

# Work Plan April 2008 to March 2009

Swindon Local Safeguarding Children Board



## Safeguarding Swindon's Children Together



# Swindon LSCB Business Plan 2008/9 & Beyond

## Overview

Core Work	2008/9	2009/10 & Beyond
Maintain up to date CP Procedures <sup>(1)</sup>	(Procedures Sub-group)	
Safeguarding Training Programme <sup>(1.2)</sup>	(Safeguarding Training Manager & Training Sub-group)	
Safeguarding & LSCB Promotion <sup>(2.1, 2.2)</sup>	(Media Sub-group and LSCB Working Groups)	
Promote good multi-agency working <sup>(2.3)</sup>	LSCB	
Identify/resolve operational issues <sup>(2.2)</sup>	(Management Group, AOG)	
Multi-agency CP Audit Programme <sup>(3.1)</sup>	(QA Sub-group)	
Section 11 – Monitoring <sup>(3.2)</sup>	(Management Group – shared process with Wiltshire)	
Participate in Local Planning <sup>(4)</sup>	(By feeding into Children's Trust)	
Carry out/monitor Child Death Reviews <sup>(5)</sup>	(Structures to be confirmed)	
Carry out/monitor SCRs <sup>(6)</sup>	(SCR Sub-group, Overview Panels, Management Group)	
Secure adequate funding <sup>(7.1)</sup>	(LSCB Chair, LSCB Member Agencies)	
Developing Relationships <sup>(7.2)</sup>	(LSCB Management Group, LSCB Business Manager)	
Advocacy Service <sup>(8.1)</sup>	(Includes some service user consultation)	
Service User Consultation <sup>(8.2)</sup>	(Via existing forums, through Participation Manager & within advocacy services)	
Licensing & Gambling <sup>(9)</sup>	(Head of Safeguarding, Management Group)	

<b>Activity*</b>	<b>Year 1 2008/9</b>	<b>Moving On 2009/10 and Beyond</b>
Sexually Harmful Behaviour <sup>(10)</sup>	Evaluation & implementation	(Mainstream)
Child Exploitation <sup>(11)</sup>		
Safeguarding Children Online <sup>(12)</sup>	Scoping & awareness raising	Monitoring & Scrutiny
Safer Recruitment <sup>(13)</sup>	Wider training & monitoring of take up	Audit of recruitment practices
Unintentional Injury <sup>(14)</sup>	Scoping & awareness raising	
'See the Adult, See the Child' <sup>(15)</sup>	Scoping	
Performance Management	Awaiting Government guidance on PIs	

<b>Monitoring &amp; Scrutiny</b>	<b>2008/9</b>	<b>2009/10 &amp; Beyond</b>
Allegations Against Staff Monitoring <sup>(16)</sup>	(Safeguarding Manager, Management Group)	
Disabled Children <sup>(17)</sup>	(Management Group)	
Children Looked After <sup>(18)</sup>	LSCB to Commission Report from C&F, SBC	Monitoring
Underage Sex <sup>(19)</sup>	(Management Group via links to Teenage Pregnancy Board)	
Young People & Alcohol <sup>(20)</sup>	(Management Group via CSP Links)	
SARC <sup>(21)</sup>	Management Group to identify what it needs to know from SARC	Monitoring

Numbers provide cross-referencing to the Swindon LSCB Work Plan 2008/9

## **Swindon LSCB - Work Plan April 2008 to March 2009**

On the previous page, Swindon LSCB has outlined what it intends to achieve over the next two to three years. The following pages provide a detailed work-plan for 2008/09.

**This is a working document and it will be updated throughout the year.**

The desired outcomes for 2008/09 and the actions required achieve them have been developed from the *Swindon LSCB Key Objectives by Function* (see page 3 in the Swindon LSCB Annual Report 2007/08 and Business Plan 2008/09). They are broken down as follows:

### **Core Work**

- 1. Policies & procedures function (including training)**
- 2. Communication & awareness raising function**
- 3. Monitoring & evaluation function**
- 4. Function of participating in planning & commissioning**
- 5. Functions relating to child deaths**
- 6. Serious case review function**

### **Other LSCB and safeguarding activities relating to:**

7. LSCB Development
8. Participation and Consultation
9. Licensing & Gambling
10. Children and Young People Who Exhibit Sexually Harmful Behaviour: Assessment, Intervention and Moving On (AIM)
11. Child Exploitation
12. Safeguarding Children on line
13. Safer Recruitment
14. Unintentional Injury
15. See the Adult, See the Child
16. Allegations Against Staff (Monitoring & Scrutiny)
17. Disabled Children (Monitoring & Scrutiny)
18. Children Looked After (Monitoring & Scrutiny)
19. Underage Sex (Monitoring & Scrutiny)
20. Young People and Alcohol (Monitoring & Scrutiny)
21. SARC (Monitoring & Scrutiny)

## Core Work

Tasks in this section will always form a part of LSCB work. They are time limited as discreet or cyclical pieces of work and delivery will be monitored against agreed timescales, but there can be no 'end' date.

