

## KIRKLEES SAFEGUARDING CHILDREN BOARD BUSINESS PLAN 2007 – 2010



### **OBJECTIVE 1 Strengthen and develop the partnership approach to safeguard and promote the welfare of children.**

	Key Action	Link Strategy	Work Required	Lead Group/ Person	Time Scale	Quarterly Report Completion Date
1.1	Agree key strategic links for KSCB.	WT	Develop formal structures and communication routes with both Children and Adult Local Public Service Boards (LPSBs).	Business Planning Group Chair	June 2008	
1.2	Identify issues relating to vulnerable parents.	WT	Introduce Themed Work streams on Domestic Abuse, Substance Misuse and Mental Health.	Board Manager	May 2008	
1.3	Agree a mechanism by which KSCB can influence and monitor the prevention agenda.	WT SS-APA	KSCB scrutinise and comment on stay safe outcome of Children & Young People Plan to ensure appropriate prevention strategies.	Board Manager LPSB/KSCB	August 2008 ongoing	
1.4	Formalise strategic links with Multi Agency Public Protection Arrangements (MAPPA).	WT SS-APA	There is a joint agency approach to the management of sex offenders in the community, including the maintenance of a risk register, multi-agency public protection arrangements, and registration with the police.	Board Manager Probation Rep	May 2008	

1.5	The KSCB is adequately resourced to ensure it operates effectively.	WT	Review current budget arrangements in light of additional responsibilities and membership.	Business Planning Group	Sept 2008 ongoing	
1.6	Ensure that the needs of children of substance misusing parents are identified early and that they are supported.	DPFC WT AS	Establish links between Safeguarding Children Board and adult treatment services.  Implementation of the recommendations within Hidden Harm are reported to the Board.  Ensure appropriate joint working protocols and practices are in place.	Board Manager  DAT  Substance misuse WS	May 2008  Nov 2008  Feb 2009	
1.7	Ensure that the needs of children affected by domestic violence are identified early and that they are supported.	WT DVS	Establish links between Safeguarding Children Board and Safer Stronger Communities.  Ensure appropriate joint working protocols and practices are in place.	Board Manager  Domestic Violence WS	May 2008  Feb 2009	
1.8	Ensure that the needs of children of parents who have a mental illness are identified early and that they are supported.	WT	Establish links between Safeguarding Children Board and Adult Services.  Ensure appropriate joint working protocols and practices are in place.	Board Manager  Mental Health WS	May 2008  Feb 2009	

**OBJECTIVE 2 The incidence of child abuse and neglect is minimised**

2.1	The contribution of each service to preventative support is clearly identified and understood.	WT SS-APA	Receive reports from LPSB outlining multi agency contribution to preventative support.	LPSB	July 2008	
2.2	Private foster carers are identified, monitored and supported.	WT SS-APA	Annual report to the Board.	Safeguarding & Specialist Provision	April 2009	
2.3	Agreed referral, assessment, planning and review arrangements are consistently applied.	WT SS-APA NSF 5	Threshold criteria for making and responding to safeguarding referrals are clear.  Threshold criteria for making and responding to safeguarding referrals are widely understood.	Safeguarding & Specialist Provision  Training & Development and Communic'n WS	April 2009  July 2009 ongoing	

2.4	Inter-agency policies and procedures are comprehensive and up-to-date, and they reflect regulatory requirements.	WT SS-APA NSF5	Inter-agency policies and procedures are regularly reviewed and any concerns addressed.	Safeguarding Coordinator W Yorks Procedures Group	Ongoing	
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**OBJECTIVE 3 Monitor and evaluate the effectiveness of what is done by the Local Authority and Safeguarding Children Board partners.**

	Key Action	Link strategy	Work Required	Lead Group/ Person	Time Scale	Quarterly Report Completion Date
3.1	All KSCB partners submit regular management information based on self evaluation and performance indicators from partners own quality regimes relating to their responsibilities to safeguard children.	WT	Agree with partners the information, timing and mechanisms necessary for the KSCB to fulfil this function.	Evaluation and Effectiveness WS	Nov 2008	
3.2	KSCB partners fulfil their S11 requirements.	WT	KSCB develop an audit tool for use within partner agencies.  KSCB undertake yearly audits.	Evaluation and Effectiveness WS	Nov 2008  April 2009	

3.3	The KSCB audit management information to evaluate partners' performance and identify areas for improvement to contribute to the KSCB Business Plan.	WT	KSCB produce a yearly report based on evaluation of all agencies management information.	Evaluation and Effectiveness WS	April 2009	
3.4	Evaluate multi-agency working identifying the quality of practice and lessons to be learned in terms of both inter-agency and multi-disciplinary practice.	WT SS-APA	Develop an audit tool.  Perform joint audit of cases looking at the involvement of the different agencies and procedural compliance.	Evaluation and Effectiveness WS  Working Together WS	Nov 2008  Jan 2009	
3.5	Inter-agency policies and procedures are consistently implemented.		Perform joint audit of cases looking at the involvement of the different agencies and procedural compliance.	Working Together and Themed WS	Oct 2008	

