managing strategic and operational change.

Skills:

* Communication skills: interpersonal, presenting, media relations, maintaining a positive public and professional profile, sufficient to represent the Board effectively to the media & other forums as required.
* Ability to influence key stakeholders and decision makers in a multi-agency environment.
* Assertive, clear thinking and able to negotiate.
* Ability to generate and develop good working relations across partnership board member organisations.
* Problem solving skills: ability to identify issues and areas of risk, and lead partners to effective resolution and decision.
* Chairing skills: ability to organise, coordinate and follow through on key decisions; manage competing or differing views, and positively challenge to achieve the desired outcome.
* Skills in negotiating to assist in managing and resolving conflict between agencies
* Ability to recognise discrimination in its many forms and promote Equal Opportunities policies within the operation of the Board.
* Ability to ensure high standards of confidentiality in terms of individual cases and sensitive cross-organisational matters.
* Self-motivating and able to operate outside of a single agency hierarchical structure.
* Ability to influence senior personnel and liaise with political representatives in order to further safeguarding activity.
* Conversant with and able to use information technology systems.

**Qualifications/Training:**

* Relevant professional qualification of sufficient standing to command professional respect within the multi-agency Board
* Educated to degree level.

Attitude/Motivation:

* Enthusiasm, commitment and a determination to carry forward a complex agenda.
* Commitment to improving outcomes for vulnerable adults.
* Ability to enthuse and gain the commitment of others.
* Commitment to principles of promoting equality and respecting diversity.
* Acting in accordance with accepted Human Rights principles.
* Empowering vulnerable adults and respecting their right to self-determination.

Availability:

* Have the flexibility to carry out the required tasks and duties, including working outside normal office hours.
* Be accessible to Board Members outside of Board meetings.

1. ‘Contextual safeguarding’ is a theory developed by Dr Carlene Firmin of the University of Bedfordshire, which supports an approach to understanding and responding to children’s experiences of significant harm beyond their families. It is recognised that the different relationships children form in their neighbourhoods, schools and online can feature violence and abuse. [↑](#footnote-ref-2)
2. This is now known locally as Telford and Wrekin Safeguarding Partnership [↑](#footnote-ref-3)