

East Sussex Local Safeguarding Children Board

INTRODUCTION TO THE LSCB



December 2013



EAST SUSSEX LSCB

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1. Welcome from the LSCB Chair

Welcome to East Sussex LSCB and thank you for taking on a very important role. The Board is one of the key mechanisms for safeguarding all children in East Sussex. We share the responsibility for ensuring that all efforts to keep children safe are effective and well co-ordinated. There is a named person from each partner organisation to ensure continuity and consistency.

Safeguarding children is everyone's business and all partners across the different agencies in East Sussex work together to ensure that we provide the best possible integrated support services for children, young people and their families. It is part of our job to promote greater public awareness of the entitlement of every child to feel safe at home, at school and in the community.

Members of the Board should be able to speak for their organisation with authority, make decisions on behalf of their organisation on policy or practice, and commit resources from their organisation to support the work of the Board. They must also on occasions be able to hold their organisation to account.

Members must attend regularly at business meetings and be willing to participate in annual development and training sessions.

Thank you for joining the Board. I am sure we will benefit from your knowledge and experience.

I do hope you find this induction pack useful in helping you to become familiar with what is a demanding, difficult and high profile agenda. Although demanding, I am confident that you will find the work of the Board stimulating, enjoyable and very worthwhile.

I look forward to meeting you.

Best wishes,

Cathie Pattison
Independent Chair



2. Introduction

This Induction Pack contains the Constitution of East Sussex Local Safeguarding Children Board (LSCB). It also sets out the membership and constitution of the Board's sub-groups.

The Children Act 2004 placed a requirement on every Local Authority to establish a Local Authority to establish a Local Safeguarding Children Board. The core objectives are set out in section 14(1) of the Children Act 2004 as follows:

- a) To co-ordinate what is done by each person or body represented on the Board for the purposes of safeguarding and promoting the welfare of children in the area of the authority, and
- b) To ensure the effectiveness of what is done by each such person or body for that purpose.

Membership is made up of senior managers across a range of agencies and services that work with or for children in the local area. Members work together to co-ordinate and monitor local safeguarding priorities and outcomes in line with the role, functions and governance as set out in *The Children Act 2004*, *The Local Safeguarding Children Boards Regulations 2006* and Chapter 3 of the statutory guidance *Working Together to Safeguarding Children (2013)*.

This Induction Pack has been developed by the Training Sub-group and will be reviewed on an annual basis.



3. Statement of Values

In addition to the legal requirements set out above, East Sussex LSCB has agreed the following simple statement of what we are really about.

“The member agencies of the East Sussex Local Safeguarding Children Board believe that all children living in or visiting the County have the right to:

Safety and security in a culture of high expectation, which provides protection from harm and exploitation and enables them to develop healthily to meet their full physical, intellectual and emotional potential.”

Statement of Purpose

- East Sussex LSCB will work towards keeping children and young people in East Sussex safe from harm. We will support staff, families and carers in achieving this aim.
- East Sussex LSCB will ensure relevant organisations in East Sussex co-operate to safeguard and promote the welfare of children.
- East Sussex LSCB will see the views of children and young people in order for East Sussex to be a place where all children and young people feel safe and valued.

4. Function

The East Sussex LSCB will –

- a. Develop policies and procedures for safeguarding and promoting the welfare of children, including on:
 - (i) the action to be taken where there are concerns about a child's safety or welfare, including thresholds for intervention;
 - (ii) training of persons working with children or in services affecting the safety and welfare of children;
 - (iii) recruitment and supervision of persons who work with children;
 - (iv) investigation of allegations concerning persons who work with children;
 - (v) safety and welfare of children who are privately fostered; and
 - (vi) cooperation with neighbouring children's services authorities;



- b. Communicate to persons and bodies in the area of the authority the need to safeguard and promote the welfare of children, raise awareness of how this can best be done, and encourage them to do so.
- c. Participate in the planning of services for children in need in the area of East Sussex.
- d. Undertake reviews of serious cases and advise the authority and their Board partners on lessons to be learned. A serious case is one where (a) abuse or neglect of a child is known or suspected; and (b) either (i) the child has died; or (ii) the child has been seriously harmed and there is cause for concern as to the way in which the authority, their Board partners or other relevant persons have worked together to safeguard the child.
- e. Collect and analyse information about child deaths with a view to identifying whether a serious case review is needed, any matters of concern affecting the safety and welfare of children in East Sussex and any wider public health or safety concerns arising from a particular death or pattern of deaths in East Sussex.
- f. Ensure that there is a co-ordinated response to unexpected child deaths.
- g. Monitor and evaluate the effectiveness of what is done to promote the welfare of children, and advise on ways to improve.

