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North Somerset
Council



Healthier Together
Improving health and care in Bristol,
North Somerset and South Gloucestershire

NHS
Bristol, North Somerset
and South Gloucestershire
Integrated Care Board



North Somerset Safeguarding Children Partnership Child Safeguarding Practice Review Subgroup

Terms of Reference

1. Aim

The aim of the Child Safeguarding Practice Review (CSPR) Subgroup is to facilitate multi-agency learning following a serious incident impacting on a child in line with 'Working Together to Safeguard Children 2023'.

2. Purpose of the Child Safeguarding Practice Review Subgroup

The purpose of the group is to facilitate learning in response to concerns raised by any multi-agency partner about serious incidents involving children. The subgroup will:

- Receive referrals about serious incidents which may meet the criteria for notification to the national Child Safeguarding Panel.
- Co-ordinate information sharing and make a recommendation to Delegated Safeguarding Partners on onward notification.
- Complete local learning reviews for any incident that does not meet the threshold for notification.
- Complete rapid reviews following notifiable serious incidents and make recommendations for the commissioning of local child safeguarding practice reviews (including identifying themes/key lines of enquiry).
- Escalate any immediate safeguarding issues that emerge during local learning and/or rapid reviews to the Delegated Safeguarding Partners to enable immediate action to be taken.
- Work with other subgroups to draft any subsequent multi-agency action plans to respond to learning points and submit to the Delegated Safeguarding Partners for consideration.

This process should not be used for whistleblowing purposes or the escalation of professional difference of opinion. Practitioners should follow their own

whistleblowing policies and the NSSCP Issue Resolution Policy located at :
[NSSCP Issue Resolution Policy March 2025](#)

3. Accountability and Responsibility

- The Child Safeguarding Practice Review Subgroup is accountable to the 3 named safeguarding partners via the NSSCP Delegated Safeguarding Partners' group.
- The group will report to the NSSCP Delegated Safeguarding Partners as required.
- The subgroup links with other subgroups of the partnership.
- All members will be responsible for linking to their senior management teams within their agencies and will take on projects/tasks as appropriate to their role on behalf of the group.

4. Structure

The Child Safeguarding Practice Review Subgroup will have 1 chair representing police and 1 vice chair representing the local authority who will share the responsibilities of the group. Other members will be able to deputise in their absence.

In accordance with [Working together to safeguard children 2023](#)

“Strong, effective multi-agency safeguarding arrangements should be responsive to local circumstances and engage the right people in a collaborative way. This approach requires flexibility from all relevant agencies, to enable joint identification and response to existing and emerging needs, and to agree priorities to improve outcomes for children.”

5. Membership, Quoracy, Authority

- The Child Safeguarding Practice Review Subgroup membership comprises senior leaders and representatives appointed by the multi-agency partnership, ensuring representation from all relevant agencies involved in safeguarding. Members include statutory partners such as Children's Social Care; Avon and Somerset Police; Bristol, North Somerset and South Gloucestershire (BNSSG) Integrated Care Board (ICB) and safeguarding leads from other partner agencies.
- Attendees must possess delegated authority for operational decision-making and be empowered to contribute effectively. Suitable representatives should be nominated in case of absence.

Quoracy: for the Child Safeguarding Practice Review Subgroup to be quorate, there will need to be at least one representative from health, police and the local authority present.

The subgroup will be made up from the following representatives:

Members of this group are as follows:

- Detective Chief Inspector, Avon & Somerset Police (chair)
- Designated Nurse for Safeguarding Children, BNSSG ICB
- NSSCP Business Manager
- NSSCP Business Support Officer
- Head of Family Support and Safeguarding, North Somerset Council (vice)
- Head of QA and Safeguarding, North Somerset Council

Other members not expected at every meeting, to attend by invitation:

- Designated Nurse for Children in Care, BNSSG ICB
 - Named Professional, United Hospitals Bristol & Weston /North Bristol Trust (representing acute health provider)
 - Named Professional, Sirona Care & Health (representing community health provider)
 - Named Professional, Avon & Wiltshire Partnership (AWP)
 - Named Nurse for Primary Care
 - Intensive Early Help, North Somerset Council
 - Education Lead, North Somerset Council
 - Legal team, North Somerset Council
 - Other representatives as deemed reasonable (e.g. nurseries, housing, SWAST)
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- The chair and vice chair of the subgroup will be members of the NSSCP Operational Safeguarding Group and will attend its meetings in that capacity.
 - Professional advisers (such as the independent scrutineer) may be co-opted as necessary.
 - The subgroup is authorised by the Delegated Safeguarding Partners of the NSSCP to undertake the activities described in these Terms of Reference.

6. Frequency of Meetings

Meetings will be held in response to receipt of a potentially notifiable incident and frequency determined by the activity required to facilitate the learning and develop an action plan. This will be determined on a case-by-case basis by the chair.

7. Reporting and Governance Arrangements

- The group will report directly to the Delegated Safeguarding Partners with the work of the group directed by the Delegated Safeguarding Partners.
- Once an action plan has been developed, this will be transferred to the Operational Safeguarding Group to oversee delivery.
- The Chair will provide a report to the Delegated Safeguarding Partners and the Operational Safeguarding Group as required.
- There is an expectation that all representatives attend the subgroup as required or send a nominated deputy.
- All representatives will familiarise themselves with the group's terms of reference.
- The chair and vice chair of the Child Safeguarding Practice Review Subgroup will be appointed by the NSSCP Delegated Safeguarding Partners for a term of three years.

8. Organisational Processes

Criteria for a Rapid Review is described in Working Together to Safeguard Children (2023):

- The child has died or has been seriously harmed AND
- Abuse is known or suspected to be related to the harm
 - *It is important to remember that the purpose of the rapid review is to gather the facts, consider immediate action and potential for improvements, and decide whether to proceed to an LCSPR.*

Serious harm includes (but is not limited to) serious and/or long-term impairment of a child's mental health or intellectual, emotional, social or behavioural development. It should also cover impairment of physical health. This is not an exhaustive list. When making decisions, judgment should be exercised in cases where impairment is likely to be long-term, even if this is not immediately certain.

Referrals will be received from any partnership agency to the Delegated Safeguarding Partners. They will meet to discuss the serious incident and any preliminary additional information available to decide how to proceed. The outcome of this meeting will be a decision as to whether the incident meets the criteria for a Serious Incident Notification (SIN) to be made by the Head of Service for Quality Assurance and Safeguarding, NSC.

The Child Safeguarding Practice Review Subgroup will be notified if:

- An incident has occurred that may require SIN
- A multi-agency Rapid Review is required
- A local practice review is required
- An assurance review is required
- The National Panel send any communication

9. Review of the Terms of Reference

Terms of reference will be reviewed annually.

Document title:	Date of revision:	Review date:
Child Safeguarding Practice Review Subgroup TOR	May 2025	May 2026