



Sutton LSCB
Local Safeguarding
Children Board

Constitution

2016

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1. What is the Sutton Safeguarding Children board for?

Section 13 of the Children Act 2004 requires each local authority to establish a Local Safeguarding Children Board (LSCB) for their area and specifies the organisations and individuals (other than the local authority) that should be represented on LSCBs. The LSCB has a range of roles and statutory functions including developing local safeguarding policy and procedures and scrutinising local arrangements.

Working Together to Safeguard Children 2015 Chapter 3, the statutory guidance for multi-agency working, stipulates in that:

‘In order to provide effective scrutiny, the LSCB should be independent. It should not be subordinate to, nor subsumed within, other local structures. 13. Every LSCB should have an independent Chair who can hold all agencies to account.’

1.1 Core Objectives

The core objectives of the Sutton Local Safeguarding Children Board (SUTTON LSCB) 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 by which it is established.
- b) To ensure the effectiveness of what is done by each such person or body for that purpose.

See Appendix 1 for the statutory guidance definition of statutory objectives and functions of LSCBs.

1.2 Multi Agency Working

Sutton’s Safeguarding Children Board brings together representatives from each of the main agencies [see 5. below] and professionals responsible for safeguarding children who are likely to suffer harm and abuse or neglect. It is an interagency forum for agreeing how the services, professional groups and organisations co-operate and support multi-agency working to safeguard and promote the welfare of children in Sutton, and for ensuring that these arrangements result in good outcomes for children (as identified in the relevant Department for Education (DfE) publications and statutory guidelines).

1.3 Working Together to Safeguard Children - Statutory guidance

Working Together to Safeguard Children, (DfE, 2015) (known as *Working Together*), sets out the direction for LSCB’s to follow regarding their role,

functions, governance and operational arrangements to co-ordinate and scrutinise multi-agency working.

2. What are the specific powers of the Board?

2.1 Statutory duties

- 2.1.1 In general terms the Board has a statutory duty to co-ordinate and monitor efforts to safeguard and promote the welfare of children across all relevant agencies. It is a statutory duty for all relevant agencies to cooperate in the establishment and operation of the LSCB (13, 7, Children Act 2004).
- 2.1.2 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 Sutton.
- 2.1.3 To ensure the effectiveness of what is done by each such person or body represented on the Board for the purposes of safeguarding and promoting the welfare of children in Sutton.

3. What are the responsibilities of the Board?

- 3.1 To implement agreed child protection policies and procedures to safeguard and promote the welfare of children within the national framework provided by *Working Together to Safeguard Children 2013*. This includes the implementation of the London Child Protection Procedures
- 3.2 To audit and evaluate the effectiveness of local services in protecting and promoting the welfare of children.
- 3.3 To establish standards and performance indicators for the protection of children as required by government and to reflect local needs and priorities.
- 3.4 To establish strategic links with the local Children's Trust Board, Health & Wellbeing Board and/or other local strategic partnership arrangements as required.
- 3.5 To encourage and support the development of multi-agency and co-operative working relationships and mutual understanding between agencies and professionals with responsibilities for the welfare and protection of children as identified with the London Child Protection Procedures.
- 3.6 To ensure that there is full agreement and understanding across agencies about operational definitions and thresholds for intervention.

