



Nottinghamshire
SAFEGUARDING
CHILDREN Board

Working in Partnership to Safeguard
Children & Young People

NOTTINGHAMSHIRE SAFEGUARDING CHILDREN BOARD

WORKPLAN 2007 / 2008

MAY 2007

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OBJECTIVES	KEY TASKS	RESPONSIBILITIES	PERFORMANCE INDICATORS	TIMESCALE
<p><u>Ensure continued high standards in safeguarding arrangements across the County and partner agencies</u></p> <p>1. Maintain and develop an effective SCB in Nottinghamshire</p>	<ul style="list-style-type: none"> Membership to include all statutory board partners with representation at appropriate level. 	NSCB Manager	Board Membership reflects statutory requirements. Agency attendance maintained at 75 % level.	March '08
	<ul style="list-style-type: none"> Review the structure of the Board in the light of organisational changes to partner agencies. 	Service Director - Children's Social Care and Health	Review completed and proposals to Board for consideration. Implement agreed structure.	July '07 March '08
	<ul style="list-style-type: none"> Develop and agree governance arrangements for the board 	NSCB Manager	Proposals for agreement to board	July '07
	<ul style="list-style-type: none"> Confirm relationship with the CYPSPG. 	NSCB/Director of Children's Services	Paper for agreement to board	Nov '07
	<ul style="list-style-type: none"> Support the functioning of the NSCB sub structure including the development new BME and Children with Disabilities group. 	NSCB Manager	Groups to meet at agreed frequencies with annual reports to NSCB	Annual reports

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1 (continued)	<ul style="list-style-type: none"> Support the development of Children's LSP groups within all Districts, ensuring safeguarding issues are addressed within these groups. 	NSCB Manager & Integrated Services Project Manager.	Children's LSP (CLSP) functioning in each district. Member of the NSCB on each CLSP. Workshop for chairs and NSCB link members held.	April '07 May '07
	<ul style="list-style-type: none"> Produce an NSCB annual report, including the NSCB work plan. 	NSCB Manager	Proposals for the establishment of local practitioner forums to be reported to the NSCB	Sep. '07
	<ul style="list-style-type: none"> Review the information needs of the NSCB 	NSCB Manager	Work plan produced. 06/07 annual report produced. 07/08-work plan produced.	July '07 July '07 Mar '08
	<ul style="list-style-type: none"> Review the financial strategy of the LSCB to ensure it is able to deliver on agreed priority areas in 08/09. 	NSCB Manager	Proposals to Board Agreed proposals implemented	July '07 March '08.
			08/09 Budget proposed. Paper to be presented to NSCB Executive Group.	Sept '07.

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2. Developing Policies & Procedures for Safeguarding & Promoting the Welfare of Children in Nottinghamshire	<ul style="list-style-type: none"> Review use/accessibility of revised child protection procedures. 	Nottinghamshire & Nottingham SCB Managers	Proposal for review agreed Review completed and reported to Board. Timescales agreed as appropriate.	Nov '07 March '08
	<ul style="list-style-type: none"> Review and assist in revision of remaining sections of current inter agency procedures as appropriate 	“ “	Revisions completed and guidance disseminated	March '08
	<ul style="list-style-type: none"> Produce practice guidance in relation to abuse using ICT 	Nottinghamshire & Nottingham LSCB P.O. & Task Group.	Practice guidance produced & disseminated.	March '08
	<ul style="list-style-type: none"> Revise current practice guidance in relation to Drug and Alcohol using parents 	NSCB Manager (County & City). DAAT/CDRP (County & City)	Practice guidance revised and disseminated	March '08
	<ul style="list-style-type: none"> Consider what further work may be required via the NSCB to embed good practice when working with children and young people affected by parents substance misuse 	“ “	Proposals to Board	March '08
	<ul style="list-style-type: none"> Contribute to the development of Nottinghamshire CAF Information sharing protocol 	NSCB members and ISA steering Group	Protocol Produced and agreed	March '08

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2. Continued	<ul style="list-style-type: none"> Continue to co-ordinate work to embed high quality multi agency work around young people who sexually harm (including use of AIM model) 	NSCB Manager and task group	Procedure reviewed and revised as appropriate in response to latest guidance Refresher workshop held for trainee staff	Oct 07 Oct07
3. All Child Protection reviews completed on timescale.	<ul style="list-style-type: none"> Management information reviewed monthly within children's social care and action taken as necessary. Reviewed quarterly by NSCB. 	Head of safeguarding and independent review. (children's social care) NSCB	100 % of Reviews within timescale	Quarterly statistics to NSCB
4. Reduce the re-registration rates to the Child Protection register.	<ul style="list-style-type: none"> Ensure high quality work to children & families on the child protection register via effective child protection plans and multi agency working reducing the need for future registration. Robust monitoring by Manager's Management information to be regularly reviewed. 	Head of safeguarding and independent review. (children's social care) NSCB	Re registration rate reduced to 14.5% target	Quarterly statistics NSCB

