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**LEARNING & QUALITY IMPROVEMENT GROUP**

**TERMS OF REFERENCE**

**PURPOSE**

The DSCP Learning and Quality Improvement Group is an overarching group with clear lead responsibility for disseminating learning across the partnership, whether that learning arises from case review activity, audit, scrutiny of performance data, practitioner or service user feedback, or any other source.

The group should also be responsible for delivering a planned multi-agency audit programme, and for commissioning and delivering “fast response” deep dive or audit activity to explore multi-agency safeguarding performance issues referred to it, in particular from the Single Performance and Improvement Group. It must ensure that staff engagement, and the engagement of children, young people and families, are at the centre of all learning and improvement activity.

**OBJECTIVES**

* Ensuring that there is a Learning and Improvement Framework (refer to appendix 1 for elements)
* Collating and disseminating learning from Sub-Groups
* Identify themes for audit activities
* Consider practice frameworks to support practitioners to safeguard children
* To adhere to the priorities outlined within the Leadership Charter

**CHAIR**

This group will be chaired by the Director of Learning Opportunities and Skills, Doncaster Council, and the vice chair will be Chief Nurse, Doncaster Integrated Care Board.

The Chairs will;

* Agree the agenda with the Safeguarding Business Unit
* Ensure that the business in the meeting is expedited, actions agreed, allocated, and monitored, etc.
* Agree minutes prior to circulation.
* Ensure that there is a clear reporting line into the DSCP Board meeting
* Escalate any issues of concern or significant risk arising from the group’s business, or any concern around the functioning of the group.

**MEMBERSHIP**

Members of this group are Chairs of the following sub groups;

* Case Review Group – Andrew Russell, Integrated Care Board (Andrea Ibbeson, Nominated Deputy)
* Child Exploitation Sub-Group – Jamie Henderson, South Yorkshire Police
* Neglect Sub-Group – Rebecca Wilshire, Doncaster Children’s Services Trust
* Training Sub Group – Ian Proffitt, South Yorkshire Police
* MASH Steering Group – Rebecca Wilshire, DCST
* Early Intervention Steering Group – Lee Golze, Doncaster Council
* Policy and Procedures Sub-Group - Susan Harris-Hughes, Joint Safeguarding Business Unit Manager, DSCP
* Chair of the Single Performance and Improvement Group – Leanne Hornsby, Doncaster Council

Additional members from health sector are listed below;

* RDASH, Kate Jones
* DBTH, TBC

The members will have appropriate knowledge base and service area involvement to meaningfully contribute to the objectives above.

At a minimum, membership will include representatives from the Doncaster Council, Children’s Trust, Police, and Integrated Care Board (ICB) or a health provider attending as the ICB’s representative (RDaSH, DBTH)

**QUORACY**

For decision-making in relation to functions delegated to the Learning and Quality Improvement Sub-Group by the Partnership, quoracy requires at a minimum the attendance of representatives from the Doncaster Council, Police, and Integrated Care Board.

**FREQUENY OF MEETINGS**

At least six-weekly, dates planned in advance to fit with the DSCP’s quarterly and annual business cycles.

The Chair or the group may decide to convene working groups with varied membership as may be deemed necessary to assist objectives.

**GOVERNANCE AND REPORTING**

This is a sub-group of DSCP with delegated responsibilities and hence is accountable to the partnership Board meetings and the Safeguarding Partners. Accountability will include providing a quarterly Chairs Report that will be presented as part of the DSCP Board meeting.

**ESCALATION**

It is the Chairs responsibility to escalate or ensure that issues are escalated to the relevant senior agency representative, Partnership Board and/or the Board Chair, taking account of the urgency or otherwise of the issue.

**ADMINISTRATION**

Agendas and papers will be circulated by the Safeguarding Business Unit 7 days before the meeting.

A Business Support Officer from the Business Unit will attend to take minutes and record and update the action log. These will be agreed with the chair and circulated 14 days before the next meeting.

Date agreed - July 2022

**Appendix 1**

The elements of a Learning and Improvement Framework include (a provisional and not a comprehensive list):

* Learning from local rapid reviews and Child Safeguarding Practice Reviews
* Learning from CSPRs undertaken elsewhere, particularly in South Yorkshire, and from thematic reviews undertaken by the Child Safeguarding Practice Review Panel
* Learning from research
* Engagement with children, young people and families
* Engagement with front line practitioners
* Dissemination activity – e.g. Seven Minute Briefings, cascading at team meetings, newsletters, lunchtime briefings etc.
* Staff conferences and workshops
* Multi- agency audit and deep dives into issues of concern
* Scrutiny of performance data, identifying areas of concern, monitoring improvement over time
* Training needs analysis
* Multi-agency training programme
* Evaluation of the impact of training
* Effective supervision practice in all agencies
* Section 11 Audits
* Learning from Inspection