5. Definition of Safeguarding

1. **Responsive safeguarding**

- Responsive work to protect children who are suffering, or at risk of suffering significant harm.
- Children abused and neglected within families including domestic violence, substance abuse, or parental mental ill health.
- Children abused outside families by adults known to them, strangers or by other young people.
- Children abused and neglected by professional carers, within institutional settings where being cared away from home.
- Young perpetrators of abuse.
- Children abused through sexual exploitation.
- Young victims of crime.

2. **Targeted Safeguarding**

- Targeting work, resources and policies on keeping safe particular groups of children who are at greater risk of harm.
- Developing/evaluating thresholds and procedures for work with children in need and their families.



- Children living away from home, children who have run away from home, children in the Youth Justice system, disabled children and children and young people affected by gangs.

3. Universal safeguarding

- Activities that safeguard all children and aim to identify and prevent maltreatment, impairment of health or development, and to ensure that children are growing up in circumstances consistent with safe and effective care.

6. Safeguarding Vulnerable Children

The safeguarding responsibilities of East Sussex LSCB will include work to safeguard and promote the welfare of groups of children who are potentially more vulnerable than the general population:

- Children who are privately fostered.
- Disabled children.
- Children in care.
- Children who run away from their families or institutions.

Those whose health/well-being may be impaired due to:

- Misuse of drugs and alcohol (by themselves or by their parents).
- Children living with Domestic Violence
- Early sexual activity with the accompanying risks of becoming a teenage parent or of contracting sexually transmitted infections.
- Bullying.
- Mental health problems (including self-harming)
- Factors such as obesity, cigarette smoking or poor take up of immunisation.
- Injury or death as a result of traffic accidents or house fires etc.
- Gambling.
- Forced Marriage.
- Organised sexual exploitation
- Children trafficked within the UK or from Abroad

Those who are disadvantaged due to social or economical circumstances such as:

- Children from minority groups.
- Children who lived in deprived communities.

The scope of East Sussex LSCB in relation to its wider safeguarding responsibilities are to:



- Safeguard children by a commitment to early intervention and prevention.
- Ensure that planning and commissioning strategies reflect the need to safeguard children.
- Ensure that there are co-ordinating, monitoring and performance management arrangements in place to determine how well social services work together to safeguard and promote the welfare of children.
- Review deaths of children.

7. Structure and Membership

East Sussex LSCB consists of a main Board and eight sub-groups, one of which, the Child Death Overview Panel, is a statutory body, which came into effect on 1st April 2008 under the Children's Act 2004 (see Appendix 1 – Structure Chart). The eight sub-groups are accountable to the Independent Chair of the LSCB.

The Board and sub-groups each have their own Terms of Reference which detail their particular remit.

a) **Membership Criteria**

Membership of the East Sussex LSCB reflects the requirements of the Children Act 2004 and *Working Together to Safeguard Children 2013*. This guidance states that 'members will need to be people with a strategic role in relation to safeguarding and promoting the welfare of children within their organisation'.

Members should be able to:

- Speak for their organisation with authority, representing the views of the agency, which may not necessarily be their own;
- Commit their organisation on policy and practice matters;
- Hold their organisation to account;
- Influence the development of their agency's practices;
- Ensure that child protection and safeguarding services within those agencies are adequately resourced;
- Contribute to the development of robust and effective monitoring and performance functions.

b) **Responsibilities of Members**

The current list of members is set out in the Terms of Reference for the Board (see Appendix 2). Individual members of the LSCB have a duty as members to contribute to the effective work of the LSCB. This should take precedence, if necessary, over their role as a representative of their organisation. Members of East Sussex LSCB



and its sub-groups will be required to agree to the Partner Agency Representative Responsibilities (see Appendix 3). All agendas, minutes and other documentation and all proceedings of the Board and sub-groups shall be treated as confidential. These can only be shared with the agreement of the Independent Chair of the LSCB.

c) Meetings

East Sussex LSCB will meet at least four times a year, and may, when necessary, call extraordinary meetings to consider issues in need of urgent attention.

The Steering Group will meet four times annually, or more frequently, should this become necessary.

The Quality Assurance, Child Death Overview Panel, and the two Local Liaison Groups meet at two monthly intervals.

The Child Safety, Child Sexual Exploitation, Pan Sussex Procedures and Training Groups meet every three months.

The Serious Case Review Panel meets when this process is required.

In order for the East Sussex LSCB to be quorate, the meeting must include representatives from Health, Police and Children's Services.

8. The Chair

East Sussex LSCB has an Independent Chair, supported by a Vice Chair from the Board, who will ensure that the Board operates effectively and secures an independent voice for the LSCB. He or she should have sufficient standing and expertise to command the respect and support of partners and act as a driving force for better safeguarding of children in East Sussex.

The key responsibilities for the LSCB Chair are:

1. To ensure that the LSCB works collaboratively and effectively in its functions to safeguard and promote the welfare of children and young people in East Sussex.
2. To Chair the East Sussex Local Safeguarding Children's Board, and be a member of the East Sussex Children and Young People's Trust Executive Group.
3. To promote and support corporate leadership.
4. To contribute to and provide a lead on inter-agency co-operation in child protection work.



