

BOURNEMOUTH & POOLE LOCAL SAFEGUARDING CHILDREN BOARD



ANNUAL REPORT 2008-09

&

**BUSINESS PLAN
- KEY OBJECTIVES 2009 - 2011**

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1. INTRODUCTION

The **Annual Report** for 2008-09 reports on the continued progress and achievements in safeguarding work across all agencies and describes how some important changes to the structure of the LSCB have been undertaken in order to enhance the way in which the LSCB delivers its key functions.

There continues to be a high level of commitment and contribution from all partner agencies, and particular dedicated work from a number of key individuals within agencies, to the work of the Board.

From April 2008, following a review of the work of the Board, significant developments were agreed including the appointment of an Independent Chair and the creation of a Safeguarding Development Officer post. The additional funding agreed by partner agencies was key in securing these posts.

Subsequently, the new Independent Chair, Ron Lock, took up post from September 2008. Because of the need for repeat recruitment processes, no appointment was able to be made to the Safeguarding Development Officer post during the April '08-March '09 period. However an appointment was ultimately made and Tessa Valpy took up this post in April '09.

Changes to the LSCB structure created an Executive with improved senior representation and a series of task groups in a number of specific safeguarding areas were introduced during 2008- 09. The new LSCB Executive structure commenced under the chairmanship of the new Independent Chair, and further senior representation was added to the Executive from Adult Services from both Poole and Bournemouth. During 2008 -09 there was a continuing focus on the work of the sub groups to ensure that their work reflected the objectives of the Business Plan. This has led to some further proposed changes to the structure of sub-groups and task groups, in order to reflect the revised key objectives of the 2009-11 Business Plan.

This improved structure has helped to ensure that the LSCB has been able to drive service development and improvement linked to locally identified need and priorities. The new key objectives in the Business Plan for 2009-11 are already underway and reflect the learning gained at both the local and national levels, particularly in respect of findings from serious case reviews. There is a separate section in this document following the Annual Report, which incorporates the **Business Plan** up until 2011

The LSCB remains committed to developing and leading a wide ranging safeguarding agenda and acknowledges the professional commitment and quality of service from staff across all agencies within Bournemouth and Poole who make it their priority to safeguard children.

RON LOCK,

**INDEPENDENT CHAIR,
BOURNEMOUTH & POOLE LOCAL SAFEGUARDING CHILDREN BOARD**

Services working together across Bournemouth and Poole in safeguarding work for children and young people:

Borough of Poole	Bournemouth Borough Council
Dorset Police	Dorset Probation Area
Bournemouth & Poole Youth Offending Team	Connexions
Dorset Healthcare NHS Foundation Trust	CAFCASS
Strategic Health Authority	NHS Bournemouth & Poole
Poole Hospital NHS Trust	Hospital NHS Foundation Trust
Royal Bournemouth and Christchurch	Faith Groups
Voluntary & Third Sector organisations	Adult Social Services for Bournemouth and Poole
Bournemouth and Poole Teaching Primary Care Trust	

STATEMENT OF PURPOSE AND PRINCIPLES

- 2.1 Bournemouth and Poole Local Safeguarding Children's Board is established as a multi agency statutory body which has a responsibility to co-ordinate local work between agencies to safeguard and promote the welfare of children and to ensure the effectiveness of that work.
- 2.2 The LSCB is committed to ensuring that agencies work together to safeguard and promote the welfare of children to high standards in three broad areas of activity.
- Universal preventative work which aims to identify and prevent maltreatment or impairment of health and development and ensures children are growing up in circumstances consistent with safe and effective care.
 - Proactive work which aims to target particular groups i.e. children identified as in need or children potentially more vulnerable than the general population e.g. children living away from home, children in custody or disabled children.
 - Responsive work to protect children who are suffering, or at risk of suffering, abuse or harm.
- 2.3 Safeguarding work with children and young people should aim to help them achieve all of the five outcomes within Every Child Matters
- Stay safe
 - Be healthy
 - Enjoy and achieve
 - Achieve economic well being
 - Make a positive contribution

The LSCB will achieve this through a shared commitment to:

- Promoting best practice and continuous improvement in the quality of safeguarding services;
- developing and agreeing effective local policies and procedures for inter-agency work to safeguard children within the statutory framework and guidance;

- ensuring that safe recruitment practices and procedures and effective training provision are in place for all staff working with children;
- monitoring and evaluating the effectiveness of inter-agency work to safeguard children and make recommendations for improvement where appropriate;
- promoting equality and respecting diversity in order that the individual needs of children and young people relating to gender, faith, race, ethnicity, sexuality, disability, are met.
- participate in the planning and commissioning of services to ensure they meet the safeguarding needs of children and families;
- communicate to agencies, the voluntary and community sector and the local community the need to safeguard and promote the welfare of children and raising awareness of how this can be done;
- undertaking serious case reviews in appropriate circumstances in order to act upon lessons learned and improve local procedures and practice.

2.4 The LSCB recognises that children and young people should be at the centre of all safeguarding work and will actively promote their involvement by:

- Ensuring that children are provided with an opportunity to express their views and wishes in their own words within the child protection process;
- promoting the work of agencies that have contact with children and young people in raising children and young peoples' awareness of how to keep safe.

2.5 The LSCB will work in partnership with parents and carers and the wider community to safeguard children in the context of service provision for all children in need by:

- Enabling parents to express their views within the child protection process and taking account of their views;
- working in partnership with parents and carers;
- providing services to parents and carers to enable them to safeguard their child (ren) and have the necessary skills to promote their children's health and development;
- promoting the effective prevention of the abuse of children through education, training and by raising public awareness;
- providing the community with access to help and advice in a way that is easily understood.

2.6 The LSCB will ensure that allegations against staff are appropriately referred, investigated and managed.

PART 1 - THE ANNUAL REPORT

- Progress and Achievements - April 2008- March 2009

3.1 The overall progress and key achievements of the LSCB in 2008-09 are highlighted as follows: -

- Replacement of Steering Meetings by LSCB Executive meetings was instigated under the new Independent Chair from October 2008 - March '09, with good levels of attendance and commitment from most partner agencies. Participation by Directors of Children's Services for both Bournemouth and Poole has been a significant change, alongside senior representation from other agencies.
- Representation from Adult Social Services has been secured on the LSCB Executive.
- Distribution of procedures as part of Pan Dorset Inter Agency Safeguarding Procedures has been completed.
- Pan Dorset Child Death Overview Panel has been firmly established under new chairmanship and has been operational throughout 2008 - 09
- Two Serious Case Reviews were undertaken and completed within agreed timescales. One Serious Case Review was evaluated as "Adequate" by Ofsted - the other Serious Case Review had not been evaluated within this time period.
- Following the grading of two Serious Case Reviews completed in early 2008, as "inadequate" by Ofsted, both cases were formally re-reviewed under independent chairmanship and under new government guidance. These were completed within timescales by February 2009
- A multi agency audit was undertaken in respect of the findings from the evaluation of the Baby Peter Serious Case Review and of the work of Haringey LSCB. All LSCB constituent agencies fully participated by completion of a locally devised self-audit template.
- The outcome from this multi agency audit was the establishment of revised key objectives for the LSCB.
- A formal review was undertaken of the work and objectives of the LSCB sub groups and task/reporting groups and their relation to the '07-10 Key Objectives, leading to proposals for a restructure accepted by the LSCB Executive, to be completed during late 2009.
- The LSCB hosted a day Conference in November 2008 entitled "To talk or not to talk", focusing on information sharing and inter agency communication, including learning from serious case reviews both locally and nationally.

Summary of key progress and achievements in respect of the work of the sub groups and task groups were:

Performance and Effective Practice Group (formerly known as the Performance and Quality Assurance Group)

- Two audit reviews were undertaken: -
 - in relation to young people's participation in Child Protection conferences (a total of 12 sets of records were reviewed)
 - in relation to substance misuse/mental health issues for parents (a total of 6 records were reviewed)
- Work was undertaken in respect of the monitoring and review regarding the implementation of the Recommendations and Action Plans for all agencies as part of their contribution to the three Serious Case Reviews in process during the year

Safeguarding in Education Group

- The model schools safeguarding policy was issued and updated
- The model Head Teacher's report to governing bodies on safeguarding was updated and issued
- School management of pupils who pose a risk was updated and issued
- The E-Safety group was now established as a separate sub group of the LSCB
- There was continued development of the safeguarding forum for designated members of staff, including a regular written update issued after every meeting
- A safeguarding self-assessment tool kit for schools was updated and distributed
- Guidance on safe record keeping was issued
- Texting guidelines were issued
- An early years forum for safeguarding was established in Poole

Community Awareness Group/Community and Engagement Group

- This sub group was re-titled and reformed to become the new Communication and Engagement Sub Group (with the LSCB Safeguarding Development Officer as chair from April 09)
- Executive Summaries of all completed Serious Case Reviews were added to the LSCB website
- Publication of Child Protection Conference leaflets parents and young people.

Pan Dorset Safeguarding Children and Young People in Health

- Continue to contribute to improving interagency procedures
- Continue to try to improve uptake of e-learning.
- Contribution to serious case reviews and implementation of action plans.
- Interagency work determining thresholds for safeguarding / intervention.

Additionally NHS Bournemouth and Poole completed a self-assessment audit in respect of the safeguarding practice of GPs. The outcomes of this audit have led to a detailed programme of work across Bournemouth and Poole to ensure that GPs understand and meet their statutory safeguarding responsibilities by risk assessing and responding to information from other agencies.

Serious Case Review Sub Group/Panel

- Two Serious Case Reviews were instigated, and separate Serious Case Review Panels were generated to undertake these reviews, with the involvement of independent Overview Report authors.
- Newly revised Serious Case Review procedures were utilised to conduct these Reviews
- Two re-review processes were instigated to revise previous “inadequate” Serious Case Reviews under separate independent chairs and independent authors.
- Pan Dorset Serious Case Review was further revised in light of Ofsted evaluation findings.

Pan Dorset Child Death Overview Panel

- New Chair of the Panel appointed along with Administrator/Project Manager
- Process for reviewing Child Deaths has been established with regularly well-attended CDOP meetings

Policy and Procedure Group

- This is a Pan Dorset sub group which completed its first year of operation during 08-'09
- Procedures were updated and issued in respect of: -
 - managing individuals who may pose a risk of harm to children
 - notifications and transfer of information
 - safeguarding children who may have been trafficked,
 - text messaging

Safeguarding through Training

- A multi agency conference on Managing Childhood Deaths took place in March 2009
- The full training programme was successfully implemented during 2008-'09

Adults who pose a sexual risk

- The document “Protecting children from sexual abuse” - a guide for parents, carers and professionals, has been produced.
- The NSPCC audit tool/checklist has been incorporated into agency procedures and has been widely used.
- Consultation sessions were established for practitioners to seek advice and support in respect of operational practice

Children and Young People who pose a sexual risk

- Pan Dorset risk management tool within the education setting has been developed and piloted in Bournemouth and Poole
- A framework was devised for mapping provision of service for children who pose a sexual risk to children and a gap analysis report produced.

The LSCB Budget - 2008 - 09

LSCB funding is based on a pooled budget across Bournemouth and Poole with financial contributions from all partner agencies. Regular reports are presented to BPSCB Executive detailing planned and actual expenditure. There is an annual review cycle and a budget which enables 'carry forward' of any unspent monies. As the Independent Chair was not appointed until September 2008 and the LSCB Development Officer was not appointed until the end of the financial year, then there was considerable under-spend to carry forward into the 2009-2010 budget.

Training expenditure is not currently included in the pooled budget statement and is monitored separately since Poole and Bournemouth Local Authorities have different commissioning arrangements for safeguarding training.