- 3.7 To use knowledge gained from research and national and local experience to develop and improve practice and service delivery, and to ensure that lessons learned are shared, understood, and acted on.
- 3.8 To raise awareness within the wider community of the need to safeguard children, prevent harm, and explain how the community can contribute to these objectives.
- 3.9 The Board will ensure best practice in providing inter agency training, based on LSCB business plan priorities and the training needs identified by each agency.
- 3.10 To ensure that single agency and multi-agency training on safeguarding and promoting welfare is provided in order to meet local needs. This covers both the training provided by single agencies to their own staff, and multi-agency training where staff from more than one agency train together.
- 3.11 To take responsibility for conducting any required case reviews in accordance with the requirements set out in *Working Together* (2015)
- 3.12 Maintain a local Learning and Improvement Framework (LIF) which is shared across local organisations who work with children and families which is updated once a year to enable organisations to be clear about their responsibilities, to learn from experience and improve services as a result. The LIF plan will be published on the LSCB website and actions will be embedded within subgroup delivery plans.
- 3.13 The Independent Chair of the Sutton LSCB, in consultation with the constituent agency or agencies boards and executives, will establish a Serious Case Review Panel or any other type of review for the purpose of carrying out a case review. The Sutton LSCB Independent Chair has the authority to co-opt specialist or independent professionals as appropriate to the particular requirements of a case review.
- 3.14 To receive individual agency reviews and reports in line with *Working Together* which specify the arrangements to be made by LSCB's following the death of a child, when abuse or neglect is known or suspected to be a factor in the death.
- 3.15 To oversee the local Child Death Overview Panel (CDOP) as set out in its Terms of Reference.
- 3.16 To play a strong role in supporting information sharing between and within organisations and addressing any barriers to information sharing.
- 3.17 LSCBs should conduct regular assessments on the effectiveness of Board partners' responses to child sexual exploitation and include in the report information on the outcome of these assessments. This should include an analysis of how the LSCB partners have used their data to promote service improvement for vulnerable children and families, including in respect of

sexual abuse. The report should also include appropriate data on children missing from care, and how the LSCB is addressing the issue.

- 3.18 To produce a three-year business plan with year on year priorities, setting out how the aims and objectives will be taken forward through subgroup delivery plans. The effectiveness of each subgroup is reviewed annually and reported on in the LSCB annual report.
- 3.19 The Chair, supported by the LSCB business manager, will publish an annual report on the effectiveness of child safeguarding and promoting the welfare of children in the local area. The LSCB Annual Report will be endorsed by the Board before publication. The report will be submitted to the Chief Executive, Leader of the Council, the local police and crime commissioner and the Chair of the health and well-being board in accordance with Working Together guidance.

4. What are the considerations for individual Board members in carrying out their responsibilities?

4.1 Principles of public life:

Board members will be expected to follow principles of good conduct in public life:

- Selflessness
- Integrity
- Objectivity
- Accountability
- Openness
- Honesty
- Leadership

(Taken from the Code of Practice for Members of the Committee on Standards in Public Life, May 2004. See Appendix 3. for full details).

4.2 Accountability

- 4.2.1 The LSCB is accountable for its work to its constituent agencies. Service delivery in terms of safeguarding children and young people remains the responsibility of these agencies. The agreement of those agencies is required for all the LSCB's work and decisions which have implications for policy, planning and resources. The Independent Chair's decision making power is set out in Working Together. All core agencies have equal responsibility for contributing fully to the work of the LSCB.
- 4.2.2 The LSCB will have a clear link to the Sutton Children's Trust Board, the local Health & Wellbeing Board, and/or other local strategic partnership arrangements.

- 4.2.3 The LSCB will comply with any regulations and statutory guidance that the Secretary of State may make as to the functions of local LSCBs.
- 4.2.4 Members of the LSCB must, in exercising their functions relating to an LSCB, have regard to any statutory guidance issued by the government under law.
- 4.2.5 Each agency will be responsible for any liability claims due to any malpractice by that agency. Each agency is responsible for its indemnity and liability.

4.3 Links with other strategic bodies in Sutton

- 4.3.1 It is important that preventing harm and safeguarding children from abuse is seen within the context of Children's Services generally and that the LSCB's policies, guidance, and procedures reflect and contribute to overall Children's Services planning.
- 4.3.2 The LSCB will have a Local Partnership Governance Protocol setting out the strategic interface between the Boards, including reporting arrangements.

4.4 LSCB dataset

- 4.4.1 In order to fulfil its statutory functions under regulation 5 an LSCB should use data and, as a minimum, should:
- assess the effectiveness of the help being provided to children and families, including early help;
 - assess whether LSCB partners are fulfilling their statutory obligations set out in chapter 2 of the regulations;
 - quality assure practice, including through joint audits of case files involving practitioners and identifying lessons to be learned; and
 - monitor and evaluate the effectiveness of training, including multi-agency training, to safeguard and promote the welfare of children.