5. To provide direction and ensure the LSCB's ability to independently fulfil its statutory objectives of co-ordinating and monitoring the effectiveness of inter-agency work, ensuring effective collaboration and integration. To provide independent arbitration, as necessary, when conflicts of interest arise within the LSCB.
6. To ensure links with other Boards as required such as the Health and Well-Being Board and the Thrive Executive Board. And to challenge effectively on safeguarding matters if required
7. To make decisions about whether there should be a Serious Case Review based on the recommendations of the Serious Case Review Panel.
8. To meet individually with key agency leaders, as appropriate, including
 - The Chief Executive of the Council
 - The Director of Children's Services;
 - Other Council services and directorates;
 - The Cabinet Member for Children
 - Scrutiny Committee;
 - Children and Young Peoples Trust Executive Group
 - The Chief Constable
 - The Police and Crime Commissioner
 - The CCGs Heads of Quality
9. To provide effective scrutiny at all levels of children's services, including elected members.
10. To ensure that participation and feedback from children, young people and their families are included in all work undertaken by the Board and Sub-Groups.
11. To work with East Sussex's communication and legal teams, and LSCB partners to develop and agree a strategy/protocol for communicating with the media on a case-by-case basis and, where relevant, respond to media enquiries on behalf of the LSCB.
12. To contribute to the regulation, inspection and corporate assessment processes across all agencies, as required in relation to safeguarding.
13. To respect confidentiality of sensitive information provided by the constituent agencies of the Safeguarding Children Board.

9. Sub Groups

In order to assist the Board with discharging its wider responsibilities there is a Steering Group, and the following sub-groups:-

- Quality Assurance Group
- Child Death Overview Panel



- Child Safety Group
- Child Sexual Exploitation Group
- Local Safeguarding Children Liaison Group – East
- Local Safeguarding Children Liaison Group – West
- Pan Sussex Procedures Group
- Serious Case Review Panel
- Training Group

Each sub-group is comprised of multi-agency membership and is chaired by persons at senior management level within their agency. Each sub-group has a working mandate which is set out within their respect Terms of Reference.

Function of Sub-Groups

Child Death Overview Panel – to provide a forum that allows for a professional multi-agency examination of all child deaths (except stillbirths) in East Sussex. It collates statistical information so that local patterns can be identified and thus, in turn, inform local strategic planning of services to improve the safety of children and young people.

Child Safety - to review issues relating to the safety of children and young people in East Sussex, monitoring performance against locally agreed indicators.

Child Sexual Exploitation - to ensure a multi-agency response to Child Sexual Exploitation, Trafficking and Missing, and for children at risk to be identified at an early stage

Local Safeguarding Children Liaison Groups – to co-ordinate local safeguarding work, improving joint working practices and using case examples to promote positive working relationships.

Pan Sussex Group – to develop procedural guidance regarding safeguarding for all staff within the Brighton and Hove, East Sussex and West Sussex LSCB's.

Quality Assurance – to monitor and evaluate the Safeguarding work of the LSCB, strengthening the quality assurance role.

Serious Case Review Panel – to be responsible for undertaking reviews of cases where a child has died or has been seriously harmed in circumstances where abuse or neglect is known or suspected.

Training Group – to be responsible for overseeing the management, planning, design and delivery of the LSCB multi-agency training programme for all staff who work with children and young people.

Other short life working groups may be established to undertake specific pieces of work on behalf of the LSCB.



10. Accountability

East Sussex LSCB is responsible for co-ordinating and ensuring the effectiveness of work undertaken by local agencies to safeguard and promote the welfare of children but it is not accountable for their operational work. Each agency retains their own existing lines of accountability for their services. East Sussex LSCB does not have the power to direct other organisations, however it will bring concerns to the attention of the agency concerned and the Board.

11. Relationships

East Sussex LSCB has a separate identity and will not be subordinated or subsumed within other strategic bodies. The LSCB will strive to develop useful relationships with other strategic bodies as well as agencies representing the Independent, the Voluntary and Private Sectors.

The responsibilities of the LSCB are complementary to those of the Children's Trust – to promote co-operation to improve the wellbeing of children in the local area across all five Every Child Matters outcomes.

There must be a clear distinction between the roles and responsibilities of the LSCB and the Children's Trust Board. There should be agreed local protocols between the LSCB and the Children's Trust Board in place to ensure that the LSCB is able to challenge and scrutinise effectively the work of the Children's Trust Board and partners.

The LSCB is a formal consultee during the development of the Children and Young People's Plan.

Through the LSCB annual report the LSCB will provide a comprehensive analysis of safeguarding in the local area. The report should challenge the work of the Children's Trust Board and its partners to ensure that necessary overarching structures, processes and culture are put in place to ensure that children are fully safeguarded.

