

Quality Assurance and Best Practice Sub Group Terms of Reference

Mandate

The Quality Assurance and Best Practice Sub Group is given its mandate by the LSCB Operational Board. The Quality Assurance and Best Practice Sub Group is responsible for quality assuring the effectiveness of safeguarding arrangements. Its role is to provide assurance to the LSCB that the safeguarding arrangements and procedures it has made are effective and agencies are

Core Objectives

- To direct the multi-agency audit process
- To devise and monitor action plans for service improvement following audit
- To collate single agency audit information
- To physically audit elements of cases to ensure consistency of quality across the LSCB partnership
- To report audit activity to the Operational Board.

Membership

Members of the Quality Assurance and Best Practice sub group are professionals with roles in relation to safeguarding and promoting children's welfare within their organisations. They have sufficient knowledge skills and experience to assess quality of practice and sufficient responsibility within their organisations to make changes to practice and advise on action plans to improve practice where audit has identified a need to do so.

Table 1 Core Membership

Susan Sheriden	Strategic Safeguarding Manager	North East Lincolnshire Council
Helen Willis	LSCB Coordinator	North East Lincolnshire Council
Sharon Wood	Detective Chief Inspector	Humberside Police
Megan Dennison	Head of Safeguarding	North East Lincolnshire Council
Nathan Heath	Interim Head of Access Services	North East Lincolnshire Council
Wendy Shelbourn	Head of Integrated Family Services & Family Hubs	North East Lincolnshire Council
Jane Fell	Designated Nurse LAC	NLAG and NE Lincs CCG
Lynn Benerfer	Specialist Nurse Safeguarding	NLAG
Lisa Drew	Designated Deputy Safeguarding Officer	Cannon Peter Hall School
Sue Ormston	Named Nurse Safeguarding	North East Lincolnshire Council
Julie Wilburn	Designated Nurse – Safeguarding Children	North East Lincolnshire Clinical Commissioning Group (NELCCG)
Catherine Benson	Quality Assurance Co-ordinator	North East Lincolnshire Council
Sarah Impey	Programme Manager Creating Stronger Communities	North East Lincolnshire Council
Sue Proudlove	Service Manager	NSPCC
Annie Darby	Service Development Manager Lead for Safeguarding Children and Adults	NAVIGO
Charlotte Harrison	Non-Medical Prescriber	Foundations

Meeting arrangements

The Quality Assurance and Best Practice Sub Group is chaired by the Strategic Safeguarding Manager and meets on a bi-monthly basis. It reports directly into the LSCB Operational Board on a quarterly basis.

Responsibilities

- Evaluate the effectiveness and impact of the LSCBs arrangements
- Devise a multi-agency audit programme that is responsive to local and national learning
- Co-ordinate biennial s11 Audit
- Promote a culture of learning
- Ensure Quality Assurance and audit mechanisms are robust
- Ensure Quality Assurance activity is aligned to the LSCB priorities

Activity

- Oversee the multi-agency audit programme
- Scope multi-agency audits and agree methodology which may include
 - Case file audits
 - Interviews with practitioners
 - Interviews with families
 - Focus groups
 - Observed practice
- Participate in challenge days
- Carry out audits within the QA meetings
- Monitor audit action plans
- Receive reports on single agency audits.
- Advise the Operational Board of emerging themes in quality assurance
- Report audit findings to the Operational Board

Outcome and Success Measures

- The Quality Assurance Framework is robust
- Agencies are fully engaged in QA processes
- Impact of safeguarding arrangements is demonstrated
- Services for children improve as a direct result of the Quality Assurance Framework