



BUSINESS PLAN

2008-2009

This business plan is a working tool. The plan has been colour coded to enable partner agencies/lead officers to monitor progress.

Lead Responsibility

LSCB Business Manager	Suzanne Welsh	
LSCB Quality & Performance Manager	Chris O'Reilly	
LSCB Training Co-ordinator	Steve Ford	
LSCB Development Officer	Julie Hogg	
LSCB Admin Co-ordinator	Emma Maynard	
ALL Agencies	LSCB Agency Representatives	
Designated Nurse Child Protection	Diane Richardson	
Strategic Manager – S&SS	Mark Gurney	
Local Authority Designated Officer	Marilyn Brown	
Named GP	Alex Duke	
Detective Inspector – Vulnerability Unit	Eric Malkin	

Contents

Key Development Areas 2008/2009

- Ø Safe Workforce
- Ø e-Safety (Safeguarding Children in a Digital World)
- Ø Child Death Reviews
- Ø Hidden Harm (substance and alcohol abuse)
- Ø Thresholds/Neglect
- Ø Missing Children

Contingency Areas of Development

- Ø Supplementary Education (Subject to LA preliminary work)
- Ø Sexual Exploitation (awaiting results of DCSF consultation)

Key Responsibilities for LSCB

Standard 1

Children are safeguarded and protected

- Ø LSCB partnership/ownership
- Ø Involvement/participation of service users
- Ø Child centred perspective
- Ø Equal access to quality services
- Ø Recruitment and supervision and workforce management of people who work with children

Standard 2

Children are safeguarded and protected

- Ø Young people in secure environments
- Ø Children and young people exposed to domestic abuse
- Ø Disabled children and young people
- Ø Children and young people with substance abusing parents
- Ø Children and young people in private fostering
- Ø Children and young people who self-harm/misuse substances
- Ø Children and young people at risk of sexual exploitation
- Ø Unaccompanied children and young people
- Ø Children and young people missing from education
- Ø Children and young people in residential special schools
- Ø Children and young people in long term special schools
- Ø Children and young people in temporary accommodation

Standard 3

The co-ordination and monitoring of the child protection system

- Ø LSCB ensures agencies work collaboratively
- Ø LSCB monitors and evaluates the effectiveness and efficiency of the LSCB working arrangements
- Ø LSCB monitors and evaluates single and inter-agency safeguarding practice

Standard 4

Effectiveness of local arrangements to safeguard children

- Ø Consistent understanding of thresholds
- Ø Procedures are accessible and quality of practice known and managed
- Ø Activities focus on child
- Ø Performance management at point of service delivery

Standard 5

Recording and information sharing

- Ø Protocols for sharing information
- Ø Baseline recording standards

Standard 6

Knowledge and skills

- Ø Strategic plan – inter-agency training
- Ø Delivery of inter-agency training

Standard 7

Serious Case Reviews and Child Death Review processes

- Ø Learning lessons
- Ø Focus on actions and embedding change
- Ø Monitoring processes
- Ø Child Death Reviews

Standard 8

Reduce risk from potentially dangerous people

- Ø Strategic and operational links
- Ø Clear systems and processes

Key Areas of Development 2008/2009

SAFE WORKFORCE ISSUES

Development work has been undertaken in 2007/08 to address multi-agency standards for safe workforce practice.

All partner agencies complete a self-assessment tool regarding safe workforce practice. This is analysed and presented to the LSCB on an annual basis.

Multi-agency safe workforce procedures have been agreed by the LSCB following consultation with all partner agencies.

Six monthly updates regarding management of allegations against people who work with children will continue to be presented to the LSCB.

A Training the Trainer's Course on Safe Recruitment will commence in September 2008.

Safe workforce needs to remain a key development area in order to complete the work identified.

THRESHOLDS/NEGLECT

A multi-agency task group has taken this forward.

An audit of Safeguarding & Specialist Services in relation to neglect cases has been undertaken. There is further work to be undertaken a similar audit of health visiting records.

A multi-agency training programme commenced in March 2008.

A conference on Neglect has been arranged for practitioners in Durham in October 2008.

Draft practice guidance has been developed.

The Performance Management Framework in relation to safeguarding will expand the work of the locality groups to consider other areas of the safeguarding process. This will include responses to safeguarding referrals.

CHILD DEATH REVIEWS

Child Death reviews will continue to be core/established work of the LSCB. Although initial processes are developed it is recommended that Child Death Reviews continue as a key development for 2008/09 in order to review key processes and the response of partner agencies to this new process.

