

SLOUGH LOCAL SAFEGUARDING CHILDREN BOARD

BOARD MEETING AGENDA

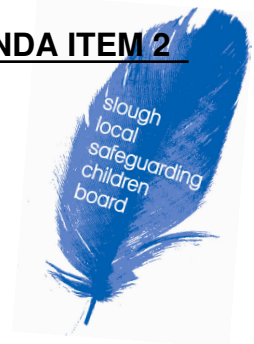
DATE OF MEETING:	Tuesday, 21 September 2010
VENUE:	Connexions, High Street, Slough
TIME:	2.00 - 4.00 pm
Circulation:	All Members of LSCB Board

No	Item	Document/ Resp.	Page	Allocated Time (Mins)
1.	Welcome and Apologies			
2.	Minutes of Last meeting held on 13th July, 2010	Minutes/ ECS	1 - 6	5
3.	Child Sex Offender Presentation	Papers/ DI Nick Deacon, TV Police	7 - 24	15
4.	Supporting Vulnerable Individuals (SVI) Project-reducing violent extremism	Verbal/ Azmaer Samuel, TV Police		15
5.	Annual Report from Heatherwood and Wexham Park Hospitals	Report/ Health	25 - 32	10
6.	Proposals for restructure of LSCB Board and Executive in 2011	Discussion/ ECS		40
7.	Update on LSCB Business Plan	Business Plan/ ECS	33 - 38	10
8.	Summary of feedback from Sub Groups	Reports/ ECS, Sub Group Leads	39 - 42	10
	Quality and Performance S11 Audits Safer Recruitment and Employment Pan Berkshire Policies and Procedures East Berkshire Training E Safety Serious Case Review Panel			
9.	Guidance for LSCB on Ofsted Inspection	Paper/ ECS, AD/RC	43 - 44	10
	Involvement of Partners in Ofsted Inspection Preparation			
10.	Any Other Business	ECS		

11.	Date of Next Meeting- Tuesday 23rd November, 2010: 2.00 to 4.00 pm: Venue-Connexions			
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Key to Responsibilities on Agenda

NAME	INITIAL
Elaine Coleridge Smith Robin Crofts Arif Dar	ECS RC AD



SLOUGH LOCAL SAFEGUARDING CHILDREN BOARD – Meeting held at 2.00 pm, on Tuesday, 13 July 2010 at Connexions, High Street, Slough.

Present:

Name	Representing
Councillor Pantelic	SBC
Elaine Coleridge-Smith	Slough LSCB, Independent Chair
Virginia Barrett	East Berkshire College
Robin Crofts	Assistant Director, Inclusion, SBC
Arif Dar	Assistant Director, Children & Families, Education and Children's Services, SBC
Kate Ford	Thames Valley Police
Judie Fowler	Expert Practitioner, Education and Children's Services, SBC
Shelley LaRose	Youth Offending Team
Pat LeRoy	Reviewing Service Manager, Education & Children Services, SBC
Jessi Loftus	Connexions Berkshire
Jaipal Mondae	Business Information Analyst, SBC
Jo Matthews	Primary Heads Representative
Peter Morales	CAFCASS
Rekha Brigue-Parker	Senior Probation Officer, Probation Lead
Clair Pyper	Strategic Director of Education & Children's Services, SBC
Mary Shannon	LSCB/CT Business Manager, SBC
Julia Wales	Drug and Alcohol Action Team Manager, SBC
Louise Watson	BE-CHS NHS BE
Sophie Wing-King	SBC/ Thames Valley Police
John Worgan	Raising Achievement, SBC
Susanne Yeoman	Locality Manager, Mental Health, BFT/SBC

Apologies for Absence : Janine Edwards, Christine Etheridge, Theresa Jordaan, Juliet Holloway, Kevin Jones, Rebecca Lacey and Inderpal Singh.

Item	Actions and Responsible Person
1. Welcome and Apologies	
The Chair welcomed those present.	
2. Minutes- Slough LSCB- 11 May, 2010	
The minutes of the last meeting were approved as a correct record.	

Matters Arising

Slough Local Safeguarding Children Board - 13.07.10

Item	Main Points/Action Arising	Action By
	<p>The Chair pointed out that the action plan had been reviewed by the SCR Sub Group and a response would be sent to the youth justice board with comments.</p>	
	<p>Shelley LaRose advised that the Youth Justice Board was satisfied with the report and action plan from the Youth Offending Team, relating to the attempted suicide of a young woman. Feedback included that the Board required the inclusion of more robust working around early working.</p>	
3.	Minutes-Executive- 1July, 2010	
	<p>The minutes of the meeting were received.</p>	
	<p><u>Matters Arising</u></p>	
	<p>Elaine Coleridge-Smith (ECS) advised that she had had a discussion with the Bracknell Executive regarding the possibility of collaborative working with a view to reducing workload. An update would be provided on this at the next meeting. ECS advised that the Executive was currently measuring the effect of the work done so far and ways in which the Executive was managed would be explored further.</p>	<p>Elaine Coleridge-Smith</p>
4.	Summary of feedback from Sub-Groups	
	<p><u>E-Safety Sub-Group</u></p>	
	<p>Councillor Pantelic advised that the 'harnessing technology' grant had been cut by 50% and this would impact on the ability to deliver. John Worgan advised that he would be meeting in the near future with E-Safety staff and this would be discussed. It was noted that there were no associated risks listed within the report and John Worgan confirmed that this related to the work that the Board were doing and not e-safety in schools.</p>	
	<p>It was agreed that John Worgan would submit an update report to the next meeting.</p>	<p>John Worgan</p>
	<p><u>Quality and Performance Sub-Group</u></p>	
	<p>It was highlighted that the lack of attendance had been identified as a risk and it had been agreed that key members would nominate a deputy to attend in their absence when required.</p>	<p>All Members to note</p>

