

Operational Board Terms Of Reference

Mandate

The Operational Board is given its mandate by the LSCB Leadership Board. It oversees and monitors the activity of the LSCB Sub Groups in meeting the LSCB and activity in meeting the LSCB Priorities. It reports directly to the Leadership Board on the progress against the LSCB Business Plan and Priorities.

Core Objectives

- To scrutinise and support the work of the LSCB Sub Groups.
- Reporting to the Leadership Board on progress with the Business Plan.
- Identification of key safeguarding issues emerging from the work of the Sub Groups.
- Overseeing the effectiveness of Quality Assurance/performance monitoring arrangements.

Membership

The membership of the Operational Board consists of the chairs of all LSCB Sub Groups and a number of advisors who will provide expertise and advice to the Operational Board including the Designated Nurse and Doctor. The chair of the Operational Board will be a member of the Leadership Board to whom he or she will report directly.

Steve Kay	Director Early Intervention	North East Lincolnshire Council
Helen Willis	LSCB Coordinator	North East Lincolnshire Council
John Mooney	Community Network Coordinator	Voluntary Action North East Lincolnshire (VANEL)
Megan Dennison	Head of Safeguarding & Principal Child & Family Social Worker	North East Lincolnshire Council
Paul Cordy	Director Children's Services	North East Lincolnshire Council
Matt Clayton	Service Manager – YOS	North East Lincolnshire Council
Dr Bukar Wobi	Designated Doctor/Consultant Paediatrician	Northern Lincolnshire and Goole NHS Trust (NLaG)
Julie Wilburn	Designated Nurse for Safeguarding	NELCCG
Roz Danks	Strategic Lead for Education	North East Lincolnshire Council
Debbie Haines	Learning & Development Team Manager	North East Lincolnshire Council
Becky Bailey	Interchange Manager	Community Rehabilitation Company
Rupert Sellors	Senior Probation Officer	National Probation Service
Sue Proudlove	Service Manager	National Society for the Prevention of Cruelty to Children (NSPCC)
Sharon Wood	Detective Chief Inspector	Humberside Police
Sue Sheriden	Strategic Safeguarding Manager	North East Lincolnshire Council
Charlotte Harrison	Non-Medical Prescriber	Foundations
Sam England	Housing Options & Development Manager	North East Lincolnshire Council
Paul Caswell	Lead for CSE & YPSS Head of Service	North East Lincolnshire Council
Bob Ross	Head of Children's Health Provision	North East Lincolnshire Council
Tyson Truelove	Community Safety Advocate	Humberside Fire and Rescue
Wendy Shelbourn	Head of Integrated Family Services	North East Lincolnshire Council
Catherine Benson	Quality Assurance Coordinator	North East Lincolnshire Council
Jill Ladlow	Service Manager/Consultant Nurse	Virgin Sexual Health Care
Lisa Smith	Head of Family Hubs	North East Lincolnshire Council
Sarah Impey	Creating Stronger Communities Programme Manager	North East Lincolnshire Council
Liz Bainbridge	Consultant Nurse, Safeguarding & Mental	Lincolnshire Partnership Foundation Trust (LPFT)

	Capacity	
Lynn Benefer	Named Nurse – Safeguarding Children	Northern Lincolnshire and Goole NHS Foundation Trust (NLaG)
Michelle Barnard	Assistant Director – Service Planning & Redesign	North East Lincolnshire Council
Jane Fell	Designated Nurse – Looked After Children	Northern Lincolnshire and Goole NHS Foundation Trust (NLaG) & North East Lincolnshire Clinical Commissioning Group (NELCCG)
Neil Scott	Locality Quality Manager (Acting)	East Midlands Ambulance Service
Stacey Gilham	Business Support Specialist	North East Lincolnshire Council

Meeting Arrangements

The Operational Board will be chaired by the LSCB Assistant Director for Early Intervention and Prevention Services. The Board will meet on a monthly basis and will report directly into the Leadership Board.

Responsibilities

The Operational Board will scrutinise and support the work of the sub groups in ensuring they are achieving their identified objectives and are contributing to the LSCB priorities. The role of the Sub Groups is directly related to the LSCB statutory functions and the LSCB priorities. The Sub Groups work closely together in delivering their respective objectives and priorities.

The Operational Board is responsible for reporting to the Leadership Board on progress with the Business Plan. The Operational Board is responsible for identifying emerging safeguarding themes through the Sub Groups and in providing an assessment to the Leadership Board on potential risk/ threats and action required to mitigate these.

Activity

The Operational Board key activities are to:

- Ensure the Sub Groups have effective/realistic work plans with agreed objectives and outcomes aligned to the mandate of the Sub Group and LSCB priorities.
- Ensure the Sub Group work plans demonstrate progress against identified outcomes and the LSCB priorities.
- Report issues of underperformance/resource issues, risks and threats to the Leadership Board.
- Ensure Quality Assurance and audit mechanisms are robust and aligned to the LSCB priorities and demonstrate the impact of intervention.
- Identify key safeguarding issues, emerging from the work of the Sub Groups.
- Evidence through the work of the Sub Groups the views of children and families on the impact of the help received
- Identify procedural support requirements.
- Identify communication needs and ensure effective mechanisms are in place.
- Formally report to the Leadership Board on a quarterly basis on the individual progress of the subgroups and progress as a whole with the Business Plan.
- To oversee the implementation and impact of the Learning and Improvement Framework on informing improvements to practice.

Outcome and Success Measures

- Performance Indicators/audit mechanisms evidence the impact of safeguarding arrangements and the quality of practice.
- The work of the Sub Groups and Operational Board meets the identified outcomes within the LSCB business.
- There is clear evidence of improvements to practice as a result of learning and improvement activity.

The Operational Board will ensure that overall it is responsible for having an overview of the activity within all agencies in North East Lincolnshire responsible for commissioning or delivering services to children.

The Terms of Reference for the Board will be reviewed annually by the board itself to ensure that it remains fit for purpose and that its membership is appropriate for its successful and effective functioning.