HIDDEN HARM (SUBSTANCE AND ALCOHOL ABUSE)

This is key area of developments which requires focussed work to kick-start and achieve outcomes.

This is a key area of development for 2008/09.

E-SAFETY

Developing of comprehensive and coherent e-safety policies for all services within their remit.

Each partner agency to have a lead person to co-ordinate and focus activities at a local level and to act as a contact point for the LSCB e-safety Officer.

Each partner agency to have policies for the acceptable use of ICT by children, young people and staff.

Each partner agency to have processes in place to raise awareness of e-safety for children, carers and staff with clear routes for accessing help and advice.

Identifying which services provide internet access or allow such access on or from their premises, or other circumstances where the LSCB has an ongoing responsibility for children.

Developing policies for safeguarding and promoting the welfare of children in the local area (such policies should address training, computer hardware and also internet access for key staff).

Developing policies for sharing e-safety information and advice to parents and carers to promote safe use of ICT in the home.

MISSING CHILDREN

The LSCB have developed an Elective Education group which focuses on children missing from education. The Group aims to strengthen safeguarding practices both for children who are missing from education and those whose parents elect to home educate.

This group has been asked to consider issues in relation to missing children/forced marriage. The LSCB will be informed if there are indications that more in-depth work is required

Standard 1

Children are safeguarded and protected

All agencies have clear strategic plans and policies that prioritise the safeguarding of children and promote their welfare, and involve users and their representatives in the development of these plans.

Outcome	Actions	Responsibility	Deadline	Monitoring Arrangements	Board Agenda
1.1 All agencies demonstrate compliance with Section 11 of the Children Act	Suitably trained professionals take a strategic lead for safeguarding children.	LSCB members	Ongoing	Performance Manager's report to LSCB	June 09
	Suitably trained professionals take a strategic lead for safeguarding children.	Chief Officers of LSCB partner agencies. Reviewed by Chris O'Reilly, LSCB Quality & Performance Manager	June 09	Performance Manager's Report to LSCB	July 09
i. All partnership agencies demonstrate ownership of LSCB policies and procedures.	Self-assessment completed annually as part of the Performance Management Framework.	LSCB members	July 2008	Performance Manager's report to LSCB	April 09
	Each agency to ensure appropriate and consistent representation on the LSCB.	LSCB members and their deputies	July 09	Performance Manager's report to LSCB	July 09

Outcome	Actions	Responsibility	Deadline	Monitoring Arrangements	Board Agenda
ii. The work of the LSCB fully incorporates a child centred perspective.	Continued funding of young people programme to inform the LSCB of young people's views regarding safeguarding issues.	Chris O'Reilly, LSCB Quality & Performance Manager	Dec 09	Children & Young People's Project report to LSCB	July 08 Oct 08 Jan 09 April 09
	Independent review of Young People's Project.	Chris O'Reilly, LSCB Quality & Performance Manager	Dec 08	Independent Evaluation report to LSCB	Jan 09
	Action plan produced as a result of consultation with young people.	Chris O'Reilly, LSCB Quality & Performance Manager	Sept 08	Draft Strategy presented to LSCB	Oct 08
	A plan published in order that young people can see their views will produce change.	Chris O'Reilly, LSCB Quality & Performance Manager	Dec 08	Action plan to LSCB	Jan 09
iii. All professionals are aware of the functions of the LSCB and have an opportunity to inform and contribute the work of the LSCB.	Production of communications strategy.	Suzanne Welsh, LSCB Business Manager	Sept 08	Report findings to LSCB.	Oct 08
	Review use of website.	Emma Maynard, LSCB Admin Co-ordinator	Aug 08	Report findings to LSCB.	Oct 08
	One-off Durham publication to be identified annually.	Steve Ford, LSCB Training Co-ordinator	Aug 08 Aug 09	Policy & Procedures Group	Sept 08
1.2 All agencies provide demonstrable evidence that they actively involve children, parents and their carers in the development of strategic plans.	LSCB members complete a self-assessment tool that is collated and the outcome analysed.	LSCB members. Chris O'Reilly, LSCB Quality & Performance Manager	Apr 09	LSCB Performance Management Framework Performance Manager's report to LSCB	Apr 09
i. All agencies have explicit written policies to promote equalities issues.	LSCB members to check their agency policies.	LSCB members	Dec 08	Performance Management Framework	Jan 09
ii. All training opportunities incorporate equality issues as described within agency's policies.	LSCB members to ensure that their agency training in child protection incorporates equality issues.	LSCB members	Dec 08	Performance Management Framework	Apr 09