Funding 2008-09

Item	Funds provided
Borough of Poole	32,500
Bournemouth Borough Council	32,500
Bournemouth and Poole PCT	20,000
Dorset Police	5,000
National Probation Service	3,300
Connexions	3,300
CAFCASS	500
Sub total of agency contributions to LSCB core work	97,100
Borough of Poole Child Death Overview - Area Based Grant	14,000
Bournemouth Borough Council Child Death Overview - Area Based Grant	18,000
Under spend brought forward from 2007-08	17,739
Total	146,839

Expenditure 2008-09



Item	Budget	Expenditure
Salaries - with on costs i) LSCB Administrator	25,000	20,618
- ii) Safeguarding Development Officer	41,000	5,163
Independent Chair	15,000	5,320
Printing and Stationary	10,000	254
Communications/Promotional work	8,000	6,313
Independent Consultancy - re Serious Case Reviews	9,000	24,722
Recruitment	0	11,943
Subscriptions	0	240
CDOP costs - Salaries, Administration, Training	32,000	32,000
Other Miscellaneous Costs	0	1,812
Total	145,000	108,435

PERFORMANCE INFORMATION REPORT

**2008-2009 STATISTICAL INFORMATION
RELATING TO SAFEGUARDING/CHILD
PROTECTION**

LSCB report on Bournemouth & Poole activity April 2008 - March 2009

Section 47 enquiries and initial child protection conferences held April 2008 - March 2009

			Difference between Bournemouth and Poole	National Average
Number of section 47 enquiries initiated during the 12 months	192	199	3.6%	
Section 47 enquiries initiated during the year per 10,000 children	65.0	71	9.2%	76
Number of children subject to an initial CP conference held during the 12 months	150	111	-26%	
Children subject to an initial CP conference held during the 12 months per 10,000 children	50.8	39	-18%	40

Children who became the subject of a Child Protection Plan, April 2008 - March 2009

Category of abuse

Neglect	71	50.0%
Physical abuse	14	9.9%
Sexual abuse	19	13.4%
Emotional abuse	38	26.8%
Multiple/not recommended	0	0.0%
Total	142	



71	50.0%
14	9.9%
19	13.4%
38	26.8%
0	0.0%
142	

47	47%
11	11%
5	5%
36	36%
0	0
99	



Age at start of plan and Sex

	Boys	Girls	Unborn	Total	%
Under 1	19	10		29	20.4%
1 - 4	17	16		33	23.2%
5 - 9	11	21		32	22.5%
10 - 15	22	21		43	30.3%
16 and over	0	2		2	1.4%
Total	69	70	3	142	
%	49%	49%	2%		

Boys	Girls	Unborn	Total	%
6	2		8	8
13	11		24	24
9	13		22	22
19	18		37	37
0	1		1	1
47	45	7	99	
47%	45%	7%		

First time and subsequent plans



Number of children who became the subject of a child protection plan for the first time

136	83
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Number of children who became the subject of a plan for a second or subsequent time

6	16
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Of those children who became the subject of a plan for a second or subsequent time, the number whose latest plan began within 1 year of last cessation

1	4
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Children whose Child Protection Plans were discontinued April 2008 - March 2009

Duration of CP Plan and Sex



Duration of CP Plan

	Boys	Girls	Unborn	Total	%
Under 3 months	23	17	0	40	29.4%
3 to 6 months	10	6	0	16	11.8%
6 months to 1 year	33	32	0	65	47.8%
1 to 2 years	2	7		9	6.6%
2 to 3 years	3	2		5	3.7%
3 years and over	1	0		1	0.7%
Total	72	64	0	136	
	53%	47%			

	Boys	Girls	Unborn	Total	%
	7	3		10	10
	3	6		9	9
	26	27		53	55
	6	11		17	18
	3	0		3	3
	3	1		4	4
	48	48	0	96	
	50%	50%	0%		

Children and young people who were the subject of a Child Protection Plan at 31st March 2009 (snapshot)

BOURNEMOUTH	Category of abuse as at 31 March 2008	Boys						Girls						Unborn children	Total children	%
		Age at 31 March 2009						Age at 31 March 2009								
		Under 1	1 - 4	5 - 9	10 - 15	16+	Total boys	Under 1	1 - 4	5 - 9	10 - 15	16+	Total girls			
Neglect	2	6	2	5	1	16	2	8	4	8	0	22	1	39	40.2%	
Physical abuse	2	2	0	5	1	10	1	2	2	2	1	8	2	20	20.6%	
Sexual abuse	2	1	1	1	0	5	0	0	1	2	0	3	0	8	8.2%	
Emotional ab.	0	8	4	3	0	15	0	0	8	5	2	15	0	30	30.9%	
Total children	6	17	7	14	2	46	3	10	15	17	3	48	3	97		
POOLE	Category of abuse as at 31 March 2008	Boys						Girls						Unborn children	Total children	%
		Age at 31 March 2009						Age at 31 March 2009								
		Under 1	1 - 4	5 - 9	10 - 15	16+	Total boys	Under 1	1 - 4	5 - 9	10 - 15	16+	Total girls			
Neglect	2	5	4	4	1	16	0	4	8	2	0	14	1	31	40%	
Physical abuse	1	1	0	4	0	6	0	1	0	3	0	4	0	10	13%	
Sexual abuse	1	1	1	0	0	3	0	1	1	2	0	4	0	7	9%	
Emotional ab.	0	2	4	6	0	12	0	2	4	10	0	16	2	30	38%	
Total children	4	9	9	14	1	37	0	8	11	17	3	38	3	78		

Children and Family Groups with a CP Plan at 31st March 2009

In **Bournemouth** at 31 March 2009 there were...97... children from...61.. families with a CP Plan, made up as follows:

- 39 families with 1 child
- 13 families with 2 children
- 8 families with 3 children
- 1 family with 8 children



In **Poole** at 31 March 2009 there were ...78.... children from ...35.... families with a CP Plan, made up as follows:

13	lone children	equal to 17%	of the total number of children with a CP Plan	Compared to 32% in March 2008
9	families with 2 children	" 23%	"	" 18% "
7	families with 3 children	" 27%	"	" 18% "
4	families with 4 children	" 21%	"	" 24% "
2	families with 5 children	" 13%	"	" 8% "

Children and young people who were the subject of a Child Protection Plan at 31 March 2009 who were also in care

Legal Status at 31st March 2009

Full Care Order
 Interim Care Order
 Voluntary accommodation (Section 20) series of short breaks
 Voluntary accommodation (Section 20) single placement
 Placement Order/Freed for adoption
 On remand, detained or under other compulsory order
Total number of children in care

0	
1	1
1	
5	
0	1
0	
7	2

Placement at 31st March 2009

Children's home or secure unit
 Foster placement
 Placed with own parents
 Other
Total number of children in care

0	
7	2
0	
0	
7	2

Number of children and young people who were the subject of a Child Protection Plan at any point in 2008/9

Ethnic origin



White	White British	86	88.7%	167	96%
	White Irish	1	1.0%	0	0%
	Any other white background	0	0.0%	3	2%
Mixed	White and black Caribbean	2	2.1%	1	2%
	White and black African	0	0.0%	0	0%
	White and Asian	2	2.1%	0	0%
	Any other mixed background	0	0.0%	0	0%
Asian or Asian British		2	2.1%	0	0%
Black or Black British		0	0.0%	0	0%
Other ethnic groups	Chinese	1	1.0%	0	0%
	Any Other	0	0.0%	0	0%
	Unborn children	3	3.1%	3	2%
	Total children	97		174	

Performance Assessment Framework (PAF) indicators for April 2008 - March 2009



Children



Children

A3: Children becoming subject of a CP Plan for a second or subsequent time

Numerator:	Number of children who became the subject of a CP plan for a second or subsequent time	6	16
Denominator:	Total number becoming the subject of a CP plan	142	98
	Indicator A3	4.2	16.3%

C20: Reviews of child protection cases

Numerator:	Number of children whose cases had been reviewed during the 12 months ending 31 March 2009	71	51
Denominator:	Number of children subject of a CP plan at 31 March 2009 who had been the subject of a plan for 3+ months	71	54
	Indicator C20	100.0	94.4%



C21: Duration as the subject of a Child Protection Plan

Numerator: Number of children ceasing to be the subject of a plan between April 2008 - March 2009 who had been the subject of a plan for 2+ years

6

7

Denominator: Total number of cessations during the 12 months ending 31 March 2008

136

96

Indicator C21

4.4

7.3%

C64: The proportion of core assessments that were completed within 35 working days of their commencement

Numerator: Of the core assessments in the denominator, the number that had been completed within 35 working days of their commencement

70

158

Denominator: The total number of core assessments completed in the year

219

206

Indicator C64

32.0

76.7%

Analysis of comparison between 07/08 data and that of 08/09: -

- The number of Sec 47 enquiries initiated during 08/09 has increased for both Bournemouth (approx 4%) and Poole (approx 10%) since the previous year, with Poole now having slightly higher numbers for the year than Bournemouth. It is important to acknowledge the additional pressures upon Social Care and Police staff in undertaking increased activity for this challenging area of work.
- The Bournemouth figures for children attending Initial CP Conferences are significantly higher than for Poole, despite similarities in the numbers of Sec 47 enquiries. This could suggest that there is either a higher conversion rate in Bournemouth from the completion of a Sec 47 enquiries into an Initial CPC or that Poole have a different threshold for instigating Sec 47 enquiries meaning that a lower proportion are likely to lead to the need for a CP Conference. This difference between the two authorities was similar in the previous year and would therefore benefit by some research into the reasons.
- Following a significant increase in child protection activity across both boroughs from 2006/07 (approximately 40% increase in numbers of children subject to CP Plans); this higher level of activity has been maintained or further increased. The same numbers of children in 07/08 were subject to CP Plans in 08/09 in Bournemouth (142) with an increase in the Poole figures of approximately 10% to 99 children.
- There has been an increase from 07/08 in the numbers of children whose CP Plans have been discontinued during the year 08/09 (from 103 to 136 children for Bournemouth and from 77 to 96 in Poole). This would suggest that there has been greater activity to reduce the risk to these children, and thereby remove the need for them to have a CP Plan.
- There continues to be a reasonably even split in terms of the gender of children subject to CP Plans, and Neglect continues to be the highest category of abuse, and has increased proportionately in both Bournemouth and Poole to now be at approximately 50%. Emotional Abuse is the next highest category, but as a percentage has decreased from the pervious year, although this still leaves both Neglect and Emotional Abuse as accounting for 77% of all children subject to CP Plans in Bournemouth, with a corresponding figure of 83% in Poole during the 2008-09 period.

PART II - THE BUSINESS PLAN

LSCB KEY OBJECTIVES 2009 - 2011

The LSCB identified a number of key cross cutting objectives within the overall safeguarding agenda as part of the 2008-09 Business Plan for the period 2007 - 2010. These will continue to form the 'core' work programme which LSCB working groups and task groups are delivering.

However, whilst the main components of these Key Objectives have been retained, they have been further revised during 2008-09, in line with audit and review work undertaken during the year, to provide more detailed objectives and actions.

These will therefore be utilised to measure the LSCB activities up to 2011

4. Key Objectives

4.1 Reduce harm to children and young people caused by parental/adult behaviours and difficulties. In particular this relates to: -

- Domestic Abuse
- Adult Mental Health
- Substance Misuse

- 4.1.1 To engage adult services in supporting this key objective and that they link with the "Think Family agenda"
- 4.1.2 To develop a formal link with the work of MARAC in order to be alert to current themes and practice issues, and their relationship to safeguarding children.
- 4.1.3 To ensure that adult mental health, adult drug and alcohol services, as well as the Police and Probation, have well understood and appropriate referral processes which prioritise the protection and well-being of children
- 4.1.4 To ensure there are effective information sharing systems and referral pathways in place from adult services to services for children and young people.

4.2 Promote effective coordinated action to address the emotional well being of children and young people and to reduce harm caused by:-

- Substance Misuse
- Self harming behaviour
- Bullying
- Children who are missing from home/education
- Conduct disorders

- 4.2.1 To develop and monitor relevant data sets which will identify incidence and trends
- 4.2.2 To develop an E-Safety Policy
- 4.2.3 To clarify the referral processes into specialist services and the respective threshold criteria
- 4.2.4 To develop anti bullying strategies
- 4.2.5 To engage private and independent services in the work of the LSCB in order to meet this objective.

4.3 Promote effective safeguarding arrangements and practice in early preventative work

- 4.3.1 To analyse the effectiveness of the implementation of the Common Assessment Framework and Contact Point to help establish consistency of practice.
- 4.3.2 Establish clear consistent thresholds for intervention across the continuum of need within Children's Services.
- 4.3.3 To consider the impact of preventative initiatives, e.g. in respect of: -
 - Children's Centres,
 - Early Years services

4.4 Promote and support children and young people's participation in their own safeguarding and in the work of the LSCB

- 4.4.1 The Communication and Engagement sub group to propose and develop relevant initiatives
- 4.4.2 To ensure that children and young people have access to advocacy services when subject to safeguarding concerns.
- 4.4.3 Undertake promotional activity around safeguarding with children and young people.

4.5 Engage the voluntary, community, sports and faith sectors in the work of the LSCB, and to seek their active contribution to the range of safeguarding activities of the LSCB.