Outcome What do we intend to achieve?	Action What are we going to do?	By whom Who is going to do it?	Monitoring How will we know what we have achieved?	Linked Organisations/ Posts
<b>1 Policies &amp; Procedures Function:</b>		(see also Function Relating to Child Deaths & Serious Case Review Function)		
<b>1.1 Up to date child protection procedures, harmonised across the South West Region, backed up by local protocols and practice guidance, which have been communicated to all relevant staff and are used effectively to inform practice</b>	1.1a Contribute (through attendance at regional steering group meetings) to the ongoing development of the South West Child Protection Procedures (SWCPP)	<b>Lead: Steph McQuade (Steering Group Representative)</b> Procedures Sub-group, LSCB	Web publication of additional supplementary guidance on the SWCPP website, <a href="http://www.swcpp.org.uk">www.swcpp.org.uk</a>	SWCPP
	1.1b Develop supporting local guidance as necessary to meet identified needs and to supplement the information available in the Regional Procedures	<b>Lead: Steph McQuade (Procedures Sub Chair)</b> Procedures Sub-group	Web publication of local guidance on the Swindon LSCB website, effectively linked to the Regional Procedures	
	1.1c Publicise new procedures and guidance using the LSCB web pages and e-zine	<b>Lead: Gina Dennis (LSCB Business Manager)</b>	Staff aware of and using procedures and guidance	
<b>1.2 Well-trained staff in both general and specific areas of multi-agency safeguarding and promoting the welfare of children</b>	1.2a Provide strategic direction for LSCB training programme, ensuring that training needs are identified and met within local and national policy and practice developments	<b>Lead: Geoff Wood (LSCB Safeguarding Training Manager)</b> LSCB, Training Sub-group	Training programme reflects needs identified locally (through feedback, Serious Case Reviews, Child Deaths etc.), with new courses and materials introduced as needed. (Approved by LSCB)	<i>SBC Multi-agency trainer (drugs &amp; alcohol, sexual health, mental health, 'See the Adult, See the Child') DV Co-ordinator</i>

<b>Outcome</b> What do we intend to achieve?	<b>Action</b> What are we going to do?	<b>By whom</b> Who is going to do it?	<b>Monitoring</b> How will we know what we have achieved?	<b>Linked Organisations/ Posts</b>	
	1.2b Support agencies in taking responsibility for their staff being confident and competent to carry out their responsibilities for safeguarding and promoting children's welfare	<b>Lead: Geoff Wood (LSCB Safeguarding Training Manager)</b> All agencies, LSCB, Training Sub-group	Regular reports to LSCB to include additional information on single agency safeguarding training offered and taken up. (Reviewed annually by LSCB)		
	1.2c Ensure that all safeguarding training delivered locally is compatible with local and regional procedures, protocols and practice guidance	<b>Lead: Geoff Wood (LSCB Safeguarding Training Manager)</b> LSCB Training Sub-group, Procedures Sub-group	All materials/course content checked against new procedures and practice guidance and amended as necessary	SWCPP	
	1.2d Evaluate and quality-assure the effectiveness of LSCB training.	<b>Lead: Geoff Wood (LSCB Safeguarding Training Manager)</b> LSCB Training Sub-group	Regular reports to the Training Sub-group and LSCB		
	1.2e Promote increased engagement with multi-agency training. This is a defined responsibility for every LSCB member	<b>Lead: Geoff Wood (LSCB Safeguarding Training Manager)</b> All Agencies, LSCB Business Manager	Regular reports to the LSCB, as well as a year-end training report keep the LSCB informed as to take-up of multi-agency training. (Reviewed annually by LSCB)		
<b>2</b>	<b>Communication &amp; Awareness Raising Function:</b>		(see also Function Relating to Child Deaths & Serious Case Review Function)		
<b>2.1</b>	<b>Increased awareness within Swindon of the LSCB and the safeguarding agenda</b>	2.1a Distribute the Annual Report and Business Plan widely through the local professional safeguarding community	<b>Lead: Gina Dennis (LSCB Business Manager)</b> LSCB	Report published and despatched Report available on LSCB web pages	

