

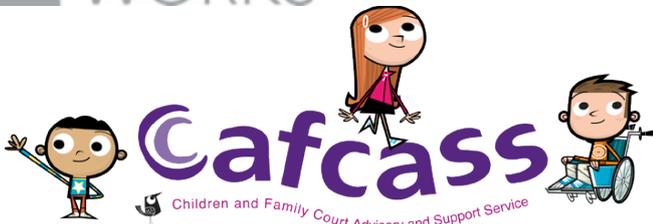
Brighton & Hove Local Safeguarding Children Board

Constitution

Safeguarding is
everyone's responsibility



Reviewed: 1 December 2015



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Brighton & Hove Local Safeguarding Children Board: Our Vision

Working together to keep children and young people safe in Brighton & Hove.

Shared Values

The following shared values underpin and guide the work of the LSCB and are promoted by all Board Members.



All children should be safe from abuse and neglect



We prioritise the safety of children over everything else we do



We are committed to the changing needs of all children in Brighton & Hove, particularly those who are vulnerable to risk



We collaborate with agencies and challenge them in a shared responsibility to safeguard children



We are dedicated to early help



We listen to children, young people, families, our practitioners and their managers – their involvement shapes what we do

Constitution

1. Title

1.1.1. The Board will be known as Brighton & Hove Local Safeguarding Children Board. It will be referred to throughout the remainder of this document as Brighton & Hove LSCB or the LSCB.

1.1.2. Brighton & Hove LSCB is accountable to its member agencies, which in turn are jointly responsible for the LSCB's policies, procedures and actions.

1.1.3. In order to provide effective scrutiny, Brighton & Hove LSCB will be independent. It will not be subordinate to, nor subsumed within, other local structures.

2. Representation

2.1.1. Brighton & Hove LSCB is to be composed of senior representatives with a strategic role in relation to safeguarding and promoting the welfare of children within each of its member agencies and professional groups. These representatives should be able to:

- Speak for their organisation with authority;
- Commit their organisation on policy and practice matters; and
- Hold their organisation to account and hold others to account

2.1.2. Agencies should accept responsibility for monitoring the performance of their own representatives.

2.1.3. Each agency representative on Brighton & Hove LSCB will be responsible for disseminating information between the LSCB and their agency and for identifying any necessary actions.

2.1.4. Representation on Brighton & Hove LSCB has been agreed as follows:

2.2. Statutory Partners

2.2.1. These partners are the Board partners set out in Section 13(3) of the Children Act (2004). They should have Nominated Substitutes and 100% agency attendance is expected at meetings. These are also outlined in Chapter 3 of Working Together to Safeguard Children.

- Local Council - Director of Children Services, Brighton & Hove City Council
- Detective Superintendent (Public Protection Branch) – Sussex Police
- National Probation Service & Community Rehabilitation Company Representatives
- Head of Youth Offending Team (YOT)
- Brighton & Hove Clinical Commissioning Group Representative
- Sussex Partnership NHS Foundation Trust
- Sussex Community NHS Trust
- Brighton & Sussex University Hospitals
- SECAMB
- Children & Family Court Advisory & Support Service Representative

2.2.2 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.

2.2.3 **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.

2.5 Other Partners

2.5.1 These partners are represented on the Board. They should have Nominated Substitutes and 100% agency attendance is expected at meetings.

- Designated Doctor, Child Protection
- Designated Nurse, Child Protection
- Public Health Representative
- Community Safety Partnership Representative
- East Sussex Fire & Rescue Service Representative

2.5.2 Local authorities should take reasonable steps to ensure that the LSCB includes representatives from of all types of school in their area.

2.6 Professional Representatives (Advisors)

2.6.1 These representatives provide insights from and communication with their professional bodies. However, they do not represent a single agency or organisation and may not be able to nominate a substitute.

