



Business Plan 2010 – 2011

I am pleased to introduce to you the refreshed Local Safeguarding Children Board Northamptonshire (LSCBN) Business Plan for the next year. Following a review of progress of the Business Plan agreed by LSCBN last May this plan has been developed under the auspices of the LSCBN Steering Group.

The Local Safeguarding Children Board Northamptonshire (LSCBN) is the key statutory mechanism for agreeing how the relevant organisations in Northamptonshire cooperate to safeguard and promote the welfare of children and young people. The LSCBN has a strategic role in challenging the overall safeguarding work of the Children's Trust Board and for ensuring continuous improvement in practice. Working closely with the Children's Trust Board the LSCBN takes lead responsibility for:

- Co-ordinating the safeguarding work of Children's Trust partners
- Monitoring the quality and consistency of safeguarding practice and training across all partner agencies in the Children's Trust.

The LSCBN is not an operational body or one that delivers services to children, young people or their families. Its role is co-ordinating and ensuring the effectiveness of what its member organisations do, and contributing to broader planning, commissioning and delivery. To take forward its co-ordinating and monitoring roles, LSCBN is responsible for the following functions:

- Monitoring how well statutory agencies are carrying out their responsibility under section 11 of the Children Act 2004 to safeguard and promote the welfare of children, including their safe staffing arrangements.
- Setting up and running a programme of multi-agency safeguarding training
- Drawing up and monitoring the implementation of LSCBN inter-agency procedures
- Undertaking a Serious Case Review (SCR) when a child dies, and abuse or neglect is known or suspected to be a factor in the death; the purpose of SCRs is to establish the lessons to be learned from the case and how they will be acted upon, and as a consequence, improve inter-agency safeguarding of children
- Taking an overview of all child deaths (under 18 years) in the area, identifying any potentially contributory recurrent themes, circumstances, or possible limitations in service provision by one or more agencies.

The LSCBN Business Plan has been refreshed to ensure the priorities agreed in 2009 are relevant in driving the work of the LSCBN over the next year. The priorities have therefore been revised and streamlined into the following to 4 key priorities:

1. The LSCB has effective structure, processes and resources in place to secure better outcomes and carry out its functions
2. Staff Recruitment, Training and Support arrangements meet or exceed the national standards for safeguarding children and young people
3. The LSCBN engages communities and organisations in safeguarding children & young people
4. All children and young people are safeguarded through universal, proactive targeted and responsive protective services

The following pages outline the objectives within these priorities and how the Board, its committees and professional staff will work with others to deliver them. It is intended to refresh the objectives again at the start of the new Business Year in April 2011 in order to build upon those that have been achieved and ensure that the work of the Board remains focused on delivering the best outcomes for our children and young people into 2011/12.

Adrian Bell
Steering Group Chair and Vice Chair of the Board

	Objective	Impact Measure	Milestones (where applicable)	Completion Date	Owner(s)	Progress BRAG Rating
1 The LSCB has effective structure, processes and resources in place to secure better outcomes and carry out its functions						
1.1	Improve the LSCB's monitoring of the Children's Trust's performance on Safeguarding through the performance framework scorecard	Improve the safeguarding of all children and young people in Northants LSCBN meets requirements of Working Together Chapter 3 and is 'fit for purpose'	Carry out review of all current indicators used in scorecard to improve relevance in measures used	September 2010	Chair Quality Assurance Committee	BLUE
			Ensure performance framework scorecard represents multi-agency metrics contributing to the desired outcome	November 2010	Chair Quality Assurance Committee	BLUE
			Establish systems and processes to provide robust challenge to Children's Trust Board and its partners.	December 2010	Steering Group	BLUE
			Provide an Annual Report for the Children's Trust that focuses on the effectiveness of safeguarding in Northants	February 2011	Steering Group	BLUE
			Re-launch the performance framework scorecard to the LSCB Board	January 2011	Chair Quality Assurance Committee	BLUE
			Provide regular reports on performance to the LSCB Board via Steering Group	March 2011	Chair Quality Assurance Committee	BLUE
1.2	Review the JD and person specification for the independent chair to reflect the latest statutory guidance and appoint a new independent chair of the board for a 3 year fixed term.	Effective leadership of the board secured for further developments and performance improvement in safeguarding.	Recruitment and selection process with timeline for appointment by end July	July 2010	Business Office	GREEN
1.3	Review and evaluate the LSCBN structure to ensure that structures and process deliver the most effective scrutiny of safeguarding, are efficient and cost effective.		Board away day October 21 st 2010 to review effectiveness of current arrangements and agree changes/developments. Ensure Terms of Reference are reviewed annually Ensure all members have clarity about roles, responsibilities and expectations	October 2010	Independent Chair and Steering Group	BLUE

