



Learning, Development and Communications Group (LDCG)

Introduction

The **Learning, Development and Communications Group (LDCG)** is a formally constituted subgroup of the **Fife Child Protection Committee (CPC)**. Its purpose is to provide **strategic oversight and assurance** of learning, workforce development, training, and communications.

This Terms of Reference should be read alongside those for the **CPC**, **Practice Effectiveness Group (PEG)**, and **Learning Review Working Group (LRWG)** to understand the full learning and improvement cycle.

Purpose and Functions

LDCG oversees training, communications, and workforce development activity commissioned by CPC and PEG. It evaluates impact, escalates risks, and provides assurance that learning priorities are embedded in practice.

LDCG will:

- Act on strategic direction provided by the PEG and the CPC.
- Provide strategic assurance to the PEG and CPC regarding the commissioning, implementation, and impact of training and communication activities—ensuring alignment with priorities, reach across the partnership, and effectiveness in practice.
- Undertake evaluation of commissioned training and communication initiatives, assessing their outcomes, effectiveness, and contribution to improved child protection practice.
- Advise the PEG and CPC on emerging workforce development needs and gaps, including those arising from changes in practice, policy, or learning review findings.

Governance and Accountability

The LDCG provides strategic assurance to the CPC. It does not design or deliver training packages; this is directed through the CPC Office Team. It escalates gaps or risks to the PEG and CPC. The LDCG is quorate when representatives from at least 2 core agencies and 2 other agencies present.

Membership

LDCG will comprise a **senior strategic mix of members**, including representatives from:

- Chair
- Health
- Police Scotland

- Social Work
- Education
- Scottish Children’s Reporter Administration (SCRA)
- Communities and Housing
- Fife Violence Against Women Partnership
- Alcohol and Drugs Partnership
- Voluntary Sector
- CPC Lead Officer (strategic oversight role)
- CPC Workforce Development Lead Officer

(Additional members may be **co-opted** based on thematic relevance or commissioned activity.)

Meetings

LDCG will meet six times per year. Meetings are in person where possible, with hybrid attendance available.

Decision-Making

Decisions will normally be reached by consensus. If no consensus agreement can be reached, matters will be escalated to CPC.

REPORTING, ACCOUNTABILITY AND ASSURANCE

LDCG provides quarterly assurance reports to CPC, and feedback to PEG on sequencing, interdependencies, and commissioning implications.

STANDING GROUPS AND TASK BASED GROUPS

LDCG may commission workstreams to undertake specific tasks.

MONITORING AND EVALUATION

LDCG evaluates adoption, reach, and effectiveness of training and communications against CPC priorities.

Review and Amendments

The TOR will be reviewed annually and submitted to CPC for approval.

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