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	2.1b Publicise, develop and keep up to date the LSCB website using it to keep LSCB members, front-line professionals and the wider community informed about the LSCB and more general safeguarding topics	<b>Lead: Gina Dennis (LSCB Business Manager)</b> SBC Web Team, LSCB members	Up to date information available Quarterly E-zine highlighting new information and for onward distribution Statistics available as to website usage	
	2.1d Increase media coverage by utilising opportunities to promote the LSCB and safeguarding issues as and when they occur, supported by media guidelines	<b>Lead: Jean Pollard, (Media Sub-group Chair)</b> Media Sub-group, LSCB Business Manager	Articles published	Agency Communications Teams
	2.1e Hold an annual LSCB Conference to highlight key safeguarding issues around <b>Risky Behaviours</b> and publicise the work of Swindon LSCB	<b>Lead: Geoff Wood (LSCB Safeguarding Training Manager)</b> Training Sub-group, LSCB	Conference takes place Monitoring of attendance and feedback from sessions	Swindon Schools/ Colleges
<b>2.2 Promotion of good working relationships between different professional groups based on trust and a shared understanding</b>	2.2a Organise a minimum of three lunch-time multi-agency practitioner seminars focusing on case issues and topics of interest, including lessons from SCRs	<b>Lead: Geoff Wood (LSCB Safeguarding Training Manager)</b> Training Sub-group, LSCB	Seminars happening regularly and well attended by staff from all agencies (delivered as part of annual Training Programme.)	
	2.2b Hold annual or six-monthly 'partnership' events to engage front line managers and practitioners, sharing information about new initiatives, good practice and the work of the LSCB	<b>Lead: Geoff Wood (LSCB Safeguarding Training Manager)</b> LSCB, Media Sub-group	Partnership events happening to agreed cycle Monitoring of attendance and feedback from sessions	May run as shared event, e.g. with Adult Services on themes around ' <i>See the Adult, See the Child</i> '

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	2.2c Identify and resolve operational multi-agency safeguarding issues	<b>Lead: Jean Pollard, (Management Group Chair)</b> Management Group, Agencies Operational Group (AOG)	Six monthly reports from the AOG to the Management Group	
<b>3 Monitoring &amp; Evaluation Function:</b>				
<b>3.1 Effective evaluation and monitoring of multi-agency safeguarding and promoting the welfare of children in Swindon</b>	3.1a Evaluate multi-agency working at every opportunity and feed back to the LSCB both learning points and good practice	<b>Lead: Julie Downey (QA Sub-group Chair)</b> QA Sub-group	QA Sub-group meeting regularly and carrying out an ongoing audit programme, reporting its findings to the LSCB according to the agreed schedule	
	3.1b Review cases to ensure the appropriate dissemination and application of multi-agency procedures. (Ref: Joint Inspection Plan)	<b>Lead: Julie Downey (QA Sub-group Chair)</b> QA Sub-group	Reviews carried out, with report & recommendations to LSCB	
<b>3.2 Evaluation by each agency of its own work to safeguard and promote the welfare of children</b>	3.2a With Wilshire LSCB, implement the agreed ongoing audit plan across all agencies to monitor their implementation of Section 11 of the Children's Act 2004	<b>Lead: Jean Pollard (Management Group Chair)</b> LSCB, Management Group, Member Agencies, LSCB Business Manager	Self-assessment returns from all agencies received according to agreed schedule Returns reviewed by joint Swindon & Wiltshire panel Reports to LSCB to agreed schedule, with recommendations to individual agencies as needed	Wiltshire LSCB

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<b>4</b>   <b>Function of Participating in Planning &amp; Commissioning:</b>				
<b>4.1</b>   <b>Participation in the planning of Children Services in Swindon</b>	4.1a Identify any issues covered in the 'Staying Safe' section of the <i>Children and Young People's Plan</i> (CYPP) that need to be incorporated within the LSCB Business Plan	<b>Lead: Jean Pollard (Director Children &amp; Families)</b> LSCB, identified LSCB CYPP representative	Issues incorporated and action taken as required for every revision of the CYPP (picked up for review at the LSCB Business Planning Workshop)	Children's Trust
	4.1b Refer to the Children's Trust any relevant issues and concerns that fall outside the remit of the LSCB and/or which need to be reflected in wider planning	<b>Lead: Jean Pollard (Director Children &amp; Families)</b> LSCB, identified LSCB CYPP representative	Relevant issues identified by the LSCB, particularly through Child Death Reviews and Serious Case Reviews, reflected in wider planning of Children Services	
<b>5</b>   <b>Function Relating to Child Deaths:</b>		(see also Serious Case Review Function & Unintentional Injury)		
<b>5.1</b>   <b>Collection and analysis of information about the deaths of all children in Swindon and Wiltshire</b>	5.1a With Wiltshire LSCB, review child deaths according to an agreed process and cycle	<b>Lead: Janet King, Designated Doctor Child Protection</b> CDR Panel	Reviews taking place as agreed	Wiltshire LSCB, CEMACH, Domestic Homicide Review Panel, CPS, Coroner
	5.1b Identify lessons to be learned or issues of concern, with a particular focus on effective inter-agency working to safeguard and promote the welfare of children	<b>Lead: Janet King, Designated Doctor Child Protection</b> CDR Panel, LSCB	Reports to the LSCB to agreed schedule	
	5.1c Ensure that the LSCBs designated representative is informed of all child deaths in Swindon	<b>Lead: Janet King, Designated Doctor Child Protection</b> CDR Panel, LSCB	Up to date list of child deaths available	