Outcome	Actions	Responsibility	Deadline	Monitoring Arrangements	Board Agenda
iii. All training provided by the LSCB incorporates equality issues.	Checks to be made regarding current and new training to ensure that LSCB training equality issues.	Steve Ford, LSCB Training Co-ordinator	Jan 09	Training Co-ordinator's report to LSCB	Apr 09
	LSCB Training Group to ensure processes are in place to achieve this outcome.	Steve Ford, LSCB Training Co-ordinator	Jan 09	Training Co-ordinator's report to LSCB	Apr 09
1.3 Staff and volunteers from all agencies are aware of their responsibilities to ensure the safeguarding of children and have received training to enable them to fulfil this responsibility.	Chief Officers of all LSCB partner agencies to positively promote the organisation's role in the safeguarding agenda.	Chief Officers of LSCB partner agencies. LSCB members	Ongoing	Report to LSCB	Oct 08
	LSCB Training Group to ensure that they have data about multi-agency training needs that will inform the Training Strategy.	Steve Ford, LSCB Training Co-ordinator	Sept 08	Draft Training Strategy presented to LSCB	Oct 08
	Development of new Training Strategy for 2009/10	Steve Ford, LSCB Training Co-ordinator	Feb 09	Training Strategy to LSCB	Apr 09
	LSCB Training Group to develop and implement work plans for the 2009/10	Steve Ford, LSCB Training Co-ordinator	Feb 09	Work plan to LSCB	Apr 09
	Evaluation of courses in terms of acquired learning by participants: i. Develop a process for evaluation. ii. Apply and analyse results. i. Use findings to inform development of training courses	Steve Ford, LSCB Training Co-ordinator	Nov 08	Training Co-ordinator's Report to LSCB	Jan 09

Outcome	Actions	Responsibility	Deadline	Monitoring Arrangements	Board Agenda
Recruitment and supervision of people who work with children					
CRB Checks 1.4 Staff (including volunteers) have their safeguarding checks updated as required by legislation and guidance and these are properly recorded.	Via means of self-assessment, LSCB members to confirm their agency's current position in relation to safeguarding checks.	LSCB members complete self assessment	April 09	Performance Manager's Report to LSCB	Apr 09
	Via means of self-assessment, LSCB members to confirm their agency's current position in relation to safeguarding checks.	Chris O'Reilly, LSCB Quality & Performance Manager	Apr 09	Performance Manager's Report to LSCB	Apr 09
Record Keeping 1.5 Record keeping records confirm that checks are current on all existing and newly appointed staff and volunteers.	Member agencies complete self assessment	Member agency	April 09	Performance Manager's Report to LSCB	April 09
	Via means of self-assessment, LSCB members to confirm their HR records are fit for purpose.	LSCB members Chris O'Reilly, LSCB Quality & Performance Manager	Apr 09	Performance Manager's Report to LSCB	Apr 09

Outcome	Actions	Responsibility	Deadline	Monitoring Arrangements	Board Agenda
<u>Supervision</u> 1.6 The workforce is properly supervised and concerns are acted upon appropriately.	Member agencies complete self assessment	Member agency	April 09	Performance Manager's Report to LSCB	April 09
	Via means of self-assessment, LSCB members confirm their agency's supervision arrangements in relation to safeguarding	LSCB members Chris O'Reilly, LSCB Quality & Performance Manager	Apr 09	Performance Manager's Report to LSCB	Apr 09
	i. Task group to continue to meet to complete the work reported to LSCB in Feb 08.	Chris O'Reilly, LSCB Quality & Performance Manager	Oct 08	Performance Manager's Report to LSCB	Oct 08
	ii. LSCB training for trainer's course re safe recruitment commences from Sept 08.	Steve Ford, LSCB Training Co-ordinator	Sept 08	Training Co-ordinator's Report to LSCB	Oct 08
	i. Finalise draft procedures.	Chris O'Reilly, LSCB Quality & Performance Manager	Jul 08	Draft procedures presented to LSCB	Jul 08
	j. Working practices to be compliant with ISA which will be operational from September 2009	Chris O'Reilly, LSCB Quality & Performance Manager	Sep 09	Performance Manager's Report to LSCB	Sep 09
	k. Continue to monitor safe workforce standards via partner agency self-assessment tools.	LSCB members Chris O'Reilly, LSCB Quality & Performance Manager	Apr 09	Performance Manager's Report to LSCB	Apr 09
<u>Safe Recruitment Practices</u> 1.7 All agencies have safe recruitment practices	Safe Workforce self-assessment tool completed by LSCB partner agencies annually.	LSCB members Chris O'Reilly, LSCB Quality & Performance Manager	Dec 08	Performance Manager's Report to LSCB	Jan 09
1.8 Staff are effectively supported and protected from danger and/or the risk of violence.	To be included in safe workforce self-assessment tool of agencies.	Chris O'Reilly, LSCB Quality & Performance Manager	Oct 08	Performance Manager's Report to LSCB	Jan 09
i. Staff safety issues are reflected in training.	To be included in safe workforce self-assessment tool of agencies.	Chris O'Reilly, LSCB Quality & Performance Manager	Oct 08	Performance Manager's Report to LSCB	Jan 09

