

# Work Plan April 2008 to March 2009

Swindon Local Safeguarding Children Board



## Safeguarding Swindon's Children Together

Update for March 2009



## LSCB Business Plan Headlines, March 2009

(Numbering links back to the original Work Plan items)

### **Summary of Achievements**

**1 – 9** All **core work** is on track, although, like most other LSCBs, we are still establishing Child Death Review processes. Key activities in the last quarter have included:

- New overarching guidance on 'No Access' and a new Model Child Protection Procedure for Community Organisations
- Launch of 2009 Section 11 review
- Swindon Conference to highlight the learning from local and national Serious Case Reviews
- The decision to undertake a Serious Case Review
- A Safeguarding Review (not in our Business Plan)
- First full review of cases by the Child Death Overview Panel
- Development of the 2009/10 LSCB Business Plan

**10 AIM<sup>1</sup> Project** - co-ordinator (1 day per week) in post from January.

**11 Child Exploitation** – there is a revised plan to combine work on exploitation with work on runaways and formation of new working group. We were in a strong position to complete a recent national audit of progress on **Missing Children & Young People**.

**13 Safer Recruitment** – 142 people have been trained April to February this year (but see below).

**15 See the Adult, See the Child** – the protocol is being launched on Friday 13 March 2009 at a partnership event, with the aim that implementation plans are developed from the event.

**19 Monitoring & Scrutiny: Underage Sex** – a working group has been set up to look at the potential 'gap' previously identified and develop a pathway.

### **Exception Report (actions not delivering to time scales/ time-scales already missed)**

**11 Child Exploitation** - the work agreed in the Business Plan stalled due to a need to change our focus (see above).

**13 Safer Recruitment** – we are still unlikely to meet our target that, for all agencies, at least one member of a recruitment panel for any role that involves working with children and young people must have attended this training or a similar course by April 2009. Many managers still need to sign up for training.

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<sup>1</sup> AIM – Children and Young People Who Exhibit Sexually Harmful Behaviour: Assessment, Intervention and Moving On

**14 Unintentional Injury** – an audit of unintentional injury in Swindon has been delayed due to part-time working by the Designated Doctor and data is not currently available. We are now working towards clear targets in 2009/10

## 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 Media coverage x 2 associated with 'Risky Behaviours' Conference.  Adver coverage associated with NSPCC campaign Sep 08	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 took 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.)  <i>Now on hold pending review of poor take-u[</i>	
	2.2b Hold annual or six-monthly 'partnership' events to engage front line managers and practitioners, sharing information about new	<b>Lead: Geoff Wood (LSCB Safeguarding Training Manager)</b> LSCB, Media Sub-	Partnership events happening to agreed cycle Monitoring of attendance and	May run as shared event, e.g. with Adult Services on themes around 'See the Adult,

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	initiatives, good practice and the work of the LSCB	group	feedback from sessions <b>Bus event in September. Planned STASTC event March 09.</b>	<i>See the Child'</i>
	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 (6 monthly) QA sub group continues to meet monthly to evaluate multi-agency working. Reports are submitted to the LSCB Management Group 6 monthly highlighting the learning points and examples of good practice.	
	3.1b Review cases to ensure the appropriate dissemination and application of multi-agency procedures. (Ref: Joint Inspection	<b>Lead: Julie Downey (QA Sub-group Chair)</b> QA Sub-group	Reviews carried out, with report & recommendations to LSCB (6 monthly) A minimum of three cases are	

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	Plan)		reviewed monthly o ensure multi agency compliance with procedures. Agency reps disseminate the learning points to their individual staff. the thematic audits identify cross agency issues and make recommendations to the LSCB 6 monthly	
<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
<b>4 Function of Participating in Planning &amp; Commissioning:</b>				
<b>4.1 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	<b>Lead: Jean Pollard (Director Children &amp; Families)</b>	Relevant issues identified by the LSCB, particularly through Child Death Reviews	

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	and/or which need to be reflected in wider planning	LSCB, identified LSCB CYPP representative	and Serious Case Reviews, reflected in wider planning of Children Services	
<b>5 Function Relating to Child Deaths:</b>		(see also Serious Case Review Function & Unintentional Injury)		
<b>5.1 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	
<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)	

