

KIRKLEES SAFEGUARDING CHILDREN BOARD BUSINESS PLAN 2010 – 2013

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	Status R/A/G	Progress/Completed
1.1	Maintain ongoing and direct relationship with Children's Trust.	WT CYPP	KSCB Chair attendance at Children's Trust meetings. Two way reporting mechanism in place. Ensure synergy between CYPP and KSCB Business Plan.	KSCB Chair	Jan 2011		
1.2	Ensure effective Multi Agency Public Protection Arrangements (MAPPA) are in place.	WT	Annual Report to KSCB outlining arrangements with particular reference to risks to children.	KSCB Probation representative.	Feb 2011		
1.3	The KSCB is adequately resourced to ensure it operates effectively.	WT	Review KSCB priorities and review budget in light of current partner agency financial constraints.	Business Planning and Development Workstream (BP&D WS)	June 2011		
1.4	Ensure that the needs of children of substance misusing parents are identified early	WT	Hidden Harm Action Plan reported to KSCB on annual basis.	Think Family Strategy Group	March 2011		

	and that they are supported.						
1.5	Ensure that the needs of children affected by domestic violence are identified early and that they are supported.	WT	Continue to ensure children are identified within the Kirklees Domestic Violence Strategy (DVS).	Children's DV Champion & KSCB Manager			
		DV Strategy Obj 5	Implement and review DVS action plan.		Nov 2011		
1.6	Ensure effective implementation of CAF following re-launch.	Scrutiny Commission	Establish performance framework.	KSCB Coordinator	Nov 2010		
			6 monthly report to KSCB.	CAF Lead	Jan 2011		

OBJECTIVE 2 The incidence of child abuse and neglect is minimised

	Key Action	Link Strategy	Work Required	Lead Group/ Person	Time Scale	Status R/A/G	Progress/Completed
2.1	KSCB establish a clear and explicit understanding of the preventative work available within Kirklees.	Scrutiny Commission CYPP	Set up a Task & Finish Group to undertake a review and report to KSCB.	BP&D WS	June 2011		
2.2	Private foster carers are identified, monitored and supported.	WT	Annual Report to the Board.	KSCB Family Support & Child Protection representative.	April 2011		

2.3	Agreed referral, assessment, planning and review arrangements are consistently applied and thresholds are understood.	WT	Establish a programme of regular audit to KSCB including reports from single agency audit.	E&E WS	Feb 2011		
2.4	Inter-agency policies and procedures are comprehensive and up-to-date, and they reflect regulatory requirements.	WT	Inter-agency policies and procedures are regularly reviewed and any concerns addressed.	Safeguarding Coordinator. West Yorkshire Procedures Group.	Dec 2010		
2.5	Consider how longer term support can be provided for some families who need continuing help beyond universal services.	SCR020	Raise issue at national level through LSCB Chairs.	KSCB Chair	Dec 2010		
			Establish multi agency workshops for practitioners and managers.	KSCB Manager	Nov 2010		
			Recommendations to be presented to Children's Trust to influence CYPP.	KSCB Chair	Jan 2011		

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	Status R/A/G	Progress/Completed
3.1	The KSCB audit management information to evaluate partners' performance and identify areas for improvement.	WT	KSCB produce a yearly report based on evaluation of all agencies management information.	Evaluation and Effectiveness WS	June 2011		
3.2	KSCB partners fulfil their S11 requirements.	WT	KSCB undertake yearly audits.	Evaluation and Effectiveness WS	June 2011		
	Schools to fulfil their safeguarding duties under s175 or s157 of Education Act 2002.		Schools to demonstrate compliance via completed self audits and information to be provided to the Board as part of Annual Report.	Safeguarding in Education & Learning WS. Safeguarding Officers.	Dec 2010		
3.3	Embed S11 requirements within the voluntary and community sector.	WT	Link with commissioning arrangements.	Safeguarding coordinator	Dec 2010		
			Promote section 11 within VCS.	Voluntary Sector WS	April 2011		
3.4	Evaluate multi-agency working identifying the quality of practice and lessons to be	WT	Undertake good practice audits and cascade learning	Safeguarding coordinators	Oct 2010		

	learned.		Undertake specific audits focussing on inter agency practice with particular reference to completed actions from serious case reviews.	Safeguarding coordinators	Dec 2010		
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OBJECTIVE 4 Communicating the need to safeguard and promote the welfare of children and promote the work of the KSCB.