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<b>5.2 A co-ordinated response by the authority, their Board partners and other relevant people to an unexpected death of a child</b>	5.2a Monitor the appropriateness of the response of professionals to an unexpected death of a child	<b>Lead: Janet King, Designated Doctor Child Protection</b> CDR Panel, LSCB	Reports to the LSCB to agreed schedule Effective referral to the LSCB Chair of cases where further enquiries may be needed (e.g. SCR)	
<b>5.3 Awareness of the lessons to be learned from Child Death Reviews (CDRs) amongst all relevant organisations</b>	5.3a Disseminate lessons learned from CDRs to multi-agency staff through all appropriate routes, including the LSCB web pages and e-zine	<b>Lead: Gina Dennis (LSCB Business Manager)</b> CDR Panel, LSCB	Information readily available (web pages and newsletter).	
	5.3b Continue to develop LSCB Training in response to the development of the CDR process and learning from CDRs.	<b>Lead: Geoff Wood (LSCB Safeguarding Training Manager)</b> LSCB, Training Sub-group	New and amended training courses in place, reflecting identified needs.	
	5.3c Contribute as required to national initiatives to identify lessons on the prevention of unexpected child deaths.	<b>Lead: Janet King, Designated Doctor Child Protection</b> CDR Panel, LSCB	Data available and contributed as and when requested.	
<b>5.4 An effective process for responding to and reviewing Child Deaths</b>	5.4a Review the effectiveness of the Child Death Rapid Response Team	<b>Lead: Janet King, Designated Doctor Child Protection</b> CDR Panel, LSCB	Report to Swindon and Wiltshire LSCBs (March 2009)	
	Review the effectiveness of the Child Death Overview Panel	<b>Lead: Janet King, Designated Doctor Child Protection</b> CDR Panel, LSCB	Report to Swindon and Wiltshire LSCBs (March 2009)	

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<b>6</b>	<b>Serious Case Review Function</b>		(see also Function Relating to Child Deaths & Unintentional Injury)	
<b>6.1. Timely and thorough completion of SCRs, using the processes already developed, with increasing emphasis on the quality of information submitted</b>	6.1a Carry out SCRs as required, collecting data from the agencies involved in the prescribed format and, as far as is possible, within the timescales laid down in <i>Working Together to Safeguard Children 2006</i> .	<b>Lead: Julie Downey (Head of Safeguarding)</b> Serious Case Review Sub-group and Overview Panels, LSCB Chair, LSCB Business Manager, Statutory & Voluntary Sector Organisations	High quality information, correctly submitted and completed in a timely manner for SCRs	Child Death Review Panel, Domestic Homicide Review Panel, CPS, Coroner
6.1b Review all SCR action plans, ensuring they are satisfactory and 'fit for purpose'.	<b>Lead: Chairs of Overview Panels</b> Overview Panels	Increasingly high quality action plans		
6.1c Monitor the implementation of LSCB and agency action plans.	<b>Lead: Julie Downey (Head of Safeguarding)</b> LSCB Management Group and/or SCR Sub-group, LSCB Business Manager	Action plans reviewed to a regular cycle All actions completed and signed off		
<b>6.2 Awareness of the lessons learned in SCRs, with information reaching staff speedily</b>	6.2a Invite all staff and services involved with an individual SCR to a multi-agency de-brief session (in addition to single agency debriefing) as soon as possible after publication of the Executive Summary for every SCR. (Ref: Joint Inspection Plan)	<b>Lead: Chairs of Overview Panels</b> Overview Panels	Sessions held for all serious case reviews undertaken	

Outcome What do we intend to achieve?	Action What are we going to do?	By whom Who is going to do it?	Monitoring How will we know what we have achieved?	Linked Organisations/ Posts
	6.2b Disseminate lessons learned from SCRs to multi-agency staff through all appropriate routes, including the LSCB web pages and e-zine. (See also Communications)	<b>Lead: Gina Dennis (LSCB Business Manager)</b> LSCB	Information readily available (web pages and newsletter)	
	6.2c Continue to develop LSCB Training in response to learning from SCRs.	<b>Lead: Geoff Wood (LSCB Safeguarding Training Manager)</b> LSCB, Training Sub-group	New and amended training courses in place, reflecting identified needs.	
<b>7 Other Activities: LSCB Development</b>				
<b>7.1 Sufficient funding and staffing (both direct and 'hidden') to fulfil the responsibilities of the LSCB</b>	7.1a Agree the LSCBs budgetary requirements for the delivery of its workplan and the contributions to be made by member agencies and others.	<b>Lead: John Gilbert, (LSCB Chair)</b> LSCB Member Agencies, LSCB Business Manager	Budget agreed Contributions confirmed Funding for 2009/10 in place	GOSW, National Guidance
	7.1b Identify new funding streams (e.g. grant funding for specific LSCB projects) as required.	<b>Lead: Gina Dennis, (LSCB Business Manager)</b> LSCB	Grant(s) received.	
<b>7.2 Effective relationships with other local bodies</b>	7.2a Identify any gaps in appropriate link people between the LSCB and other bodies.  List of link people available: <b>Anti-bullying Group</b> – Duncan Webster <b>Children’s Rights Service</b> – Steph McQuade <b>Children’s Trust</b> – John Gilbert <b>CSP</b> – Lynda Wearn Marion	<b>Lead: John Gilbert (LSCB Chair)</b> LSCB	<b>Current Gaps:</b> <b>Family Courts</b> <b>Vulnerable Adults</b>	