	Objective	Impact Measure	Milestones (where applicable)	Completion Date	Owner(s)	Progress BRAG Rating
1.4	The LSCB and its partner agencies are all compliant with the requirements for Working Together 2010 and section 11 requirements of Children Act 2004	Establish a baseline of current arrangements for safeguarding using a S11 audit tool	A Section 11 audit toolkit designed and implemented and all partners are supported to complete the S11 tool	October 2010	Chair Steering Group	BLUE
			Inter-agency procedures fully reflect requirements of Working Together 2010	July 2010 onwards	Chair Steering Group	BLUE
			Annual Audit of Agency compliance in place in relation to policies, procedures and front-line practice	March 2011	Chair Steering Group	BLUE
1.5	The work of the LSCB is co-ordinated with the work of the Children and Young People's Partnership Board	The protocol between the LSCB and CYPPB is supported by appropriate business processes and operating effectively Coordinated engagement between boards	Protocols established for joint working between LSCBN and CYPPB	July 2010 onwards	Independent Chair LSCBN & DCS	BLUE
			Work with the Media officer for the CYPB to ensure coordinated media strategies and a shared understanding of issues of interest relevant to safeguarding	September 2010	Communications & Engagement Committee	BLUE
2 Staff Recruitment, Training and Support arrangements meet or exceed the national standards for safeguarding children and young people						
2.1	Professionals are provided with appropriate, good quality and accessible training on safeguarding and promoting the welfare of children	A Learning and Development Programme that is responsive to the needs of the workforce and in line with statute requirements	Implement a Quality Assurance Framework for safeguarding training, single agency and multi agency, that includes needs analysis, quality monitoring and evaluation of impact	November 2010	Chair Learning & Development Committee	BLUE
			Annual L&D programme revised as a result of TNA, SCR and legislation requirements	March 2011	Chair Learning & Development Committee	BLUE
			Quarterly analysis of training uptake by each agency reported to LSCBN	September 2010	Chair Learning & Development Committee	BLUE
2.2	Safe recruitment practices in Northamptonshire are effective and compliant with national requirements	All agencies have effective policies and procedures in place based on national guidance for checking the suitability of people applying to work with children and young people	Agree indicators to measure safe staffing practices across all agencies	September 2010	Chair Quality Assurance Committee	BLUE

	Objective	Impact Measure	Milestones (where applicable)	Completion Date	Owner(s)	Progress BRAG Rating
			Include performance indicators in the performance framework scorecard	November 2010	Chair Quality Assurance Committee	BLUE
			Request assurance from all agencies on the agreed indicators	November 2010	Chair Quality Assurance Committee	BLUE
			Receive assurance statements from all agencies on all relevant indicators	February 2011	Chair Quality Assurance Committee	BLUE
			Provide report to the LSCB Board on multi-agency assurance and repeat annually	February 2011	Chair Quality Assurance Committee	BLUE
2.3	Arrangements are in place for sharing good practice between agency professionals and for promoting collaborative inter-agency working	Evidence of tangible improvements in safeguarding practice and inter-agency collaboration The training pool is highly skilled ensuring the workforce is trained to at least national standards.	Ensure that all safeguarding training is informed by LSCBN committee's and their work and available to LSCBN partners	November 2010	Chair Learning & Development Committee	BLUE
			Develop a glossary of terms to promote shared understanding and a common language	March 2011	Chair Learning & Development Committee	BLUE
			Programme evaluated and report submitted to Steering Group	April 2011	Chair Learning & Development Committee	BLUE
3 The LSCBN engages communities and organisations in safeguarding children & young people						
3.1	The LSCBN promotes and publicises the message that safeguarding children is everybody's business	Arrangements to measure the awareness of the public and professionals of the LSCB work and their responsibility for safeguarding children is included in LSCB Performance Framework The LSCBN promotes and publicises the message that safeguarding children is everybody's business	Manage communications of any business plan to partners and key stakeholders	September 2010	Chair Communication & Engagement Committee	BLUE
			Continue to develop a rolling programme to enhance awareness in order to develop safeguarding knowledge	September 2010	Chair Communication & Engagement Committee	BLUE

