



## **DSCB Safeguarding Executive Committee Terms of Reference (October 2015)**

In July 2015, DSCB reviewed the function and purpose of its key meetings in order to increase the effectiveness and impact of the partnership. Arising from this was the decision to create a Safeguarding Executive meeting which would support the delivery of the DSCB Business Plan.

Key supporting documents [insert/add links] :

- The DSCB Constitution
- The Board structure
- The DSCB Business Plan

### **Membership of the Business Committee:**

The Safeguarding Executive’s membership has been considered alongside that of the DSCB and it will be considered at every meeting in order to ensure maximum effectiveness.

The membership has been devised to include the chairs of the DSCB sub-groups, senior operational managers in key statutory agencies involved in safeguarding and/or the safeguarding leads from those organisations. Some attendees will fulfil two roles as listed below:

Interim Chief Officer Dudley	
Chair of policy & procedures sub (Safeguarding)	Lead from CCG
Chair of Quality Assurance sub (Safeguarding)	Lead from Police
Owner / Lead Participation Strategy (Voluntary organisations)	Public Health
Chair of Vulnerable Childrens Strategy subgroup (Police)	Places Directorate
Chair of Workforce development (Further Ed)	Lead from Early Help
Chair of SCR sub group (CCG chair)	Phase Trust
E safety sub- group (Community Safety)	Children’s Services
Chair Of CDOP sub group (Public Health)	

### **Attending officers:**

- LSCB Board Manager
- LSCB Business and Communications Manager
- DSCB Administrative Officer



### **The key objectives and tasks of the Safeguarding Executive are:**

- To support the DSCB in delivering the Business Plan so that the identified outcomes are achieved – via regular monitoring of sub-group work plans.
- To ensure that the strategic priorities outlined in the Business Plan are implemented operationally, through implementation and dissemination of decisions made by DSCB and its constituent groups and agencies.
- To identify and manage the risks to the implementation of the plan across the DSCB partnership and escalate as necessary to the DSCB, through oversight of the progress and impact of DSCB sub-group work plans, through ownership of the DSCB risk log.
- To identify, assess and manage the operational risks to effective multi-agency safeguarding in Dudley and to escalate to DSCB where required
- To escalate risks where identified regarding safeguarding practice to the DSCB arising from the Learning and Improvement Framework
- To ensure a robust understanding of frontline practice and communicate strategy to those in frontline practice through DSCB activity.
- To promote consistency by all member organisations in their response to and management of safeguarding concerns and to drive forward improvement activity
- To finalise the development of policies and procedures and guidance relating to safeguarding children and young people in Dudley, and support their implementation and embedding in practice
- To ensure that the views of children and young people and their families are represented in development of multi-agency safeguarding strategy and practice, and use them to inform the business plan.
- To ensure active links with other key partnerships: Children’s Alliance, DMBC’s Improvement Board, Adults Safeguarding Board, Domestic Abuse Strategic group in order to maximise the effectiveness of operational safeguarding.
- To develop a open culture of challenge and support to all agencies that contribute to safeguarding in order that improvement takes place.

### **Expectations of all members of the Safeguarding Executive**

- Members will attend all meetings and if unable to, they will send a consistent individual as their nominated deputy who is able to act with the same level of authority
- Members will ensure that sub-group members as well as staff and volunteers within their organisation are kept fully informed of the Board’s work
- Members will report back on a regular basis regarding progress of the implementation of the DSCB Business plan at an operational level .
- Members will manage risk to the delivery of the Business plan by sharing concern and collaborating to mitigate risk, as well as escalating concerns where risk cannot be managed at subgroup level.