- 4.5.1 To promote the "Compact" and gain commitment.
- 4.5.2 To develop appropriate newsletters to inform the voluntary sector
- 4.5.3 To ensure training opportunities are available to the voluntary sector which help to develop their capacity and capability to undertake and promote safeguarding.
- 4.5.2 To support the engagement of Language Schools in fully encompassing the safeguarding agenda

4.6 Promote equality and respect diversity within all areas of safeguarding

- 4.6.1 To routinely analyse relevant data in respect of ethnicity and diversity in order to inform safeguarding and performance issues
- 4.6.2 For the LSCB to only approve Policies or Procedures where issues of equality and diversity are clearly identified.
- 4.6.3 To clarify the consistency of interpreter services across agencies
- 4.6.4 To identify that the safeguarding needs of disabled children are being adequately addressed.

4.7 Ensure that the LSCB governance and accountability arrangements are understood by member agencies, and that they operate effectively.

- 4.7.1 To ensure that appropriate links are developed and maintained with the Children's Trusts and for the LSCB to be able to provide appropriate challenge when necessary, and to provide an annual report to the Trusts on the effectiveness of safeguarding in the local area.

- 4.7.1 To develop a formal agreement process between the LSCB and its constituent agencies, which will clarify and confirm levels of commitment and accountability to the LSCB's key objectives
- 4.7.2 To ensure that effective reporting processes exist for the LSCB Sub Groups
- 4.7.3 To provide management information in respect of national requirements and to audit or monitor local safeguarding practice in response to govt initiatives and/or LSCB priorities.
- 4.7.4 Ensure that effective learning takes place across agencies, following the completion of Serious Case Reviews

4.8 Ensure a process exists to keep the LSCB informed and alert to workload and resource issues which may impact upon the capacity for safeguarding locally.

- 4.8.1 To generate effective links with the Children's Workforce Development Programme.
- 4.8.2 To develop a process which will enable the LSCB to be kept apprised of workforce and capacity issues across all agencies
- 4.8.3 To develop a coordinated approach when necessary to identify and manage the impact of workforce capacity issues or of any reduced resources on safeguarding practice.

5. LSCB WORK PROGRAMME 2009-11

5.1 Pan Dorset

SERIOUS CASE REVIEW SUB GROUP WORK PLAN

Objectives	Measurable Actions	Timescale	Lead	Outcomes
1. Receive details of cases submitted for consideration of a Serious Case Review	<ul style="list-style-type: none"> Produce template for completion by professionals for submission of cases to the SCR sub group 	December 2009	LSCB Development Officer	All appropriate cases are put forward for consideration.
2. Make recommendations for a Serious Case Review or alternative case audit.	<ul style="list-style-type: none"> Secure sufficient case information at an early stage in order to inform decisions and recommendations 	Ongoing/as appropriate	Chair of Serious Case Review Sub Group	Clear recommendations are made to the LSCB Chair
3. Monitor progress of the Serious Case Review or audit	<ul style="list-style-type: none"> Ensure the appointment of appropriate independent persons and ensure that a Serious Case Panel is commissioned to conduct the Serious Case Review Ensure that any Serious Case Review Panel is fully aware of its responsibilities, e.g. re the production of Individual Management Review and other Reports in line with procedures 	Ongoing/as appropriate	Chair of Serious Case Review Sub Group	Efficient SCRs are undertaken within timescales with a clear set of actions in order to ensure that appropriate lessons are learnt
4. Monitor and review completion of the action plans.	<ul style="list-style-type: none"> Consider the detail of Overview Report and IMR Action Plans and seek relevant information that they are being implemented. Record the progress of the action Plans until completion. Pass the work to the Performance and Effective Practice sub group to seek evidence of the impact upon practice of the 	Ongoing/as appropriate	Chair of Serious Case Review Sub Group	All action plans are completed within relevant timeframes.

	changes.			
5. Make recommendations to the Bournemouth & Poole Performance and Effective Practice (PEP) group and the Dorset Quality Assurance group as to topics that are worthy of audit.	•	Ongoing/as appropriate	Chair of Serious Case Review Sub Group	PEP receives relevant topics for audit purposes.
6. Revise the SCR Procedures in line with any findings from Ofsted evaluation findings, recommendations from recent Serious Case Reviews, and the planned revision of Chapter 8 of Working Together	<ul style="list-style-type: none"> • All recommendations from recent local Serious Case Reviews that require improvements to the SCR process, be collated and included in any revision of the procedure • To give detailed consideration to the revised Chapter 8 guidance and make required changes to the local SCR procedures accordingly 	<p>December 2009</p> <p>By March 2010</p>	<p>LSCB Safeguarding Development Officer</p> <p>Chair of Serious Case Review Sub Group</p>	The revised Chap 8 (from Jan '10) and Ofsted findings are incorporated into SCR procedures

A decision will be made during 2009-2010 whether this sub group will remain as a Pan Dorset Group or whether it will become a Bournemouth and Poole LSCB Sub Group only, with some different key tasks, but to retain close links with the Dorset LSCB sub group.

PAN DORSET CHILD DEATH OVERVIEW PANEL WORK PLAN

No	Objectives	Measurable Actions	Timescale	Lead	Outcomes
1.	All child deaths are reviewed following the agreed national and local formats. Relevant clusters and themes are identified	A reviewing system for clusters is set up and implemented Detailed reports of number of deaths and relevant analysis, is produced for the LSCB Executive	Jan 2010 December 2009	Chair of Child Death Overview Panel	Child death review process has complied with national guidelines. ¼ ly and Annual Reports are made to the LSCB highlighting themes where appropriate.
2.	Ensure that relevant staff are able to fulfil the Rapid Response function	Rapid Response visits are achieved	June 2009	Chair of Child Death Overview Panel	An effective rapid response service is achieved.
3.	Training and information is available for generic and role-specific staff in terms of understanding the function of the CDOP and their part in the process	A rolling programme of training is available	December 2009	Chair of Child Death Overview Panel	Multi agency staff will be aware and understand their function in the child death overview process
4.	Identify trends in accidental injuries/deaths and develop targeted actions plans to mitigate against avoidable causes as appropriate	Undertake data analysis of the number of deaths attributable to accidental injury Annual review of all deaths attributable to accidental injury and difference from previous years Inform the Serious Case Review sub group and Chair of the LSCB if the circumstances of a child death may meet the criteria for a Serious Case	December 09 As appropriate	Chair of Child Death Overview Panel	Analysis provides details re trends that lead to LSCB response to address issues when necessary. SCR Sub group are made aware of all relevant

No	Objectives	Measurable Actions	Timescale	Lead	Outcomes
		Review			deaths.
5.	Analyse information in SCR's and case audits where child has died	Receive reports of SCR's and case audits from chair of SCR sub group	Bi-annually	Chair CDOP/Chair SCRCP	All relevant reports received from SCR sub group and analysis completed

PAN DORSET TRAINING AND WORKFORCE DEVELOPMENT WORK PLAN

No	Objectives	Measurable Actions	Timescale	Lead	Outcomes
1.	<ul style="list-style-type: none"> Devise and implement a co-ordinated training programme within existing capacity. 	<ul style="list-style-type: none"> Monitor through take-up of training courses Analysis of demand at all four levels of training 	Throughout 2009/10	Pan-Dorset Safeguarding Through Training Group	Training has been effective and has met professional needs.
2.	<ul style="list-style-type: none"> Provide specific safeguarding training as need identified via learning from SCRs/Case Audits/QA activity and in line with Bournemouth and Poole Key Objectives 2009-'11 	<ul style="list-style-type: none"> Quantify levels of demand and benchmark each of these against current levels. 	Ongoing	Pan-Dorset Safeguarding Through Training Group	Lessons learned from SCRs are promoted through training. The content of training has been able to reflect LSCB's key objectives
3.	<ul style="list-style-type: none"> To approve and quality assure a safeguarding trainer list 	<ul style="list-style-type: none"> Provide list as required 	June 09	Pan-Dorset Safeguarding Through Training Group	Trainers are available with appropriate skills to deliver the training
4.	<ul style="list-style-type: none"> Review current e-learning provisions via BYG and make recommendations to the LSCB 	<ul style="list-style-type: none"> E-learning package operational 	June 09	Pan-Dorset Safeguarding Through Training	Clear recommendations are made to LSCB to give direction

				Group	to future E-Learning
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PAN DORSET POLICY AND PROCEDURE WORK PLAN

No	Objectives	Measurable Actions	Timescale	Lead	Outcomes
1.	To agree local policies and procedures to guide inter agency safeguarding practice	<ul style="list-style-type: none"> Regular meetings are maintained to undertake these actions 	As required during 2009-10	Chair - Policy and Procedure Sub Group	Staff in all agencies will have relevant written guidance so as they know how to respond to concerns about children in order to protect them effectively.
2.	To develop new procedures in line with legislation, government guidance and evidence based practice	<ul style="list-style-type: none"> As new government requirements are established, these will need to be reviewed in order to consider any implications for revised or new policy/procedure development 	As required during 2009	Chair - Policy and Procedure Sub Group	New procedures are produced and accessible to relevant professionals
3.	To monitor the development of member agencies internal policies, procedures and guidance	<ul style="list-style-type: none"> Advice is sought or policies are submitted for the sub group to consider 	As required during 2009	Chair - Policy and Procedure Sub Group	Internal policies are reviewed and appropriate advice given to respective agencies re the need for any changes.
4.	<p>To ensure that an effective process is in place for the ongoing review of procedures and guidance.</p> <p>To consider and respond to proposals for new/amendments to existing policies</p>	<ul style="list-style-type: none"> Procedures and guidance are up to date in line with government guidance and current evidence based practice Inter agency policies and procedures are amended in the light of recommendations from Serious Case Reviews. 	As required during 2009	Chair - Policy and Procedure Sub Group	The review process is effective in progressing the sub group's work plan

No	Objectives	Measurable Actions	Timescale	Lead	Outcomes
5.	To ensure that policies and procedures are effectively distributed and disseminated to partnership agencies as required	<ul style="list-style-type: none"> Establish collaboration with other relevant sub groups - i.e. the Pan Dorset Training and Workforce Development sub group, the B/P LSCB Communication and Engagement sub group and the B/P LSCB learning and Workforce sub group 	As required during 2009	Chair - Policy and Procedure Sub Group and Chairs of other related sub groups.	All relevant agencies have copies of policies and procedures that are appropriate to their work with children and young people.

SAFEGUARDING CHILDREN & YOUNG PEOPLE HEALTH ACTION GROUP WORK PLAN

No.	Objectives	Measurable Actions	Timescale	Lead	Outcomes
1.	<p>Health Trusts will conduct SCR/case audits in line with inter-agency safeguarding procedures and within recommended timescales</p> <p>Ensure feedback to the LSCB and development of appropriate action planning & review implementation</p> <p>Co-ordinate with B&P LSCB to ensure all learning from Pan Dorset SCR is shared</p>	<p>SCR / case audits undertaken with regard to Ofsted gradings, and in line with any revision of Chapter 8 of Working Together</p> <p>SMART Action Plans</p> <p>Collated action plans from SCR and case audits with monitored progress reports</p>	Ongoing / as appropriate	Designated Professionals / SCR Panel	Action Plans are undertaken and completed to support the learning from serious case reviews across the relevant health agencies.
2.	<p>In order to ensure that relevant health professionals have relevant understanding of safeguarding issues: -</p> <p>To provide specific safeguarding training as need identified via:</p> <ul style="list-style-type: none"> Learning from SCRs /Case Audits/QA activity 	<p>Attendance registers from training events and numbers of candidates accessing each level of training</p> <p>Evaluation / feedback from courses and e-learning</p> <p>Referrals to safeguarding teams and record of advice given by safeguarding teams.</p>	<p>Ongoing</p> <p>Audits as agreed via Audit plan</p>	Named & designated professionals for safeguarding in Health	Health professionals are supported in their safeguarding practice by relevant training and the implementation of new policies and procedures