Slough Local Safeguarding Children Board - 13.07.10

Item	Main Points/Action Arising	Action By
<u>Pan Berkshire Sub-Group</u>	<p>Pat LeRoy advised that it was difficult to continually update the website and it was proposed that changes should be brought to the Board and would then be cascaded down. ECS advised that the final working together document had now been published.</p>	
<u>Safer Recruitment and Employment Sub-Group</u>	<p>The Group had met recently and there were concerns that there was some overlap on agendas and membership of other groups. It had been recommended that the group be absorbed into the Workforce Development Group and this would be renamed. It was suggested that safeguarding was a standing item on the group's agenda and that a business plan be developed. Feedback on the restructure would be provided at the next Executive meeting in September and a sub group report would be presented for the Executive meeting by 27 August.</p>	Clair Pyper
<u>Serious Case Review Panel</u>	<p>The PB action plan was presented for sign off by the board however recent changes in funding allocation had meant that some actions could no longer be carried out. The SCR group would follow up on these and advise on possible revised actions.</p>	SCR Group
<p>It was highlighted that members had asked why money was being spent on the administration of the CDOP and the Board was asked to consider the value of this. It was questioned whether the CDOP was a statutory requirement and if so then it was clear that LSCBs would have to make a joint decision on this. It was agreed that CP and other Directors would need to consider this action.</p>	Clair Pyper	
<u>LSCB Training Sub-Group – East Berkshire</u>	<p>It was noted that the LSCB had a statutory obligation to ensure that training was carried out. Arif Dar felt that SBC was disproportionately funding safeguarding training and that Ofsted would be dismayed that there was no agreed position on funding. Some members felt that if partners were unable to contribute to the costs, then the charges for training courses would have to be set at an appropriate rate to recoup the costs. Other members present advised that they did pay for training out of their own budgets and had always made a contribution to LSCB training.</p>	

Slough Local Safeguarding Children Board - 13.07.10

Item	Main Points/Action Arising	Action By
	It was agreed that a report on the LSCB budget and partners' contribution be submitted to the next meeting.	Clair Pyper
	The training paper that had been awaited for many months would be brought to the next meeting.	Clair Pyper
5.	Feedback from Heads Termly - Annual Report to Governing Body on Safeguarding Children	
	ECS advised that schools must complete their Section 11 Audit and Jo Mathews advised that this document had not been received. Following a discussion regarding the requirement to provide Section 11 information it was agreed that the Board would need to review the Section 11 process and understand how the information was collected.	Elaine Coleridge-Smith
6.	Serious Case Review - Baby P	
	Elaine Welch advised that the family friend in the Baby P case had been convicted of manslaughter and the serious case review panel was working on an action plan which included the following:- <ul style="list-style-type: none">• Measures to provide support to Polish children and families and other newly arrived migrant communities. It was noted that SBC had applied for funding for migrant communities but the funding had now been removed.• The feasibility of a support group for Polish mothers.• An audit of available literature on weaning etc. (would be done by PCT).• The need for translation services (it was noted that STAIS provided such services).• The PCT should explore the issue of the lack of available records for migrants who had entered the country.• HMOs – SBC should make sure that all housing was adequate (funding had been cut for this area).• Health visiting rates must be reviewed to ensure sufficient capacity.	
	ECS advised that she would write to the Children's Trust Board to advise that the action plan had been brought to the Board for sign off but some of the actions were not possible due to the lack of funding.	Elaine Coleridge-Smith
	It was also agreed that Sub-Groups would need to discuss the	

Slough Local Safeguarding Children Board - 13.07.10

Item	Main Points/Action Arising	Action By
	way forward on budget issues and that ECS would write to the relevant Ministers to place on record the Board's concern regarding the removal of the migrant impact funding.	Elaine Coleridge-Smith
7.	Planning for Announced Ofsted Inspection -Update The Board received an update on preparation for the Ofsted inspection which was expected in the near future. It was emphasised that the remit of the inspection was broad ranging and the views of service users, children and parents and other groups were required. It was requested that any such information be forwarded to Russ Bourner. Jai Mondae stated that up-to-date structure charts were needed from partners and it was agreed that these would be sent to Mary Shannon.	All Members to note All Partners to note
8.	Munro Review of Child Protection ECS tabled a paper received from the Department for Education, setting out changes to the statutory guidance on "working together to safeguard children", relating to the publication of serious case reviews and detailing an independent review to improve child protection.	
9.	Annual Reports ECS invited members to forward ideas on how best to receive annual reports and which were the most relevant to allow the LSCB to fulfill its scrutiny role.	Elaine Coleridge-Smith
10.	Domestic Violence Sophie Wing-King tabled reports detailing the current position with domestic abuse. It was highlighted that between 1 st April 2007 and 31 st May 2010 Social Services in Slough received 10,126 referrals and of these 1,359 related to domestic abuse between parents/carers. The Board noted the ethnic breakdown of referrals and the ages of children involved. The Officer discussed MARAC and its membership. Board members were asked to consider the following points:- <ul style="list-style-type: none">• Where do you or your organisation fit in with the domestic abuse agenda and does your strategy link in with domestic abuse?• What gaps in service are there?• What are we doing well around domestic abuse?• What concerns do you have around services for	All Members to note