12. Funding

To ensure effective functioning of the LSCB, adequate and reliable resources will be required from partner agencies i.e. monetary contributions and/or provision of staff, goods, services, accommodation to assist with the functioning of the LSCB and its sub-groups.

The East Sussex LSCB is funded by:-

- East Sussex County Council
- Health



- Police
- Probation
- CAFCASS
- CRI



APPENDIX 1

East Sussex Local Safeguarding Children Board

**Local Safeguarding
Children Board
Steering Group**

**Serious
Case
Review
Panel**

**Quality
Assurance
(QA)
Group**

**Child
Death
Overview
Panel**

**Training
Group**

**Child
Safety
Group**

**Child
Sexual
Exploit-
ation
Group**

**Pan
Sussex
Procedure**

**Local Safeguarding
Children Liaison Group
West**

**Local Safeguarding
Children Liaison Group
East**



Appendix 2

East Sussex Local Safeguarding Children Board Terms of Reference

Introduction

County level and unitary local authorities are responsible for establishing a Local Safeguarding Children Board in their area and ensuring that it is run effectively. The LSCB in East Sussex was established in 2006. A review of the Board and its sub-groups was undertaken in 2011. This document sets out the details of the revised structure and terms of reference which takes account of that review.

The document will be reviewed and re-approved annually and covers:

1. Statement of values.
2. Terms of Reference for the LSCB, including :
 - Structure of the East Sussex LSCB
 - LSCB Steering Group
 - LSCB sub-groups
 - Responsibilities of Board members, and
 - Support requirements of the East Sussex LSCB.
3. Relationship with the Children's Trust
4. Members of the East Sussex LSCB and the Safeguarding Board Steering Group.

1. Statement of values

- 1.1. The member agencies of the East Sussex Local Safeguarding Children Board believe that all children living in or visiting the County have the right to:
 - Safety and security in a culture of high expectation, which provides protection from harm and exploitation and enables them to develop healthily to meet their full physical, intellectual and emotional potential.
- 1.2. In order for this to be realistic, all member agencies are working to the standards within the Children Act 2004 to ensure that:
 - All those who work with children and young people know what to do if they are worried about possible harm;
 - When concerns are reported, action is taken quickly and sensitively to help children and their families; and
 - Agencies that provide children and young people with services take steps to ensure they are safe and comply with legal requirements.

2. Terms of reference for the East Sussex LSCB - the role and scope of the LSCB in East Sussex

- 2.1 The three principal areas of LSCB interest outlined within statutory guidance are:
 1. Activity that affects all children and aims to prevent maltreatment, or impairment of health or development, and ensures children are growing up in circumstances consistent with safe and effective care;
 2. Proactive work that aims to target particular groups. For example, developing/evaluating thresholds and procedures for work with families whose child has been identified as 'in need' under the Children Act 1989, but where the child is not suffering or at risk of suffering significant harm and work to safeguard and promote the welfare of groups of children who are potentially more vulnerable than the general population; and
 3. Responsive work to protect children who are suffering or at risk of suffering maltreatment.



2.2 LSCB functions:

- To review and be accountable for safeguarding activity and agree strategic priorities;
- To inform and influence planning for children and young people in respect of safeguarding;
- To disseminate key messages to agencies; and
- To ensure the coordination of child protection activity in East Sussex.

2.3 LSCB priorities:

- To ensure that children within East Sussex are protected from harm;
- To coordinate agencies' activity to safeguard and promote the welfare of children; and
- To ensure the effectiveness of agencies' activity to safeguard and promote the welfare of children through monitoring and review.

2.4. LSCB activities:

- To produce and review procedures in relation to safeguarding;
- To ensure multi-agency training on safeguarding and promoting welfare is provided which meets local needs;
- To conduct audit and performance monitoring of child protection and safeguarding activity;
- To raise public and professional awareness of safeguarding issues;
- To contribute, through its role in monitoring and promoting safeguarding, to the planning of services for children in East Sussex;
- To carry out serious case reviews where abuse or neglect is known or suspected;
- To collect and analyse data on all child deaths within East Sussex;
- To develop procedures to respond to unexpected child deaths in East Sussex, and
- To ensure that the wishes and feelings of children and young people and their families are considered in the delivery of safeguarding services.

2.5 LSCB accountability: the process by which East Sussex LSCB reviews the effectiveness of work to safeguard and promote the welfare of children by member organisations will be a peer review process, based on self-evaluation, performance indicators and joint audit.