Local authorities and Board partners should provide the LSCB with data to enable it to fulfil its statutory functions effectively.

- 4.4.2 Each agency commit to comply with the LSCB Dataset Management Arrangements set out in the Terms of Reference of the QA subgroup for the Board to function effectively and drive improvements based on local intelligence. The LSCB dataset will be scrutinised quarterly in the Dataset meeting alongside a thematic single agency scrutiny programme set out in the QA subgroup forward agenda. The QA update report will be a standing item on the LSCB agenda and include highlight findings from the scrutiny of LSCB and single agency data.

4.5 Assurance about Section 11 compliance

- 4.5.1 Sutton LSCB will require organisations who come under the duties under Section 11 of the Children Act 2004 to engage in a 2-year rolling audit programme in accordance with the guidance issued by the London Safeguarding Children Board. This is a self-assessment process based on the pan-London S.11 audit tool, covering eight standards, for individual agencies to assess compliance with the requirements of Section 11 of the Children Act 2004 and the 'Statutory Guidance on Making Arrangements to Safeguard & Promote the Welfare of Children under Sec 11 Children Act 2004' (pages 13-17).
- 4.5.2 The purpose of the biennial audit is for agencies to provide assurance to the LSCB that they are comply with S.11 standards and address any gaps or weaknesses to drive improvements. Throughout the self-assessment, consideration must be given to evidencing improved outcomes for children young people and their families as a result of the arrangements.
- 4.5.3 Each agency or organisation will provide evidence to substantiate that they comply with the S.11 standards through scrutiny and challenge arrangements managed by the QA subgroup. It requires an assessment of compliance with arrangements at operational service level to be undertaken to support statements in this self-assessment. Wherever possible, evidence of impact on improving outcomes for children should be provided.

4.6 Self-Assessment

- 4.6.1 To ensure Working Together compliance, LSCB partners will contribute to regular assessments, coordinated by the LSCB, on the effectiveness of Board partners' responses to child sexual exploitation and include in the report information on the outcome of these assessments. The LSCB will undertake an analysis of how the LSCB partners have used their data to promote service improvement for vulnerable children and families, including in respect of sexual abuse. The report should also include appropriate data on children missing from care, and how the LSCB is addressing the issue.

4.7 Scrutiny of Individual Agency Annual Reports

- 4.7.1 The QA subgroup will request annual reports for scrutiny of specific safeguarding areas. The QA forward agenda will be submitted to the Board at the beginning of each year to review areas of scrutiny.

5. Membership of the Sutton LSCB main Board

The SUTTON LSCB will be represented as identified below.

5.1 Independent Chair

- 5.1.1 *Working Together* states that: 'Every LSCB should have an Independent Chair that can hold all agencies to account'. It also sets out that it is the

responsibility of the Council's Chief Executive to appoint or remove the LSCB chair with the agreement of a panel including LSCB partners and lay members. The Chief Executive, drawing on other LSCB partners and where appropriate, the Lead Member, will hold the Chair to account for the effective working of the LSCB.

- 5.1.2 The LSCB Chair should work closely with all LSCB partners and particularly with the Director of Children's Services. The Director of Children's Services has the responsibility within the local authority, under section 18 of the Children Act 2004, for improving outcomes for children, local authority children's social care functions and local cooperation arrangements for children's services.
- 5.1.3 The Board will authorise the Chair to act on its behalf between meetings and to report items of Chair's action(s) to the Board at its regular meetings, particularly action(s) agreed that have been delegated by the Board.
- 5.1.4 The Independent Chair will chair the Chairs' group and hold subgroup Chairs to account for the effectiveness of implementing delivery plans. The Chairs' Group meets with the Chair after each Board meeting in order to pick up Board actions, report on a regular basis to the Chair and ensure appropriate links with other strategic bodies.
- 5.1.5 The Chair may be called upon to act as an 'ambassador' for the LSCB to other external bodies, and attend relevant public functions or other such events and report back to the Board as appropriate.