Slough Local Safeguarding Children Board - 13.07.10

Item	Main Points/Action Arising	Action By
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domestic abuse?

11. Date of next meeting

The next meeting would be held on Tuesday 21st September, 2010, from 2.00 pm to 4.00 pm at Connexions.

12. Any Other Business

There was no further business.

(The meeting started at 2.05 pm and closed at 4.00 pm)

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Child Sexual Offender Disclosure Scheme 'Your Right to Ask'

Thames Valley Police are joining the 'Child Sexual Offender Disclosure Scheme' as of 1st August 2010. This will be the second phase of a Pilot which was developed in consultation with Sara Payne (the Victim's Champion), the police and children's charities. It has been a major step forward in our ability to protect children from sex offenders and also to empower parents and guardians to understand how to best protect their children.

In June 2007 the Government published the 'Review of the Protection of Children from Sex Offenders'. As a result the Disclosure Scheme was introduced in four forces to pilot a new approach to dealing with the disclosure of information relating to child sexual offences. The Disclosure Scheme aimed to fulfil action 4 of the review, which stated that the Government would:

'Pilot a process where members of the public can register their child protection interest in a named individual. Where this individual has convictions for child sex offences and is considered a risk, there will be a presumption that this information will be disclosed to the relevant member of the public'.

The principal aim of this scheme is to provide parents, guardians and carers with information that will enable them to better safeguard their children. Any person can make an application about a person (the subject) who has some form of contact with a child or children but they may not be the person who receives the disclosure.

For example, the parent, carer or guardian who was the original applicant may be estranged from the family and not in a position to protect the child concerned, therefore disclosure may be made.

In order to raise public confidence the scheme is not restricted to convicted child sexual offenders; it can also include any person who poses a risk of harm to children. For example :-

- Persons who are convicted of other offences for example, serious domestic violence;
- Persons who are un-convicted but whom the police or any other agency holds intelligence on indicating that they pose a risk of harm to children.

To make an enquiry, please ring Thames Valley Police on 08458 505505. This will start the following process:-

- **Initial contact** - Details of your enquiry will be taken over the telephone.
- **Face to Face meeting** - You will be seen in a face to face meeting within 10 days. You will need to provide proof of your identity and your relationship to the child or children if applicable.
- **Empowerment/Education** - You will be given an information pack on the Disclosure Scheme.
- **Disclosure or non-disclosure** – Following a staged risk assessment and decision making process we will inform you that either:
 - There have been no concerns raised by your enquiry therefore there is nothing to disclose, or
 - We will make a disclosure to the person best placed to protect the child or children. .

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Heatherwood and Wexham Park Hospitals



NHS Foundation Trust

To: TMT
From: Trust Safeguarding Executive Lead
Date: June 2010
Topic: Safeguarding Children Annual Report
Recommendation: To Note

Summary

The safeguarding annual report sets out progress in relation to safeguarding children at Heatherwood and Wexham Park Hospitals since the last annual report in 2009.

Recommendation

The Board is asked to approve the annual report setting out progress and achievement in 2009/10 and note priorities for coming year.

Assurance

The report provides assurance that there are processes and procedures in place for reducing risk and the Trust can demonstrate the requirements set in CQC programme of audits to ensure that processes and systems are working effectively and are included in the annual safeguarding plan.

1. Introduction

All organisations that work with children and young people share a responsibility to safeguard and promote their welfare. This responsibility is underpinned by a statutory duty under Section 11 of the Children Act 2004, which requires all NHS bodies to discharge their function with regard to the need to safeguard and promote the welfare of children.

The effective safeguarding of children and young people needs to be embedded across all mainstream health service practice. All practitioners who encounter children and young people, both directly and indirectly must be enabled to practice competently and confidently.

The purpose of this report is to provide an update to the Trust Management Team on the activities in relation to safeguarding children and to provide assurance that the Trust is fulfilling its statutory requirements with regard to Safeguarding Children and Young People, and to highlight the areas where further work is required and identify risks to the organisation.

The principle that safeguarding children is everyone's responsibility must be discharged effectively across the organisation.

2. Legislative Background to Safeguarding Children

Legislative and policy changes will continue to significantly impact on the provision of healthcare for children, young adults and maternity.

The statutory inquiry into the death of Victoria Climbié (2003), and the first Joint Chief

Paper 9.1

Inspectors' report on Safeguarding Children (2002) highlighted the lack of priority status given to keeping children safe. The subsequent national strategy of Every Child Matters (2003) underpinned by the Children Act (2004) shifted the emphasis from protecting children from harm to that of early intervention. The highly publicised death of Baby P and the Laming Report (2009) have stressed that while early prevention remains important, ensuring the safety of children in need of protection remains a fundamental priority.