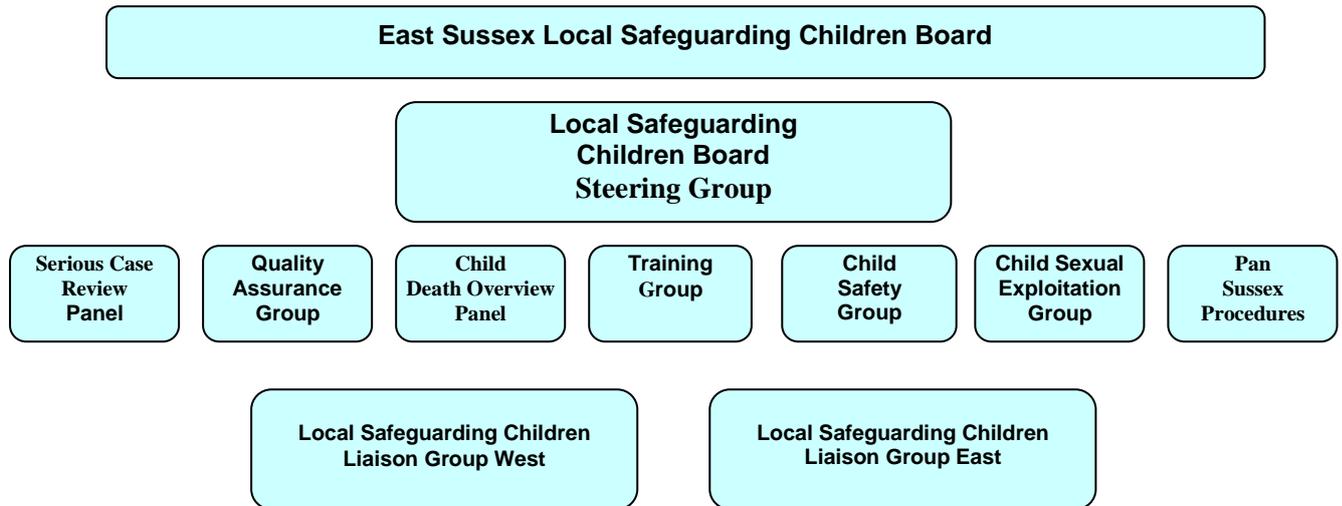
2.6 The LSCB aims to promote high standards of safeguarding work and to foster a culture of continuous improvement. It will also identify and act on identified weaknesses in services.

2.7 The LSCB has a clear work programme, including measurable objectives, and a budget. The LSCB provides an annual report which reviews the work plan, includes relevant management information on activity and gives an overview of its work in the previous year. This enables the LSCB's work to be scrutinised by the local authority, the Children's Trust, and by other local partners and key stakeholders as well as by the inspectorates.

2.8 Addressing weaknesses: where it is found that a Board partner is not performing effectively in safeguarding and promoting the welfare of children, and the LSCB is not convinced that any planned action to improve performance will be adequate, the LSCB Chair, or an appropriate representative designated by the Chair, should explain these concerns to those individuals and organisations that need to be aware of the failing and may be able to take action



2.9 The Structure of the East Sussex LSCB



2.10 Chairing arrangements: the East Sussex LSCB is chaired by the Independent Chair. This arrangement will be reviewed annually. In the event that the Chair is unable to attend a Board meeting, the meeting will be chaired by the Vice-Chair.

2.11 Membership:

In accordance with the Children Act 2004 section 13, the following agencies are required to be Board partners of the East Sussex LSCB:

- The Children's Services Department (East Sussex County Council Children's Services Authority designated in Section 13.1 Children Act 2004 as responsible for establishing and leading the LSCB);
- The five East Sussex District/Borough Councils;
- Sussex Police;
- Probation Services for Sussex;
- Clinical Commissioning Groups covering East Sussex;
- NHS Trusts and Foundation Trusts all or most of whose hospitals, establishments, and facilities are situated in East Sussex;
- The East Sussex Youth Offending Team;
- Cafcass;
- Any person providing services under section 114 of the Learning and Skills Act 2000 (s. 21) in East Sussex; and
- Other agencies in the private and voluntary sector delivering services to children in East Sussex to be designated in agreement with the LSCB.

2.12 Section 13.7 of the Children Act 2004 requires the Board partners and Children's Services Authority (East Sussex Children's Services Department) to cooperate in the establishment and operation of the Local Safeguarding Children Board.

2.13 The East Sussex LSCB also has representation from:

- East Sussex Schools;
- East Sussex Community Safety Team;
- East Sussex Training Services; and
- East Sussex Fire and Rescue Service.

2.14 LSCB Members will be expected to contribute to the work of the Board throughout the year and will be able to participate in the sub-groups, and raise issues through the Safeguarding Board Steering Group attending in person if required. Members are required to commit to an attendance rate of not less than 75% of meetings held per year. If an Agency has only one member, a representative from the Agency can attend



as a substitute if the member is unable to attend. However, if an Agency has two members, representatives would not be expected to attend, as the importance of attending all Board meetings is encouraged.