**OBJECTIVE 4** Communicating the need to safeguard and promote the welfare of children.

	<b>Key Action</b>	<b>Link Strategy</b>	<b>Work Required</b>	<b>Lead Group/ Person</b>	<b>Time Scale</b>	<b>Quarterly Report Completion Date</b>
4.1	Develop a communication strategy to ensure the work of the KSCB is cascaded and understood.	WT	Produce Communication Strategy Produce KSCB Newsletter Hold KSCB Conference.	Communic'n WS	Nov 2008	
4.2	To raise awareness in the wider community, among statutory and independent agencies, including employers, about safeguarding and promoting the welfare of children.	JCIR	Develop and launch website.  Continually update website.	Communic'n WS	May 2008  Ongoing	
4.3	Contributing to a public campaign relating to safeguarding children.		Produce information leaflets and establish appropriate mechanisms to cascade.	Communic'n WS	Nov 2009	

4.4	Raise awareness of safeguarding issues and vulnerable parents.	SCRs	Themed Workstream to establish appropriate information and mechanisms to promote safeguarding messages.	Themed WS and Communic'n WS	Jan 2010	
4.5	Listening to and consulting children and young people.	WT SS-APA	Develop a strategy to ensure children and young people contribute to the development of the website.	Communic'n WS	August 2008	
4.6	Develop an E-safety Strategy and plan.	DCFS	Establish an E-safety Working Group. Appoint an E-safety Officer.  Implement strategy and guidance in line with BECTA guidance.	Board Manager  E-safety Working Group	May 2008  June 2009	

**OBJECTIVE 5** Review and investigate all child deaths in Kirklees

	<b>Key Action</b>	<b>Link Strategy</b>	<b>Work Required</b>	<b>Lead Group/ person</b>	<b>Time scales</b>	<b>Quarterly Report Completion Date</b>
5.1	Undertake reviews in relation to all child deaths.	WT  WT	Establish a Child Death Review Panel.  Collect and analyse information about each death to identify any matters of concern affecting the safety and welfare of children.	KSCB  Child Death Review Panel	April 2008  April 2008	
5.2	Ensure a coordinated response to an unexpected death of a child.	WT	Put in place procedures and processes to ensure a co-ordinated response to an unexpected death.	Child Death Review Panel	April 2008	
5.3	Serious Case Reviews (SCRs) are undertaken in line with national requirements and their findings inform service planning, practice and management.	WT DSFS  WT	Develop guidelines for undertaking SCRs.  Ensure action Plans are appropriate to recommendations and receive evidence to support implementation.  Provide opportunities to learn from SCRs.	Serious Case Review WS  SCR WS	Aug 2008  Ongoing  Feb 2009	

**OBJECTIVE 6. Develop the skills and knowledge of workers in relation to safeguarding children.**

	<b>Key Action</b>	<b>Link Strategy</b>	<b>Work Required</b>	<b>Lead group/ person</b>	<b>Time scales</b>	<b>Quarterly Report Completion Date</b>
6.1	Deliver the core objectives of the Training Strategy.	WT	Action plan devised and implanted to deliver Training Strategy.  Provide an annual report to the Board.	Learning & Development WS. LDO	Aug 2008  April 2009 ongoing	
6.2	Identify inter-agency child protection training and learning needs of professionals within member agencies.	WT  WT	Undertake an audit of agencies training needs relating to safeguarding children.  Identify agencies and groups give support and advice relating to the need for single agency training and the levels required for staff within that organisation.  Make links with the Workforce Development Group to ensure that safeguarding issues are addressed.	LDO  Learning & Development WS  LDO	May 2009  Aug 2008  May 2008	
6.3	The training programme developed should be in accordance with local needs, priorities, national standards and legislation.	CYPP	Develop an annual training plan and programme to meet these needs.	LDO	Ongoing	

6.4	Evaluate training to ensure that identified objectives are an integral part of all training and development activities.	WT	To develop a system of evaluation and monitoring.	Learning & Development WS. LDO	Jan 2009	
6.5	Evaluate the impact of training on individual and service development.			Learning & Development WS	Nov 2009	
6.6	Determine the budget to undertake the training plan.			LDO	Ongoing	
6.7	Ensure partner agency delivery and responsibility regarding the development and delivery of a comprehensive training programme.		Establish a training panel and training pool.  Set up and run a support network for new and existing trainers.	Learning & Development WS  LDO	Nov 2008  Nov 2008	