Safeguarding and promoting the welfare of children is defined in Working Together to Safeguard Children (2006a) as: "Protecting children from maltreatment; preventing impairment of children's health or development; and ensuring that children are growing up in circumstances consistent with the provision of safe and effective care; and undertaking that role so that it enables children to have optimum life chances and to enter adulthood successfully".

Safeguarding Children is everyone's responsibility, section 11 of the Children Act (2004) places a duty on key persons and bodies to make arrangements to ensure that in discharging their functions, they have regard to the need to safeguard and promote the welfare of children. At a strategic level all NHS organisations must have:

- Senior management commitment to the importance of safeguarding and promoting Children's welfare.
- A clear line of accountability within the organisation for work on safeguarding and Promoting the welfare of children.
- Take account of the need to safeguard and promote welfare is informed, by the views of children and families.
- Staff training on safeguarding and promoting the welfare of children for all staff working with or in contact with children and families.
- Safe recruitment procedures in place.
- Effective inter-agency working to safeguard and promote the welfare of children.
- Effective information sharing.

3. Leadership

The Deputy Chief Operating officer is the accountable Executive Director for safeguarding children. This responsibility will be transferred to the Director of Nursing from 1st July 2010.

In addition there is a named Doctor, a Paediatrician who has two dedicated sessions per week, a named nurse for three dedicated days per week, and a named midwife with one dedicated day per week. The named nurse role is being extended to full time from 1st July when the current postholder retires.

Within their roles the named professionals are responsible for safeguarding children by:

1. Ensuring safeguarding arrangements are in place and understood by all staff.
2. Safeguarding awareness training occurs to all relevant staff.
3. Ensuring that in all cases where there are safeguarding concerns, they are co-ordinated by the safeguarding team thereby ensuring a prompt interagency response is made.

4. Ensuring that all staff are aware of the role of the named safeguarding professionals and are able to report concerns.
5. Ensuring that guidance, support and advice is available for all safeguarding matters.

The Trusts named professionals are offered support and guidance from the designated professionals within the PCT.

4. Significant events since the last report

In July 2009 the NHS Chief Executive David Nicholson wrote to Trust Boards endorsing the recommendations of the Care Quality Commission's (CQC) published report. It highlighted the need for all Trust Boards to assure themselves that the following minimum set of standards were being met in their organisations.

- The organisation meets statutory requirements in relation to carrying out of Criminal Records Bureau checks.

Since 2005, Heatherwood & Wexham Park Hospitals' NHS Foundation Trust has ensured all new eligible staff have had enhanced CRB checks, and this has been recorded on their individual Electronic staff record since 2007. There is a programme in place within Human Resources to carry out checks for those staff employed before 2005. This has commenced in the 'high risk' areas such as Paediatrics.

- Child protection policies and systems are up to date and are robust, including a process for following up children who miss out patient appointments and a system for flagging children for who there are safeguarding concerns.

Heatherwood & Wexham Park Hospitals' NHS Foundation Trust is in agreement and adheres to the 2009 Berkshire Local Children Safeguarding Board (LSCB) Child protection procedures. The Berkshire Child Protection Procedures have been updated and are available on-line at <http://proceduresonline.com/berks/>. The information in this document has been communicated to staff in training sessions, and via the Trust Intranet. Heatherwood & Wexham Park Hospitals' TPP310 Safeguarding Children Policy (2008) outlines the specific responsibilities and actions for staff within the organisation in reference to the overarching policy.

The policy includes a system for following up children who have missed outpatient appointments across all areas of the Trust.

There is a documented process about raising concerns with the Named Professionals and guidance on 'What to do if you're worried a child is being abused', This includes contact details of key professionals in the Trust, PCT, Social Services and the police. This is also communicated at training sessions and on the Trust Intranet.

- All eligible staff have undertaken and are up to date with safeguarding training at Level 1. In addition, a review of other training arrangements should be completed, taking account of emerging messages from the national review of safeguarding training.

All new staff employed undertake Trust Induction, which includes an 'Introduction to Safeguarding Children' session. This session meets the requirements of the CQC Level 1 training, as defined in the Intercollegiate Document published by the Royal College of Paediatrics and Child Health (RCPCH) 2006.

However, safeguarding training is an issue of concern across the health economy. The Trust also provides in-house Basic Awareness Child Protection training (CQC level 2) for all clinical staff working with children and there is a training programme in place for key staff.

Paper 9.1

The Trust is working with their multi agency partners through the LSCB's training sub-group to ensure sufficient multi-agency child protection training (CQC Level 3 training) is available to all staff who require this. It is recognised that this will possibly take 2-3 years to complete as there are still insufficient training places available in the local health economy.

All paediatric medical staff have completed appropriate training. Paediatric, neonatal nurses and midwives are being prioritised to ensure that the senior staff and community staff are all updated and more junior nursing staff who are working under supervision will complete their training in rotation as further places become available. This training cannot be provided in-house as the requirement is to be multi-agency training. The Executive Lead is reviewing options for outsourcing training and this is being discussed with the designated leads in the PCT.