Outcome	Actions	Responsibility	Deadline	Monitoring Arrangements	Board Agenda
ii. Managers understand the importance of enabling staff to carry out their duties in the safest way possible.	To be included in safe workforce self-assessment tool of agencies.	Chris O'Reilly, LSCB Quality & Performance Manager	Oct 08	Performance Manager's Report to LSCB	Jan 09
1.9 Agencies have effective and efficient processes to deal with allegations against staff, volunteers and others with the care of children.	Yearly DSCF data set returns	Marilyn Brown, Local Authority Designated Officer	Sep 08	LADO report to LSCB	Oct 08
	6 monthly updates regarding LSCB progress. Ø Allegations Management Ø Promoting Safer Recruitment	Marilyn Brown, Local Authority Designated Officer	Jul 08	LADO report to LSCB	Oct 08
	Analysis of individual case management to report to the LSCB regarding the effectiveness of the process	Marilyn Brown, Local Authority Designated Officer	Jul 08 Oct 08 Jan 09	LADO report to LSCB	Jul 08 Oct 08 Jan 09

Standard 2

The safeguarding of children in all settings and circumstances

Agencies have local policies and procedures that address the safeguarding of children living away from home and in other circumstances where they are known to be particularly vulnerable

Outcome	Actions	Responsibility	Deadline	Monitoring Arrangements	Board Agenda
2.1 The LSCB has protocols in place to safeguard young people within secure environments in Durham and for young people normally resident in Durham who are placed in secure settings outside of the County.	Self-assessment against safeguarding standards as part of the Performance Management Framework.	Chris O'Reilly, LSCB Quality & Performance Manager	Apr 09	Suzanne Welsh, LSCB Business Manager receives copies of notifications to YJB following concerns that a young person is inappropriately placed and the outcome.	Apr 09
	Feasibility of Hassockfield Audit Findings to be used to raise awareness in the secure settings in Durham. This to also include feasibility of joint working between Aycliffe Secure Services and Hassockfield as a means of promoting best practice.	Chris O'Reilly, LSCB Quality & Performance Manager	Dec 08	Analysis to the LSCB	Jan 09
	Audit of Children & Young People's Service Youth Justice Services to young people in custody	Chris O'Reilly, LSCB Quality & Performance Manager	Oct 08	Report to LSCB	Oct 08

Outcome	Actions	Responsibility	Deadline	Monitoring Arrangements	Board Agenda
2.2 The LSCB works with other agencies to ensure that responses to issues of domestic abuse address child safeguarding issues.	Ensure consistent information sharing and referral processes between Police, Social Care and Specialist Nurses are agreed and implemented.	Mark Gurney, Strategic Manager – CIN – Safeguarding & Specialist Services	Aug 08	LSCB Policy & Procedures Group	Oct 08
	Agencies collaborate to provide advice and safe and accessible support services to children living in households where there is domestic abuse.	Co Durham Domestic Abuse Executive Group	2011	Progress report to LSCB	Dec 08
	Increase the awareness of the extent and impact of domestic abuse within local communities and all agencies and increase rates of reporting responsibility.	Co Durham Domestic Abuse Executive Group	2011	Progress report to LSCB	Dec 08
2.3 The LSCB, working with others, has proactively addressed and put in place strategies to address the needs of vulnerable children in the following groups:					
Ø Disabled children	New guidance on safeguarding disabled children has been published updating the 2006 version. Suggested links with the Joint Commissioning Disability Group to identify any issues for LSCB.	Julie Hogg, LSCB Development Officer	Oct 08	Suzanne Welsh, Business Manager	Jan 08