- Primary School Headteacher
- Secondary School Headteacher
- 16 – 18 Education Provider
- GP Representative
- Community and Voluntary Sector Representative
- Violence Against Women and Girls Forum Representative
- Local Authority Legal Advisor

2.6.2 The chair of any LSCB subcommittee not included above

2.7 Lead Member of Brighton & Hove City Council

2.7 The Lead Member should be a 'participating observer' of the LSCB, routinely attending meetings as an observer and receiving all documentation. The Lead Member should engage in discussions, ask questions and seek clarity, but not be part of the decision making process. This will enable the Lead Member to challenge, when necessary, from a well-informed position.

2.8 Lay Members

2.8.1 The Board must appoint a minimum of two lay members from the local community. Lay members should operate as full members of the LSCB, participating as appropriate on the Board itself and on relevant subcommittees.

2.8.2 Lay members should help to:

- make links between the LSCB and community groups
- support stronger public engagement in local child safety issues
- assist with an improved public understanding of the LSCB's child protection work.

2.9 Nominated Substitutes

2.9.1 Members of Brighton & Hove LSCB should ensure that a suitable **nominated substitute** is properly briefed, trained and kept up to date on LSCB issues. Members unable to attend a meeting should ensure that this nominated substitute is available. The Chair of the LSCB should be informed when a substitute will be attending. Appropriate authority to act should be vested in this substitute. It is acknowledged that, for some Professional Representatives, this may not be a realistic option.

3 Stakeholders

3.1.1 Stakeholders include:

- The Children, Young People and Skills Committee
- Health & Wellbeing Board
- Safeguarding Adult Board
- Prevent Board
- Community Safety Partnership Board
- MAPPA
- MARAC

3.1.2 It will further consider other links within the wider community to enable it to fulfil its functions.

4. Working in Partnership

4.1 Brighton & Hove LSCB will work in partnership with the Brighton & Hove Children, Young People and Skills Committee on issues that impact on the journey of the child.

4.2 Brighton & Hove LSCB will work with the **Health & Wellbeing Board** and the **Local Safeguarding Adult Board (SAB)**, according to an agreed **protocol**. This sets out the distinct roles and responsibilities of the various Boards, the interrelationships between them in terms of safeguarding and wellbeing, and the means to ensure effective co-ordination between the Boards. Safeguarding is everyone's business. As such, all key strategic plans whether they be formulated by individual agencies or by partnership forums should include safeguarding as a cross-cutting theme to ensure that existing strategies and service delivery as well as emerging plans for change and improvement include effective safeguarding arrangements that ensure that all people of Brighton and Hove are safe and their wellbeing is protected. The two safeguarding boards have a responsibility to review and challenge these arrangements.

The Health and Wellbeing Strategy is a key commissioning strategy for the delivery of services to children and adults across Brighton and Hove and so it is essential that in drawing up, delivering and evaluating the strategy there is effective interchange between the HWB and the two safeguarding Boards.

Whilst currently there is no statutory requirement to secure a formal relationship between the Health and Wellbeing Board and the safeguarding boards there is

guidance steering in this direction that may become a requirement and it is obviously seen as best practice.

At the time of reviewing this Constitution there is one Independent Chairperson across the LSCB and SAB. If these chairing arrangements change incoming Chairperson/s will continue to agreed protocol.

4.3 The Safeguarding Committee within the CCG which is a Subcommittee of the CCG Quality Assurance Committee will also interact with the Brighton & Hove LSCB.

4.4 The following operational groups (which are owned by the **Safe In The City Partnership Board**) will be co-sponsored by the LSCB (and the SAB):

- Domestic Violence & Abuse, Stalking Operational Group
- Rape, Sexual Violence & Abuse and (Commercial) Sexual Exploitation Operational Group
- Harmful Practices (Female Genital Mutilation, so called 'Honour' Based Violence and Forced Marriage) Operational Groups
- Modern Slavery Strategic Group.

The respective Boards receive reports from the groups, where their activities are relevant to children and/or adults respectively. Where appropriate the LSCB or SAB would refer an issue to the relevant operational group for review or development, and may also choose to identify that operational group as taking the lead for an area of work in the LSCB or SAB strategy.