- Named professionals are clear about their roles and have sufficient time and support to undertake this.

The Trust is committed to fulfilling the safeguarding responsibilities and has made significant progress over the past year. There is a dedicated Named Nurse for Child protection working three days per week solely on child protection and safeguarding being increased to a full time role from July 2010. In addition there is protected time for the Named doctor of 1-2 sessions per week and the Named Midwife of one day per week. All staff have clear roles and job descriptions.

- There is a Board Level Executive Director for safeguarding children, the Board reviews safeguarding across the organisation at least once a year and has a robust audit programme to ensure it that safeguarding systems and processes are working.

The designated Board lead is the Deputy Chief Operating officer and the organisation is represented at the three Local Safeguarding Children Boards and its sub- groups.

There is a process for auditing safeguarding children and this is undertaken at least yearly. The results are shared in the Paediatric Governance meeting and with the designated nurse at the PCT.

- Boards of all Trusts (including NHS Trusts, PCTs and NHS Foundation Trusts) are required to publish a declaration locally on their websites as soon as possible when they are satisfied that these arrangements are in place. NHS Trusts and PCTs are required to share their declaration with the SHAs and the department. These should later help to support (Standards for Better Health) core standard declarations for CQC as part of the registration April 2010.

A statement of assurance was made by the CEO and is available via the Trusts intranet.

5. The Protection of Children in England: A Progress Report (2009)

This report was produced by Lord Laming following the legal verdict on the death of Baby Peter in Haringey in Nov 2008. The remit of the report was to establish the progress being made across the country to implement effective arrangements for safeguarding children.

The report made recommendations, which were designed to strengthen the implementation of child protection arrangements by:

- Strengthening national leadership to ensure best practice is being universally applied to every area of the country
- Improving local accountability so that all services know exactly what they need to do to keep children safe.
- Provide support for local leaders and the frontline workforce.

Paper 9.1

Locally, in response to the Lord Laming review, the Commissioner for Children's Services for NHS Berkshire East undertook a review of all health providers across the health economy of Berkshire East, establishing the current positions against the recommendations specific to health. The results of that report were positive except for one area of concern which was access and recording of training.

Within Heatherwood & Wexham Park Hospitals' the named professionals have been working hard to address training and recording of training and additional training sessions have been run throughout the year in Paediatrics and maternity.

6. Working Together to Safeguard Children Document 2010 Edition.

The revised Working Together to Safeguard Children has just been published in June 2010. A gap analysis is being undertaken following its publication and an action plan will be drawn up to address any deficiencies against the recommendations.

7. Local Safeguarding Children Boards and Partnership Working.

The named professional works with four Unitary Authorities and four Local Children's Safeguarding Boards. There is a statutory requirement for health membership on these Boards and to demonstrate effective partnership working through the boards and their work plans

HWPH Trust has representatives on Slough, Windsor and Maidenhead and Bracknell Forest LSCB's and there is a process in place to enable cover for annual leave, sickness or other commitments, thus ensuring good attendance to these meetings. Work is ongoing to provide input into South Bucks which should be possible once the named nurse role is increased.

8. Serious Case Reviews

Serious Case Review (SCR) sub-groups meet in response to individual cases where a child has either died or suffered serious injury, to determine if there were any lessons to learn across partner agencies.

HWPH have participated in a Serious Case review in Slough by submitting an Independent Management Review (IMR). This report will be published after sentencing has taken place. No recommendations or actions from the Independent Management review were identified for HWPH and the findings of this IMR were previously presented at the Trust Board at the time of the report. The Royal Borough of Windsor, Ascot and Maidenhead reviewed a baby death in July/August 2009. This did not meet the requirements of a SCR. It was also reported internally as an SUI as it was an unexplained unexpected death. A full investigation was undertaken but the incident was downgraded after the coroner's post-mortem confirmed sudden infant death syndrome with no suspicious circumstances.

9. Numbers of Child Protection cases April 09 – March 10

a) Maternity

Month	Maternity	Month	Maternity
April 09	7	Oct 09	7
May 09	3	Nov 09	4
June 09	5	Dec 09	13
July 09	5	Jan 10	5
Aug 09	9	Feb10	3
Sept 09	9	Mar 10	6

Total for year Maternity = 76

An audit of all Maternity Child Protection cases for the first three months on 2010 has been conducted. The audit revealed that of the fourteen cases reviewed, the Child Protection plan had been followed in all cases following the birth of the baby. This showed a marked improvement in previous results, where concerns had been raised by the LSCB's about the process within the maternity department.

b) Numbers of Cause for Concern in Paediatrics = 180

Month	Paediatric	Month	Paediatric
April 09	16	Oct 09	14
May 09	17	Nov 09	17
June 09	22	Dec 09	11
July 09	14	Jan 10	11
Aug 09	17	Feb 10	9
Sept 09	18	Mar 10	14

The yearly audit has randomly selected twenty Paediatric cases which have been audited against the Laming recommendations and the audit results are expected in early July from the audit department.

