

# Leicester, Leicestershire & Rutland Safeguarding Children Learning

## Multi-Agency Training, Learning & Development Commissioning and Delivery Group – Terms of Reference & Representation

April 2014

(Reviewed June 2016)

## **Terms of Reference & Main Responsibilities:**

This multi-agency group is accountable jointly to the two Local Safeguarding Children Boards – for Leicestershire and Rutland and for Leicester City. The Group has overall responsibility for the strategic direction and for supporting/promoting the practical delivery of Safeguarding Learning in line with the Current Training Strategies. This Group is made up of representatives of key partner agencies, who have the strategic and operational authority to commission and commit resources to the multi-agency programme in order to meet the essential requirements. This will include representatives from other sectors such as Adult Services.

The Group will need to meet at least bi annually, and may require additional meetings that are specifically focused on planning and resourcing the safeguarding multi-agency programme, or endorsing other work being undertaken.

The group will promote and reinforce the ‘mixed economy’ in the commissioning and delivery of the programme, as set out in the associated Partnership Agreement. This will involve commitments of people, finance and venues, but not necessarily all at any one time according to resource availability.

### **The Group will have the following specific responsibilities:**

#### **General:**

1. To develop, commission and support the implementation and administration of training and development opportunities and events to meet the needs identified in the Training, Learning and Development Strategy(ies) s agreed/amended by the two LSCBs individually and collectively over time.
2. Seek to ensure that event/training opportunities are available to all relevant staff, who have involvement with children and their families.
3. To have a strategic overview and consideration of work undertaken by LLR Project Development Officer, whose primary role is to support the development and implementation of the Training Strategy.
4. To consider and endorse draft strategic documents relating to training and development, prior to formal endorsement by the LSCBs.
5. To share views on current themes and practice issues that are relevant to safeguarding learning, development and training.
6. To consider and make recommendations to formal LSCB Safeguarding Effectiveness Groups and LSCBs in respect of actions needed to meet learning needs, which cannot be wholly fulfilled by training and development opportunities.

7. To have a strategic overview and consideration of work undertaken by the Interagency Training Coordinator in relation to event programming, booking, administration and programme/event monitoring
8. To meet on a regular basis to oversee and review safeguarding learning, training and development across the LSCBs.
9. To disseminate key messages about safeguarding learning, training and development.
10. To support and actively implement the Quality Assurance and evaluation processes, in line with any current version of Working Together.
11. To support the work of the Trainers' Network.

**Multi-Agency programme:**

The group will also have a particular responsibility for supporting the delivery of the multi-agency programme:

This will involve:

1. Offering relevant information to identify appropriate priorities for their sector.
2. Sharing information about how the priorities are being met across the partnership via other methods (i.e. training and learning events that are not facilitated by the multi-agency programme, but which might contribute to that programme).
3. Contributions and commitment to resourcing the multi-agency programme, via the 'mixed economy' – such as trainers, course development, venues.
4. Overseeing and accessing information about the administration and evaluation of the multi-agency programme.

**Organisational Membership**

A list of core organisations who must participate in the Group and its activities:

The Group will aim operate on an inclusive basis.

- Leicestershire and Rutland LSCB ) ) one of whom to chair the Group
- Leicester City LSCB ) )
- Voluntary Action Leicester and Leicestershire
- Leicestershire Partnership Trust
- Leicestershire County Council - Learning and Development Team
- Leicester City Council Corporate Learning and Development Team

- Rutland County Council – Learning and Development Team
- LLR Clinical Commissioning Groups
- District Council (one representative on behalf of the seven Districts)
- Leicestershire County Council Early Years
- Leicester City Early Years
- Rutland - Family Support - Social Care
- Leicestershire Police
- Leicester City Safeguarding Education
- Leicestershire County Council Safeguarding Education
- University Hospitals Leicester
- CAFCASS

**Officer Support**

LLR LSCB Project Development Officer  
L&R Safeguarding Board  
Leicester City LSCB  
LLR Safeguarding Inter-Agency Training Coordinator (1.5 post)

Emma Ranger  
Andy Sharp/James Fox  
Janet Russell  
VAL / CWM

**Steve Atkinson.**

**June 2016**