5 Challenge and Disagreement

5.1 Brighton & Hove LSCB encourages a transparent and challenging dialogue between partner agencies. Any disagreement and dissent by Board members will be recorded. However, the final decision rests with the LSCB Chair.

6 Appointment of Chair

6.1 It is the responsibility of the Chief Executive of the local authority after consultation with the LSCB partners, to appoint or remove the LSCB Chair. It is important that the chair, who must be of sufficient stature and authority, is selected with the agreement of a group of partners representing the key services involved in safeguarding children locally and should have access to training to support them in their role. There should be a presumption that the chair will be someone independent of the local agencies so that the LSCB can exercise its local challenge function effectively.

6.2 The chair will have a crucial role in making certain that the Board operates effectively and secures an independent voice for the LSCB. He or she should be of sufficient standing and expertise to command the respect and support of all partners. The chair should act objectively and distinguish their role as LSCB chair from any day-to-day role. The Chief Executive of the local authority, drawing on other partners and, where appropriate, the Lead Member will hold the chair to account for the effective working of the LSCB.

7. Business Management

7.1 The LSCB Business Manager will be responsible for agreeing the agenda, in consultation with the LSCB Chair and Head of Safeguarding, and for servicing the business of Brighton & Hove LSCB, normally attending all meetings.

7.2 The LSCB Learning & Development Officer will be line managed by the Business Manager and will attend Subcommittees of the LSCB as appropriate.

7.3 The LSCB Administrator will provide additional support and will normally attend and minute meetings.

8. Financial arrangements

8.1 The LSCB Business Manager, in consultation with the Chair, will prepare budget documents. This will include details on all the items and projects proposed by Brighton & Hove LSCB and its Subcommittees that will require funding.

8.2 At the end of the financial year, subject to partner agreement and subject to available unspent balances held, any deficit will be met from unspent balances or from additional partner contributions in the same proportions as shown in the table below. Any year end underspends will be carried forward as unspent balances.

8.3 Contributions should relate to the size, financial capacity and statutory duties of each organisation so that contributions are more equitable and relative to organisational responsibilities and duties.

8.4 Brighton & Hove LSCB will be supported by its member organisations with adequate and reliable resource in order to deliver the work contained in the Business Plan. Statutory Board partners will contribute to the Brighton & Hove LSCB budget. Other member organisations will be encouraged to contribute resources, either financial or in kind, to Brighton & Hove LSCB.

8.5 Funding from individual organisations will be committed in advance into a pooled budget. Members will endeavour to give 12 months' notice of intent to withdraw funding from Brighton & Hove LSCB.

8.6 The Brighton & Hove LSCB Business Manager will act as budget-holder for Brighton & Hove LSCB's funds and will provide regular financial reports to Brighton & Hove Leadership Group of the LSCB.

8.7 The budget must be sufficient to:

- drive forward the day to day business of Brighton & Hove LSCB, including the monitoring and evaluation of its work
- take forward staff training and development
- provide administrative support for Brighton & Hove LSCB
- cover employment costs (LSCB Business Manager, LSCB Administrator, LSCB Learning & Development Officer)
- fund any other purposes approved by the Chair and reported to Brighton & Hove LSCB

9. Freedom of Information Requests

9.1 Any FOI requests about the Brighton & Hove LSCB or its Subcommittees will be channelled through the Head of Safeguarding in the first instance and are to be referred to the LSCB Chair if they are in any way contentious. The LSCB is not subject to the FOI Act in its own right, however if questions are asked directly to the LSCB about its own affairs, this will be at the LSCB's discretion to answer.

9.2 The LSCB Business Manager will provide support in fulfilling any such requests, including circulation of necessary documents to interested parties for checking if necessary.

