

LSCB Functioning: Performance Framework 2011 – 2012

Standards: Outcomes for Effective Work	Performance Monitoring	Timescales
Each member organisation will have a representative on the Board, who is sufficiently senior to hold their organisation to account.	Annual review of membership of LSCB and LSCB groups.	Completed July 2007, July 2008 December 2009 December 2010.
Each member organisation will ensure a suitable deputy attends meetings of the Board, if the nominated representative is unable to attend. Each member organisation will ensure the Board's business is accorded a high priority within the nominated person's workload.	Annual Review of membership of LSCB and constituent groups. Record of attendance will be scrutinised annually.	Completed July 2007, July 2008 December 2009 December 2010 Completed December 2009 December 2010
Each member organisation will be open and transparent in evaluating their safeguarding arrangements and promoting good practice by sharing performance information with the Board, within agreed Performance Management arrangements. Each member organisation will meet their duties and responsibilities under Section 11 of the Children Act, in relation to co-operation with other agencies. Each member organisation will establish effective policies and procedures regarding recruitment and supervision of staff that may work with children, and will act upon any concerns in an appropriate manner.	Member organisations will be asked to self-evaluate, under an agreed framework of indicators. Results will be shared with the Board.	Self Assessment process completed annually Safe Workforce Self Evaluation completed annually Reviewed April 2010. To be reissued June 2011
Each member organisation will ensure that financial contributions are made, as agreed, within necessary timescales.	Annual audit of LSCB budget, including contributions made by member organisations.	Completed April 2011

Standards: Outcomes for Effective Work	Performance Monitoring	Timescales
Each LSCB member can expect the Board to demonstrate effective communication and management.	<p>Annual report of LSCB business, an annual Training Strategy and Business Plan.</p> <p>Performance monitoring to ensure the following: Board papers to be distributed no less than 10 working days before each board meeting.</p> <p>Action points arising from the LSCB meeting will be distributed within 10 working days, with full minutes circulated within 20 working days.</p> <p>A standard agenda will be utilised at each general LSCB meeting, to include information about good practice and National guidance.</p> <p>Items of any other business that are received 15 working days prior to a Board meeting will be included in the agenda.</p>	LSCB Business Plan and Training Strategy submitted annually. August 2011 and April 2011 respectively
The LSCB has robust governance arrangements	Self assessment and Challenge and Improvement workshop to analyse LSCB effectiveness through good governance	June 2011
Parental involvement in Child Protection Processes is evaluated and maximised	Completion and evaluation of Parental Involvement Key Standards Self Evaluation Checklist	August 2011

LSCB Sub Groups: Performance Framework

Standards	Performance Monitoring	Timescale
The LSCB will ensure effective communication between the Board and constituent groups.	<p>Scrutiny of sub group minutes and agenda items, including items deferred.</p> <p>Inclusion of sub group chair in full LSCB Progress reports from each sub group will form part of the LSCB's standard agenda.</p>	<p>Achieved and ongoing.</p> <p>Reviewed annually – last completed April 2011</p>
Sub group chairs will receive administrative support to ensure the smooth running of sub group business	<p>Scrutiny of sub group minutes</p> <p>Inclusion of sub group chair in full LSCB.</p>	<p>Achieved and ongoing.</p> <p>Reviewed annually – last completed April 2011</p>
Each member organisation will provide appropriate resources to complete LSCB business, such as attendance at sub groups.	<p>Annual Review of membership of LSCB and constituent groups.</p> <p>Record of attendance will be scrutinised annually.</p>	<p>Reviewed annually – last completed December 2010</p>
Action post Serious Case Reviews	<p>Methods of implementing lessons learned from Serious Case Reviews are to be developed via Serious Case Review Monitoring Group.</p> <p>Locality Groups will be utilised to disseminate key messages.</p>	<p>Locality Groups began to take part in the process from April 2008.</p> <p>Countywide workshops held Feb/March/April 2009 and April 2010.</p> <p>Thematic tool analysed quarterly.</p>

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Training	<p>Tool to audit the effectiveness of Safeguarding Training, via staff feedback to be developed.</p> <p>The effectiveness of Safeguarding training to be monitored via pre and post line manager assessment</p> <p>Annual review of Multi Agency Training Plan</p>	<p>Completed May 2007</p> <p>Process began April 2009</p> <p>Reviewed annually – last completed April 2011</p>