	Objective	Impact Measure	Milestones (where applicable)	Completion Date	Owner(s)	Progress BRAG Rating
			To work alongside the SCR committee to manage publicity arising from any SCR or IMR involving professionals or victims linked to Northamptonshire	July 2010 onwards	Chair Communication & Engagement Committee	BLUE
			To ensure lessons learnt are conveyed to professionals and accessible to all via the website	July 2010 onwards	Chair Communication & Engagement Committee	BLUE
			To investigate opportunities arising from social media to publicise the work of the LSCB	November 2010 onwards	Chair Communication & Engagement Committee	BLUE
			To manage the website contents in support of LSCB business	July 2010 onwards	Chair Communication & Engagement Committee	BLUE
3.2	Minority and faith groups within the community are effectively engaged in safeguarding and promoting the welfare of children	Evidence that minority and faith groups are effectively engaged and represented in the LSCBN's work	Strategies are in place LSCBN receives reports via the Communications & Engagement Committee	March 2011	Chair Communication & Engagement Committee	BLUE
3.3	Children and young people are engaged in the work of the LSCB	Evidence that the views of children and young people are heard and represented in the LSCBN's work	Children and Young People's Shadow Board has a designated Safeguarding Member Children and young people are represented in the LSCBN	March 2011	Chair Communication & Engagement Committee	BLUE
4 All children and young people are safeguarded through universal, proactive targeted and responsive protective services						
4.1	Basic child protection practice is effective	Ensure that thresholds for access to services and other relevant policies are clear, appropriate, well understood and applied consistently.	Regularly review all points of referral where concerns about a child's safety are received to ensure they are sound in terms of the quality of risk assessments, decision making, onward referrals and multi agency working	March 2011	Chair Steering Group	BLUE

	Objective	Impact Measure	Milestones (where applicable)	Completion Date	Owner(s)	Progress BRAG Rating
			Review and revise eligibility and threshold guidance Evaluate the role of key designated child protection leads across agencies.	March 2011	Chair Steering Group	BLUE
			Evaluate the effectiveness of supervision across agencies Improve multi agency engagement and attendance at CP Conferences and Core Groups	March 2011	Chair Steering Group	BLUE
4.2	Basic safeguarding practice for vulnerable groups of children & young people is effective	Improve the interface between specialist, targeted and universal services. Through the S11 audit in October 2010, deficits in safeguarding practice for vulnerable groups is identified and addressed by the respective agencies, reporting on actions to the board.	Develop and implement guidance for use with assessments (CAF, Initial Assessment , Core Assessment)	March 2011	Chair Steering Group	BLUE
			Ensure workers across agencies understand the importance of family history and have effective processes in place to gather, record and review family history including use of chronologies	March 2011	Chair Steering Group	BLUE
			Review policy on children who go missing from home and care and ensure this is disseminated across all agencies	March 2011	Chair Steering Group	BLUE
			Ensure the LSCBN maintains an overview of any work to safeguard children who are privately fostered	March 2011	Chair Steering Group	BLUE
			All services working with looked after children ensure that their welfare is adequately safeguarding and that deficits are addressed.	March 2011	Chair Steering group	BLUE
			All services working with looked after children ensure that their welfare is adequately safeguarding and that deficits are addressed.	March 2011	Chair of Steering Group	BLUE