No.	Objectives	Measurable Actions	Timescale	Lead	Outcomes
	<ul style="list-style-type: none"> Implementation of new policies/ procedures Evaluation from e-learning package <p>Contribute to Task & Finish group on information sharing</p>	<p>Records of outcomes from clinical supervision +/- audit of clinical supervision</p> <p>Critical incident reporting</p> <p>Outcomes from task group</p>	<p>Task group - 6 months</p>	<p>Task group chair- Designated Dr (JD)</p>	
3.	<p>Perform proposed audits as per SCYPIH Audit Plan (which is regularly reviewed & updated).</p> <p>Action the recommendations from audit.</p>	<p>Audit plan in place.</p> <p>Outcomes from audit documented in plan and put into practice</p> <p>Re-audit practice (audit cycle implemented)</p>	<p>Ongoing</p> <p>Audits as agreed via Audit plan</p>	<p>Named & designated professionals for safeguarding in Health</p>	<p>Audit processes achieve appropriate learning and improve practice.</p>
4.	<p>To ensure that health agencies have clear referral processes and agreed thresholds for intervention in order to effectively safeguard children.</p> <p>To undertake this by working with partner agencies to determine & agree 'Thresholds for Intervention' for safeguarding children.</p>	<ul style="list-style-type: none"> Minutes from meetings between Health & Social Care Practitioner guide with agreed thresholds for intervention which can be used across agencies Pan Dorset. Map resources available to practitioners in localities and link to levels of need/threshold interventions. 	<p>As scheduled</p> <p>Dec 09</p> <p>Dec 09</p>	<p>Designated professionals (DR / JD) with multi-agency thresholds group</p>	<p>Clarity in respect of thresholds for intervention is established and understood by health professionals</p>
5.	<p>Collect data on:</p> <ul style="list-style-type: none"> childhood accidents NAI Alcohol / substance use in young people Self harm in young 	<p>Numbers of children attending A&E / MIU with:</p> <ul style="list-style-type: none"> -household accidents -RTA's -other 	<p>Annual data collection by Trusts</p>	<p>Named professionals</p>	<p>The data is able to provide information which will identify trends and indicate</p>

No.	Objectives	Measurable Actions	Timescale	Lead	Outcomes
	people	Number of children / young people admitted to hospital because of: - alcohol / substance use - Deliberate self harm - NAI			when a strategic health response may be needed
6.	In order to ensure safe recruitment practices, - Action national recommendations from Government response to Second Joint Chief Inspectors' Report on Arrangements to Safeguard Children.	Safer recruitment audit • data collection • evaluation	Feb / Mar09 April 09	Named Professionals Designated Dr	All health recruitment processes are "safe".
7.	Recommendation 13 - Relates to safe recruitment practices, including verification of references; checking employment history and gaps.	Safer recruitment audit • data collection • evaluation	Feb / Mar09 April 09	Named Professionals Designated Dr	All health recruitment processes are "safe".
8.	Update local & interagency procedures in line with 'Working Together ...2006' in conjunction with LSCB partners	Interagency procedures updated & agreed at Pan Dorset Policy & Procedures Group Include statement re: Equality & Diversity in safeguarding procedures. (B&P LSCB objective 6)	As scheduled via LSCBs Via Pan Dorset PPP & Training groups	Named / designated professionals	Procedures are updated and available for use by health professionals

PAN DORSET ADULTS WHO POSE A SEXUAL RISK TO CHILDREN WORKING GROUP WORK PLAN

No	Objective	Measurable Actions	Timescale	Lead	Outcomes
1.	Provide information document in relation to raising public awareness of the reality relating to sex offenders of children, and Approved Premises	<p>Publication of two documents; one for children, one for adults.</p> <p>Information document should include statistics and factual information relating to sex offenders with the objective of dispelling the 'myths' around this group of people.</p> <p>Dissemination to be arranged via the Communication and Engagement sub Group</p>	December 2009	LSCB Communications and Engagement Sub Group chair	Documents are published and the awareness of the public is raised in respect of adults who pose a sexual risk to children.

CHILDREN/YOUNG PEOPLE WHO POSE A SEXUAL RISK TO CHILDREN GROUP WORK PLAN 2009-10

No	Action	Measurable Objectives	Timescale	Lead	Outcomes
1.	Implement the use of the pilot risk management tool within the education setting	Analysis from the tool to be undertaken and the findings reported to the LSCB. Education sub group to be informed of the outcome of this work.	September 2009	Chair - Pan Dorset Children who pose a risk sub group	Report provides recommendations and findings to enhance risk management within the Education Setting
2.	Produce a multi agency strategy for children who exhibit sexually problematic behaviour	Draft strategy is available for consultation	September 2009	Chair - Pan Dorset Children who pose a risk sub group	Strategy is produced

During 2009-'10, once the relevant actions have been completed, the above two working groups will have completed its work as far as the LSCB's key objectives are concerned, and will discontinue as a formal LSCB sub group/task group.

5.2 Bournemouth and Poole

COMMUNICATION AND ENGAGEMENT WORKING GROUP WORK PLAN

No	Objectives	Measurable Actions	Timescale	Lead	Outcome
1.	Produce a quarterly pdf newsletter which will be available on the Bournemouth & Poole LSCB website. Also looking at other avenues for a newsletter/update slot currently available to public.	Safeguarding Development Manager to prepare relevant articles for dissemination via the pdf newsletter. Draft Newsletters and agree content for approval	To prepare a pdf newsletter with Communication Group and agree by end of November 09 with aim to produce quarterly. Also look at other potential 'slots'.	LSCB Development Officer /Work Group	Newsletter is produced and provides a resource to enhance professional practice
2.	Look at publicity currently available related to safeguarding and families, children & young people in general, see section 4. Develop and/or adapt publicity material to ensure Safeguarding & LSCB is publicized.	Safeguarding and promoting the welfare of children and young people across Bournemouth and Poole evident and visible in a cross section of media for families, carers, young people and children. Developed section for Bournemouth Parenting Handbook September 09.	Ongoing	LSCB Development Officer /Work Group	Relevant materials and resources are available to the public.
3.	Promoting awareness of community safety & E Safety in relation to LSCB key objectives. Domestic violence, substance misuse, mental health, bullying in schools and public places, evidence safeguarding in practice and early preventative work with children's participation.	The Safeguarding Development Officer to achieve this in conjunction with existing groups, multi-agency partners and within the work of the Communication Group.	Continuous	LSCB Development Officer /Work Group	There is a broad understanding of the LSCB's key objectives.
4.	Maintain the Bournemouth & Poole Local Safeguarding Board website.	Regular updating with new data relating to the Working Groups, Procedures, Business Plans, Serious Case Reviews and any other related business.	Ongoing	LSCB Development Officer /Work Group	The website provides an up to date access point to the work of the

No	Objectives	Measurable Actions	Timescale	Lead	Outcome
					LSCB
5.	Undertake a mapping exercise of existing strategies, resources and community links.	Good cross section of resources & easily accessible. Develop a Community Directory or link in with existing work.	Mapping event on 17 th August 2009.	LSCB Development Officer /Work Group	Useful links and resources are identified and utilised.
6.	Develop Communication strategies in consultation with colleagues, children and young people.	Produce Communication Strategies: Practitioner, Young People, Media and Parents. Initial work completed within Comms. group.	Practitioner, Young People and Media Drafts by September 2009. Parents Communication Strategy by Jan 2010.	LSCB Development Officer /Work Group	Children and young people are engaged in the LSCB work and can make a contribution to safeguarding practice.
7.	Develop or be involved in current participation processes with young people to ensure young people are consulted on accessing information on keeping safe.	To have regular consultation with young people about how to promote and keep safe. Have had initial meeting with Poole Young Peoples Shadow Board August 09.	Establish a process by end of December 09.	LSCB Development Officer /Work Group	Children and young people are engaged in the LSCB work and can make a contribution to safeguarding practice.
8.	Look at developing a mechanism for two way communication for practitioners	Possibility of Mechanism in place for practitioners to highlight areas of concern in work around safeguarding. Link with work in Performance & Effective Practice Group	Ongoing	LSCB Development Officer /Work Group	An effective mechanism is developed
9.	Developing communication resources on behalf of the LSCB	New communication resources meet agreed standards and objectives DVD date for filming set- Oct 09 Complaints leaflet for case conference being produced Case Conference leaflets produced for parents and young people July 09	Ongoing	LSCB Development Officer /Work Group	Resources are developed and produced which supports effective safeguarding practice.

PERFORMANCE AND EFFECTIVE PRACTICE WORKING GROUP WORK PLAN

Over arching objectives: -

- To ensure that children and young people within Bournemouth and Poole receive a high quality service that promotes their welfare and protects them from harm.
- To ensure that appropriate guidance and support is in place for staff and that staff use this to carry out their duties and responsibilities through the monitoring of practice and learning from SCR and Case Audits.
- To monitor the effectiveness of current practice in protecting children from harm both ongoing and as set pieces of work highlighting any areas of practice that need to be addressed.

No	OBJECTIVE	MEASURABLE ACTION	TIME SCALE	LEAD	OUTCOME
1.	To produce a comprehensive governance framework in relation to safeguarding children arrangements seeking evidence of compliance with the relevant national and local performance standards and quality indicators.	<ul style="list-style-type: none"> • To produce a comprehensive governance framework in relation to safeguarding children arrangements seeking evidence of compliance with relevant national and local performance indicators. • To monitor the effectiveness of current practice in protecting children from harm both ongoing and as set pieces of work highlighting areas that need addressing. • To seek evidence via audit of the action plans to implement recommendations from SCR's and IMR's and evaluations of their effectiveness in improving practice • To review progress against the Haringey Audit that was undertaken in Bournemouth and Poole in Jan 09 	<p>March 2010</p> <p>Ongoing</p> <p>According to audit timescales</p> <p>March 2010</p>	<p>PEP Group</p> <p>PEP group</p> <p>PEP group</p> <p>PEP Group</p>	<p>Governance framework in place</p> <p>Post audit reports to the B&P LSCB with recommendations for practice</p> <p>Evidence in place that demonstrate full implementation of the SCR/IMR recommendations</p> <p>Audit updated one year one and demonstrable progress evident in</p>

No	OBJECTIVE	MEASURABLE ACTION	TIME SCALE	LEAD	OUTCOME
					practice across the agencies
2.	To seek evidence via audit of the action plans to implement recommendations from SCR's and IMR's and evaluations of their effectiveness in improving practice.	<ul style="list-style-type: none"> 4 audits to be undertaken annually undertaken to review the effectiveness and changes in practice as a result of implementation of one recommendation from each of the recent serious case reviews and multi agency case audits 	Every quarter	Each representative at LSCB	<p>Evidence is provided by individual agencies of implemented action plans and that practice has developed in line with the learning from the case.</p> <p>Recommendations arising from the audits are reported back to the LSCB and to individual agencies as appropriate - evidenced in the LSCB minutes and reports</p>
3.	To reduce harm to children and young people caused by parental/adult behaviours and difficulties. (Business Plan Objective 4.1)	<ul style="list-style-type: none"> To ensure that adult mental health, adult drug and alcohol services, as well as the Police and Probation, have well understood and appropriate referral processes, which prioritise the protection and well-being of children. (Ref 4.1.3 Bus Plan Objective) To ensure there are effective information sharing systems and referral pathways in place from adult services to services for children and young people. (Ref 4.1.4 Bus. Plan Objective) 	July 2010	PEP Group requesting evidence from adult services	<p>Evidence of referral pathways in place and adhered to by the services</p> <p>Evidence in the number of referrals received from these agencies into children's social services or to locality teams via the Common Assessment Framework (CAF)</p> <p>Evidence of training programmes in adult services reflecting the needs of the child / young person where the adult has a mental health and/or addiction problem and the % of staff within the service that has attended the programme</p>
4.	Promote effective coordinated action to address the emotional well being of children and young people and to reduce harm (Business Plan Objective 2)	<ul style="list-style-type: none"> Review the universal services available to children and YP to support their mental health and well being Seek evidence from Tier 2 CAMHS services regarding referrals into the service, nature of the problem, interventions made, referrals to 	Oct 2010	PEP group seeking evidence from the EHWG in Bmth and Poole	<p>Knowledge and awareness of universal services available to CYP to support emotional health and well being</p> <p>Clear, written pathways in place from Tier 1 into tier 2 and from tier 2 into Tier 3 (and back)</p> <p>Waiting times to access Tier 2 and tier 3 services</p>

No	OBJECTIVE	MEASURABLE ACTION	TIME SCALE	LEAD	OUTCOME
		<p>Tier 3, location of CYP referred to service.</p> <ul style="list-style-type: none"> • Review pathways in place between Tier 2 and Tier 3 services and from tier 1 - Tier 2 • Number of CYP needing Tier 4 interventions and outcome for these CYP • Seek evidence of service user experience of the service 			<p>Data Of CYP accessing Tier 4 services and out of area specialist placements including outcome for these CYP.</p> <p>Review of where CYP are being referred from (hot spot area) and sharing this information with the Children Trust Boards in B&P.</p> <p>Evaluation of the service user experience and potential service improvements that may be required</p>
5.	To promote equality and respect diversity within all areas of safeguarding (Business Plan Objective 6)	<ul style="list-style-type: none"> • To establish the uptake of interpreter services in each agency • Determine the level of children subject to a safeguarding plan where English is not the first language • To identify that the safeguarding needs of disabled children are being adequately addressed • Ensure that effective learning takes place across agencies following the completion of serious case reviews (Ref 4.7.4 Bus. Plan Objective) 	Feb 2011	PEP group seeking evidence from the agencies	<p>Number of families accessing interpreter services and language spoken known</p> <p>Understanding of the total % of children with disabilities in the conurbation and the number who are subject to a safeguarding plan</p> <p>Clear pathways in place to access services for families where there is a child or young person with a disability in need of additional services.</p> <p>Number of CYP subject to a safeguarding plan who have a known disability and how this compares to the expected number for the population.</p> <p>To seek evidence through audits of SCR that issues of equality and diversity and recorded and acknowledged and that the experience of the family subject to a SCR is respectful and non judgemental.</p>

SAFEGUARDING AND SERVICE DELIVERY SUB GROUP - WORK PLAN

This is a new LSCB Sub Group to be developed during 2009-10 to meet sections 4.3 (Early Prevention) and 4.8 (Workforce development and monitoring) of the Business Plan Key Objectives.