Outcome	Actions	Responsibility	Deadline	Monitoring Arrangements	Board Agenda
Ø Children with substance abusing parents	Scope work undertaken and produce work plan for 2008 to address Hidden Harm agenda	Julie Hogg, LSCB Development Officer	Jul 08	Report to LSCB	Jul 08
	Link work to the Hidden Harm Training Group and the multi-agency Hidden Harm Locality Groups in relation to Adult and Children's Services joint assessment	Julie Hogg, LSCB Development Officer	Sept 08	Update report to LSCB	Oct 08
	Have in place multi-agency procedures that promote good practice in working together to safeguard children of parents who misuse substances	Julie Hogg, LSCB Development Officer	Dec 08	Draft procedures to LSCB	Jan 09
	Have in place multi-agency training that supports staff in working with such families	Steve Ford, LSCB Training Co-ordinator	Feb 09	Training Co-ordinator's report to LSCB	Apr 09
Ø Children who self-harm, including misuse of substances	This to be connected to the work of the Hidden Harm Group who will advise LSCB regarding any specific work required which is related to substance abuse by young people.	Julie Hogg, LSCB Development Officer	Oct 08	Suzanne Welsh, Business Manager	Sept 08
	Multi-agency substance misuse commissioning group in Durham works to identify needs and services in relation to substance abuse by young people. Julie Hogg to make appropriate links through Hidden Harm work.	Julie Hogg, LSCB Development Officer	Oct 08	Suzanne Welsh, Business Manager	Sept 08

Outcome	Actions	Responsibility	Deadline	Monitoring Arrangements	Board Agenda
Ø Children at risk of sexual exploitation	The Government is due to publish draft guidance on "Safeguarding Children & Young People from Sexual Exploitation. No action at this stage. LSCB has not identified as a key area for development 08/09.				
Ø Children in private fostering placements	An annual programme of public and professional awareness raising is carried out by Safeguarding & Specialist Services	Mark Gurney, Strategic Manager – CIN – Safeguarding & Specialist Services	Oct 08	Report to LSCB	Oct 08
	An annual report is presented to LSCB which details actions taken by agencies to safeguard and promote the welfare of privately fostered children.	Mark Gurney, Strategic Manager – CIN – Safeguarding & Specialist Services	Oct 08	Annual report to LSCB	Oct 08
Ø Unaccompanied children	Not identified as an area for development 08/09				
Ø Children missing from education	Task group to identify key issues and make recommendations for future action.	Chris O'Reilly, LSCB Quality & Performance Manager	Jul 08	Elective Education report to LSCB	Oct 08
	Group to identify associated issues regarding forced marriages and children involved trafficking.	July Hogg LSCB Development officer			Oct 08
	Make recommendations to the LSCB regarding further work.	July Hogg Development officer			Oct 08
Ø Children in temporary accommodation	Not identified as an area for development 08/09				
Ø Children in residential special schools	Not identified as an area for development 08/09				
Ø Children in long term hospital placements	Not identified as an area for development 08/09				

Standard 3

The co-ordination and monitoring of the Child Protection System

The LSCB ensures agencies work collaboratively to develop and implement joint systems for ensuring the safeguarding of children, and monitors and evaluates the effectiveness of the child protection services

Outcome	Actions	Responsibility	Deadline	Monitoring Arrangements	Board Agenda
3.1 The LSCB is constituted by <i>Working Together to Safeguard Children</i> and has appropriate representation from all relevant agencies including those from the voluntary sector at an appropriate level of seniority.	Review of representation on the LSCB and related groups via the evaluation of effectiveness of the LSCB as part of the Performance Management Framework	Chris O'Reilly, LSCB Quality & Performance Manager	Jun 08	Annual reporting to the LSCB	Jul 08
3.2 LSCB is adequately funded to fulfil its responsibilities	Monitoring of LSCB resources and their effectiveness: Ø Review budget contributions Ø Business Manager's report to the LSCB address key issues regarding work pressures and priorities Ø Budget and LSCB workforce management	Suzanne Welsh, LSCB Business Manager	Jun 08	Business Manager Reports to LSCB	Jul 08 Oct 08 Jan 09 Apr 09