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5. Improve the awareness of and response to incidents of sexual exploitation.	<ul style="list-style-type: none"> Review current sexual exploitation procedures/ training and strategic planning in this area. 	NSCB Manager	Procedures / training reviewed Procedure revised as appropriate	Sept '07 March '08
6. Improve practice in the area of early identification of children and young people living with domestic violence	<ul style="list-style-type: none"> Review multi-agency information sharing in domestic violence cases (including use of CAF). Review and revise (as appropriate) social care/Police interface in domestic violence cases 	Multi Agency D.V Group NCC Children & Young People's D.V. Group	Proposal and progress report to NSCB " "	Nov '07 Nov '07
7. Raise awareness of and identify all privately fostered children in Nottinghamshire and ensure their needs are met.	<ul style="list-style-type: none"> Audit Identified Private Fostering arrangements Agree and implement an awareness raising campaign for staff across agencies and members of the public 	Safeguarding Children Project Manager " "	Audit completed Campaign held Increase in number of referrals of privately fostered children in Notts	May '07 Oct '07 March '08
8. Produce procedures covering all missing children and families including children missing from Education	<ul style="list-style-type: none"> Establish a cross-authority interagency group to develop guidance 	Safeguarding Children Project Manager	Guidance produced and agreed	September '07

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8. continued			Briefings for key staff groups planned Audit process for this area agreed	March '08 September '07
9. NSCB to be satisfied that appropriate strategies are in place to address key staying safe objectives within the C&YPP including Anti bullying, domestic violence and children & young people affected by drug and alcohol misuse	<ul style="list-style-type: none"> ▪ Board to receive annual reports on progress against staying safe objectives not included in the NSCB plan 	NSCB Manager	Reports presented to Board	March '08
<p><u>MONITORING AND EVALUATION FUNCTION</u></p> <p>10. Ensure all partners have in place effective arrangements to Safeguard and promote the welfare of children (S11 responsibilities)</p>	<ul style="list-style-type: none"> ▪ Agency self-assessment against S11 responsibilities ▪ Review & revise (as appropriate) existing standards to ensure they reflect partner agencies section 11 responsibilities 	NSCB Manager NSCB Board Reps NSCB Manager QA sub-committee QA Sub Committee	Self-assessment tool circulated Self-assessment completed Summary report to Exec Progress on actions – monitored Revised standards to board	May'07 July '07 Sept '07 March '08 March '08

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11. In Partnership with the C&YPSPG, ensure that the appropriate services are commissioned to meet the needs of C&YP who are affected by their own or others substance misuse	<ul style="list-style-type: none"> ▪ Receive report on relevant areas particularly relating to progress against points 1.4 e-g. in the C&YPP ▪ Identified shortfalls to be raised with C&YPSPG 	DAAT representative NSCB Chair	Annual report to Board	March '08
12. Promote and monitor safe working practices in all partner agencies	<ul style="list-style-type: none"> • Establish procedure covering safe working practices to include recruitment and selection and managing allegations 	Interagency/cross-authority Safe Practices Group.	Inter-agency safer working practices guidance produced and publicised Agency self audit to be carried out and report submitted to QA sub-committee	Aug '07 Nov '07
13. Ensure the development & implementation of ISA including the CAF in Nottinghamshire adequately embraces safeguarding issues.	<ul style="list-style-type: none"> • NSCB represented on ISA steering group • Progress reports to NSCB 	NSCB representatives to groups NSCB Manager/ISA Project Manager	Report to board NSCB members aware of national picture and local implementation plans in Notts Safeguarding issues reflected in guidance and training to support implementation of CAF	Annual March '08

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<p><u>COMMUNICATION & RAISING AWARENESS FUNCTION</u></p> <p>14. To ensure the active participation of Children and Young People is built into the work of the NSCB</p>	<ul style="list-style-type: none"> To develop and deliver a strategy to support the active participation of children and young people in the work of the Safeguarding Board 	<p>NSCB Manager/ Participation Group</p>	<p>Active participation of children and young people built into the Engagement Strategy</p> <p>Children and young people begin to take an active role in the design and delivery of the work of the LSCB including:</p> <p>NSCB logo</p> <p>NSCB Info Leaflets</p> <p>NSCB Event</p> <p>Participation audit completed and findings reported to NSCB</p>	<p>September '07</p> <p>May '07</p> <p>July '07</p> <p>March 07</p> <p>September '07</p>