10 Responsibilities of Brighton & Hove LSCB

10.1 Core Objectives

10.1.1. To co-ordinate the work of agencies to safeguard children and promote the welfare of children and young people within Brighton & Hove.

10.1.2. To ensure the effectiveness of safeguarding children and young people in Brighton & Hove.

10.2 Key Objectives by Function

These are set out in legislation and include 8.2.1 – 8.2.7.

10.2.1 Polices and Procedures Function (supported by Pan Sussex Procedures Subcommittee)

To develop and agree local multi-agency policies and procedures for safeguarding and promoting the welfare of children and young people in Brighton & Hove, including policies and procedures in relation to:

- the action to be taken where there are concerns about a child's safety or welfare, including thresholds for intervention
- recruitment and supervision of persons who work with children;
- investigation of allegations concerning persons who work with children
- safety and welfare of children who are privately fostered
- co-operation with neighbouring children's services authorities and their Board

10.2.2 Learning & Development Function

- partners to ensure that both single and multi-agency training on safeguarding and promoting welfare is available as needed throughout Brighton & Hove and is reaching the relevant staff
- training of persons who work with children or in services affecting the safety and welfare of children

10.2.3 Participation & Engagement Function

- to raise awareness within Brighton & Hove of the need to safeguard and promote the welfare of children and young people, encouraging involvement at all levels within the community
- to ensure that agencies share a common understanding of how and when action should be taken to protect a child or young person
- to ensure that any lessons learned, either locally or nationally, are shared, understood and acted upon
- to help develop good working relationships between different professional groups based on trust and mutual understanding

10.2.4 Monitoring & Evaluation Function

- to oversee how well local services work together to protect children and young people
- to monitor and evaluate the effectiveness of both collective and individual agency arrangements for safeguarding children and young people and promoting their welfare

Monitoring & Evaluation Functions will support Brighton & Hove LSCB to use performance data to:

- assess the effectiveness of the help being provided to children and families, including early help
- assess whether LSCB partners are fulfilling their statutory obligations
- quality assure practice
- monitor and evaluate the effectiveness of training to safeguard and promote the welfare of children

10.2.5 Function of Participating in Planning & Commissioning

- To participate in the planning of children's services in Brighton & Hove
- To agree what is to be done to safeguard and promote the welfare of children and young people and how this will be measured, within the framework set out in the Brighton & Hove Early Help Partnership Strategy 2013 – 2017.

10.2.6 Functions Relating to Child Deaths (Child Death Overview Panel)

- To collect and analyse information about all child deaths within Brighton & Hove

10.2.7 Serious Case Review Function

- To carry out serious case reviews and advise Board partners on lessons to be learned where a child has died and abuse or neglect has been confirmed or is suspected. In certain circumstances, a serious case review may also take place where a child has been very seriously harmed.

10.2.8 *Working Together 2015* also states that:

An LSCB may also engage in any other activity that facilitates, or is conducive to, the achievement of its objectives

11. Business Planning and Annual Report

11.1. Brighton & Hove LSCB will hold business planning workshops, where members will agree the strategic priorities of the LSCB

11.2. On behalf of Brighton & Hove LSCB, the LSCB Business Manager will co-ordinate the production of an annual report on the effectiveness of child safeguarding and promoting the welfare of children in Brighton & Hove, to be approved by the LSCB.

11.3. Brighton & Hove LSCB annual report will review progress against the objectives of the previous year, provide relevant management information on child protection and safeguarding activity in the course of the previous year

11.4. Brighton & Hove LSCB annual report will be made available to each member agency, the Chief Executive and Leader of the Council, and, to the Police and Crime Commissioner and the Chair of the Health and Wellbeing Board.

11.5. It will also be made available as a downloadable pdf on the Brighton & Hove LSCB website as one way of publicising the work of local agencies to safeguard children and promote the welfare of children and young people within Brighton & Hove.

12. Meetings

12.1.1 Meetings of the Brighton & Hove LSCB will be held quarterly in June, September, December & March, in Moulsecoomb. It does not meet in public.