10. Training

The Berkshire East LSCB Training sub group developed a comprehensive training strategy, which outlined the level of training required by different staff groups. Historically, paper records of training had been kept by individual departments. Since the second quarter of 2009 information has been entered onto a database within Children's Services. A Trust wide database is in the process of being developed and is currently under construction and should be held in the training department to ensure visibility of Trustwide compliance.

Training and development continue to keep records of all staff who have undertaken Trust Induction and essential/mandatory training records show that > 95% of eligible staff have completed the training. These results also represent a significantly improved position from the previous results.

Single agency training is provided in-house and records show that for staff working predominantly with children (this includes staff working in the Children's wards, Children's OPD, NNU, Community Children's Nursing Team, Children's A&E dept and the Day Nursery) that 92% of the workforce have received training. The remaining 8% have been booked onto the additional training sessions to be completed by July 2010.

In maternity, predominately the midwives, 76% have completed training and a further 17% have been booked for the additional to be completed by July to ensure all staff have completed this training with the exception of those on maternity leave or sick leave.

11. Achievements in children's safeguarding 2009/2010

- The Safeguarding unit, funded from a successful bid from the Department of Health has opened at the side of the Children's assessment unit in children's ward 24. Two Slough Children and Families social care colleagues are on site, which has been excellent progress. These staff provide support within Women's and Children's Services to staff and families. They attend weekly MDT meetings in the neonatal & maternity unit and monthly peer review meetings in paediatrics and contribute social care input and scrutiny to process and actions.

Paper 9.1

- The named professionals have protected time to undertake their roles; Named Doctor 1-2 sessions per week, Named Midwife has one day per week and the Named Nurse has three days per week which has been a significant development in the year.
- Berkshire East PCT Designated Doctor is contracted for one session every fortnight in the Children's assessment unit and attends the Child Protection meeting every month to support discussions on complex cases and management and provide a link with Child death reviews.
- A training database has been developed to capture staff training, and this is being extended to cover all staff within the organisation in addition to paediatric staff.
- The level of training across the organisation has increased significantly over the year for all staff groups with over 90% of staff within Women & Children's Services being trained.

12. Priorities 2010/2011

- To ensure that all CQC and national standards are adhered to and compliance achieved.
- To provide more training sessions to ensure compliance with training across the entire organisation focusing on areas outside of Women and Children's Services.
- Identifying an alternative provider to provide level 2/3 safeguarding training as there is insufficient training by the local authorities.
- To work with the Training & Development Department within the organisation to ensure that the training database is kept updated and accurately reflects the information provided by managers to inform compliance.
- To set up a formal process for child protection supervision for all staff.
- To include safeguarding training in all job descriptions and IPDR.
- To continue to ensure safe recruitment and retention practices adhering to national standards.
- To provide expert advice within the Trust as required and ensure good multi-agency liaison.
- To successfully recruit a new named nurse for safeguarding following the retirement of the current post holder.
- To attend the South Bucks LSCB's in 2010 / 11

13. Risks in safeguarding Children actions to mitigate this

- Lack of multi-agency training limits the organisations ability to comply with national standards for higher-level training. Work is being undertaken to determine if the training can be outsourced to other providers.
- Robust data capture of training across the organisation to ensure evidence and compliance. An electronic database should be completed by July enabling a move from manual records.

Paper 9.1

- No dedicated Paediatric A&E Consultant therefore lack of support for junior medical staff working with children in the department. New A&E post will incorporate Paediatrics when an appointment has been made.
- Reporting of safeguarding incidents in areas outside Women and Children's Services. Targeted training in individual areas of the organisation and raise awareness in all training sessions.
- Safeguarding not a priority across the Trust and not included in all job descriptions and IPDR assessments. Include safeguarding in all job descriptions and IPDR.
- Lead for safeguarding children leaving in July 2010. Interviews set for June 2010.

Conclusion

In view of the increasingly raised profile of safeguarding children nationally, the safeguarding children's agenda has continued to be raised and actively progressed Trust wide. Training was an area of concern in 2009/10 and significant improvements have been made.

The safeguarding children's team will continue to work towards the goal of comprehensive training and awareness of all staff in the organisation and to ensure that national and local policy is implemented and there is a focus on transparency, efficiency, accountability, integration, co-ordination and consolidation of child protection services across all partnerships.

SLOUGH LSCB Work Plan 2010-11

Version Control
Controller: Mary Shannon

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1 Draft	LSCB Summary Work Plan 2010 – 31 March 2011	LSCB Executive	1.7.2010	M F Shannon for LSCB Exec	1.7.2010
2 Draft	Updated with sub-group information			M F Shannon for LSCB Exec	9.9.2010

Key Priority Area	Priority Level	Milestones/ Outputs to be achieved	Completion date	Lead Group/ Named Individual
1) GOVERNANCE AND ACCOUNTABILITY				
<p>In light of the revised guidance in Working Together to Safeguard Children 2010:</p> <p>1.1 Reviewing the membership and structure of the LSCB;</p> <p>1.2 Reviewing management of the LSCB agenda;</p> <p>1.3 Reviewing roles and responsibilities of LSCB members and LSCB Business Manager;</p> <p>1.4 Clarifying the inter-relationship between the LSCB and Children's Trust i.e. functions, lead responsibilities and shared resources;</p> <p>1.5 Establish a framework and process for measuring the impact of LSCB activity on outcomes for children, young people and families.</p> <p>1.6. Work with the CYP Trust to establish a joint Performance Analysis</p> <p>1.7. Ensure Sub-group in place to analyse safeguarding data returns and produce exception reports for the LSCB.</p> <p>1.8. Sub-group to liaise with Partner Agencies and establish baselines and targets for indicators.</p>			March 2011	LSCB Exec