5.3 Task and Reporting Groups

SAFER RECRUITMENT/MANAGEMENT OF ALLEGATIONS TASK GROUP - WORK PLAN

No	Action	Measurable Objectives	Timescale	Lead	Outcome
1.	Point 4.1.2, 4.1.3 and 4.5.1 of LSCB Business Plan Ensure that ALL staff are aware of the Safer Recruitment process and Allegations Management procedure	To provide sufficient training which will ensure that interview panels contain a trained member of staff. To promote the need for staff working with children to be ISA registered	Spring 2010 ongoing	SNO/LAD O/HR for each agency, Group	Every interview panel has a trained member of staff. All staff working with children are ISA registered
2.	Point 4.2 of LSCB Business Plan Any allegation or concern of inappropriate behaviour by a member of staff is reported and investigated under the procedure	To monitor that any allegation or concern is investigated under the procedure. To promote the need for all agencies to make referrals when necessary	Immediate and ongoing	SNO/LAD O/HR for each agency, Group	Safer work force higher reporting from agencies that have not previously reported
3.	MARAC, Drug and Alcohol Services and Adult Mental Health, Police and Probation report to SNO any adult working with children about whom there are concerns	To monitor the referrals from these sources	Immediate and ongoing	SNO/LAD O/HR for each agency, Group, All relevant agencies	Safer work force higher reporting from agencies that have not previously reported
4.	Point 4.2.1 LSCB Business Plan To develop and review relevant data sets and learning points from Allegations	To utilise the data sets in order to disseminate lessons learnt from Allegations Management. A process is established whereby the SNOs in each agency are aware of all incidents of concern and report to this group 2 / 12.	GOSW proforma to be used by all agencies Jan 2010	SNO/LAD O/HR for each agency, Group	Relevant lessons learnt are disseminated, and SNOs are aware of all incidents

No	Action	Measurable Objectives	Timescale	Lead	Outcome
5.	<p>Point 4.4 LSCB Business Plan</p> <p>Children and Young People who report a concern are listened to</p>	To ensure that the allegations process is able to respond to reports from children and young people.	Immediate and ongoing	SNO/LAD O/HR for each agency, Group	All Allegations are processed through the Allegations Process

E- SAFETY TASK GROUP - WORK PLAN 2009-10

No	Action	Measurable Objectives	Timescale	Lead	Outcomes
1.	To produce an E safety Policy and action plan (4.2.2 of Business Plan Key Objectives)	E-Safety Policy and Action Plan produced and then presented and accepted by the LSCB Executive	October 2009	Jean Haslet, Paul Smart	The Policy and Action Plan is able to drive the development of E-Safety work across agencies.
2.	To work in partnership with schools, colleges and other youth focussed organisations to address specific areas of concern where children and young people may be at risk from E-safety activities	Maintain effective links with the Safeguarding in Education Group re the E-safety agenda	On going	Task Group	The Safeguarding in Education group is fully appraised of the E-safety agenda
3.	To monitor effectiveness in inter agency e safety work.	To seek out and use opportunities and case examples to demonstrate to agencies the need for effective E-safety practice	On going	Task Group	Inter agency safeguarding practice reflects the relevance and importance of E-safety
4.	To Promote inter agency awareness of E-Safety issues and to champion the work among LSCB constituent agencies	<p>Formal presentation at an LSCB Executive Meeting re the current status of e-safety initiatives within Bournemouth and Poole</p> <p>Participate in and promote an E-Safety conference</p>	October 2009	Jean Haslet, Paul Smart	The profile of E-Safety is raised and becomes established on the safeguarding agenda

SAFEGUARDING CHILDREN IN EDUCATION WORKING GROUP WORK PLAN 2009-2010

No.	Actions	Measurable Outcomes	Timescale	Lead	Outcomes
1.	Education staff are aware of the impact of domestic abuse, adult mental health and substance misuse on children and young people and are able to respond to reports of concern appropriately.	<p>To promote the information sharing protocol for domestic abuse.</p> <p>To identify that appropriate information and referrals are made to MARAC.</p> <p>To continue to use the forum to provide updates and information.</p> <p>To promote this work in order to increase staff confidence in this area of practice and that relevant procedures are followed.</p>	March 2010	Vicky Wales Paul Smart Chris Harvey	<p>The information sharing protocol for domestic abuse is in place and being used.</p> <p>Appropriate referrals are made to MARAC.</p> <p>Children and young people receive appropriate support.</p> <p>Increased staff confidence in knowing signs and symptoms and when to share concerns.</p> <p>Interagency procedures are followed by education staff.</p>
2.	To support the work identified in both Borough's Children and young People's Plans by raising awareness of links to bullying and safeguarding.	<p>Targets set in both Boroughs' for reduction in bullying incidents.</p> <p>Evidence is sought through surveys of children and young people, recording of schools monitoring and actions, anti-bullying policies and use of risk assessments in schools and appropriate referrals for children and young people who pose sexual problematic behaviour and e-safety establishments.</p>	March 2010	Paul Smart Chris Harvey	Increased number of children and young people report feeling safe within Bournemouth and Poole
3.	Establish forum to Highlight safeguarding	Designated forum for Early Years and	March 2010	Paul Smart	The forum gives

	issues within the early Years Sector in Bournemouth and Poole and extended services.	extended services is established in Bournemouth and Poole.		Mic Mason (Poole) Chris Harvey Early Years Lead (Bournemouth)	evidence that the Early Years Sector is able to embrace the safeguarding agenda
4.	Ensure effective communication regarding actions from serious case reviews is shared and key information from the LSCB is disseminated.	An audit process is established for monitoring compliance with recommendations from serious case reviews.	October 2009	Paul Smart Chris Harvey	Staff are aware of and follow recommendations from serious case reviews.
5.	All schools and the college undertake the recommendation O2E and annual safeguarding report action plan to their governing body.	Reports and copies of O2E's received by both LA and common themes are reported to the working group.	March 2010	Vicky Wales Paul Smart Chris Harvey	Appropriate action is put in place in response to common themes that emerge
6.	Make all schools aware of new governor requirements regarding safeguarding.	A process is established to ensure that all schools are aware of these new governor requirements.	December 2009	Paul Smart David Alderson Chris Harvey Bournemouth Governor Services	All governing bodies comply with new legislation.
7.	Respond to revised guidance and regulations for EHE.	A process is in place to identify when revised guidance and regulations are issued. To respond to such revisions by appropriate dissemination.	March 2010	Paul Smart Chris Harvey	New regulations in place and schools and LA adhere to new legislation

CHILDREN MISSING FROM EDUCATION/CARE and TRAFFICKED CHILDREN- WORK PLAN 2009-10

No	Action	Measurable Objectives	Timescale	Lead	Outcomes
1.	To promote effective coordinated action to reduce harm to children who are missing from home, education and Care. (Sec 4.2 of key Objectives)	Via outcome from the regular multi agency meetings now established at monthly intervals to consider those young people most at risk of running away (known as MACCCA- Multi Agency Children Causing Concern Actions)	Continual implementation	Chair of Task Group	The circumstances of all children identified as most at risk, are considered at MACCA
2.	To develop and monitor a relevant data set. (Missing Children N 71)	Data is presented and analysed so as safeguarding issues can be identified to the LSCB and relevant responsible agencies, and addressed accordingly.	Continual implementation	Chair of Task Group	Relevant lessons are disseminated and addressed by agencies

Other Task Groups operating during 2009 - 2011:

CHILDREN AFFECTED BY DOMESTIC VIOLENCE TASK GROUP

A major role of this task group is to ensure that there are effective links between the work of key strategic Domestic Abuse forums and the work of the LSCB, to ensure that the LSCB is kept apprised of strategic and operational developments in respect of domestic violence/abuse across Bournemouth and Poole

ANTI BULLYING TASK GROUP

This task group will be incorporated into the work of the E-Safety group during 2009-10.

The LSCB Budgets - 2009 - 2011

Because of the continued development of the E-Learning package for professionals and the need for some training for staff to support and develop the work of the LSCB, then a small training budget item has been included for the year 2010-11.

For the year 2010-11 because of concerns that under-spends on earlier budget years will not be able to sustain the core work of the LSCB, then small increases have been sought from contributory agencies for the 2010-11 budget year.

LSCB Budget - 2009 - '10

Funding:

Item	Funding allocated
Borough of Poole	32,500
Bournemouth Borough Council	32,500
Bournemouth and Poole PCT	20,000
Dorset Police	5,000
National Probation Service	3,300
Connexions	3,300
CAFCASS	500
Sub total of agency contributions to LSCB core work	97,100
Borough of Poole Child Death Overview - Area Based Grant	14,000
Bournemouth Borough Council Child Death Overview - Area Based Grant	18,000
Under spend brought forward from 2007-08	13,306
Under spend brought forward from 2008-09	38,404
Total	180,810

Expenditure Budget 2009-2010:

Item	Budget
Salaries - with on costs i) LSCB Administrator	25,000
- ii) Safeguarding Development Officer	45,000
Independent Chair	15,000
Recruitment	1,500
Training Costs (inc. E- learning)	6,000
Conference costs	2,500
Printing and Stationary	6,000
Communications/Promotional work	10,000
Independent Consultancy - re Serious Case Reviews	12,000
Other Consultancy	3,000
Consultancy	3,000
CDOP costs - Salaries, Administration, Training	32,000
Total	158,000

Budget Plan for 2010 - 2011

Funding: (NB * This presupposes an increase from agency contributions)

Item	Current Budget	Balanced Budget*
Borough of Poole	32,500	35,712
Bournemouth Borough Council	32,500	35,712
Bournemouth and Poole PCT	20,000	22,284
Dorset Police	5,000	5,571
National Probation Service	3,300	3,677
Connexions	3,300	3,677
CAFCASS	500	557
Borough of Poole Child Death Overview - Area Based Grant	14,000	14,000
Bournemouth Borough Council Child Death Overview - Area Based Grant	18,000	18,000
Expected under spend brought forward from 2009-10	22,810	22,810
Total	151,910	163,000

Expenditure Budget:

Item	Budget
Salaries - with on costs i) LSCB Administrator	25,000
- ii) Safeguarding Development Officer	50,000
Independent Chair	15,000
Recruitment	1,500
Training Costs (inc. E- learning)	6,000
Conference costs	2,500
Printing and Stationary	6,000
Communications/Promotional work	8,500
IT Costs	1,500
Independent Consultancy - re Serious Case Reviews	12,000
Other Consultancy	3,000
CDOP costs - Salaries, Administration, Training	32,000
Total	163,000

PART III

LSCB - Organisational Structures

1. TERMS OF REFERENCE

1.1 Core Objectives

- To coordinate local work to safeguard and promote the welfare of children.
- To ensure the effectiveness of that work.

The specific functions of the LSCB include: -

Developing policies and procedures for safeguarding and promoting the welfare of children including on:

- Action where there are concerns, including thresholds
- Training of persons who work with children
- Recruitment and supervision
- Investigation of allegations
- Privately fostered children
- Cooperation with neighbouring authorities.

Participating in the planning of services for children in the area of the local authority.

Communicating the need to safeguard and promote the welfare of children.

Procedures to ensure a coordinated response to unexpected child deaths.

Monitoring effectiveness of what is done to safeguard and promote the welfare of children.

Undertaking Serious Case Reviews.

Collecting and analysing information about child deaths.

1.2 Statutory Core Membership, Roles and Responsibilities

Bournemouth and Poole Local Safeguarding Children Board (BPSCB) operates across Bournemouth and Poole Local Authority Areas. Each of the following statutory partner agencies will be represented on the Board.