Outcome	Actions	Responsibility	Deadline	Monitoring Arrangements	Board Agenda
3.3The LSCB has put in place a Performance Management Framework based on clear standards and performance indicators for child protection, and uses management information in respect of child protection and safeguarding of children to improve services.	Continued development of the multi-agency Performance Management Locality Groups that exist in each locality and form part of the Performance Management Framework	Chris O'Reilly, LSCB Quality & Performance Manager	Review Oct 08 April 09	Performance Manager's report to LSCB	Jul 08 Oct 08 Jan 09 Apr 09
	Review of progress of these groups to be reported to LSCB	Chris O'Reilly, LSCB Quality & Performance Manager	Oct 08 April 09	Performance Manager's report to LSCB	Jul 08 Oct 08 Jan 09 Apr 09
	GP proforma for child protection conferences	Dr Alex Duke, Named GP Child Protection	Aug 08	Performance Manager's report to LSCB	Oct 08
	Standardisation of Police reports to child protection conferences.	DI Eric Malkin, Vulnerability Unit, Durham Constabulary	Jul 08	Performance Manager's report to LSCB	Jul 08
	Development of chronologies at all first core group meetings	Chris O'Reilly, LSCB Quality & Performance Manager	Dec 08	Performance Manager's report to LSCB	Jan 09
	Performance information as a result of self-assessment tools to be shared with Chief Officers of LSCB partner agencies to inform practice	Chris O'Reilly, LSCB Quality & Performance Manager	Apr 08	Performance Manager's report to LSCB	Oct 08

Standard 4

Effectiveness of Local Arrangements to Safeguard Children

Child welfare concerns are identified and responded to appropriately and sensitively with agencies working in partnership to ensure children are effectively safeguarded

Outcome	Actions	Responsibility	Deadline	Monitoring Arrangements	Board Agenda
4.1 Staff of all services have a consistent understanding of the thresholds for sharing information with and referral to Safeguarding & Specialist Services/Police, and the undertaking of an Initial Assessment to identify if the child is in need and, if so, if the child's welfare is being safeguarded.	Multi-agency task group has been set up to review/develop thresholds for neglect and report to LSCB	Chris O'Reilly, LSCB Quality & Performance Manager	Sep 08 Oct 08	Practice guidance to be issued – Sep 08. Multi-agency conference on neglect scheduled	Sep 08 Oct 08
	Links to be made between CIN and LSCB Child Protection Procedures as an integral part of developing a child concern model	Mark Gurney, Strategic Manager – CIN – Safeguarding & Specialist Services	Sep 08	CIN procedures to be updated and placed on LSCB website	Sep 08
	Develop a shared protocol around the process of assessments involving NHS Trusts, Police and Safeguarding & Specialist Services	Mark Gurney, Strategic Manager – CIN – Safeguarding & Specialist Services			
4.2 Responses to child welfare concerns are conducted in accordance with local policies, procedures and guidance by all agencies. Ø Policies, procedures and guidance are followed consistently in response to child welfare concerns Ø Activities focus on the child	LSCB to monitor and review a clear performance management process and system.	Chris O'Reilly, LSCB Quality & Performance Manager	Apr 09	Performance Manager's Report to LSCB	Apr 09
	LSCB to ensure that work with children is informed by the emerging work from the Investing in Children research project.	Independent Evaluation by Edinburgh University Chris O'Reilly, LSCB Quality & Performance Manager, to oversee project	Dec 08	Report to LSCB	Jan 09

Standard 5

Recording & Information Sharing

Record keeping and information sharing for the purposes of safeguarding children

Outcome	Actions	Responsibility	Deadline	Monitoring Arrangements	Board Agenda
<p>5.1 There are clear protocols between the LSCB partner agencies for the sharing of information.</p> <p>Staff are aware of data protection and information sharing issues</p>	LSCB partner agencies review whether staff are aware of data protection and information sharing issues via use of the self-assessment tool.	LSCB Members Chris O'Reilly, LSCB Quality & Performance Manager	Jan 09	Report to LSCB	Apr 09
	Issues of good practice or barriers to successful information sharing are shared with the Performance Management Locality Groups	Chris O'Reilly, LSCB Quality & Performance Manager	Jul 08	Performance Management Group	Jul 08
	Serious Case Review Monitoring Group	Suzanne Welsh, LSCB Business Manager	July 08 Oct 08 Jan 09 April 09	Serious Case Review Monitoring Group	July 08 Oct 08 Jan 09 April 09
	LSCB self-assessment tools are actively used as part of their monitoring function	Chris O'Reilly, LSCB Quality & Performance Manager	April 09	Performance Management Group	April 09
5.2 Staff understands, accept and implement the protocols and guidance on information sharing.	To consider incorporating issues relating to information sharing protocols in existing Level 3 training.	Steve Ford, LSCB Training Co-ordinator	Apr 09	LSCB Training Group	Apr 09
5.3 LSCB and partner agencies develop and agree a protocol regarding baseline recording standards in respect of children where there are welfare concerns.	Policy & Procedures Group to consider developing a protocol for baseline recording in each of the partner agencies.	Diane Richardson, Chair of Policy & Procedures Group	OCT 08	Policy & Procedures Group	Oct 08