2.15 Meeting arrangements: the East Sussex Local Safeguarding Children Board will meet at least three times a year and may, when necessary, call extraordinary meetings to consider issues in need of urgent attention. Meetings will include formal presentations of information pertinent to the objectives of the Board, progress reports on business plan activity and previous action, and will provide opportunities for small and large group discussion to encourage a full and frank exchange. The meeting must include representatives in attendance from Health, Police, and Children's Services, in order to be quorate.

2.16 The LSCB will undertake one annual development day to enable development of the LSCB work plan and maintain the cohesion of the Board.

2.17 Communication: papers for Board meetings will be circulated electronically not less than three working days before a Board meeting. Any papers relating to Serious Case Review or which are of a similarly confidential and sensitive nature will be sent with password protection, or will be tabled as hard copies.

2.18 Information about unexpected events, updates from government or urgent feedback on Serious Case Review or other LSCB business emerging between scheduled meetings will be made available electronically via an LSCB headed bulletin prepared by the LSCB Business Manager.

2.19 Local Safeguarding Children Board Steering Group: in order to ensure that the work plan is delivered in an effective and timely manner the LSCB commissions a Steering group to represent the members and drive forward the Business Plan. Additionally other Members of the Board may be asked to join the Steering Group for specific issues.

2.20 LSCB Steering Group Chair: the East Sussex LSCB Steering Group will be chaired by the Independent Chair of the LSCB. In the absence of the Chair, the meeting will be chaired by the Assistant Director, Children's Services Department.

2.21 Membership:

Senior Representatives drawn from the statutory membership of the LSCB Board Members:

- East Sussex Children's Services Department;
- East Sussex District/Borough Councils;
- Sussex Police;
- Clinical Commissioning Groups covering East Sussex;
- East Sussex Hospital Trust;
- Sussex Partnership Trust;
- Designated Doctor;
- Named Doctor;
- Designated Nurse; and
- Named Nurses.

To be quorate the meeting must include representatives in attendance from Health, Police and Children's Social Care.

2.22 Meeting arrangements: The Steering group will meet four times a year and may meet more often as is necessary.



2.23 Function:

The function of the Steering Group is to:

- Receive reports from the LSCB sub-groups;
- Coordinate the work of short-life working groups;
- Manage the LSCB budget;
- Receive monitoring and auditing information;
- Review and monitor the LSCB Business Manager's work plan; and
- Review and monitor the progress of the East Sussex LSCB Business Plan.

2.24 The Steering Group will also respond as necessary to issues arising between Board meetings which require an immediate response, and will identify and agree the agenda for the full Board meetings. The LSCB may delegate responsibility to the Steering group to undertake or complete any functions which need to be progressed between Board meetings.

2.25 Local Safeguarding Children Board Sub-groups: sub-groups consist of members of the Board, with participants drawn as required from the LSCB Board members or nominated by Board members. These groups will carry forward the specific functions of the LSCB. There are two types of sub-group, short-life working groups which will cease when their specific tasks are completed and standing sub-groups that fulfil ongoing LSCB functions.

A member of the LSCB Board will chair each of the sub-groups and take responsibility for driving the business forward.

2.26 The standing Sub-Groups of the East Sussex LSCB are:

- Quality Assurance Sub-group;
- Serious Case Review Sub-committee;
- Training Sub-group;
- Pan-Sussex Procedures Sub-group;
- Child Death Overview Panel;
- Child Safety Sub-group; and
- Child Sexual Exploitation, Trafficking and Missing Sub-group.

2.27 In addition, there are two Local Safeguarding Children Liaison Groups that meet in the East and West of the county to monitor and review operational practices with regard to child protection.

2.28 Short-life working groups are established as necessary to respond to specific policy development or implementation needs.

2.29 The terms of reference for all the sub-groups will be reviewed annually.

2.30 Responsibilities of Individual Board Partners:

Board Partners will need to:

- Designate a lead senior officer for children's safeguarding who will represent their authority on the LSCB and act as a point of contact for their organisation;
- Be able and prepared to report to the LSCB on their activities to promote and safeguard the welfare of children; and
- Participate in the activities of the LSCB as appropriate, being responsible for noting and carrying forward any action identified for them/their agency.

2.31 Board Members will need to be able to:

- Champion children's safeguarding within their organisations and link to other organisations where appropriate for example Duty and Assessment Teams, Domestic Violence Forum, etc.;
- Speak for their organisation with authority. Attend and participate in the East Sussex LSCB;



- Commit their organisation on policy and practice matters;
- Commit resources on behalf of their organisation;
- Allocate resources to LSCB projects;
- Hold their organisation to account;
- Chair/lead a sub-committee (as required); and
- Be responsible for ensuring effective communication between the LSCB and the organisations they represent.

2.32 Support requirements of the East Sussex LSCB: in order to operate effectively the LSCB in East Sussex will require both financial input from partners and contribution in kind of professional time, expertise and administrative support for the wider work of the Board:

2.33 Financial Resources: an operational Budget is managed by the Steering Group. Detail of specific amounts and allocations will be identified annually and a record provided annually in the report, and details should be made available at any time to Board members on request.