	Key Action	Link Strategy	Work Required	Lead Group/ Person	Time Scale	Status R/A/G	Progress/Completed
4.1	Use the Communication Strategy to ensure the work of the KSCB is cascaded and understood.	WT	Review Communication Strategy in accordance with revised terms of reference for the WS.	Communic'n WS	Nov 2011		
			Produce an annual report of how the strategy is being delivered and present to the Board.	Communic'n WS	Each year in March		
			Produce KSCB Newsletter bi-annually.	KSCB Unit	Each year in March & September		
4.2	Raise awareness in the wider community, among statutory,	WT Comm'n Strategy	Periodically review website in accordance with Communication Strategy.	Communic'n WS	Each year in May & November		

	independent and voluntary agencies about safeguarding and promoting the welfare of children.		Create links to child-friendly sites on the KSCB website.	Communic'n WS	March 2011		
			Promote KSCB web address to professionals.	Non Executive Member. Communic'n WS.	Sept 2011		
4.3	Contribute to public information relating to safeguarding children.	WT Comm'n Strategy	Identify key dates in the year when related campaigns and activities can contribute to awareness generally, and promote key dates to partner agencies and on KSCB website.	Communic'n WS	Each year in January		
4.4	Listen to and consult children and young people.	WT CYPP	Find creative ways to bring the voice of children and young people into the work of the Board and the delivery of safeguarding messages.	Non Executive Member Communic'n WS	May 2011		
4.5	Ensure children and young people know who to contact if they have concerns about their own safety and welfare.	WT	Promote KSCB web address, where appropriate, on information given to children and young people by partner agencies (including voluntary organisations).	Non Executive Member. Communic'n WS.	Dec 2011		
			Annual E-Safety report to KSCB.	Nominated KSCB E-Safety Officer	June 2011		

OBJECTIVE 5 Review and investigate all serious incidents against children in Kirklees

	Key Action	Link Strategy	Work Required	Lead Group/ Person	Time Scale	Status R/A/G	Progress/Completed
5.1	Collect and analyse information about each death to identify any matters of concern affecting the safety and welfare of children through CDOP.	WT	Develop and improve CDOP information sharing process.	CDOP	Feb 2011		
			Monitor overall patterns of childhood deaths to influence best strategies for prevention, in particular links with the infant mortality programme.	CDOP	Jan 2012		
			Reinforce the issue of co-sleeping with fathers at the ante-natal and post natal stage.	CDOP	Dec 2011		
			Produce Annual Report to KSCB.	CDOP	June 2012		
5.2	Serious case reviews are undertaken in line with national requirements and their findings inform service planning, practice and management.	WT	Establish briefing sessions at the onset of a serious case review.	KSCB Manager			
			Collect and disseminate information about support available to staff during the SCR process.	SCR WS			

			Update West Yorkshire procedures in light of new agreed approach to SCRs.	Safeguarding Coordinator	March 2011		
			Review IMR guidelines following feedback from IMR authors.	Safeguarding Coordinator	Nov 2010		
			Ensure action plans are appropriate to recommendations and receive evidence to support implementation.	SCR WS			
5.3	Provide opportunities to learn from serious case reviews.	WT	Circulate suitably anonymised report on overview of KSCB SCRs 2006-2010.	Safeguarding Coordinator	Oct 2010		
			Provide feedback sessions to staff involved in SCRs and publish executive summaries.	KSCB Manager			
			Provide updates to multi-agency training on SCRs in light of emerging lessons/themes.	Safeguarding Coordinator			

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

	Key Action	Link Strategy	Work Required	Lead Group/ Person	Time Scale	Status R/A/G	Progress/Completed
6.1	Deliver the core objectives of the Training Strategy.	WT	Action plan devised and implemented deliver Training Strategy.	Learning & Development WS. LDOs	Feb 2011		
			Provide an Annual Report to the Board.	LDOs	June 2011		
6.2	Evaluate the impact of training courses on individual participants.	Training Strategy	Analyse information from evaluation forms and the evaluation project.	Learning & Development WS	Jul 2011		
6.3	Ensure the interagency training plan meets the requirements of WT and local needs as a result of SCRs.	Training Strategy	Develop an annual training plan and programme to meet these needs.	Learning & Development WS	Dec 2010		
			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.	LDOs	Jan 2011		
6.4	Determine the annual budget to undertake the training plan.	Training Strategy	Review KSCB training priorities in light of current partner agencies financial constraints.	LDOs	Jan 2011		

6.5	Ensure partner agency delivery regarding single agency responsibility for safeguarding training.	WT	Maintain the support and advice to the training pool for new and existing trainers. Receive information from the S11 Audits.	LDOs	March 2011		
6.6	Make provision for the delivery of the Basic Awareness training to all school staff including Independent schools, Sixth Form and FE Colleges.		Contact to be made with each establishment to follow up on previous communication to ensure this is taking place.	Safeguarding in Education & Learning WS. Safeguarding Officers	June 2011		
6.7	Ensure training support and advice is provided for all new designated safeguarding staff in schools and colleges to enable them to fulfil their statutory requirements.		Deliver new and refresher training to designated senior persons (DSPs).	Safeguarding in Education & Learning WS. Safeguarding Officers			