	Objective	Impact Measure	Milestones (where applicable)	Completion Date	Owner(s)	Progress BRAG Rating
4.3	Robust processes are in place to conduct effective Serious Case Reviews	The grading of all Serious Case Reviews is at least good.	Robust business processes are in place to ensure that all SCR's meet the requirements of Chapter 8 of Working Together to Safeguard Children (2010)	September 2010	Chair Serious Case Review Committee	BLUE
		Evidence available of timely learning from SCR recommendations	The final recommendations of SCR's are translated into actions that are SMART and include arrangements for monitoring.	July 2010 onwards	Chair Serious Case Review Committee	BLUE
			The methods of disseminating learning from SCR's and evaluating the effectiveness and impact of the different approaches are broadened	October	Chair Serious Case Review Committee	BLUE
4.4	All learning is identified and recommendations from Serious Case Reviews are fully implemented	Evidence of good practice reported in audit of cases	Recommendations of SCR are evident in briefing sheets, sessions and learning and development programmes	From July 2010 onwards	Chair Serious Case Review Committee	BLUE
			Action plans updated bi-monthly, action evidenced and signed off by SCR Committee	From July 2010 onwards	Chair Serious Case Review Committee	BLUE
			Quality assurance mechanism in place with regular audit in place	March 2011	Chair Serious Case Review Committee	BLUE
4.5	Children are better safeguarded through implementation of a multi-agency Children in Need Framework which improves the quality and quantity of initial and core assessments and child protection plans.	Qualitative and quantitative data relating to: - <ul style="list-style-type: none"> • Number of IA and CAs • Percentage in timescale • Percentage resulting in S47 enquiries • Rate of children subject to CP plans 	Neglect Assessment tool is in use across all agencies The Audit of conversion rates in place Multi-agency audit evidences qualitative improvements Guidance on thresholds is in place Performance improves to meet targets	March 2011	Chair Practice & Procedures Committee & Chair Quality Assurance Committee	BLUE

	Objective	Impact Measure	Milestones (where applicable)	Completion Date	Owner(s)	Progress BRAG Rating
4.6	Safeguarding children is a priority within all service provision to adults by organisations in Northamptonshire	Ensure there are strong links between adult and children's safeguarding at all levels	Develop reciprocal arrangements and representation between LSCBN and Adult Safeguarding Board	March 2011	Independent Chair LSCBN & DCS	BLUE
			Monitor training to ensure that all relevant adult practitioners receive safeguarding training	March 2011	Independent Chair LSCBN & DCS	BLUE
		Improve response to known parental and family risks for safeguarding children, addressing issues relating to mental health, learning disability, substance misuse and domestic violence	Use LSCBN Communication channels to promote policies, procedures and strategies across adult services	March 2011	Independent Chair LSCBN & DCS	BLUE
			Improve the recognition across agencies of the risks to children when an adult carer/parent is exposed to domestic violence, is engaged in substance misuse or has a learning disability and/or mental health. In particular improve the assessment of the impact of this on parenting capacity	March 2011	Independent Chair LSCBN & DCS	BLUE
4.7	The Northamptonshire Child Death Review Service is effective; bereaved families are supported and learning from reviews embedded in procedures and practice	Ensure mechanisms for the collection of Child Death data are robust and sustainable. Ensure the findings and recommendations from child death overview panel are reported and disseminated.	Produce an Annual Report that details activity, identifies common themes and makes recommendations for improvements.	March 2011	Chair Child Death Review Committee	BLUE
			Complete the DCSF audit for CDOP.	March 2011	Chair Child Death Review Committee	BLUE

Business Plan 2010

BRAG RATING

<u>BLUE</u> =	NOT YET STARTED
<u>RED</u> =	WILL NOT BE ACHIEVED
<u>AMBER</u> =	IN PROGRESS BUT AT RISK OF NOT BEING ACHIEVED
<u>GREEN</u> =	ACHIEVED OR WILL BE ACHIEVED WITHIN TIMESCALES

GLOSSARY OF TERMS

LSCBN = Local Safeguarding Children Board Northamptonshire

SG= Steering Group

CDR = Child Death Review Committee

C&E = Communications and Engagement Committee

L&D = Learning and Development Committee

QA = Quality Assurance Committee

P&P = Procedures and Practice Committee

SCR = Serious Case Review Committee

DCS = Director of Children's Services

CYPD = Children and Young People's Directorate

CYPPB = Children and Young People's Partnership Board (Children's Trust)

NCC= Northamptonshire County Council