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<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).	Wiltshire LSCB
	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. <b>Sessions run jointly with Wiltshire LSCB.</b>	
	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)	
<b>6 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</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</i>	<b>Lead: Julie Downey (Head of Safeguarding)</b> Serious Case Review Sub-group and	High quality information, correctly submitted and completed in a timely manner for SCRs	Child Death Review Panel, Domestic Homicide Review Panel, CPS, Coroner

<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>
<b>information submitted</b>	<i>Together to Safeguard Children 2006.</i>	Overview Panels, LSCB Chair, LSCB Business Manager, Statutory & Voluntary Sector Organisations		
	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 LSCB and agency action plans are updated reviewed quarterly at LSCB Management group	
<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	
	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)	

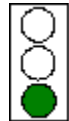
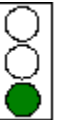
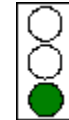
Outcome What do we intend to achieve?	Action What are we going to do?	By whom Who is going to do it?	Monitoring How will we know what we have achieved?	Linked Organisations/ Posts
	6.2c Continue to develop LSCB Training in response to learning from SCRs.	<b>Lead: Geoff Wood (LSCB Safeguarding Training 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 Deegan <b>Domestic Homicide Review Panel</b> – Julie Downey <b>DV Forum</b> – Lin Williams	<b>Lead: John Gilbert (LSCB Chair)</b> LSCB	<b>Current Gaps:</b> <b>Family Courts</b> <b>Vulnerable Adults</b>	

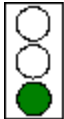
Outcome What do we intend to achieve?	Action What are we going to do?	By whom Who is going to do it?	Monitoring How will we know what we have achieved?	Linked Organisations/ Posts
	<b>DV Review Panel</b> – Julie Downey <b>Licensing Forum</b> – Julie Downey <b>MAPPA</b> – Julie Downey <b>MARAC</b> – Lyn 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
	8.2b Continue to involve children and young people in LSCB events (e.g. performances at LSCB Launch Conference, consultation feedback	<b>Lead: Geoff Wood (LSCB Safeguarding Training Manager)</b> LSCB, Training Sub-	Feedback from events	Swindon Schools & Colleges


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	at October 07 Partnership Event)	group		
<b>9 Other Activities: Licensing &amp; Gambling</b>				
<b>9.1 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 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 Regularly in receipt of licence applications in respect of safeguarding issues and review of premises licence or club Licensing act 2003. Nov 2008: Management Group agreed that there should be an <b>annual report to LSCB</b> on any safeguarding issues re applications and reviews.	

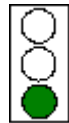
## Other Safeguarding Activities

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

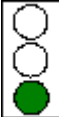



Outcome What do we intend to achieve?	Action What are we going to do?	By whom Who is going to do it?	Monitoring How will we know what we have achieved?	By When	Linked Organisations/ Posts	Update
<b>10 Other Activities: Children and Young People Who Exhibit Sexually Harmful Behaviour: Assessment, Intervention 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	 Children with Sexually Harmful Behaviour pilot evaluated and presented to LSCB March 2008
	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		 Awareness of the project has been raised through a number of forums e.g. LSCB partnership events, Head teachers briefings, newsletters and at the planned 'bus event' in September 2008
	10.1c Train staff in the identification, assessment, management and	<b>Lead: Geoff Wood (LSCB Safeguarding Training Manager)</b>	Training completed (monitoring of take-up included in LSCB Training	December 2008		 Further courses planned for Nov 08

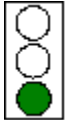
Outcome What do we intend to achieve?	Action What are we going to do?	By whom Who is going to do it?	Monitoring How will we know what we have achieved?	By When	Linked Organisations/ Posts	Update
	support of these children	Training Sub-group, AIM Implementation Group	reports)			and June 09
<b>11 Other Activities: Child Exploitation</b> (see also SARC, Underage Sex, Safeguarding Children Online, Children Looked After, Young People & Alcohol)						
<b>11.1 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	 Forum members held discussions as described and reported to the Management Group in July 08.