12.1.2. The LSCB Chair may require an Extraordinary meeting to be called at any time or at the request of an individual agency.

12.2 Quoracy – Brighton & Hove LSCB Meetings

12.2.1. The Board will be considered quorate if 50% of its members are present **and** at least eight members from four agencies including the council are required to be quorate.

12.3 Remit of Meetings of Brighton & Hove LSCB

12.3.1. The remit of Brighton & Hove LSCB meetings is primarily to oversee the work of the LSCB and will include:

- maintaining the strategic overview
- ratifying key LSCB policy decisions
- monitoring achievement of the objectives set out in the Business Plan
- responsibility for the commitment of financial and other resources
- receiving Serious Case Review Reports and Action Plans

12.4. Minutes

12.4.1. The minutes of Brighton & Hove LSCB's meetings will be circulated to all members of the Board. Board members are asked to advise the LSCB Business Team of any amendments to the minutes at the full Board meeting. If there are any items within the minutes which require further discussion or clarification, they will be held over for approval at the next LSCB Board meeting.

10.4.2. Minutes contain footnotes of challenges made between and by Board partner agency representatives. A challenge log is kept separately.

10.4.3. It is the responsibility of representatives to ensure appropriate dissemination of the information contained within the minutes within their agencies and/or to colleagues.

13. Brighton & Hove LSCB Structure

13.1.1. To enable it to fulfil its responsibilities, Brighton & Hove LSCB has established a Leadership Group. The Leadership Group meets quarterly and is accountable to the full Board. Its purpose is to drive the implementation of the Brighton & Hove LSCB Business Plan. It is attended by the chairs of each subcommittee, who oversee progress against work plans of each others group to ensure consistency and a joined up approach between all the subcommittees of the LSCB.

13.1.2 The following Subcommittees operate under the LSCB:

- Learning & Development
- Participation & Engagement
- Monitoring & Evaluation
- Child Protection Liaison Group
- Vulnerable Children & Child Sexual Exploitation Strategic Group
- CSE: Prevent & Early Identification
- CSE: Protect & Pursue
- Case Review Sub Committee
- Joint East Sussex and Brighton & Hove Child Death Overview Panel
- Pan Sussex Procedures Group
- Lay Members

Each of these Subcommittees have terms of reference.

11.1.3 The LSCB will also establish short-term working groups as appropriate, to respond to specific issues.

14. Constitution

14.1.1. The constitution will be reviewed on a biennial basis and amended accordingly by the Board.

14.1.2. This constitution was ratified for a second time on **1 December 2015** .

Appendix 1
Memorandum of Understanding Multi Agency Safeguarding Audits

This Memorandum of Understanding provides the framework for roles and responsibilities of agencies in the multi agency audit programme.

The LSCB Monitoring & Evaluation Sub Committee will ensure that audits have a clear focus and clearly defined terms of reference and focus on current practice, considering interventions that have occurred within the last 12 months (maximum). Precise timeframes will be established by terms of reference.

Each agency will be required to sign up to the multi agency audit programme and support it at a senior level, over seeing the allocation of resources and ensuring that lessons are implemented within their agency.

The following resource commitments will be required:

- Staff participating in the multi agency audit will need allocated time to attend meetings and undertake work on behalf of the group to ensure that audits are completed within agreed timescales.
- Each agency will need to allocate a manager or senior practitioner who can be the lead for each audit to be undertaken. A joint lead may be agreed as a learning process for those new to undertaking audit work.
- BHCC Children’s Safeguarding will provide a quality assurance manager. The QA Manager will need time to coordinate and lead the audit process, analysis and write up of learning and recommendations.
- Access to client level data and records from each agency. **Note:** The Monitoring & Evaluation Sub Committee will ensure that all audit activity takes into account confidentiality and data protection.