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<p>15. Communicate to persons & bodies in Nottinghamshire the need to safeguard & protect the welfare of children, how this best be done & encourage them to do so.</p>	<ul style="list-style-type: none"> • Produce a strategy for engagement with all stakeholders including service users, the wider community and specifically children and young people • Produce a range of information leaflets for children and young people, parents and the community • Contribute to awareness raising campaign regarding children dying from overlaying 	<p>NSCB Manager</p> <p>NSCB Manager</p> <p>Cross authority 'Health co-sleeping' group & NSCB /NSCB Manager</p>	<p>Proposals paper to NSCB.</p> <p>Information produced and distributed</p> <p>Proposal to NSCB.</p>	<p>Sept '07</p> <p>Sept '07</p> <p>Sept '07</p>
<p>16. Promote safeguarding within local faith communities.</p>	<ul style="list-style-type: none"> • Explore opportunities for further work with Faith communities in Nottinghamshire. 	<p>NSCB Manager / NSCB training coordinator</p>	<p>Proposals to NSCB</p>	<p>Nov '07</p>
<p>17. Increase the awareness of and commitment to safeguarding & promoting the welfare of children and young people within the Voluntary sector.</p>	<ul style="list-style-type: none"> • Explore opportunities for active engagement with Voluntary sector organisations across Nottinghamshire 	<p>NSCB Manager</p>	<p>Meeting with voluntary sector representatives held and proposals produced.</p>	<p>Nov '07</p>

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<p>18. Promote and support safeguarding and promoting the welfare of children and young people within Private and Independent schools</p>	<ul style="list-style-type: none"> • Strategy and action plan to be devised and agreed 	<p>PEWO/NCC safeguarding Project Manager</p>	<p>Strategy and action plan presented to the NSCB executive</p>	<p>Sept '07</p>
<p><u>TRAINING</u></p> <p>19. Ensure appropriate training is available to people who work with children or are in services affecting the safety and welfare of children</p>	<ul style="list-style-type: none"> • Produce training strategy reflecting the requirements laid out in chapter 3 Working Together 2006, covering single and multi agency training and that delivered by the LSCB. • Agree priorities for training in 2008/9. 	<p>NSCB training coordinator Training sub committee</p> <p>NSCB</p>	<p>Paper presented to NSCB</p> <p>Proposals to NSCB</p>	<p>Nov '07</p> <p>Jan '08</p>
<p><u>PLANNING AND COMMISSIONING</u></p> <p>20. Participation in the local planning and commissioning of children's services to ensure they take into account the need to safeguard and promote the welfare of children</p>	<ul style="list-style-type: none"> • Establish clear link with the C & YPSGP and agree a process for ensuring these issues are addressed 	<p>Director of Children's Services</p>	<p>Link and protocol agreed</p>	<p>Nov '07</p>

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<p><u>CHILD DEATHS</u></p> <p>21. Ensure the NSCB meets its responsibilities with regard to child death functions</p>	<ul style="list-style-type: none"> • Produce and agree proposals for a rapid response to unexpected deaths and an overview of all child deaths • Review operation of revised serious case review processes and hold workshop for partners involved in the case review process to ensure consistency of response. 	<p>Cross authority 'child death function' group</p> <p>NSCB Policy Officer/ Serious case review reference group</p>	<p>Proposals agreed and systems in place.</p> <p>Workshop held</p>	<p>March '08</p> <p>Dec '07</p>

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<p><u>Child Protection Register</u></p> <p>22. Review the function of the existing child protection register and team to meeting the requirements of working together 2006</p>	<ul style="list-style-type: none"> Revised inter agency guidance Agree how to discharge the continuing functions of the current CPR team 	<p>Safeguarding Child Project Manager</p> <p>“ “</p>	<p>Guidance revised</p> <p>Proposals agreed and implemented</p>	<p>Jan '08</p> <p>March '08</p>
<p><u>Rampton Hospital</u></p> <p>23. Continue to meet responsibilities in relation to Rampton high secure hospital</p>	<ul style="list-style-type: none"> Ensure links with Rampton High Security Hospital are maintained in line with national guidance Ensure child protection issues are adequately addressed with Rampton High Security Hospital 	<p>NSCB manager/Head of Social Care, Rampton Hospital</p>	<p>NSCB manager to attend every Rampton child visitors accreditation panel</p> <p>Provision of advice/assistance to Rampton Social Care Service on matters of safeguarding children as required</p> <p>Annual attendance at NSCB of Head of Social Care, Rampton Hospital</p>	<p>Monthly</p> <p>Each NSCB</p> <p>Ongoing</p> <p>March '08</p>