Standard 6
Knowledge & Skills

The LSCB ensures that staff (of the constituent bodies of the LSCB) who undertake work to safeguard children are well informed in respect of good practice and are appropriately skilled for the tasks

Outcome	Actions	Responsibility	Deadline	Monitoring Arrangements	Board Agenda
6.1 The LSCB has a strategic plan for inter-agency training of staff	Strategic plan 2009/2010 to be agreed by LSCB. Strategy will be informed by government guidance, new initiatives, analysis of need and messages from Performance Management Framework and Serious Case Review Monitoring Group.	Steve Ford, LSCB Training Co-ordinator	March 09	LSCB Training Group	Apr 09
	Training plan 2009/2010 to be developed. Ensure training plan includes contingency planning to take account of unexpected need.	Steve Ford, LSCB Training Co-ordinator	March 09	LSCB Training Group	Apr 09
	Review training delivered by LSCB to ensure it incorporates government guidance, new initiatives, messages from Performance Management Framework and Serious Case Review Monitoring.	Steve Ford, LSCB Training Co-ordinator	March 09	LSCB Training Group	Apr 09
	Ensure the strategic plan for training 2009/2010 includes information on projected costs and resources.	Steve Ford, LSCB Training Co-ordinator	March 09	LSCB Training Group	Apr 09

Outcome	Actions	Responsibility	Deadline	Monitoring Arrangements	Board Agenda
6.2 Staff of all LSCB constituent agencies are trained and supported in their work to protect children, and that this training is based upon up to date knowledge and skills	To review the development and delivery of multi-agency training to meet the requirements of Levels 1, 2 and 3.	Steve Ford, LSCB Training Co-ordinator	March 09	LSCB Training Group Annual Report to LSCB	Apr 09
	To develop an evaluation process for training which demonstrates improved practice, including post-training evaluation.	Steve Ford, LSCB Training Co-ordinator	January 09	LSCB Training Group Annual Report to LSCB	January 09
	Training needs analysis to be completed by LSCB partner agencies to ensure that appropriate single-agency training takes place and to identify any multi-agency outstanding training needs.	All Agencies	Feb 09	Training Co-ordinator's Report to LSCB	Apr 09

Standard 7

Serious Case Reviews, Child Death Review Processes and Serious Incident Reviews

The LSCB conducts case reviews under the guidance of Working Together to Safeguard Children effectively and ensures that appropriate lessons are learnt and changes to practice implemented to maximise safeguarding for children

Outcome	Actions	Responsibility	Deadline	Monitoring Arrangements	Board Agenda
7.1 A Serious Case Review is undertaken in accordance with Regulation 5 and Working Together to Safeguard Children 2006	A Serious Case Review will be held when it meets the criteria outlined in Working Together	Suzanne Welsh, LSCB Business Manager	As defined in Working Together	Business Manager's report to LSCB Serious Case Review Monitoring Group	Jul 08 Oct 08 Jan 09 Apr 09
7.2 Agencies use the lessons learned from Serious Case Reviews to improve inter-agency working and improve practice to better safeguard and promote the welfare of children.	Develop processes to better ensure that: Ø recommendations/lessons are known and understood by staff and managers in LSCB partner agencies Ø delays in learning lessons are kept to a minimum	Serious Case Review Monitoring Group Suzanne Welsh, LSCB Business Manager	As defined in Working Together	Serious Case Review Monitoring Group	Sep 08 Dec 08
7.3 Where the criteria for holding a Serious Case Review is not met, but it is considered by the Serious Case Review Panel that there are lessons to be learned, the Serious Case Review Panel will agree the appropriate action.	Maintain processes that refocuses the energy and effort put into a review into identifying key issues and concentrating effort on action planning and changing practice.	Suzanne Welsh, LSCB Business Manager	As defined in Working Together	Serious Case Review Monitoring Group	Sep 08 Dec 08
	Explore methods to assist agencies learn lessons as a result of Serious Case Reviews. (Pilot LSCB presentation to Access & Inclusion)	Suzanne Welsh, LSCB Business Manager	Dec 08	Feedback from pilot to be monitored to inform future actions	Dec 08
	Re-run LSCB Development Workshop on Learning Lessons from Serious Case Reviews	Suzanne Welsh, LSCB Business Manager	Sep 08	Report to LSCB	Oct 08