5.2 Deputy Chair

- 5.2.1 The Deputy Chair will be appointed by the LSCB to act on behalf of the Independent Chair, as outlined above, when required.

5.3 Subgroup Chair

- 5.3.1 Each Chair of a subgroup will need to be a member of the LSCB and regularly attend the Chairs' subgroup meeting which takes place directly after the Board meeting to coordinate and take forward actions arising from the meeting. The QA subgroup Chair and Multi-Agency Child Sexual Exploitation (MASE)/Missing Children will provide an update report at each meeting, unless a more substantial report has been requested for the following meeting. The Chairs of the other subgroups will report annually to the Board on the effectiveness of the group.

5.4 Membership of the Board

- 5.4.1 Representation should be at executive level, and attendees must be mandated to make decisions and take responsibility on behalf of their organisations. Board members will have a written statement of their roles and responsibilities – see Appendix 3.

5.4.2 New members will be added to the Board at the discretion of the Independent Chair as nominated by partner agencies. New members will be provided with an induction pack. Periodic review of the membership will be conducted to ensure that the Board operates effectively, and required alterations made at discretion of the Chair. At no point should membership exceed 30 people.

5.4.3 The Board should give consideration to ensuring it is able to ensure equality and diversity issues are adequately addressed through the representation and expertise of its members.

5.5 SUTTON LSCB Board Membership 2016

Title	Represents
Independent Chair	Holds all agencies to account
Health Agencies	
Chief Nurse, St Helier Hospital	Epsom and St. Helier NHS Trust
Director of Nursing	NHS England
CAMHS Operational Manager, South West London & St Georges Mental Health Trust	South West London and St George's NHS Trust
Named Doctor Mental Health	South West London and St George's NHS Trust.
CAMHS Clinical Lead	Sutton Child and Adolescent Mental Health Services
CAMHS Team Manager	Sutton Child and Adolescent Mental Health Services
Chair, Sutton Clinical Commissioning Group	Sutton Clinical Commissioning Group
Designated Doctor for Child Protection	Sutton Clinical Commissioning Group
Director of Quality	Sutton Clinical Commissioning Group
Head of Safeguarding/Designated Nurse Safeguarding Children	Sutton Clinical Commissioning Group
Children's Clinical Services Director	Sutton Community Health Services, Royal Marsden Foundation Trust
Local Authority (London Borough of Sutton)	
Strategic Director People Directorate	Children and Adult Social Services
Executive Head of Safeguarding	Children's Social Services
Head of Quality Assurance	Children's Social Services
Executive Head of Education and Early Intervention	Early Help, Youth Offending
Education Safeguarding and Well Being Lead	Education and Early Intervention Services
Executive Head of Housing and Regeneration	Environment, Housing and Regeneration
Head of HR Business Partnerships	Human Resources
Practice Lead & Team Manager, Social	Legal Services

Care and Education	
Director of Public Health	Public Health
Sutton LSCB Business Manager	Quality Assurance
Police and Community Safety	
Superintendent	Borough Police
Detective Chief Inspector	Child Abuse Investigation Team Metropolitan Police
Probation	
Assistant Chief Probation Officer	London Probation Service
Assistant Chief Probation Officer	National Probation Service
Schools	
Primary Head Teacher	Primary Education
Secondary Head Teacher	Secondary Education
College Head Teacher	College
Voluntary & Community Sector	
Development Manager	Sutton Centre for the Voluntary Sector
Other involved agencies	
Senior Service Manager	Children and Family Court Advisory Support Service (CAFCASS)
Executive Director Neighbourhoods	Sutton Housing Partnership
Lay Member	
Lay Member	
In Attendance	
Lead Member Children's Services	London Borough of Sutton
Opposition Member	London Borough of Sutton
Lead on Substance Misuse	Substance Misuse Provider
LSCB Coordinator	Administrative support

5.6 Lay members

5.6.1 Working Together 2015 stipulates that Lay members will operate as 'full members of the LSCB, participating as appropriate on the Board itself and on relevant committees. Lay members should help to make links between the LSCB and community groups, support stronger public engagement in local child safety issues and an improved public understanding of the LSCB's child protection work'. SUTTON LSCB will endeavour to appoint two Lay Members, ensuring there is a fair and effective recruitment process.