Outcome What do we intend to achieve?	Action What are we going to do?	By whom Who is going to do it?	Monitoring How will we know what we have achieved?	Linked Organisations/ Posts
	Deegan <b>Domestic Homicide Review Panel</b> – Julie Downey <b>DV Forum</b> – Lin Williams <b>DV Review Panel</b> – Julie Downey <b>Licensing Forum</b> – Julie Downey <b>MAPPA</b> – Julie Downey <b>MARAC</b> – Lyn Williams <b>SWGFL</b> – Geoff Wood <b>SARC</b> – Lynda Wearn <b>Teen Pregnancy Board</b> – Julie Downey			
<b>8 Other Activities: Participation and Consultation</b> (see also Disabled Children and Children Looked After)				
<b>8.1 Improved participation of parents and children in the Child Protection process</b> (Ref: Social Services <i>Listening and Participation Strategy</i> )	8.1a Fund and oversee the development of an effective advocacy service for parents and children in the Child Protection Process. 3-year contract from 2008 as part of a wider Children's Rights Service. (Ref: <i>Joint Area Review</i> )	<b>Lead: Steph McQuade (Safeguarding &amp; QA Manager)</b> LSCB, Advocacy Working Group	Permanent service in place Regular reports on quantitative and qualitative feedback on service take-up	Children's Rights Service Swindon Advocacy Movement (SAMS)
<b>8.2 Service user views reflected in the work of Swindon LSCB</b>	8.2a Make use of existing opportunities for service user consultation by using existing forums and through our advocacy services.	<b>tba</b>	Information from consultations included whenever possible in LSCB briefings Feedback from consultations at LSCB events (Conference, Partnership Events, Business Planning Workshops, Lunchtime Seminars, Training, etc.) and on the LSCB website	Children's Rights Service Swindon Advocacy Movement (SAMS) Participation Manager Youth Service Youth Forum YOT Children Looked After Regional Standards for Participation

<b>Outcome</b> What do we intend to achieve?	<b>Action</b> What are we going to do?	<b>By whom</b> Who is going to do it?	<b>Monitoring</b> How will we know what we have achieved?	<b>Linked Organisations/ Posts</b>	
	8.2b Continue to involve children and young people in LSCB events (e.g. performances at LSCB Launch Conference, consultation feedback at October 07 Partnership Event)	<b>Lead: Geoff Wood (LSCB Safeguarding Training Manager)</b> LSCB, Training Sub-group	Feedback from events	Swindon Schools & Colleges	
<b>9</b>	<b>Other Activities: Licensing &amp; Gambling</b>				
<b>9.1</b>	<b>Awareness within the Licensing Authority and the pub trade of the Safeguarding agenda and roles and responsibilities of the LSCB</b>	9.1a Contribute to the pub trade newsletter, 'Pub Watch' and licensing forums.	<b>Lead: Julie Downey (Head of Safeguarding)</b> LSCB Management Group	Regular inclusion of safeguarding items	Licensing Authority, CSP, Alcohol Harm Reduction Strategy Action Plan
<b>9.2</b>	<b>Strong flow of intelligence between partner agencies in relation to embargos, substance related U18 arrests, under age sales, etc</b>	9.2a Regular contact meetings between partner agencies and responsible authorities to look at operational matters relating to safeguarding (to include LSCB representative)	<b>Lead: Julie Downey (Head of Safeguarding)</b> LSCB Management Group	Meetings happening to an agreed schedule	

## Other Safeguarding Activities

Swindon LSCB has identified these safeguarding issues as priorities during 2008/9.