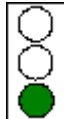
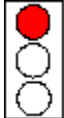
Outcome What do we intend to achieve?	Action What are we going to do?	By whom Who is going to do it?	Monitoring How will we know what we have achieved?	By When	Linked Organisations/ Posts	Update
11.2 A clear understanding of current levels of exploitation	11.2a Identify current need (to include boys and hidden issues) via Forum member agencies and active involvement in Police led quarterly street workers operation (Operation Dougal)	Lead: Forum LSCB, Management Group	Report to LSCB Management Group	July 2008		The LSCB has developed a revised plan in the light of new government guidance combining this work with work on runaways. Two working groups are coming together as one to respond to the new requirements & PI – national focus has changed. (Included in next year's business plan)
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	Lead: Geoff Wood (LSCB Safeguarding Training Manager) Training Sub-group	Evaluation of feedback from Conference	April 2008		 Conference took place April 08 and feedback has been presented to LSCB. This has initiated an interest and awareness across a wider audience than just the Forum.
	11.3b Attract relevant front line practitioners to	Lead: Forum LSCB Business	Increased regular attendance from			See above re revised plan

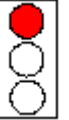
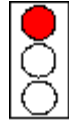
Outcome What do we intend to achieve?	Action What are we going to do?	By whom Who is going to do it?	Monitoring How will we know what we have achieved?	By When	Linked Organisations/ Posts	Update
	the forum to network, share good practice, information and research findings.	Manager, LSCB	appropriate practitioners 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		 New information added as it becomes available

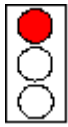
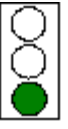
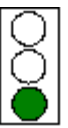
**12 Other Activities: Safeguarding Children Online** (see also Child Exploitation)

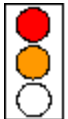
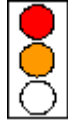
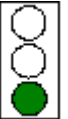
Outcome What do we intend to achieve?	Action What are we going to do?	By whom Who is going to do it?	Monitoring How will we know what we have achieved?	By When	Linked Organisations/ Posts	Update
12.1 Clarity as to existing initiatives locally and any additional action required from the LSCB beyond monitoring and scrutiny.	12.1a Assess existing capability against BECTA guidance for LSCBs	<b>Lead: E-safety Sub-group (previously 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	 Swindon put its E-safety group in place ahead of most LSCBs and is working closely with Becta and making effective use of their support. Progress is encouraging.
	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		 New information added as it becomes available
	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		 Speakers have attended Management Group & the LSCB Conference.
	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		 Reference to e-safety is included in CP courses and a professional training course planned for 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
						New course for professionals being delivered from April 2009.
	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		 Conference took place April 08
<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		Training being delivered on a monthly basis to a wide range of professionals BUT not all recruiting staff are coming forward and we will therefore not hit our target. Information from the S11 review will provide insight into progress for core agencies, as well as attendance records. SR & A Sub-group is

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
						looking at how to audit against our aim that all organisations employing people who work with children have at least one interview panel member trained.
	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		 2008 Section 11 Report to LSCB September 2008. Agencies asked to follow up actions identified during the review by December LSCB Meeting & report back.
<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	<b>Lead: Adina Grace/ Janet King</b> LSCB, Management Group	Report to LSCB	December 2008 <b>Not currently available.</b>	Local Area Agreement Children's Trust Children & Young People's Strategic Partnership Alcohol Harm	 Data on this is not currently collected on the numbers of children involved with unintentional

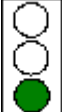
Outcome What do we intend to achieve?	Action What are we going to do?	By whom Who is going to do it?	Monitoring How will we know what we have achieved?	By When	Linked Organisations/ Posts	Update
	make progress in preventing unintentional injuries				Reduction Strategy Action Plan	injury. The only data available is on children & young people attending A&E re alcohol and substance related issues. In Business Plan for next year.
<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 unintentional injury 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  From April 2009 <i>Delayed until 2009/10</i>		 <b>Janet King reports that she has started an audit on unintentional injury but this has been delayed by part time working.</b>
<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 <i>Delayed until 2009/10</i>		 No brief has yet been received as to what is required