Multi Agency Safeguarding Practice

Practice Area	Monitoring	Action	Timescale
Written feedback to referrers	Themed audits Audit of Children's services response to referrals.	CYPS files to be scutinised against current procedures	Audit completed January 2010
Initial Child Protection Conferences	Collation of data from each area on 3 monthly cycles. Analysis of data for presentation at LSCB quarterly.	Meetings of Performance Management Locality Groups every 12 weeks in each area. Analysis of local information at each group meeting. Locality groups to address local concerns and promote good practice.	Collection of Data began September 2006. All areas were collecting data from March 2007. Annual comparison of data (February to February) presented to the LSCB each April Will be presented in June 2011
Quality of Police reports to Child Protection Conferences	Development and Introduction of standard format across all localities within County Durham. Evaluation of content of police reports	Agree format across localities. Agree content with police legal advisors. Advise all vulnerability officers on the use of standard format. Audit quality of reports	Completed June 2008. Completed April 2009
Review Child Protection Conferences	Data collection and analysis, as with Initial Conferences	Routine collection and analysis of multi agency data, to be presented quarterly to LSCB. Performance Management Locality Groups will analyse data on a local level and respond to any local concerns.	All areas were collecting data from March 2007. Annual comparison of data (February to February) presented to the LSCB each April Will be presented in June 2011

Practice Area	Monitoring	Action	Timescale
Discharge meetings	Themed audits undertaken.	The quality of discharge strategy meetings will be audited by use of hospital discharge checklist	Completed August 2009
Quality of Social Work chronologies	Use of chronologies in social work files	Themed audit of social work records	Completed January 2008
Quality of health chronologies	Use of chronologies – Significant events in health records	Themed audit of health visitor records	Completed December 2008
Multi agency chronologies – incidence of completion	Incidence of multi agency chronologies presented to Review CP conferences and on social work files	Audit tool in use to examine s/w files. Data recorded by IROs regarding the presentation of MA chronologies at Review CP conferences.	Analysis of all data to be undertaken October 2011
Effectiveness of Core Groups	Records will be scrutinised to ensure attendance by key professionals and CP Plans carried out	Audit of Core Group records in social work files	Completed June 2010
Safe workforce issues	Ensure acceptance and use of Safe Workforce Standards by each member agency	Self assessment re safe workforce procedures	Annually – next self assessment due June 2011
Organisational and Strategic Self Assessment Tool	Ensure acceptance and use of the standards within the Organisational and Strategic Self Assessment Tool by each member agency	Self assessment by each member agency	Annually – next self assessment due June 2011
Hidden harm	Development of multi agency training programme Review and update multi agency guidance	Audit of LSCB Hidden Harm Training Scrutiny of Guidance	October 2008 Completed March 2009

Practice Area	Monitoring	Action	Timescale
Child Death Overview	Ensure that Child Death Overview Group is carrying out functions effectively	Scrutiny of attendance/cases discussed/any action taken in relation to cases	Durham CDOG audit tool completed February 2009. Effectiveness tool reviewed quarterly Annual report to LSCB April 2009, June 2010 and June 2011.
Neglect Strategy	Ensure neglect strategy action plan is complied with by partner agencies	Scrutiny of actions against performance	First review October 2010 Reviewed March 2011 Reviewed May 2011
Hidden Harm Audit	Establish whether cases with a hidden harm component are offered effective early intervention Establish whether safeguarding measures were effective	Audit of CAF and Safeguarding cases	August 2011
E safety arrangements	Ensure LSCB e safety strategy is adhered to	Scrutiny of actions against performance	October 2011
Restraints leading to injury	Numbers of restraints to children which led to injuries in both secure settings in Durham	Injuries caused by restraints are collated and presented to the Board bi annually.	Last presented Feb 2011, thereafter June and December 2011
YJB report	Performance within the secure estate	Annual report to YJB	Annual report to YJB, next due April 2012
LSCB dataset	Agency performance in key areas is scrutinised annually	Figures collated and presented to the Board	Presented April 2011
Information Sharing Audit	Audit concerning information sharing issues brought to light by a serious case review.	Information Sharing failures in SCR are highlighted and an audit undertaken against those failings	Presented to LSCB October 2011