Outcome What do we intend to achieve?	Action What are we going to do?	By whom Who is going to do it?	Monitoring How will we know what we have achieved?	By When	Linked Organisations/ Posts	Update
<b>10 Other Activities: Children and Young People Who Exhibit Sexually Harmful Behaviour: Assessment, Intervention and Moving On (AIM)</b>						
<b>10.1 Full implementation of Swindon's AIM strategy</b>	10.1a Evaluate the pilot	<b>Lead: Julie Downey (Head of Safeguarding)</b> QA Sub-group, AIM Implementation Group	Review of cases by Aim Implementation Group and report to LSCB Management Group	May 2008	Multi-agency teams Schools YOT AWP Specialist services	
	10.1b Raise awareness of the AIM strategy, agreements and working practices throughout member agencies	<b>Lead: Julie Downey (Head of Safeguarding)</b> AIM Implementation Group, LSCB Members, LSCB Business Manager	Information available on LSCB website Increase in referrals	June 2008  March 2009		
	10.1c Train staff in the identification, assessment, management and support of these children	<b>Lead: Geoff Wood (LSCB Safeguarding Training Manager)</b> Training Sub-group, AIM Implementation Group	Training completed (monitoring of take-up included in LSCB Training reports)	December 2008		

Outcome What do we intend to achieve?	Action What are we going to do?	By whom Who is going to do it?	Monitoring How will we know what we have achieved?	By When	Linked Organisations/ Posts	Update	
11	<b>Other Activities: Child Exploitation</b>	(see also SARC, Underage Sex, Safeguarding Children Online, Children Looked After, Young People & Alcohol)					
11.1	<b>A review of systems that identify those at risk of exploitation or prostitution at an early stage</b>	11.1a Hold Forum practitioner discussions on existing information sources, partnership strategies, identifying gaps in services, information exchange, intelligence systems, runaways and good practice	<b>Lead: Forum</b> LSCB, Management Group	Report to LSCB Management Group	July 2008	Forum Community Safety Partnership Young People's Substance Misuse Commissioning Group Uturn (young people's substance misuse service SBC Multi-agency Trainer MAPPA SARC DV Forum CEOP	
11.2	<b>A clear understanding of current levels of exploitation</b>	11.2a Identify current need (to include boys and hidden issues) via Forum member agencies and active involvement in Police led quarterly street workers operation (Operation Dougal)	<b>Lead: Forum</b> LSCB, Management Group	Report to LSCB Management Group	July 2008		

Outcome What do we intend to achieve?	Action What are we going to do?	By whom Who is going to do it?	Monitoring How will we know what we have achieved?	By When	Linked Organisations/ Posts	Update
11.3 Awareness of sexual exploitation (children abused by prostitution, online exploitation & trafficking) and good practice issues	11.3a Speakers/workshops on trafficking and online exploitation at LSCB <i>Risky Behaviours</i> Conference	<b>Lead: Geoff Wood (LSCB Safeguarding Training Manager)</b> Training Sub-group	Evaluation of feedback from Conference	April 2008		
	11.3b Attract relevant front line practitioners to the forum to network, share good practice, information and research findings.	<b>Lead: Forum</b> LSCB Business Manager, LSCB	Increased regular attendance from appropriate practitioners at Forum  Attendance log	March 2009		
	11.3c Run a workshop at a future LSCB Partnership event	<b>Lead: Forum</b> Safeguarding Training Manager	Evaluation of feedback from Partnership event	March 2009		
	11.3c Contribute to both general and specific training via the LSCB Training Sub-group	<b>Lead: Forum</b> Training Sub-group, NSPCC, SBC Multi-agency Trainer	Report to LSCB Management Group	January 2009		
	11.3d Continue to highlight prostitution, online grooming & exploitation, trafficking on the LSCB website and in e-zine articles	<b>Lead: Gina Dennis (LSCB Business Manager)</b> LSCB	Up to date information available on website E-zine article(s)	As requested by LSCB or falling out of other actions		

Outcome What do we intend to achieve?	Action What are we going to do?	By whom Who is going to do it?	Monitoring How will we know what we have achieved?	By When	Linked Organisations/ Posts	Update
<b>12 Other Activities: Safeguarding Children Online</b> (see also Child Exploitation)						
<b>12.1 Clarity as to existing initiatives locally and any additional action required from the LSCB beyond monitoring and scrutiny.</b>	12.1a Assess existing capability against BECTA guidance for LSCBs	<b>Lead: Gina Dennis (LSCB Business Manager)</b> LSCB, Trish O'Donnell (NSPCC)	Report to LSCB.	December 2008	South West Grid for Learning (SWGfL) CEOP Parenting Strategy NSPCC (targeted campaign for IT retailers) Swindon Anti-bullying Group	
<b>12.2 Awareness of online safeguarding issues</b>	12.2a Continue to highlight e-safety, cyber-bullying, online grooming and sexual exploitation on the LSCB website and in e-zine articles	<b>Lead: Gina Dennis (LSCB Business Manager)</b> LSCB	Up to date information available on website E-zine article(s)	As requested by LSCB or falling out of other actions		
	12.2b Invite speaker(s) on online safeguarding to LSCB meeting	<b>Lead: Gina Dennis (LSCB Business Manager)</b> LSCB	Engagement by LSCB members in discussion and increased awareness informing planning	December 2008		
	12.2c Include online safeguarding issues in wider LSCB training	<b>Lead: Geoff Wood (LSCB Safeguarding Training Manager)</b> Training Sub-group	Online safeguarding issues included in training materials wherever relevant.	From April 2008		