STATEMENT OF INVOLVEMENT IN MULTI AGENCY AUDITS

Our named representative is:	
Should they be unable to attend the named substitute has been identified as:	

I CONFIRM ACCEPTANCE OF THIS MEMORANDUM OF UNDERSTANDING

Signed:

On behalf of (agency/organisation name):

Date:

Appendix 2 Roles and Responsibilities

This is a locally prepared list of duties of board members, based on national Guidance¹, and based on Brent LSCB's job description.

1. Attend meetings of the LSCB and, where relevant, LSCB Leadership Group regularly and consistently and Extraordinary meetings as and when required, with an agreed target of 100% attendance by member agencies through the use of designated substitutes. The LSCB Chair monitors attendance and will follow appropriate auditing procedures. Attendance reporting is a required part of the LSCB's Annual Report.
2. Represent the views of their agency / organisation at LSCB meetings or provide a representative view from their profession.
3. Speak for their agency, organisation or professional body with authority.
4. Establish effective systems for being briefed by and providing briefings to their agency or liaison within their profession about views on safeguarding matters (as specified in S11 Children Act 2004 and S175 & 157 Education Act 2002 for schools).
5. With their agency's Named or Designated Safeguarding Leads, hold managers within their agency / organisation to account for that agency's contribution to safeguarding (as specified in S11 Children Act 2004 and S175 & 157 Education Act 2002 for schools).
6. Consult with relevant staff within their agency, organisation or professional body on all pertinent issues.
7. Disseminate information to relevant staff within their own agency, organisation or professional body in an appropriate and timely manner following all LSCB meetings.
8. Ensure that processes are in place for implementation.
9. Ensure the proper development of safeguarding policy both for the LSCB and for their agency, organisation or professional body.
10. Participate in / appoint representation to and liaise with one or more of the subcommittees where indicated by role.
11. Produce or ensure the production of reports to / from their agency / organisation as required. This may include participation in Serious Case Reviews monitoring of standards of safeguarding practice within their agency, etc.

¹ Government Legislation & guidance, including:

- Working Together to Safeguard Children 2015
- Children Act 2004
- Education Act 2002

12. Raise issues from their agency, organisation or professional body by placing them on the appropriate LSCB or Subcommittee agenda, contributing to the setting and the achievement of Brighton & Hove LSCB's objectives.
13. Comply with and support any audit undertaken of:
 - a) the effectiveness of LSCB as a body
 - b) safeguarding practice.
14. Ensure their agency's / organisation's compliance with S11 Children Act 2004 and S175 & 157 Education Act 2002 for schools, including:
 - a) that all staff are trained in child protection and safeguarding to an appropriate level
 - b) that their agency / organisation is aware of and complies with updated child protection procedures including effective information sharing.
 - c) that their agency operates safe recruitment procedures
 - d) the appointment of a Safeguarding Children's Champion/ Lead for their agency.
15. Identify any child protection and safeguarding training needs within their agency, organisation or professional body and draw these to the attention of the LSCB.
16. Support and help arrange attendance at multi-agency training courses from within their agency, organisation or professional body.
17. Contribute to multi-agency training as appropriate.
18. Maintain up-to-date knowledge of safeguarding issues, undertaking personal training as required.
19. Promote good practice within their agency, organisation or professional body as to the appropriate levels of confidentiality that apply to child protection issues

I CONFIRM ACCEPTANCE OF THE ROLES AND RESPONSIBILITIES

Signed:

On behalf of (agency/organisation name):

Date:

Appendix 3 Members Compact

1. Introduction

1.1 This Compact is an agreement between Brighton & Hove Safeguarding Children Board and its individual members. It is informed by the Member Compact in place at Bournemouth and Poole LSCB and also requirements set out in the Section 11.

1.2. It should be entered into with an understanding of the Brighton & Hove LSCB member's individual and collective roles and responsibility (see appendix 2) to promote the effectiveness of the Brighton & Hove LSCB and to meet its duties.

1.3 This Compact seeks to enable agencies, professionals and volunteers to understand their vital role in supporting children and young people to be safe and to thrive.