Local Authority
Police area
Local Probation Board
Youth Offending Team
Strategic Health Authority
Primary Care Trust

NHS Trust and NHS Foundation Trusts
Connexions Service
CAFCASS

The full membership of the joint LSCB extends to **ALL** members of the Executive Sub Groups and Task Groups.

The LSCB Executive will have 1st and 2nd tier officer representation from each statutory partner agency.

A role specification will be drawn up by the joint LSCB to ensure that members representing the above core agencies have sufficient knowledge of safeguarding to contribute to the work and sufficient delegated authority to allow them to speak on their agency's behalf. Each Organisation will agree to abide by these Terms of Reference.

1.3 The Role Specification will require group members to:

- be pro-active within their group and regularly attend meetings and development days;
- be authorised to make decisions on behalf of the service or organisation they represent;
- work in partnership with colleagues, sharing information, resources and a commitment on behalf of the organisation or group they represent;
- undertake a specific role on behalf of their agency;
- update the group on national and local developments within their service area which may impact on LSCB duties;
- ensure links are made between LSCB duties and developments and other plans and performance frameworks within their own organisation or service;
- promote LSCB and safeguarding issues in other groups and partnerships they are involved in;
- be responsible for the cascading of safeguarding information and actions from the LSCB within the agency/organisation they represent.

1.4 Governance and Accountability

"It is important that, whilst operating in the context of a children's trust and developing a strong working relationship with the wider strategic partnerships within a local authority area, LSCBs exercise their unique statutory role effectively. They must be able to form a view of the quality of local activity, to challenge organisations as necessary, and to speak with an independent voice. To ensure that this is possible LSCBs must have a clear and distinct identity within local government children's trust governance arrangements. They should not be an operational sub committee of the children's trust board." - Chapter 3, Para 3.8 Working Together To Safeguard Children 2006.

The position of Bournemouth and Poole LSCB in relation to the Change for Children Board and Scrutiny and Review Panel in Bournemouth and the Children's Services Governance Board and Children and Young People's Overview Scrutiny Committee in Poole is shown in Appendix 2.

The joint LSCB will directly report to Project Executive Team, Bournemouth and Executive Group, Poole, both chaired by Bournemouth and Poole Children's Directors via minutes of Steering Group.

LSCB will also report via minutes and exception reporting to the Change for Children Board, Bournemouth and the Children's Services Governance Board, Poole chaired by Lead Members. There will also be annual attendance by the LSCB Independent Chair at the two Boards.

Exception Reports (including serious case overview reports), Annual Reports and Business Plans will be presented to the above groups and also to both Bournemouth and Poole Scrutiny Groups.

A document detailing LSCB governance and accountability arrangements will be formalised for agreement by the LSCB Executive.

1.5 LSCB Chair

With effect from September 1st 2009 an Independent Chair was appointed to the LSCB. This position is underwritten by a formal written agreement between the Independent Chair, Bournemouth Borough Council and Borough of Poole. The contract is for 12 months and renewable subject to review and performance appraisal. The Independent Chair will undertake a formal annual appraisal led by Directors of Children's Services and supported by Heads of Children's Social Care from Bournemouth and Poole Local Authorities.

1.6 LSCB Compact

The LSCB Compact aims to support and monitor agencies and organisations' ability to safeguard children effectively. The Compact requires agencies to have in place, and work towards, a set of standards covering areas such as safe recruitment, policies and procedures, safe working practices, suitably trained and experienced staff, clear lines of accountability and information sharing protocols. Senior representatives from each organisation will be asked to sign up to the ten standards of the joint LSCB Compact.

The Performance and Quality Assurance Working Group will have the power to audit those standards as and when circumstances require this. Standards of compliance will also be identified through auditing processes.

Where it is found that a board member or partner agency is not performing effectively in safeguarding and promoting the welfare of children, and the joint LSCB does not believe that any planned action to improve performance will be adequate, the joint LSCB chair must inform those individuals and agencies that need to be aware of any such failings and ensure these are addressed. The lack of compliance may have to be reported to the relevant Boards and, thereafter, to the relevant inspectorate.

1.7 Functions of the LSCB

The joint LSCB will establish Working Groups for the purpose of carrying out effectively the functions and priorities of the joint LSCB and will also determine the terms of reference for the respective Working Groups. This will include the appropriate and relevant consultation with children, young people and their families and carers. Appendix 1 shows the Steering and Working Group structure.

Appendix 3 shows how the joint LSCB's objectives pursued through the joint LSCB functions help produce outputs that contribute to overall outcomes.

1.8 LSCB Sub Groups

- **Performance and Effective Practice** - The aim of this group is to ensure that safeguarding and promoting the welfare of children are integral to the governance and management arrangements within all statutory and voluntary partners of the B&P LSCB. Further to ensure that there are effective systems in practice to safeguard children and improvements in practice are evidenced through the implementation of recommendations from Individual Management Reviews (IMR), Serious Case reviews (SCR), Case Audits and National Enquires
- **Communication and Engagement** - To communicate to the general public and to agencies within Bournemouth and Poole the need to safeguard and promote the welfare of children, to raise awareness of how best to do this and to ensure effective consultation with children and young people regarding safeguarding activity.
- **Safeguarding Children in Education** - To ensure that appropriate frameworks, processes and procedures are in place so that all individuals working within education settings have the skills, means and training to safeguard and promote the welfare of children.
- **Safeguarding and Service Delivery** - To meet the requirements of sections 4.3 and 4.8 of the Key Objectives - i.e. to focus on early prevention services and to ensure a process exists to keep the LSCB informed and alert to workload and resource issues which may impact upon the capacity for safeguarding locally

Pan Dorset Sub Groups

- **Serious Case Review Sub Group** - To undertake serious case reviews where appropriate (following guidance from Working Together) and investigate complaints made by service users or agencies about the child protection process. (NB consideration will be given during 2009-10 to whether this sub group will need to become a Bournemouth and Poole LSCB sub group only, because of differing expectations required of the sub group by Bournemouth and Poole LSCB and by Dorset LSCB)
- **Safeguarding Children & Young People Health Advisory Working Group** - In recognition of the complex nature of health services this group is to ensure a focal point for the National Health Service community to be aware of and proactively participate in the safeguarding and promotion of welfare of children.

- **Adults Who Pose a Sexual Risk to Children** - This sub group has achieved success in raising the profile of the need to identify the specialist remit for work with adults who pose a sexual risk to children. Its considerable contribution to the safeguarding agenda is acknowledged by the LSCB. During 2009 -'10, once the final work in terms of its work plan have been completed, this working group will have completed its work as far as the current set of LSCB's key objectives are concerned, and will discontinue as a formal LSCB sub group/task group.
- **Children and Young People Who Pose a Sexual Risk** - Similarly to the above sub group, there has been considerable success by this sub group in raising awareness among professionals in Bournemouth and Poole of the complexities of working with young people who pose a sexual risk to children. Useful research has been undertaken, and once the findings have been reported to the LSCB, then it is likely that this sub group will discontinue as a formal sub group of the LSCB.
- **Safeguarding Through Training** - To provide a co-ordinated and effective training pathway across Dorset; launch any new policies, procedures and protocols, and promote lessons learned from serious case reviews.
- **Policy and Procedures Group** - To update the Pan Dorset Inter-agency Safeguarding Procedures as and when appropriate in line with new legislation or as a result of the outcomes of serious case reviews. To liaise closely with the Pan Dorset Safeguarding through Training group with the launch of new or updated policies, procedures and protocols.
- **Pan Dorset Child Death Review Group** - functions in relation to the deaths of any child normally resident in Bournemouth and Poole. This will be undertaken by:-
 - Collecting and analysing information about each death with a view to identifying any matters of concern affecting the safety and welfare of children in Bournemouth and Poole;
 - a co-ordinated rapid response by the authority, their board partners and any other relevant persons, in order to review any unexpected deaths;

The Bournemouth and Poole Local Safeguarding Children Board may also engage in any other activities that facilitate or are conducive to, the achievement of its objective.

1.9 Task Groups and Reporting Groups

Task Groups will be established as agreed by the LSCB Executive to undertake and lead on specific areas of work on a multi agency basis across the LSCB which reflect LSCB statutory and/or local objectives. The key functions milestones and outcome monitoring of Task Groups and Reporting Groups will be formally agreed by LSCB Executive.

2. Budget

The LSCB has an established pooled budget made up of agreed contributions from the partner agencies. The membership organisations' shared responsibility for the

discharge of the LSCB's functions includes shared responsibility for determining how the necessary resources are to be provided to support it. LSCB Executive will receive regular budget monitoring reports and annual budget statements.

3. Planning

Bournemouth and Poole authorities are each required to produce a Children and Young People's Plan (CYPP) which is a shared strategy between all agencies to improve children's services. The joint LSCB's activities will influence those plans and the respective CYPP's will inform the Business Plan of the joint LSCB.

The joint LSCB will have a clear work programme which includes SMART (specific, measurable, achievable, realistic and time bound) objectives and a budget. It should include an annual report with relevant information on the previous year such as progress against objectives. That annual report will be presented to the Change for Children Board, Governance Board and Scrutiny Committees. This will enable the joint LSCB's work to be scrutinised by other local partners and stakeholders.

4. Standards of Operation

- 4.1 The Bournemouth and Poole LSCB Executive will meet quarterly.
- 4.2 Executive meetings will be held alternately in Bournemouth and Poole. Agenda planning for LSCB Executive will be undertaken in a formal meeting involving Independent Chair and Heads of Children's Social Care from both Local Authorities (LSCB Vice Chairs).
- 4.3 An annual LSCB Conference will be held bringing together all agencies and stakeholders involved in safeguarding work across Bournemouth and Poole.
- 4.4 Sub Group Chairs will meet quarterly prior to each LSCB Executive Group meeting.
- 4.5 Chief Executives will be asked to sign up to the joint LSCB COMPACT, which is a Memorandum of Agreement setting minimum standards for safeguarding.
- 4.6 The joint LSCB will agree a role specification for membership of both the LSCB Executive and Working Groups.
- 4.7 Each member must be aware of their statutory duty regarding attendance at meetings.
- 4.8 The LSCB will produce an Annual business plan.
- 4.9 Agendas and supporting papers will be circulated at least 5 working days in advance of the meeting.
- 4.10 A summary of issues arising from the work of the Sub Groups and Task Groups will be presented to the LSCB Executive when a specific issue needs to be addressed or decision needs to be made by the Executive.
- 4.11 Minutes will be circulated to each member of the Working Groups.
- 4.12 Every Executive and Working Group member will receive all minutes.
- 4.13 The LSCB Executive minutes will be circulated to the Change for Children Board and Project Executive Team (Bournemouth) and Children's Services Governance Board and Executive Group (Poole) with a covering report from the chair highlighting any recommendations.
- 4.14 The LSCB will review its terms of reference on an annual basis.
- 4.15 A register of all partner agencies and LSCB board members will be maintained by the LSCB.

5. BOURNEMOUTH AND POOLE LSCB EXECUTIVE

- 5.1 The LSCB Executive is the overarching body which co-ordinates and drives the overall work of the full Local Safeguarding Children Board and ensures that its statutory functions are fulfilled.

A review of the LSCB structure and model of working during 2007-08 concluded there was a need for improved senior representation from partner agencies on the LSCB in order to extend the reach of the LSCB into partner agencies and ensure safeguarding responsibilities are understood and met at every level within partner organisations.

The LSCB Executive has developed from the previous Steering Group arrangement to now ensure Senior i.e. 1st or 2nd tier representation from all statutory partner agencies. This change from September 2008 corresponded with the appointment of the LSCB Independent Chair.

5.2 LSCB Executive Terms of Reference

1. To ensure that the key function of the LSCB to co-ordinate local work between agencies to safeguard and promote the welfare of children and to ensure the effectiveness of that work.
2. To ensure that the Terms of Reference of the LSCB Working Groups meet the functions and requirements of the Board and to agree, oversee and monitor the work plans of each Working Group.
3. To commission LSCB Task Groups as required in response to the key objectives and work programme of the LSCB and monitor the work plan of individual task groups.
4. To report to the respective Children's Trusts and Scrutiny Groups in Bournemouth and Poole on the effectiveness of local safeguarding arrangements.
5. To make recommendations to the Children's Trusts about actions they should take to improve local safeguarding arrangements.
6. To monitor the effectiveness of partner agencies safeguarding arrangements and practice with reference to the LSCB Compact.
7. To make representations to the governing bodies of agencies where it is clear that an agency is unable or unwilling to meet their key safeguarding requirements.
8. To ensure effective communication and understanding amongst all LSCB members regarding the objectives and work of the Board.