2.34 The budget is required to cover funding in the following areas:

- Cost of operational staff;
- Administrative costs of the Board;
- Publications and publicity (including child safety);
- Training and development;
- The commissioning of specific reviews and audits; and
- Developing participation by young people.

2.35 The LSCB budget is funded by the following contributors:

- East Sussex County Council;
- Health – Clinical Commissioning Groups;
- Police;
- Probation;
- Cafcass; and
- Fire and Rescue Service

2.36 Contributions should be reviewed annually.

2.37 Human Resources:

The East Sussex LSCB will require, direct professional support from:

- | | |
|-----------------------------------|---|
| • Legal Adviser | provided by East Sussex County Council |
| • Head of Children's Safeguarding | provided by East Sussex County Council |
| • Designated & Named Nurses | provided by Clinical Commissioning Groups |
| • Designated GP | provided by Clinical Commissioning Groups |
| • Designated Doctor | provided by East Sussex Hospitals NHS Trust |
| • Police Professional Adviser | provided by Sussex Police |

2.38 Board partners should ensure that part of these officers' time and appropriate administrative support is made available for the work of the Board. Additionally, the following operational staff are directly employed on behalf of the Board.

- Business Manager (1 fte post)
- Administrator (1fte post)
- Training and Development Officer(1 fte post)
- Child Death Overview Panel Coordinator (0.5fte post)



3. The LSCB's relationship with the Children's Trust - the wider arrangements to improve outcomes for Children

- 3.1 The LSCB and its activities are part of the wider context of Children's Trust arrangements. The work of LSCBs contributes to the wider goals of the Children's Trust which are to improve the wellbeing of all children through the delivery of the Every Child Matters policy programme. Within the wider governance arrangements, the LSCB role is to ensure the effectiveness of the arrangements made by individual agencies and the wider partnership to safeguard and promote the welfare of children.
- 3.2 The LSCB should not be subordinate to, or subsumed within, the children's trust arrangements in a way that might compromise its separate identity and independent voice. The LSCB should expect to be consulted by the partnership on issues that affect how children are safeguarded and how their welfare is promoted. The LSCB is a formal consultee during the development of the Children and Young People's Plan.
- 3.3 The LSCB in essence will provide a scrutiny function for the Children's Trust in the area of safeguarding, and will also be responsible for producing and reviewing procedures, promoting training and carrying out audit and performance monitoring in the area of safeguarding and child protection.
- 3.4 The LSCB and the wider children's trust arrangements need to establish and maintain an ongoing and direct relationship, communicating regularly. They need to ensure that action taken by one body does not duplicate that taken by another, and should work together to ensure that there are no unhelpful strategic or operational gaps in policies, protocols, services or practice. The Chair of the East Sussex LSCB will provide regular reports to the Children's Trust Executive Group regarding the efficacy and cohesion of the safeguarding system.
- 3.5 The East Sussex LSCB will have an authoritative and independent voice working within the Children's Trust. The East Sussex LSCB may raise performance issues regarding children's safeguarding directly with partner agencies and the Children's Trust. The East Sussex LSCB may seek independent advice, where appropriate, from external bodies and inspectorates.
- 3.6 The LSCB has the responsibility of ensuring the effectiveness and co-ordination of the safeguarding system. The delivery of the safeguarding system however remains the responsibility of the individual agencies and the Children's Trust.

4. East Sussex Local Safeguarding Children Board (LSCB) Members - at December 2013

NAME	TITLE, ORGANISATION
Cathie Pattison (Chair)	Independent East Sussex LSCB CHAIR
Alice Webster	Director of Nursing, East Sussex Healthcare NHS Foundation Trust (ESHT)
Alison Smith	Strategic Lead for Health for Children and Maternity, East Sussex, ESCC
Andrea Holtham	Interim Service Manager, Sussex CAFCASS
Andy Chequers	Corporate Head Housing Services, Lewes District Council
Andy Reynolds	Director of Prevention & Protection, East Sussex Fire & Rescue Service, (ESFRS)
Angie Turner	Head of Adult Safeguarding, Adult Social Care, ESCC
Anne Fennessy	Head of Housing Resources Directorate, Rother District Council
Brenda Lynes-O'Meara	Assistant Director of Nursing, Safeguarding Lead, Practice and Standards (ESHT)
Cheryl Butler	Young Carers Team Leader, CFTC (Care for the Carers), SPARK
Clare Crundall	East Sussex LSCB Administrator
Debbie Barnes	Designated Nurse Safeguarding Children, East Sussex
Douglas Sinclair	Head of Safeguarding and Quality Assurance, Children's Services,