2 Aims

2.1 The overall aim of the Compact is to ensure agencies can give assurance that:

- Children are safeguarded because appropriate policies and procedures are in place that advocate for children and young people
- Children are safeguarded because the agency employs safe working practices with suitably trained and empowered staff and volunteers;

3 Partners to the Compact

3.1 Partner agencies will be all those working with children and young people in Brighton & Hove including agencies with significant access to children and young people.

4 Review of the Compact

4.1 This LSCB Compact is adopted until the end of December 2015.

5 The Standards

Senior management commitment and leadership	All partner agencies have a designated lead with overall responsibility for safeguarding throughout the organisation. All staff know who the lead is and how to contact them.
Responsibilities towards children	All partner agencies have written safeguarding policies and procedures that are reviewed regularly (at least every 3 years). All staff, including Bank, Agency and Volunteers know how to access these.
Equal Opportunities & Identity	All partner organisations have an Equal Opportunities Policy which contributes to improved outcomes for all children. Partners ensure in all services delivered the impact of inequality is reduced and that the impact of diversity has been considered. Partners ensure that help and protection for the child or young person is sensitive & responsive to age, gender, disability, ethnicity, faith or belief, language, race and sexual orientation.

Lines of Accountability	<p>All partner agencies have a clear accountability framework which covers individual, professional and organisational accountability for safeguarding children. All staff are aware of the framework.</p> <p>Job descriptions explicitly recognise responsibilities for safeguarding and promoting the welfare of children.</p>
Service Development & Views of children, young people and their families	All partner agencies have strategies and systems in place to secure the views of children and families regarding service provision and service development.
Staff Recruitment and Allegations Management	All partner agencies have a robust recruitment and vetting procedures in place to help prevent unsuitable people from working with children, using a “Safer Recruitment” methodology. At least one person involved in every appointment should have undertaken the “Safer Recruitment” training. Records are maintained detailing checks carried out for employees
Staff Induction, Training and Appraisal	<p>All partner agencies have induction processes in place for all staff who have contact with children including:</p> <ul style="list-style-type: none"> a) familiarisation with child protection policies b) basic child protection training that includes: <ul style="list-style-type: none"> i) how to recognise signs of abuse & neglect ii) how to respond to any concerns iii) e-safety awareness <p>All partner agencies ensure records are kept of numbers and percentage of staff who have completed induction and basic child protection training.</p> <p>All partner agencies access any additional training (both single- and multi-agency) that is available for staff working with children and young people appropriate to their role.</p>
Staff ‘supervision’/ ‘case management’, ‘processes for responding to safeguarding concerns	All partner agencies have a process in place that ensures that all staff who come into contact with children and young people on an individual basis have a process of responding to safeguarding concerns, which can include ‘supervision’, ‘case management’, ‘opportunities for reflection’ etc.
Partnership Working	All partner agencies have in place policies that locally support effective inter-agency working in individual cases. Staff have access to these policies. Staff participate in multi-agency meetings and forums to consider individual children. Staff participate in multi-agency audits and serious case and learning reviews as and when required to do so.
Safe Working Practices	All partner agencies have processes and procedures in place to ensure that staff with access to children have an appropriate level of knowledge, understanding and training in order to establish and maintain safe working practices with children.
Information Sharing	All partner agencies ensure that all staff who come into contact with children understand the purpose of information sharing in order to safeguard and promote children’s welfare. There is a clear understanding of what information can be shared within the relevant legal frameworks and information sharing protocols, including how to obtain consent to share

	information and when information may be shared even though consent hasn't been obtained.
Monitoring Compliance	All partner organisations will work closely and effectively with the LSCB through agreed mechanisms to monitor the partner agency's performance against the standards contained within this agreement, namely the Section 11 Audit.

All members are required to sign the Compact to agree to ensure that the above standards are promoted and worked to within the agency they represent as part of their active participation in the Brighton & Hove LSCB. You can sign the compact [here](#)