5.7 Non/Infrequent Attendance

5.7.1 If a Board member misses more than two consecutive meetings without sending apologies then the chair on behalf of the Board will write to that member. If non-attendance continues then Chair on behalf of the Board will write to the senior person of that agency requesting a replacement. This also applies to the subgroups and any working groups.

5.7.2 Each agency is responsible for finding a replacement Board member in the event of maternity or paternity leave, long-term sickness or any other reason that would mean non-attendance or infrequent attendance.

5.8 Decision-making

5.8.1 It is the aim of the LSCB that wherever possible decisions will be made by consensus. Where agreement is not possible, a decision shall be reached by the majority of those members present at the meeting. Each member or named deputy present shall have one vote. Observers and those in attendance are not entitled to vote. The method of voting will be by a show of hands. In the event of a tied vote, the Chair shall have a casting vote. The majority vote must include the consent of the Independent Chair

5.8.2 Fairness in Decision Making Processes. There is an obligation on Board Members in taking their decisions to act reasonably with regard to natural justice. As a public funded body, a decision made by the Board may be subject to detailed public scrutiny including by statutory inspectorates, e.g. Ofsted, Parliament and its committees. A Board's decisions may be challenged through formal legal processes.

5.8.3 Consideration in decision making. While the composition of the Board is intended to ensure that the views of a wide range of interests are available to the Board, no Board member should be absolutely bound by mandates given to him/her by others. Each Board member should take a view on each matter coming before him/her on the merits of the issue in hand and at all times in the best interest of Sutton's children. The strength of the Board will depend on the quality and variety of individual contributions made to its discussions by each Board Member. Such contributions will not just be at formal meeting, but also through working parties and subgroups looking at particular issues on behalf of the Board.

Once a matter is determined, individual Board Members are expected to be bound by the collective decision of the Board.

5.9 Disagreement and concerns by Board members

5.9.1 The Board will agree a protocol to outline the process for dealing with any disagreements or concerns raised by a partner member. This will include a formal 'escalation process' that agencies may use if they consider the approved channels for dealing with disagreements or concerns have not been or will not be effective which apply at both a strategic and operational decision making level.

5.10 Role of Elected Members

5.10.1 Local authority Elected Members are not members of the LSCB under statutory guidance, but the Lead Member for Children's Services will act as a 'participating observer'. In practice this means routinely attending meetings as an observer and receiving all its written reports. Their role is

to hold their organisation and its officers to account for their contribution to the effective functioning of the LSCB.

6. Organisation of meetings

The Board and its committees are responsible for the conduct of the LSCB business. In particular, the Board is responsible for the overall conduct and oversight of the LSCB business.

6.1 Quoracy

A meeting should only proceed if there is at least one representative from:

- The Children, Schools & Families Department
- Health agencies
- Police

Meetings that are not quorate should proceed on the basis that decisions will be subject to consultation and consideration by non-attending members. Where non-attending members make no request for further discussion or amendment, the issue will be deemed to have been agreed at the next full LSCB meeting.

6.2 Frequency of Meetings

The Board will meet a minimum of five times a year.

6.3 Business Support for Sutton LSCB meetings

The LSCB will agree and ensure effective arrangements for the administration of its meetings and work.

The agenda and supporting documentation for LSCB meetings will be distributed securely one week in advance of each meeting.

Minutes will be distributed within two weeks of a meeting-taking place.

7. Subgroups and working groups

Much of the detailed work of LSCB will be progressed through its standing subgroups and any other short term working 'task and finish' groups as agreed. Each subgroup will base its agenda on an annual delivery plan to ensure the implementation of the LSCB business plan and to address priorities arising from the LSCB Annual Report. The standing subgroups are as follows:

- Quality Assurance
- Policy & Practice

- Learning & Development
- Case Review Group
- Child Death Overview Panel
- Multi-agency Sexual Exploitation (MASE)/Missing Children Group
- HR Subgroup

The LSCB will agree additional subgroups or working groups as required. The minimum membership and terms of reference of each sub group and working group will be agreed by the subgroup Chair.

