



## Multi-Agency Learning Forum

### Terms of Reference

#### Purpose, aims and responsibilities

The Multi-Agency Learning Forum forms part of a 'learning framework'. It provides for a multi-agency group of professionals to share learning from case reviews, audits, and inspections which have been completed within a range of departments, including Adult Social Care, the Community Safety Partnership, Children's Social Care, and the Learning Hub (Bexley S.H.I.E.L.D.). This forum can consider learning from cases overseen by Bexley S.H.I.E.L.D.'s Learning from Practice Group, BSAB's Safeguarding Adult Review (SAR) Subgroup, and Community Safety Partnership Domestic Homicide Reviews which meets the criteria for 'multi-agency learning' and will consider how best to disseminate learning points across the wider social care system. The forum will also consider learning from national reviews. This forum also provides for local debrief on less serious cases, incorporating learning from a range of cases where similar themes emerge and ensuring the learning is captured and shared through learning events. The forum will ensure schedules for training take account of any case learning identified. A forward planner for events (including a concentration on where learning can be embedded and or included) will be kept under regular review.

Key responsibilities include:

- Seeking assurance on single-agency training activity within Bexley and that agencies are meeting their statutory responsibilities in terms of safeguarding training
- Assisting with the formation of training and development plans for Bexley S.H.I.E.L.D., BSAB, and the Community Safety Partnership
- Commissioning and coordinating multi-agency safeguarding training
- Sharing good practice and looks for opportunities to pool resources and encourage joint working
- Planning multi-agency learning events in response to Bexley S.H.I.E.L.D.'s priorities, the work of the Learning Hub, and any Child Safeguarding Practice Reviews (CSPRs) and/or multi-agency learning reviews
- Planning multi-agency learning events in response to BSAB's priorities and any Safeguarding Adult Reviews (SARs)
- Planning multi-agency learning events in response to the Community Safety Partnership's priorities and any Domestic Homicide Reviews (DHRs)
- Monitoring the impact of learning from reviews on practice across the multi-agency system.

#### Working methods

The activities will inevitably be closely related to those of other sub-groups of Bexley S.H.I.E.L.D. (including the Learning from Practice Group), BSAB (including the Safeguarding Adult Review Subgroup), and the Community Safety Partnership, and require appropriate cross-membership of sub-groups and regular exchange of information.

The forums have two main purposes – they can be used for case learning events and for dissemination and exploration of learning from audits, inspections and reviews but they can also be used to provide other important opportunities for local multi-agency practitioner and manager learning.

Standard agenda templates for the Multi-Agency Learning Forum (both the main Forum and the business planning meeting for the Forum chairs) are included in **Appendices Ia and Ib**.



This group can also feed information into the tri-borough work of Bexley S.H.I.E.L.D.

### **Frequency of meetings**

The Multi-Agency Learning Forum will meet quarterly. Meeting duration will usually be 2 hours (at times, this may be extended to ensure there is time to cover a more detailed subject). The focus of each forum will be on learning themes with relevant SARs, DHRs and CSPRs referenced.

A business planning meeting for the chairs of the Multi-Agency Learning Forum will take place quarterly and consider (amongst other things) case referrals into MALF, an overview of current reviews, regional/national learning, and agreeing any joint learning events.

### **Case learning**

The Forum will use a variety of approaches to case learning including facilitated discussion, consultation and reflection by practitioners, managers or core groups, using a systems approach to examining and analysing individual current or no longer active cases. These may include complex cases where there have been good outcomes, current cases that have become stuck, or cases which cause professional concern or interest that do not meet the criteria for CSPRs, SARs, or DHRs.

If the Multi-Agency Learning Forum identifies any concerns about agencies not engaging in taking forward learning from reviews, then the chairs will agree how to take this forward using the appropriate escalation procedures as required.

### **Dissemination of new knowledge and findings**

The Multi-Agency Learning Forum will be responsible for the dissemination of new knowledge and findings from multi-agency audits, case reviews, inspections or other local or national sources, in order to ensure continuing local multi-professional learning and development.

### **Membership**

The Multi-Agency Learning Forum has a fixed core membership drawn from organisations across the safeguarding system. In some cases, partner organisations will have 2 members who share the joint responsibility for attending the meetings (it will be the responsibility of joint members to decide on attendance at each meeting according to the cases being discussed). Core members from all partner organisations are also responsible for sending a deputy to attend meetings in their absence. Ad hoc membership will be requested from partner organisations where specialist knowledge and expertise is helpful to progress a case discussion. The membership is set out in **Appendix 2**.

### **Accountability**

The Multi-Agency Learning Forum is accountable to Bexley S.H.I.E.L.D., Bexley SAB, and the Community Safety Partnership. It will report to Bexley S.H.I.E.L.D., Bexley SAB, and the Community Safety Partnership twice yearly with a focus on impact of learning from practice and with a programme of review. The governance structure chart is set out in **Appendix 3**.

