



Training Steering Group **Terms of Reference**

Chair:

Vice Chair: Reagender Kang, Heart of Birmingham Teaching, Primary Care Trust

Purpose

The Group will be responsible for the development and co-ordination of Birmingham Safeguarding Children Board Training Strategy.

Core Function

1. To analyse individual agency training plans and workforce strategies.
2. To support and challenge individual partner agencies who are not fulfilling their training responsibilities.
3. To ensure training needs are identified and are met within the context of local and national policy and practice development. The identified training needs are prioritised are met where appropriate.
4. To inform the planning and commissioning of multi-agency training.
5. To analyse individual agency training plans and workforce strategies.
6. To ensure the effective delivery of multi-agency training as defined within the Birmingham Safeguarding Children Board Training Implementation Plan 2006/2008
7. To continuously develop and review Birmingham Safeguarding Children Board Training Strategy and to ensure that the Training Strategy adheres to the principles of Best Value
8. To continue to develop a tiered approach that delivers high quality multi agency training on the key priority areas defined within the Birmingham Safeguarding Children Board Business Plan. This will include the development of higher-level training for specific groups of staff.

9. For members of the Steering Group to deliver, facilitate, disseminate and evaluate training on Lessons learnt from Serious Case Reviews, in accordance with Working Together Guidance 2006 (section 4.8 p93).
10. To link with the various Sub-Groups of the Board i.e. Serious Cases, Child Death, Development Policy & Procedures, Quality Assurance & Audit etc.
11. To facilitate training recourses to enable Area Safeguarding Children Forum to deliver local multi-agency training.
12. To ensure the continuous improvement of multi-agency training programmes and ensure programmes/s meet the needs of agencies/professionals.
13. To maintain records/statistics of agencies/delegates attendance/non attendance at multi-agency training events.
14. To promote awareness of the Birmingham Safeguarding Board programme maximising the use of the safeguarding newsletter, plasma screen and Iscb website etc.

Frequency

The Group meets monthly, following Birmingham Safeguarding Children Board Meeting.

To ensure consistency in work and the effective functioning of this group each representative should nominate an appropriate replacement only in the event of a prolonged unavoidable member absence. A minimum attendance at meetings requirement of 80% is applied for designated officers to ensure the group can fulfil its function.

Accountability

The Chair will be responsible for provision of quarterly and annual reports for Birmingham Safeguarding Children detailing progress against the priorities set out in the Training Implementation Plan.

In order to ensure core representation, there is a rolling two-yearly review of Chair of the Steering Group.

Membership

Designated senior managers from the below safeguarding agencies.

Safeguarding Organisation & Role
1. Birmingham Safeguarding Children Board
2. Birmingham Drug Action Team
3. Children, Young People and Families Directorate – Social Care
4. Children, Young People and Families Directorate – Education
5. West Midlands Police
6. Heart of Birmingham Teaching Primary Care Trust (HOBT PCT)
7. Birmingham & Solihull Mental Health Trust
8. South Birmingham PCT
9. North/ East Birmingham PCT
10. Birmingham Youth Service
11. West Midlands Probation Service
12. Family Welfare Association
13. Drug Concern
14. Leisure Services
15. Housing Department

Reference: Working Together Guidance To Safeguard Children 2006