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2) POLICY AND PROCEDURE				
<p>In light of the revised guidance in Working Together to Safeguard Children 2010:</p> <p>2.1 Contributing to the review, and amendment, of Berkshire's Child Protection Procedures;</p> <p>2.2 develop and agree local multi-agency policies and procedures for safeguarding and promoting the welfare of children in Slough</p>			March 2011	Policies & Procedures Sub-group
3) QUALITY AND PERFORMANCE				
<p>3.1 Participate in the pan-Berkshire consultation on, and review of, the LSCB Comprehensive Dataset and implement changes.</p> <p>3.2 Complete Phase 3 of the Section 11 Audit.</p> <p>3.3 Establish chair and sub-group members</p> <p>3.4. Conduct an audit of partner agencies to see what audits and inspection activity take place within their organisation to ensure the safeguarding of children</p> <p>In light of the revised guidance in Working Together to Safeguard Children 2010:</p> <p>3.5 Review thresholds for safeguarding services available in Slough for children in need and children in need of protection.</p> <p>3.6 Review the outcomes of Partner Agency case audits and distil partnership learning.</p> <p>3.7 Identify and disseminate changes to policy or practice.</p>		<p>MS to link in with LSCB Business Managers</p> <p>Process of Phase 3 Section 11 audits to be confirmed</p> <p>Complete</p> <p>Receive populated audit/.survey pro-forma from all LSCB member agencies Review agency action plans following completion of Audit/Survey pro-forma</p> <p>Discuss as an agenda item on 6.10.2010</p> <p>Q & P members bring any completed case audits inclusive of outcomes to the subsequent Q & P meeting for review and how to disseminate learning points to be agreed</p>	<p>March 2011</p> <p>End Oct 2010</p> <p>2.6.2010</p> <p>6.10.2010</p> <p>Jan 2011</p> <p>March 2011</p> <p>Ongoing</p>	<p>Mary Shannon</p> <p>Elaine Coleridge-Smith/Mary Shannon</p> <p>Quality & Performance Sub- Group</p> <p>Quality & Performance Sub-Group</p> <p>Quality & Performance Sub-group</p> <p>Quality & Performance sub-group</p>

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produce resources where these are required.				Strategy group
5.6 Discussion joint commissioning and funding arrangements with Slough CT's				
6) SAFER RECRUITMENT & EMPLOYMENT				
6.1. Complete a Scoping exercise across organisations (including commissioning organisations) to test 'compliance' in Recruitment, Induction/Guidance, Safe working culture and monitoring		Develop audit questionnaire for agreement by LSCB, inc introduction, and subsequent despatch for completion by 'consumers'	July 2010	Safer Recruitment and Employment Sub-Group
6.2. Engage partner groups to ensure full representation among the group		Propose merger with Workforce Development Sub-Group (and Integrated Working SG) which already has strong representation across all 0-19 age groups and sectors / partners	July 2010	
6.3. Identify and engage with – Voluntary Groups, Supplementary Schools and Independent schools		See above.		
7) COMMUNICATION, ENGAGEMENT & RAISING AWARENESS				
7.1 raise awareness within Slough Borough of the need to safeguard and promote the welfare of children, encouraging involvement at all levels within the community.			March 2011	
7.2 develop a protocol to ensure that agencies share a common understanding of how and when action should be taken to protect a child.				
7.3 Develop a Communications Strategy & Protocol				
7.4 Oversee and co-ordinate the participation and engagement of children, young people, parents and carers in LSCB activity.				
7.5 Review the partnership arrangements for involving children, young people, parents and carers in the evaluation of safeguarding services.				
7.6 web site development				
8) E SAFETY				
				E-Safety Sub-Group

Key Priority Area	Priority Level	Milestones/ Outputs to be achieved	Completion date	Lead Group/ Named Individual
8.1 Complete the development of E-Safety resources and disseminate to workforce.		E-safety policies and procedures have been distributed to schools – need to monitor implementation and effectiveness	March 2011	
8.2 Complete the development of E-Safety training and implement.		Training organised for non-school practitioners who have regular contact with children (Oct 2010)	Oct 2010	
8.3. Child Protection Processes		Need for succession planning as funding cuts impact resourcing and personnel of the group	March 2010	
8.4. Missing Children				


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LSCB EXECUTIVE – SUB GROUP ACTIVITY REPORT