Outcome	Actions	Responsibility	Deadline	Monitoring Arrangements	Board Agenda
7.4 Action plans are implemented and their effectiveness monitored.	Use the Thematic Tool to inform regarding: Ø reoccurring issues Ø priorities Ø effectiveness of lessons learned	Suzanne Welsh, LSCB Business Manager	Quarterly	Report to LSCB	Jul 08 Oct 08 Jan 09
7.5 A rapid response group of key professionals come together for the purpose of enquiring into and evaluating each unexpected death of a child.	Development performance management process to assist the LSCB in ensuring that local systems are in place and are effective.	Chris O'Reilly, LSCB Quality & Performance Manager	Nov 08	Performance Manager's Report to LSCB	Jan 09
7.6 An overview of all child deaths in the LSCB area informs local strategic planning on how best to safeguard and promote the welfare of children.	Engage Coroner in process	Tricia Cresswell, Chair of Child Death Overview Group Suzanne Welsh, LSCB Business Manager	Jul 08	Report to LSCB	Oct 08
	Review and confirm joint processes with Darlington	Suzanne Welsh, LSCB Business Manager	Aug 08	Report to LSCB	Oct 08
	Develop standards for local reviews to assist monitoring process by Overview Group	Chris O'Reilly, LSCB Quality & Performance Manager	Aug 08	Report to LSCB	Oct 08
	Publicise Child Death Review on LSCB website and seek methods to continually raise awareness across agencies.	Suzanne Welsh, LSCB Business Manager	Aug 08	Report to LSCB	Oct 08
	Identify training needs	Suzanne Welsh, LSCB Business Manager	Aug 08	Report to LSCB	Oct 08
	Overview to meet initially bi-monthly to analyse information and agree action.	Tricia Cresswell, Chair of Child Death Overview Group	Jul 08 Sep 08	Report to LSCB	Oct 08
7.7 Serious Incident Reviews are undertaken according to LSCB criteria in order to agree and co-ordinate reviews undertaken by each agency.	Pilot to continue	Suzanne Welsh, LSCB Business Manager	Dec 08	Report to LSCB	Jan 09
	Review of progress	Suzanne Welsh, LSCB Business Manager	Dec 08	Report to LSCB	Jan 09
	Recommendations as a result of review to be reported to LSCB	Suzanne Welsh, LSCB Business Manager	Dec 08	Report to LSCB	Jan 09

Standard 8

Reducing the Risk of Significant Harm to Children from Potentially Dangerous People

The police and probation service in collaboration with other relevant agencies ensure that effective arrangements to assess and manage the risks posed to children by potentially dangerous people are being established, monitored and reviewed

Outcome	Actions	Responsibility	Deadline	Monitoring Arrangements	Board Agenda
8.1 Strategic and operational links exist between MAPPA and LSCB	LSCB Business Manager attends Strategic Management Board meetings.	Suzanne Welsh, LSCB Business Manager	Aug 08 Dec 08	Gail Hopper, Chair of LSCB	Aug 08 Dec 08
8.2 To ensure that there are clear systems in place for the identification, tracking and management of people who are considered to present a risk to harm to children	LSCB Business Manager attends Strategic Management Board meetings.	Suzanne Welsh, LSCB Business Manager	Aug 08 Dec 08 Dates to be agreed in 2009	Gail Hopper, Chair of LSCB	Aug 08 Dec 08
	To review the notifications system in relation to managing people who are deemed to be a risk to children. Ø Develop proforma for notifications. Ø Review registration and deregistration processes. Ø Links to be made with Prisons, Probation and Police in order address above.	Suzanne Welsh, LSCB Business Manager	Dec 08	LSCB Policy & Procedures Group	Dec 08