A Chairs Steering Group is held following each Board meeting. This enables subgroup Chairs to report to the LSCB Chair, to review actions allocated at the Board and provides an appropriate link with other strategic bodies.

8. Resources for the Sutton LSCB

To function effectively the LSCB will need to be supported by adequate and reliable resources. Partner organisations will need to pay particular attention to determining the funding requirements and agreeing the source and level of contributions. The partners' shared responsibility for the discharge of the LSCB's functions will entail shared responsibility for determining how the necessary resources are to be provided to support it.

Any person or body specified in 5.3 may make payments towards expenditure incurred by, or for purposes connected with, a Local Safeguarding Children Board by:

- Making the payments directly
- Contributing to a fund out of which the payments may be made

Partners may wish to contribute by committing resources, in addition to funds. Examples of this may include seconding staff or providing accommodation, or contributing to a training pool or specific project work.

8.1 Sutton LSCB budget

8.1.1 The LSCB will agree a budget in line with the financial cycle and by 31st March each year to meet the needs of its activities and business plan. The Board will agree the basis on which individual agency contributions to the budget will be decided. Monies received from partner agencies will be held by the local authority in a separate 'ring-fenced' budget heading, with a designated officer acting as budget holder and accountable for its efficient management.

8.1.2 The LSCB budget holder will have responsibility to provide the Board with regular financial reports.

- 8.1.3 All Board members will pay their contributions to the Board by the end of April of the new financial year.
- 8.1.4 Each subgroup will evaluate the year's activities, co-ordinate and plan services for the following year and produce a projected expenditure for the following financial year by 31st January.
- 8.1.5 The LSCB budget holder will produce a projected expenditure report of all the sub committees to the LSCB by 31st January each year, to enable the LSCB to plan the following year's budget.

9. Participation and Consultation with Children, Families and Communities

- 9.1 The LSCB will be expected to consult with children and families, including services users, potential service users and the public. It will ensure that young people are able to participate in the working of the Board. The Board will determine the most effective way to achieve this and will be overseen by the QA subgroup.
- 9.2 The LSCB will also be expected to liaise with community groups from the BME, Faith, and Voluntary sector and other groups who may be marginalised.
- 9.3 The LSCB will publicise details about its activities in a range of formats that will ensure the information is accessible to a wide range of people.

10. Changes to the Constitution

The Constitution will be reviewed on an annual basis by the end of March each year. Amendments can only be made at any other time with the agreement of all members of the LSCB. Notice of suggested changes should be made in writing to the chair or vice chair six weeks before the meeting at which it is to be considered. The chair will circulate notice of any suggested amendment to all constituent agencies in time to allow for members to consult fully with their chief officers and other colleagues.

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Final version approved by SUTTON LSCB at the Board meeting on 11 February 2016

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Documents relating to the LSCB Business Plan are available on the Sutton LSCB website:

www.suttonlscb.org.uk

All enquiries regarding the Sutton LSCB should be made to:

LSCB Business manager

London Borough of Sutton, People Directorate
Children's Business & Professional Development Team
Civic Offices 2nd floor, St Nicholas Way
Sutton SM1 1EA

Tel: 020 8770 4879

email: suttonlscb@sutton.gov.uk

Appendix 1: Statutory objectives and functions of LSCBs (as covered in WT 2015)

Children Act 2004 Section 10 requires each local authority to make arrangements to promote cooperation between the authority, each of the authority's relevant partners (see Table A) and such other persons or bodies who exercise functions or are engaged in activities in relation to children in the local authority's area as the authority considers appropriate. The arrangements are to be made with a view to improving the well-being of children in the authority's area – which includes protection from harm and neglect alongside other outcomes.