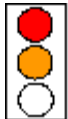
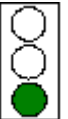
Outcome What do we intend to achieve?	Action What are we going to do?	By whom Who is going to do it?	Monitoring How will we know what we have achieved?	By When	Linked Organisations/ Posts	Update
	14.3b Add information on unintentional injury to the LSCB website and publicise this through the E-zine	<b>Lead: Gina Dennis (LSCB Business Manager)</b> LSCB Management Group	Information available on website	December 2008 <b>Delayed until 2009/10</b>		 No brief has yet been received as to what is required
<b>15 Other Activities: See the Adult, See the Child</b>			(see also Domestic Violence)			
<b>15.1 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	 STASTC updated and recirculated. Adult services consulted October 2008. <b>Came to Jan 09 Management Group and is to be launched as a working document 13 March 2009 at an event.</b>
<b>15.2 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 <b>Revised date 13 March 2009</b>		 <b>Partnership event delayed due to late delivery of procedure. Planned for end of March 2009.</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?	By When	Linked Organisations/ Posts	Update
	15.2b Add a <i>STASTC</i> page to the LSCB website	<b>Lead: Gina Dennis (LSCB Business Manager)</b>	Information available on website	December 2008 Delayed		 Guidance needed from event group.
15.3 Understanding of the LSCB's ongoing <i>STASTC</i> 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, <i>STASTC</i> Working Group	Recommendations to LSCB Business Planning Workshop	July 2008 Delayed to March 2009		 To be developed from event.
	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, <i>STASTC</i> Working Group	Recommendations to LSCB Business Planning Workshop	July 2008 – delayed by government		 Vetting and Barring scheme delayed by Govt. National briefings expected in 2009. Presentation to LSCB Board planned for March 2009.

## 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 Monitoring &amp; Scrutiny: Allegations Against Staff</b>			(links to Disabled Children)			
<b>16.1 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 quarterly following submission to GOSW			 Quarterly data submitted to GOSW and self assessment tool completed annually. Referrals re AMA increasing and additional admin time needed to cover strategy meetings and AMA and Safer Recruitment Sub Group that has been established
<b>17 Monitoring &amp; Scrutiny: Disabled Children</b>			(links to Allegations Against Staff, Service User Consultation, Children Looked After)			
<b>17.1 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	

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
	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 <b>Delayed to June 2009</b>		 <b>Presentation to Board planned for June 2009</b> including information on review of 10 most vulnerable disabled children in Swindon.
<b>18 Monitoring &amp; Scrutiny: Children Looked After</b>			<b>(links to Child Exploitation)</b>			
<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 <b>Now April 2009</b> <b>(delayed by Safeguarding Audit)</b>	Children's Rights Service	 Report commissioned and submissions received from the Commissioning Team, Health Liaison worker for Children in Care, Family Placement Team and IRM's. Report to MG in February 2009
<b>19 Monitoring &amp; Scrutiny: Underage Sex</b>			<b>(links to Child Exploitation, Young People &amp; Alcohol)</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?	By When	Linked Organisations/ Posts	Update
<p><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></p>	<p>19.1a Request and review reports from the sexual health worker</p>	<p><b>Lead: Julie Downey (Head of Safeguarding)</b> LSCB Management Group</p>	<p>Reports received and reviewed according to agreed schedule</p>		<p>Healthy Schools Team Teenage Pregnancy Board PCT – Teenage Pregnancy Action Plan Health Scrutiny Committee</p>	<p> There were significant problems in accessing information. There are 3 services using the tool, the Walk In Centre, GUM and CASH. What has emerged is that there is currently no collated report, which creates a potential for children at risk to fall through a gap. A meeting was convened to look at a more strategic and robust approach and develop a reporting system to provide accurate figures. <b>A group has been set up to look at these issues and develop a pathway.</b></p>

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>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 Alcohol Harm Reduction Strategy Action Plan 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>Acknowledged in our plan for 2009/10 as an area of interest rather than one that falls under the LSCB. We need links rather than regular reports.</b>
<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	<b>SARC now running effectively. Agreed LSCB has an interest but does not need formal reports.</b>
	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			<b>Dr Helen Price e-mailed Management Group to help them establish whether there is an ongoing role for the LSCB.</b>  A SARC is a one stop location where female and

<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>By When</b>	<b>Linked Organisations/ Posts</b>	<b>Update</b>
						<p>male victims of rape and serious sexual assault of any age can receive medical care and counselling, and have the opportunity to assist the police investigation, including undergoing a forensic examination. The SARC is jointly funded by Wiltshire Police and Swindon Primary Care Trust. From April to End of July 2008 the SARC has received 53 police and 19 self referrals. Main issues for the SARC concern capacity of ISVA and administrative burden.</p>