To ensure that safeguarding work with the Dorset LSCB is consistent and co-ordinated.

6. MEASURING EFFECTIVENESS

Bournemouth and Poole LSCB is committed to developing a range of Performance Management and Quality Assurance systems, in order to demonstrate the effectiveness of the Board and provide real examples of how the LSCB is making a difference. The Performance and Effective Practice Working Group leads this area of work. The Performance Management framework for the LSCB includes:

- Quarterly multi-agency case file audits undertaken by Performance and Effective Practice Working Group with key findings, disseminated to all agencies.
- Dissemination of learning from Serious Care Reviews and auditing by Working Group on progress of implementation of individual agency and overview recommendations and action plans.
- 'Cross cutting' agency audit of a standards within the LSCB Compact. As a first step to undertaking this work, the LSCB Compact will be reviewed in terms of the continued relevance of its content and in respect of its implementation across agencies. This work will be led by the re-formed communication and Engagement Sub Group
- Regular Management Information Reports on child protection activity and analysis of these undertaken by Working Groups. The compilation of an agreed data set framework will be developed by the LSCB Development Officer
- Progress reporting to LSCB Executive on all areas of local safeguarding activity via Quarterly Safeguarding Performance Report.
- The new key objective in respect of Governance and Accountability arrangements (Section 4.7) will be addressed by the LSCB Executive, including the formalisation of links with the Children's Trusts.

During 2009/10 and beyond, further performance management developments planned are: -

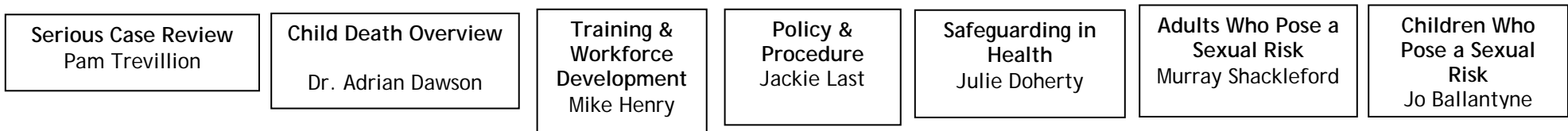
- A comprehensive management information database across key areas of safeguarding.
- Consultation and feedback forums with families, children and young people around staying safe.
- Detailed analysis of trends and themes from Quarterly Safeguarding Performance Report.

BOURNEMOUTH AND POOLE LSCB STRUCTURE

B&P LSCB EXECUTIVE GROUP
Senior tier partner agency representation
Independent Chair - Ron Lock

SUB GROUPS

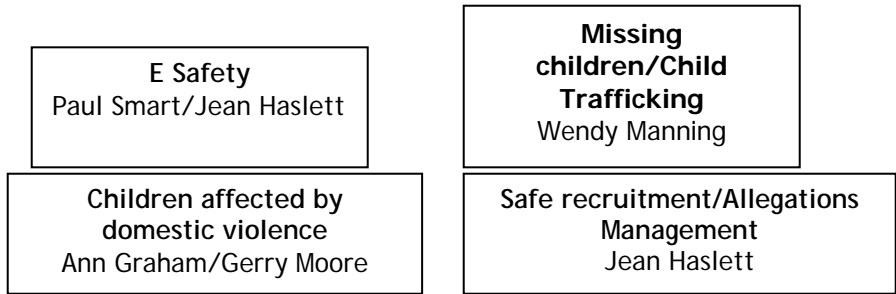
PAN DORSET



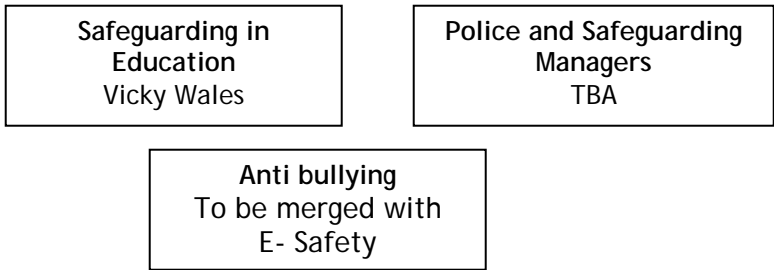
BOURNEMOUTH AND POOLE



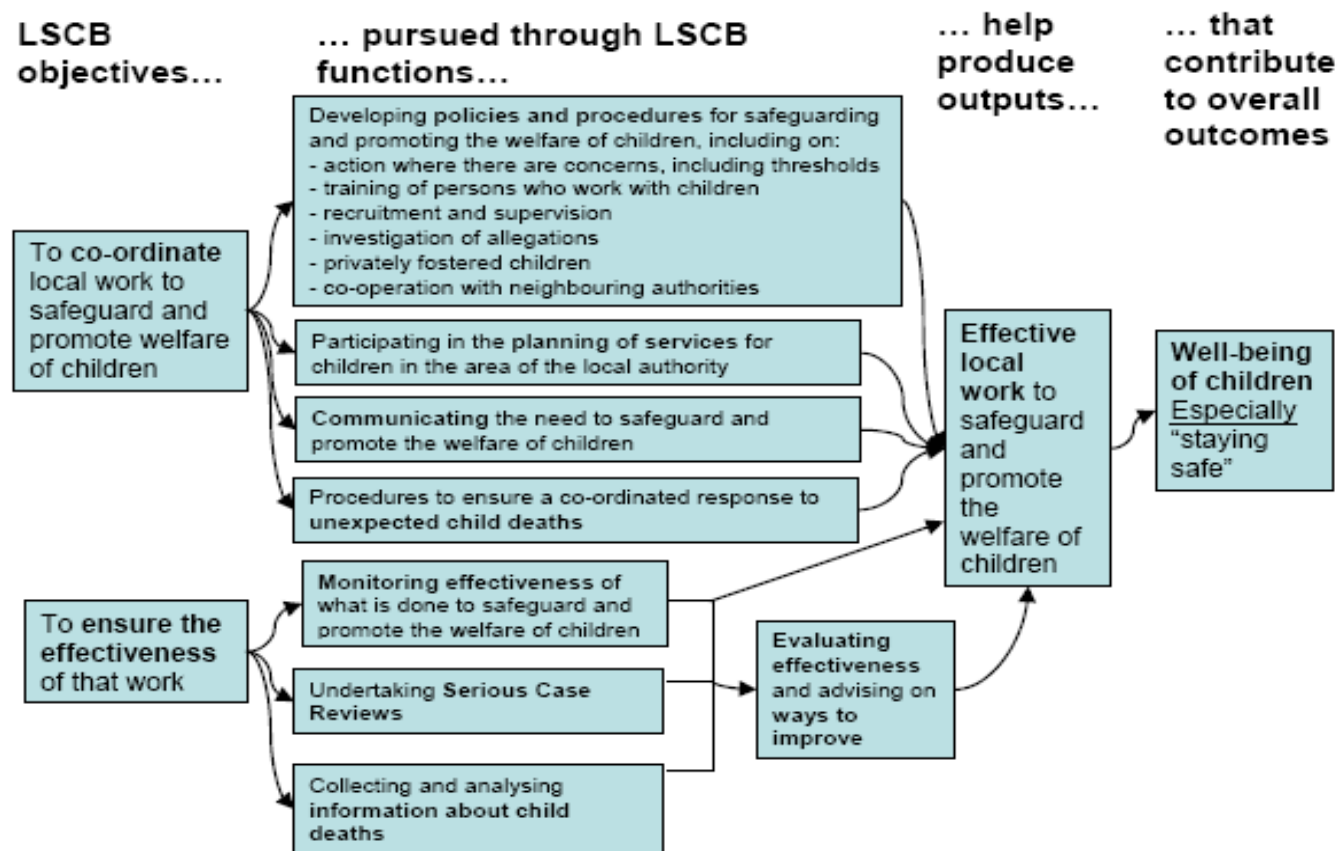
TASK GROUPS:



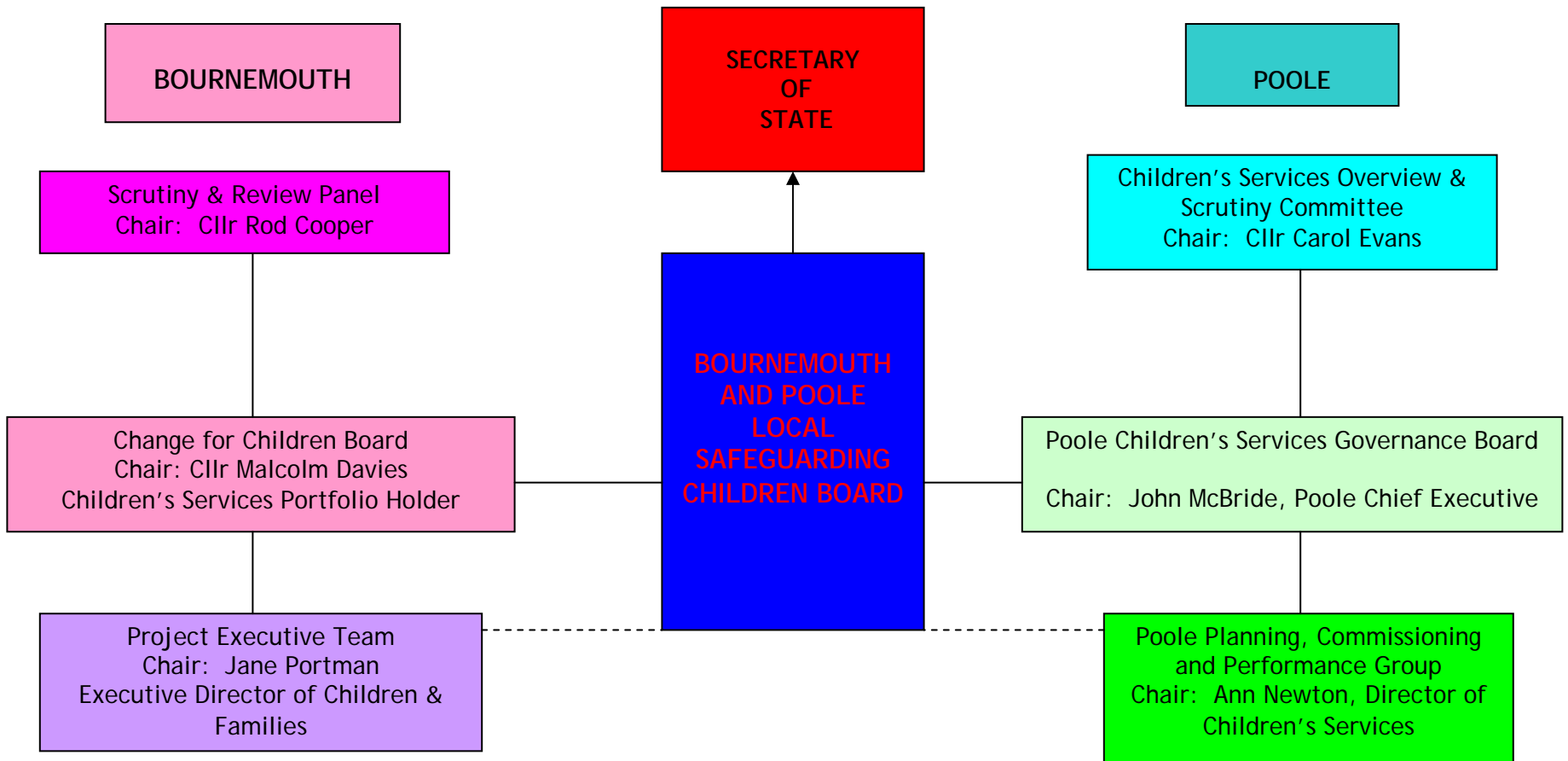
REPORTING GROUPS:



3.4 Whilst the work of LSCBs contributes to the wider goals of improving the wellbeing of all children, it has a particular focus on aspects of the 'staying safe' outcome



BOURNEMOUTH & POOLE LSCB GOVERNANCE CHART



BOURNEMOUTH AND POOLE LSCB COMPACT

(This is a revised version developed to reflect the 2009 - 10 Business Plan key objectives - 4.5.1)

BOURNEMOUTH AND POOLE LSCB COMPACT

CONTENTS

Part One

- Background, Context and Overview

Part Two

- Compact Agreement
- The Ten Standards for All Compact Partners
 1. Strategic Lead
 2. Staff Responsibilities and Competencies
 3. Staff Recruitment and Selection
 4. Staff Induction, Training and Appraisal
 5. Staff Accountability
 6. Equality of Opportunity
 7. Safe Working Practices
 8. Complaints and Allegations against Staff
 9. Client Confidentiality and Information Sharing
 10. Monitoring Compliance

Appendix 1

- Guidance in relation to the Ten Standards

Appendix 2

- Relevant documents and references

PART ONE

1. INTRODUCTION

- 1.1 'Safeguarding and promoting the welfare of children - and in particular protecting them from significant harm - depends upon effective joint working between agencies and professionals that have different roles and expertise.' *Working Together to Safeguard Children 2006.*
- 1.2 The Compact seeks to enable agencies, professionals and volunteers to understand their vital role in supporting children and young people to be safe, participate, enjoy, achieve and grow.
- 1.3 The Bournemouth and Poole Local Safeguarding Children Board will support and challenge agencies, professionals and volunteers with significant access to children so that they can exercise their roles and responsibilities in a manner that keeps themselves; children and young people safe from harm.