TITLE -		
Date of meeting	04.08.10 (cancelled) meeting re: scheduled for 06.09.10	
Author	Elaine Welch	
Organisation	Berkshire East NHS Primary Care Trust	
SUMMARY OF KEY ACTIVITIES SINCE LAST BOARD MEETING		
<p>1. Audit/Survey pro-forma sent out to all Q & P members to be populated and returned to the chair by 31.08.10.</p> <p>2. Populated Audit/Survey pro-forma's to be reviewed at the next Q & P meeting 06.09.10.</p> <p>3. Information requested from LSCB Business Manger regarding the process for phase 3 of section 11 audits.</p>		
RECOMMENDATION(s) – ANY KEY ISSUES FOR THE LSCB BOARD		
<p>1. Absence of key member agencies from subgroup. Recommendation for primary members with deputizing arrangements should key member be unavailable.</p> <p>2. LSCB dataset (current pan-Berks dataset not fit for purpose). Mary Shannon to link in with LSCB managers to develop relevant set of key indicators.</p> <p>3. Previous administration arrangements have been cancelled; appropriate arrangements for administration will need to be agreed on 06.09.10.</p>		
ASSOCIATED RISKS	BUDGET IMPLICATIONS	
Lack of quoracy for meetings if members do not attend.	Resource implications for compiling/ challenging results of survey.	
C&YP PARTICIPATION / INVOLVEMENT	ANTICIPATED OUTCOME	
None at present	Comprehensive map of QA activity across agencies	
ACTIONS AGREED BY LSCB BOARD		

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LSCB EXECUTIVE – SUB GROUP ACTIVITY REPORT

TITLE - Training SubGroup (East Berkshire)		
Date of meeting	July 2010 for September Executive Meeting	
Author	Julie Skinner	
Organisation	Connexions Thames Valley	

SUMMARY OF KEY ACTIVITIES SINCE LAST BOARD MEETING

1. July meeting held which ran as an interactive workshop to review the new requirements of Working Together – to investigate creative ways to deliver the required training in a way that meets minimum requirements and organizational needs. A good start was made however the group ran out of time to complete the work. A follow up meeting is planned with the East Berks Business Mgr rep in August to progress further, with results to be taken to the September Training Subgroup.
2. Health have commissioned and paid for 3 x 2 day Level 2 training courses to accommodate additional needs during the year – other agencies are invited to join to ensure this is a multi-agency event – offered in October/November and January.
3. The Training Subgroup approved the content and programme of a refresher safeguarding training programme for GPs in East Berkshire. This will result in approx 200 GPs receiving refresher training during the Autumn of 2010.

RECOMMENDATION(s) – ANY KEY ISSUES FOR THE LSCB BOARD

1. As the Training Subgroup is addressing strategic issues around Safeguarding training a working group has also been established to look at operational issues and is attended by Training Managers in each LA area as well as those responsible for training in each partner agency. LSCB members are asked to nominate representatives from their agency to join this group and inform the Training Manager in their LA area.

ASSOCIATED RISKS

Mapping & reviewing exercise to Working Together has taken longer than anticipated therefore proactive work on implementing any required changes may be delayed.

BUDGET IMPLICATIONS

None

C&YP PARTICIPATION / INVOLVEMENT

ANTICIPATED OUTCOME

ACTIONS AGREED BY LSCB BOARD

LSCB Inspection Preparation for Announced Ofsted Inspections.

The Ofsted guidance published in May 2009 for Announced Safeguarding and Looked After Children Services inspections states,

'The inspection will specifically evaluate the effectiveness of the work of the Local Safeguarding Children Board and the Children's Trust Board, including the impact the boards have on improving outcomes for children and young people. Any important weaknesses identified by inspectors during the inspection will be reflected in the judgements reached regarding the effectiveness of the Local Safeguarding Children Board and the Children's Trust Board.'

Based on the above guidance, and on the experience of some LSCBs whose inspections have been carried out, these are some suggestions for preparations that LSCBs might like to make for their Announced inspection:-

1. Reviewing the outcomes from the last JAR/ APA to ensure those improvements recommended which impact on the LSCB, have been made and are still in place .LSCBs should be able to provide evidence of actions taken to address the issues raised.
2. LSCB's should also
 - a. Collate Board and subgroup minutes
 - b. Ensure all terms of reference and subgroup work plans are up to date
 - c. Have an up to date and agreed constitution or members handbook
 - d. Ensure the membership list is current
 - e. Ensure other relevant governance documents are readily available eg annual reports of Private Fostering services; self assessments carried out by partner agencies; LSCB Business Plan.
3. Serious Case Reviews
 - a. Have an up to date spread sheet with information relating to all SCRs undertaken – number, evaluations, publications
 - b. Where an agency's IMR has been deemed as inadequate, in an Ofsted evaluation of an SCR, the LSCB should be able to demonstrate a robust review process in relation to the inadequate IMR and a thorough Quality Assurance Process to reduce the likelihood of an inadequate IMR in the future.
 - c. Be able to demonstrate the progress which has been made against SCR action plans
 - d. LSCBs should be able to demonstrate learning from not only local SCR's but the findings from national research.
4. Collate information and good practice case studies on the impact and effectiveness of the LSCB.

5. A review of other announced inspections shows that inspectors were interested in
 - a. How LSCBs were demonstrating they were quality assuring front line practice
 - b. How LSCB's were monitoring safeguarding arrangements across partner agencies.

6. LSCB chairs already interviewed reported that they were asked during the interview to present information on
 - QA of front line practice
 - Anti bullying work
 - Specific groups such as BME engagement and Travellers