Children Act 2004 Section 11 places duties on a range of organisations and individuals (see Table A) to make arrangements for ensuring that their functions, and any services that they contract out to others, are discharged with regard to the need to safeguard and promote the welfare of children.

Children Act 2004 Section 13 requires each local authority to establish a Local Safeguarding Children Board (LSCB) for their area and specifies the organisations and individuals (other than the local authority) that must be represented on the Board, including those which the Secretary of State prescribes in regulations.

Children Act 2004 Section 14 sets out the objectives of LSCBs, which are: (a) to coordinate 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 local authority, and (b) to ensure the effectiveness of what is done by each such person or body for the purposes of safeguarding and promoting the welfare of children.

The Local Safeguarding Children Board Regulations 2006 made under sections 13 and 14 set out the functions of LSCBs, which include undertaking reviews of the deaths of all children in their areas and undertaking Serious Case Reviews in certain circumstances.

Regulation 5 of the Local Safeguarding Children Boards Regulations 2006 sets out that the functions of the LSCB, in relation to the above objectives under section 14 of the Children Act 2004, are as follows:

1(a) Developing policies and procedures for safeguarding and promoting the welfare of children in the area of the authority, including policies and procedures in relation to:

- (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 who work 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.

- (vi) Cooperation with neighbouring children's services authorities and their Board partners.
- (vii) Communicating to persons and bodies in the area of the authority the need to safeguard and promote the welfare of children, raising their awareness of how this can best be done and encouraging them to do so.
- (viii) Monitoring and evaluating the effectiveness of what is done by the authority and their Board partners individually and collectively to safeguard and promote the welfare of children and advising them on ways to improve.
- (ix) Participating in the planning of services for children in the area of the authority.
- (x) Undertaking reviews of serious cases and advising the authority and their Board partners on lessons to be learned.

Regulation 5 (2) [...] relates to the LSCB Serious Case Reviews function and Regulation 6 [...] relates to the LSCB Child Death functions.

Regulation 5 (3) provides that an LSCB may also engage in any other activity that facilitates, or is conducive to, the achievement of its objectives.

Appendix 2: Core members as identified in Working Together to Safeguard Children 2015

Section 13 of the Children Act 2004, as amended, sets out that an LSCB must include at least one representative of the local authority and each of the other Board partners set out below (although two or more Board partners may be represented by the same person). Board partners who must be included in the LSCB are:

- district councils in local government areas which have them;
- the chief officer of police;
- the National Probation Service and Community Rehabilitation Companies;
- the Youth Offending Team;
- NHS England and clinical commissioning groups;
- NHS Trusts and NHS Foundation Trusts all or most of whose hospitals, establishments and facilities are situated in the local authority area;
- Cafcass;
- the governor or director of any secure training centre in the area of the authority; and
- the governor or director of any prison in the area of the authority which ordinarily detains children.

The Apprenticeships, Skills, Children and Learning Act 2009 amended sections 13 and 14 of the Children Act 2004 and provided that the local authority must take reasonable steps to ensure that the **LSCB includes two lay members** representing the local community.

Section 13(4) of the Children Act 2004, as amended, provides that the local authority must take reasonable steps to ensure the LSCB includes representatives of relevant persons and bodies of such descriptions as may be prescribed.

Regulation 3A of the LSCB Regulations prescribes the following persons and bodies:

- the governing body of a maintained school;
- the proprietor of a non-maintained special school;
- the proprietor of a city technology college, a city college for the technology of the arts or an academy; and
- the governing body of a further education institution the main site of which is situated in the authority's area.

Appendix 3: Sutton LSCB Board Members role & responsibilities

The Seven principles of public life:

Selflessness

Holders of public office should act solely in terms of the public interest. They should not do so in order to gain financial or other benefits for themselves, their family or their friends.

Integrity

Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties.

Objectivity

In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

Accountability

Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

Openness

Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

Honesty

Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

Leadership

Holders of public office should promote and support these principles by leadership and example.

(Taken from the Code of Practice for Members of the Committee on Standards in Public Life, May 2004)

Appendix 4: London Borough of Sutton LSCB Structure