2. AIMS OF THE COMPACT

- 2.1 The overall aims of the Compact are to ensure agencies and organisations can:
 - i. Safeguard children by having in place policies, procedures, safe working practices and suitable trained staff and volunteers;
 - ii. Improve the quality of life and opportunities for all children by working together and in partnership with parents, carers and the community to improve outcomes for children in respect of keeping them safe.
- 2.2 The Bournemouth and Poole Local Safeguarding Children Board will aim to provide information, support and advice for partner agencies and organisations in order that they can develop and improve their capacity to meet the ten standards outlined in the Compact. The Bournemouth & Poole LSCB Communication Strategies set out the processes for communication.

3. PARTNERS TO THE COMPACT

- 3.1 Partner agencies and organisations will be all those working with children and young people in Bournemouth and Poole including agencies with significant access to children and young people.
- 3.2 There will be three categories of Partner agency
 - Statutory members of the Bournemouth and Poole Local Safeguarding Children Board
 - Other board members
 - There are a number of "third sector" voluntary, community and business agencies that are not directly represented on the LSCB yet their aims and objectives relate to achieving good outcomes for children.
- 3.3 A register of all Compact partner agencies and organisations will be maintained by the Bournemouth and Poole Local Safeguarding Children Board and used to communicate with agencies across Bournemouth and Poole and involve them in the development of strategy and policy.
- 3.4 New members to the LSCB will also receive an induction sheet
- 3.5 Each partner agency will have a governance sheet; outlining their responsibilities to the work of the LSCB.

**COMPACT AGREEMENT FOR ALL PARTNERS OF BOURNEMOUTH AND POOLE JOINT
LOCAL SAFEGUARDING CHILDREN'S BOARD (LSCB)**

Name of Organisation:	
Address:	

STAN- DARD	AREA	DEFINITION
1	Strategic Lead	All partner organisations have a strategic lead person appointed to ensure that their organisation have robust and appropriate safeguarding policies and procedures in place.
2	Staff Responsibilities and Competencies	All partner organisations employing staff with access to children have statements within staff Job Descriptions and Person Specifications that recognise responsibilities around safeguarding and improvements in outcomes for children.
3	Staff Recruitment and Selection	All partner organisations ensure that all staff with access to children are properly selected and vetted to ensure inappropriate employees do not gain access to children in their work.
4	Staff Induction, Training and Appraisal	All partner organisations ensure that there are an adequate number of sufficiently trained, experienced people in the organisation to work safely and effectively to protect children and improve outcomes.
5	Staff Accountability	All partner organisations will have a clear accountability structure to ensure that all personnel understand that place in their organisation and how they receive support and guidance in their work with and for children.
6	Equality of Opportunity	All partner organisations have an Equal Opportunities Policy and personnel understand the implications of the policy in contributing to improved outcomes for ALL children when working with diversity.

7	Safe Working Practices	All partner organisations have processes and procedures in place to ensure that staff with access to children have knowledge, understanding and training in order to establish and maintain safe working relationships with children.
8	Complaints and allegations against staff	All partner organisations will have in place written procedures for handling complaints and allegations against staff.
9	Client confidentiality and Information Sharing	All partner organisations will keep confidential any information on a child or young person and his or her family that is of a personal and sensitive nature. However, where there is concern about a child's safety and welfare there will be a clear understanding of what information can be shared within the relevant legal frameworks and information sharing protocols.
10	Monitoring Compliance	All partner organisations will work closely and effectively with the LSCB through agreed mechanisms to monitor the partner agency's performance against the standards contained within this agreement. The Governance Group will have the power to audit individual agency LSCB standards.

<p>I agree to ensure that the above standards are promoted and worked to within the agency I represent as part of our active participation in the Bournemouth and Poole Local Safeguarding Children's Board.</p>
<p>Signed:</p>
<p>Post Held:</p>
<p>Organisation:</p>
<p>Date:</p>

**GUIDANCE TO SUPPORT THE TEN STANDARDS
FOR ALL COMPACT PARTNERS AND ORGANISATIONS**

STANDARD 1 - Strategic Lead

All partner organisations have a nominated strategic lead person appointed to ensure that their organisation has the following in place

- 1.1 Up to date copies of the Inter-agency Child Protection Procedures and additional policies and procedures as required which govern their own agency procedures and work in relation to safeguarding and child protection. *Available on www.bournemouth-poole-lscb.org.uk*
- 1.2 Systems to ensure that work is taking place to meet all 10 Standards of this Compact.
- 1.3 Commit to working within the Bournemouth and Poole LSCB Governance agreement.
- 1.4 Clarity about their agencies contribution to the work of the Bournemouth and Poole Local Safeguarding Children Board in order to:
 - Contribute and engage fully and effectively to the work of the board through membership of the Steering Group or the Working Groups;
 - Ensure decisions with regard to safeguarding made by the Bournemouth and Poole Local Safeguarding Children Board are enacted within their own agency;
 - Ensure strategic issues are brought to the attention of the Bournemouth and Poole Local Safeguarding Children Board.
 - To identify an E Safety Champion within the organisation to be an associate member of the LSCB E Safety Task Group (Strategy Implementation Group)'
 - Ensure that issues both nationally and locally that may impact on children and young people safety are brought to the attention of the Bournemouth and Poole LSCB. (e.g. new guidance)

STANDARD 2 - Staff Responsibilities and Competencies

All partner organisations employing staff with access to children have statements within staff job descriptions and person specifications that recognise responsibilities around child protection and improvements in outcomes for children.

- 2.1 Partner agencies have clear written recruitment and selection procedures for all personnel that clearly identify and define the key core responsibilities and required competencies to
 - be able to identify and report child abuse
 - be able to identify and refer on children in need or at risk
- 2.2 Staff in all partner agencies is aware of policies and procedures in relation to the steps to be taken when an initial concern/allegation/disclosure of harm about a child/young person is identified.

STANDARD 3 - Staff Recruitment and Selection

All partner organisations ensure that all staff with access to children are properly selected and vetted to ensure inappropriate employees do not gain access to children in their work.

- 3.1 Partner organisations have recruitment and selection procedures for all personnel with access to children and young people including volunteers that include:
- The requirement that all personnel with access to children
 - undergo the appropriate level of check with the Criminal Records Bureau and comply with the Vetting and Barring Scheme which will be operational from October 2009;
 - provide a full employment history, including periods of unemployment and the reasons for these, and proof of qualifications;
 - provide two references and where appropriate these references should be verbally checked to contribute to the information within them and/or to clarify any issues arising from them;
- Additionally: -
- The organisation complies with the Vetting and Barring Scheme, and those staff responsible for recruitment/advertising receive training to ensure that recruitment is Bichard compliant.
- 3.2 Employees will be made aware of the agency/organisation policies and procedures in relation to safeguarding and child protection and any training needs they have in relation to these will be identified and responded to.
- 3.3 When services for children are contracted out to other organisations, then the respective contracts for such work will need to have relevant clauses in respect of how the safeguarding needs of children and young people will be addressed.

STANDARD 4 - Staff Induction, Training and Appraisal

All partner organisations ensure that there is an adequate number of sufficiently trained, experienced people in the organisation to work safely and effectively to protect children and improve outcomes.

- 4.1 All personnel with direct access to children should, as part of their induction into their role, read and understand:
- The reporting processes and procedures detailed in '*What To Do If You Think a Child is Being Abused*' and the local Inter-agency Child Protection Procedures;
 - the guidance available in relation to information sharing where there is a concern about child abuse;
 - the need for accurate record keeping where there are concerns for the safety and well being of a particular child as described in the guidance '*What To Do If You Think a Child is Being Abused*' and in accordance with their own agency's procedures.
 - Safeguarding issues in respect of E-Safety
- 4.2 All personnel with direct access to children should receive regular accredited training on recognition of signs and symptoms of abuse and in relation to child protection issues as well as reporting and *referral* processes at least once every three years.
- 4.3 Personnel with management responsibility will ensure that their annual appraisal processes include a review of each worker's skills, competencies and knowledge around child protection issues and processes, and that each appraisal will lead to a training plan to fill any gaps identified. As a result, they should be aware of any

shortfall between training needs and training received, and are able to demonstrate planned activities to reduce the gap.

- 4.4 All partner agencies to do their utmost to ensure that there are an adequate number of sufficiently trained, experienced people in their organisation to work safely and effectively with and for children.

STANDARD 5 - Staff Accountability

All partner organisations will have a clear structure to ensure that all personnel understand their place in their organisation and how they receive support and guidance in their work with and for children.

- 5.1 Staff will understand their individual responsibilities for the safety of children as well as their personal accountability through their line management.
- 5.2 All partner organisations have systems in place to enable and support staff to report concerns about a child's welfare to managers and supervisors.
- 5.3 All partner organisations have processes and procedures in place to enable personnel to confidentially report any concerns they have about another individual's practice or behaviour, and/or organisational practice in relation to children, which may place them at risk of harm.

STANDARD 6 - Equality of Opportunity

All partner agencies have an Equal Opportunities policy and personnel understand the implications of the policy in contributing to improved outcomes for ALL children.

- 6.1 All partner organisations ensure that all personnel are aware of equal opportunities issues in policy and in practice and have the necessary skills and strategies to provide an anti-discriminatory service.

STANDARD 7 - Safe Working Practices

All partner organisations have processes and procedures in place to ensure that staff with access to children has knowledge, understanding and training in order to establish and maintain safe working relationships with children.

- 7.1 All partner organisations will ensure that there is written guidance available to all personnel on safe working practices with children and that all personnel are familiar with these. Guidance may include statements on professional boundaries, appropriate physical contact, home visiting, outdoor education, safe physical environments that offer personal space appropriate to the child's age and development etcetera.
- 7.2 All partner organisations have processes and procedures in place to both assess and manage risk with regard to children. This includes risk to children from access to certain people, physical environments, equipment, and particular activities.
- 7.3 All staff with direct access to children should receive regular training on child protection issues. All partner organisations to have a clear E Safety Policy that is regularly reviewed and updated by the E Safety Champion, according to National and Local Guidance and recommendations. This includes regular and appropriate training and updates for staff.'

STANDARD 8 - Complaints and Allegations against Staff

All partner organisations will have in place written procedures for handling complaints and allegations against staff.

- 8.1 All partner organisations will have a nominated person in the organisation trained to handle complaints and allegations against staff with specific regard to complaints or allegations made by or about children.
- 8.2 All partner organisations will have clear written procedures on complaints and allegations that are regularly reviewed.
- 8.3 All personnel will be made aware of their duties and responsibilities within the procedures.

STANDARD 9 - Service User Confidentiality and Information Sharing

In line with the Data Protection Act 1998 the partner organisation will keep confidential any information on a child or young person and his or her family that is of a personal and sensitive nature. However, where there is concern about a child's welfare, there will be a clear understanding of what information can be shared.

- 9.1 All partner organisations will have
 - written guidance readily available to staff on the keeping of accurate and up to date client records together with a statement about confidentiality
 - ensure their personnel know and understand what information can be shared under Bournemouth and Poole's Joint Information Protocol and their duty to share information even without user consent where there are child protection concerns and that their agency will support all such actions taken in good faith.
 - A statement on the security of personal records and adheres to this.

STANDARD 10 - Monitoring Compliance

The partner organisation will work closely and effectively with the Bournemouth and Poole Local Safeguarding Children Board through agreed mechanisms to monitor the partner agency's performance against the Standards contained within this agreement.

- 10.1 All partner organisations to make available staff and materials necessary to monitor compliance using audit tool(s) adopted or developed by the Bournemouth and Poole Local Safeguarding Children Board.