East Sussex County Council (ESCC)	
NAME	TITLE, ORGANISATION
Edmund Hick	Child Protection and Safeguarding Manager, Protecting Vulnerable People Branch (PVPB), Sussex Police
Ged Rowney	Interim Director, Children's Services, ESCC
Ian Fitzpatrick	Senior Head of Community Services, Eastbourne Borough Council
Jane Mitchell	Safeguarding Children and Vulnerable Adults Manager, South East Coast Ambulance Service (SECAMB)
Janet Dunn	Lay Member, East Sussex LSCB
Jeanette Waite	Named Nurse, Sussex Partnership Foundation Trust (SPT)
Jeremy Leach, Dr	Policy Adviser, Wealden District Council
Jessica Britton	Assistant Director of Quality and Assurance, Clinical Commissioning Group (CCG)
Jo Thomas	Head of Quality Hastings and Rother CCG and Eastbourne, Hailsham and Seaford CCG
Julia Dutchman-Bailey	Director of Quality and Chief Nurse, NHS West Sussex
Julie Dougill	11-19 Development Manager : Vulnerable Learners, Standards and Learning Effectiveness Service , Children's Services, ESCC
Katrina Lake	Assistant Director Patient Experience, Surrey and Sussex Nursing Directorate Area Team, NHS
Keith Pailthorpe	Principal, The Eastbourne Academy
Kevin Bresnahan	Lay Member, East Sussex LSCB
Liz Rugg	Assistant Director (Safeguarding, LAC and SEN), Children's Services, ESCC
Louisa Havers	Head of Performance, Engagement and Safer Communities, Adult Social Care, ESCC
Marion Rajan	East Sussex LSCB Business Manager
Mark Ling	Lead for Specialist Investigations Team (Child Protection Team, Adult Protection Team and Public Protection Team), Sussex Police
Martina Pickin	Locum Public Health Consultant, Public Health Directorate, ESCC
Mary D'Arcy	Director for Commercial Strategy, Surrey and Sussex Probation Trust
Micky Richards	CRI Deputy Director Operations – South
Munch (Gillian) Morrow	Head of St Peter's CEP School, Primary School Representative
Paul Furnell	Branch Lead for Child Safeguarding, Lead for LSCBs, Sussex Police
Peter Joyce	Manager, East Sussex/Brighton and Hove CAMHS
Richard Grout	Legal Services Manager, ESCC
Richard Preece	Executive Headteacher, Torfield & Saxon Mount Federation
Ruth Szulecki	Early Years Development Manager, Standards and Learning Effectiveness Service, Children's Services, ESCC
Sally Williams	Policy Manager, Safeguarding Unit, Children's Services, ESCC
Sarah-Jane Pateman	Behaviour and Attendance Interventions Co-ordinator, Behaviour and Attendance Service, Children's Services, ESCC
Sylvia Tidy (Observer)	Lead Member for Children's and Families, ESCC
Tania Riedel	Operations Manager, Youth Justice Team, Children's Services, ESCC
Tracey Ward (Deputy Chair)	Designated Doctor Safeguarding Children, Conquest Hospital, ESHT
Verna Connolly	Head of Personnel and Organisational Development, Hastings Borough Council
Vicky Finnemore	Head of Specialist Services, Children's Services, ESCC



APPENDIX 3

Partner Agency Representative Responsibilities

- a. Attending all LSCB and required sub-group meetings, delegating to an appropriately briefed colleague if necessary, if you are the only representative from the Agency. Non-attendance at meetings would be considered exceptional.
- b. Reading all papers prior to meetings and consulting with appropriate personnel within the agency represented.
- c. Being available for consultation between meetings to facilitate the business of the Board.
- d. Declaring any interest in a particular topic or issue before a meeting to the Chair.
- e. Disseminating and communicating LSCB reports, policies, procedures, training and decisions where appropriate within the agency represented.
- f. Supporting and participating in the work of the LSCB by assisting the Chair and the LSCB Business Manager and bringing key issues to the attention of the Board.
- g. Supporting the work of the LSCB by identifying people within each agency to join the sub-groups or to undertake any necessary research or investigations.
- h. Contributing to the development and implementation of the LSCB Business Plan and LSCB Annual Report.
- i. Ensuring that duty to co-operate is understood and acted upon in the agency represented.
- j. Ensuring the safeguarding and promoting of the welfare of children and young people is firmly embedded within the agency represented thus improving outcomes for children and young people.
- k. Ensuring that there is adequate knowledge, a good skills base, suitable resources and accessible training for staff within the agency represented.
- l. Contributing to the development of robust and effective monitoring and performance functions and open the respective organisational practice to scrutiny.
- m. Challenging and questioning the practice of members and/or the agency represented for the improvement of safeguarding.
- n. Co-operating with the Serious Case and Child Death Review process and ensure appropriate action is taken within each agency to complete work in a timely manner and to the standard required.
- o. Taking any additional actions arising from Serious Case Reviews deemed necessary to improve standards of child protection services within each agency and between agencies. Action of this nature should not necessarily await completion of the review process.