**Date for next review:** March 2024



## Appendix 1a – Multi-Agency Learning Forum Standard Agenda Template – Learning Themes

	Agenda item	Paper/ Discussion	Lead	Time
1	Welcome, introductions, apologies			5 mins
2	Actions from last meeting			5 mins
3	Learning theme <ul style="list-style-type: none"> <li>Relevant SARs, DHRs and CSPRs will be referenced</li> </ul>			100 mins
4	Noting next meeting date			5 mins
5	AOB			5 mins



## Appendix 1b – Multi-Agency Learning Forum Standard Agenda Template – Business Planning (Chairs only)

	Agenda item	Paper/ Discussion	Lead	Time
1	Welcome, introductions, apologies			5 mins
2	Actions from last meeting			10 mins
3	Noting current and pending learning reviews in Bexley: <ul style="list-style-type: none"> <li>• Domestic Homicide Reviews</li> <li>• Safeguarding Adults Reviews</li> <li>• Child Safeguarding Practice Reviews</li> </ul>			15 mins
4	Evidencing impact of learning <ul style="list-style-type: none"> <li>• Partner feedback on follow-up from taking forward the learning from the previous MALF</li> </ul>			15 mins
5	Regional/national learning			10 mins
6	Planning for next learning theme Forum(s)			10 mins
7	Tri-borough Learning Forum <ul style="list-style-type: none"> <li>• Update from Bexley SHIELD</li> </ul>			5 mins
8	SAR Champions <ul style="list-style-type: none"> <li>• Update from BSAB</li> </ul>			5 mins
9	Noting any individual cases referred to the Forum			5 mins
10	Agreeing/confirming future meeting dates			5 mins
11	AOB			5 mins



## Appendix 2 – Multi-Agency Learning Forum Membership

Agency	Representatives	Name	Joint members?
Bexley S.H.I.E.L.D.	Practice lead role new post tbc	tbc	
Bexley S.H.I.E.L.D.	Programme Manager (joint chair)	Tim Woodings	
Bexley S.H.I.E.L.D.	Training and Business Support Officer	Nicola French	
LB Bexley	Domestic Abuse and Sexual Violence Strategy Manager (joint chair)	Debee Simpson	
Bexley Adults Safeguarding Board	Practice Review and Learning Manager (joint chair)	Anita Eader	
Bexley Adults Safeguarding Board	Bexley Safeguarding Adults Board Co-ordinator	Alexandra Gregory	
Bexley Voluntary Service Council	Chief Executive	Jattinder Rai	
Bromley Healthcare	Named Nurse Safeguarding Children	Nalini Guiness	
Dartford & Gravesham NHS Trust	Named Nurse Safeguarding Children	Sue Govier	Yes
Dartford & Gravesham NHS Trust	Adult Lead	Gina Tomlin	
Lewisham and Greenwich NHS Trust	Named Nurse Safeguarding Children	Belinda Chideme	Yes
Lewisham and Greenwich NHS Trust	Adult Lead	Caroline Brown	
Oxleas NHS Foundation Trust	Head of Safeguarding Children	Ida Bradford	Yes
Oxleas NHS Foundation Trust	Adult Lead	Stacey Washington	
NHS Bexley ICB	Designated Nurse Safeguarding Children	Clare Hunter	
NHS Bexley ICB	Designated Nurse Looked After Children	Maria Hawes-Gatt	
NHS Bexley ICB	Adult Lead	Philippa Uren	
NHS Bexley ICB	Lead GP Safeguarding Adults and Children	Jennifer Liddington	
LB Bexley	Service Manager, Professional Standards and QA	tbc	
LB Bexley	Head of Service (Referral & Assessment and Staying Together Service)	Corne Van Staden	
LB Bexley	Signs of Safety Implementation Lead	Stefanie Roberts	
LB Bexley	Head of Safeguarding Adults	Sue Chandler	
LB Bexley	OD Consultant (Adult Health and Social Care)	Maria Ahmed	
LB Bexley	Local Education Systems Leader (Safeguarding in Education)	Mark O'Shaughnessy	
LB Bexley	Community Safety Manager	Emma Leathers	
LB Bexley	Lead Early Years Adviser	Jo Smith	
LB Bexley	Head of Housing Services	Jacqueline Lansley	
LB Bexley	Policy and Health Integration Officer (Public Health)	Shanie Dengate	
LB Bexley	Modern Slavery and Hate Crime Officer	Maria Rumbol	
Met Police	Detective Chief Inspector	James Hawkins	Yes
Met Police	Detective Chief Inspector	Steve Patterson	
Met Police	Detective Inspector	Brad Euston	
Solace	Area Manager	Joanne Rollings	



### Appendix 3 – Governance Arrangements