Outcome What do we intend to achieve?	Action What are we going to do?	By whom Who is going to do it?	Monitoring How will we know what we have achieved?	By When	Linked Organisations/ Posts	Update
	12.2d Speaker/workshop on online safeguarding at LSCB <b>Risky Behaviours</b> Conference	<b>Lead: Geoff Wood (LSCB Safeguarding Training Manager)</b> Training Sub-group	Evaluation of feedback from Conference	April 2008		
<b>13 Other Activities: Safer Recruitment</b>						
<b>13.1 Local organisations adhering to safe recruitment practices</b>	13.1a Widen delivery of Safer Recruitment training beyond mandatory schools training	<b>Lead: Geoff Wood (LSCB Safeguarding Training Manager)</b> Training Sub-group	Training completed (monitoring of take-up included in LSCB Training reports)	April 2009		
	13.1b Audit recruitment practices within LSCB member organisations (as part of Section 11 Audit – see 3.2a)	<b>Lead: Jean Pollard (Management Group Chair)</b> LSCB, Management Group, Member Agencies, LSCB Business Manager	Audit completed. Summary report to LSCB	April 2008 June 2008		

Outcome What do we intend to achieve?	Action What are we going to do?	By whom Who is going to do it?	Monitoring How will we know what we have achieved?	By When	Linked Organisations/ Posts	Update
<b>14 Other Activities: Unintentional Injury</b> (see also Function Relating to Child Deaths)						
<b>14.1 Clarity as to existing availability of data locally on unintentional injury</b>	14.1a Scope what is known about unintentional injury locally and consider how to bring together and assess this information to make progress in preventing unintentional injuries	<b>Lead: Adina Grace/ Janet King</b> LSCB, Management Group	Report to LSCB	December 2008	Local Area Agreement Children's Trust Children & Young People's Strategic Partnership Alcohol Harm Reduction Strategy Action Plan	
<b>14.2 Clarity as to existing local strategies on the prevention of unintentional injury</b>	14.2a Draw together and review information on local initiatives in the context of the <i>Accidental Injury Task Force recommendations</i> and <i>List of agencies who contribute to the delivery of unintentionalinjury prevention</i> (Appendix 1 & 2 in <i>Better Safe Than Sorry</i> )	<b>Lead: Adina Grace/ Janet King</b> LSCB, Management Group	Report to LSCB Recommendations to Children's Trust / C&YPSP / LAA Ongoing monitoring and scrutiny	December 2008 March 2009  April 2009		
<b>14.3 Awareness of causes and prevention of unintentional injury</b>	14.3a Include information on unintentional injury within existing LSCB training	<b>Lead: Geoff Wood (LSCB Safeguarding Training Manager)</b> Training Sub-group	Unintentional injury included in training materials.	From April 2008		

Outcome What do we intend to achieve?	Action What are we going to do?	By whom Who is going to do it?	Monitoring How will we know what we have achieved?	By When	Linked Organisations/ Posts	Update
	14.3b Add information on unintentional injury to the LSCB website and publicise this through the E-zine	<b>Lead: Gina Dennis (LSCB Business Manager)</b> LSCB Management Group	Information available on website	December 2008		
<b>15</b>	<b>Other Activities: See the Adult, See the Child</b>		(see also Domestic Violence)			
<b>15.1</b>	<b>Completion of the revised See the Adult, See the Child (STASTC), incorporating children of substance misusing parents, children of parents with mental health issues and children of parents with learning disabilities</b>	15.1a Ensure that STASTC, encompassing all relevant strands, is finalised	<b>Lead: Jean Pollard (Management Group Chair)</b> LSCB Management Group, STASTC Working Group	STASTC signed off by LSCB	September 2008	Young People's Substance Misuse Commissioning Group Uturn (young people's substance misuse service) Vulnerable Adults CAMHS Domestic Violence Forum
<b>15.2</b>	<b>Awareness of the issues encompassed by See the Adult, See the Child</b>	15.2a Launch the revised version of STASTC through a partnership event organised jointly with Vulnerable Adults services	<b>Lead: Geoff Wood (LSCB Safeguarding Training Manager)</b> Training Sub-group, LSCB Management Group	Evaluation of feedback from partnership event	Jan 2009	
		15.2b Add a STASTC page to the LSCB website	<b>Lead: Gina Dennis (LSCB Business Manager)</b>	Information available on website	December 2008	

