



## Edinburgh Child Protection Committee (ECPC) Learning Review Sub Committee

### Terms of Reference

<b>Name of Group</b>	<b>Edinburgh Child Protection Committee (ECPC) Learning Review Sub Committee</b>	
	“Learning Review Sub-Committee”	
<b>Purpose</b>	Children, and young people are kept safe through the implementation of and learning and improvement derived from a robust Learning Review process across Child Protection	
<b>Key Objectives</b>	<p>The Learning Review Sub-Committee will ensure that a succinct action plan is drawn up to support the implementation of the suggested strategies following the conclusion of a Learning Review.</p> <p>The Learning Review Sub-Committee will assure the <b>ECPC</b> that the necessary procedures are in place to implement any findings of a Learning Review across partners in the city of Edinburgh.</p> <p>This will allow the <b>ECPC</b> to consider effective improvement planning processes and learning from lessons have been clearly communicated and disseminated to all partner agencies and frontline staff.</p> <p>The recommendations and lessons will assist the <b>ECPC</b> to influence and drive Quality Assurance and improvement activity across the partnership, using the pre-existing structure of sub-committees.</p>	
<b>Key Functions</b>	<p>The Learning Review Sub-Committee will deliver its purpose and objectives by undertaking the following functions:</p> <ul style="list-style-type: none"> <li>• Provide scrutiny and oversight of Learning Review improvement and develop implementation plans.</li> <li>• Develop a clear process for overseeing and monitoring the implementation plan.</li> <li>• Advise <b>ECPC</b> of impact and progress made and on any outstanding actions for the multi-agency partnership or any individual agency.</li> </ul>	
<b>Chair</b>	Chair –Chief Social Work Officer	
<b>Core Membership (plus exceptions)</b>	Chief Social Work Officer	<b>CEC</b>
	Relevant Head of Service - Children's Services	CEC
	Lead Paediatrician	NHS

	Clinical Nurse Manager or Equivalent	NHS
	DI Public Protection	Police Scotland
	Legal Representation (as Required)	CEC
<b>Member responsibilities</b>	<p>All Group Members will require to:</p> <ul style="list-style-type: none"> <li>• Attend meetings of the Group</li> <li>• Agree and adhere to the remit of the Group</li> <li>• Undertake pieces of work as directed by the Group</li> <li>• Represent the view of their services from both strategic and operational perspective</li> <li>• Carry the authority to make decisions on behalf of their service/organisation, as appropriate</li> <li>• Be willing and able to make changes to achieve shared goals</li> <li>• Feedback to their own organisation/service</li> <li>• Respect and adhere to the protocols of the Group</li> <li>• Respect and listen to the views of all members</li> </ul>	
<b>Quorum</b>	Members can nominate a deputy to attend in their absence by prior notification only.	
<b>Frequency of Meetings</b>	The Learning Review Sub-Committee will only sit when there is a Learning Review Report and outcomes.	
<b>Accountability</b>	This group will report to the <b>ECPC</b>	
<b>Review</b>	Terms of Reference will next be reviewed January 2025.	