Outcome What do we intend to achieve?	Action What are we going to do?	By whom Who is going to do it?	Monitoring How will we know what we have achieved?	By When	Linked Organisations/ Posts	Update
15.3 Understanding of the LSCB's ongoing STASTC remit	15.3a Review the draft version of <i>STASTC</i> to establish actions needed to take work forward and by whom	<b>Lead: Jean Pollard (Management Group Chair)</b> LSCB Management Group, STASTC Working Group	Recommendations to LSCB Business Planning Workshop	July 2008		
	15.3b Review <i>Safeguarding Vulnerable Groups Act 2006</i> to clarify LSCB's role	<b>Lead: Jean Pollard (Management Group Chair)</b> LSCB Management Group, STASTC Working Group	Recommendations to LSCB Business Planning Workshop	July 2008		

## Monitoring & Scrutiny

At its Business Planning Workshop, Swindon LSCB members noted that, in some areas of work, their responsibility is to monitor what is happening locally rather than to carry out the work. Where safeguarding issues are not being progressed, the LSCB should be escalating its concerns to the Children's Trust.

Outcome	Action	By whom	Monitoring	By When	Linked Organisations/ Posts	Update
What do we intend to achieve?	What are we going to do?	Who is going to do it?	How will we know what we have achieved?			
<b>16</b>	<b>Monitoring &amp; Scrutiny: Allegations Against Staff</b>		(links to Disabled Children)			
<b>16.1</b>	<b>Effective oversight and monitoring of allegations against staff</b>	16.1a Analyse information on allegations and report to the LSCB according to the agreed format and schedule.	<b>Lead: Julie Downey (Head of Safeguarding &amp; NSO)</b> LADO, LSCB	Reports received by LSCB		
<b>17</b>	<b>Monitoring &amp; Scrutiny: Disabled Children</b>		(links to Allegations Against Staff, Service User Consultation, Children Looked After)			
<b>17.1</b>	<b>Effective monitoring of disabled children and safeguarding</b>	17.1a Define and develop a process to collect statistics on disabled children subject to a child protection plan.	<b>Lead: Steph McQuade (Safeguarding &amp; QA Team Manager)</b>	Definition and process in place		Disabled Children Board
		17.1b Gather data on disabled children subject to a child protection plan	<b>Lead: Steph McQuade (Safeguarding &amp; QA Team Manager)</b>	Statistics available Report to LSCB	January 2009 April 2009	

Outcome What do we intend to achieve?	Action What are we going to do?	By whom Who is going to do it?	Monitoring How will we know what we have achieved?	By When	Linked Organisations/ Posts	Update
<b>18 Monitoring &amp; Scrutiny: Children Looked After</b>			(links to Child Exploitation)			
<b>18.1 Effective monitoring and scrutiny of the safety of children looked after (CLA)</b>	18.1a Commission a report from SBC Children & Families on how they ensure the safety of CLA, to include information on 38-week school placements	<b>Lead: Julie Downey (Head of Safeguarding)</b> LSCB	Report formally commissioned Report received by LSCB	June 2008 December 2008	Children's Rights Service	
<b>19 Monitoring &amp; Scrutiny: Underage Sex</b>			(links to Child Exploitation, Young People & Alcohol)			
<b>19.1 Effective monitoring of progress in the use of the assessment tool for the identification of the sexual health related needs for under 16s</b>	19.1a Request and review reports from the sexual health worker	<b>Lead: Julie Downey (Head of Safeguarding)</b> LSCB Management Group	Reports received and reviewed according to agreed schedule		Healthy Schools Team Teenage Pregnancy Board PCT – Teenage Pregnancy Action Plan Health Scrutiny Committee	

Outcome What do we intend to achieve?	Action What are we going to do?	By whom Who is going to do it?	Monitoring How will we know what we have achieved?	By When	Linked Organisations/ Posts	Update
<b>20 Monitoring &amp; Scrutiny: Young People &amp; Alcohol</b>			(links to Child Exploitation, Unintentional Injury, Underage Sex, Licensing)			
<b>20.1 Effective monitoring of progress on the implementation of the <i>Alcohol Harm Reduction Strategy Action Plan</i> and other local work around young people &amp; alcohol</b>	20.1a Request and review updates from the CSP and Substance Misuse team	<b>Lead: Jean Pollard (Management Group Chair)</b> LSCB Management Group Marion Deegan & Lynda Wearn (CSP Links)	Reports received and reviewed according to agreed schedule		CSP Young People's Substance Misuse Commissioning Group Utturn (young people's substance misuse service) Pubwatch	
<b>21 Monitoring &amp; Scrutiny: SARC</b>			(links to Child Exploitation, Sexually Harmful Behaviour)			
<b>21.1 Effective monitoring of SARC</b>	21.1a Agree monitoring requirements with SARC	<b>Lead: Lynda Wearn &amp; Marion Deegan (CSP Links)</b> LSCB Management Group	Content and format of reports agreed	December 2008	CSP Health Scrutiny Committee Healthy Schools Team Domestic Violence Forum	
	21.1b Request and review updates from SARC	<b>Lead: Jean Pollard (Management Group Chair)</b> LSCB Management Group	Reports received and reviewed according to agreed schedule			