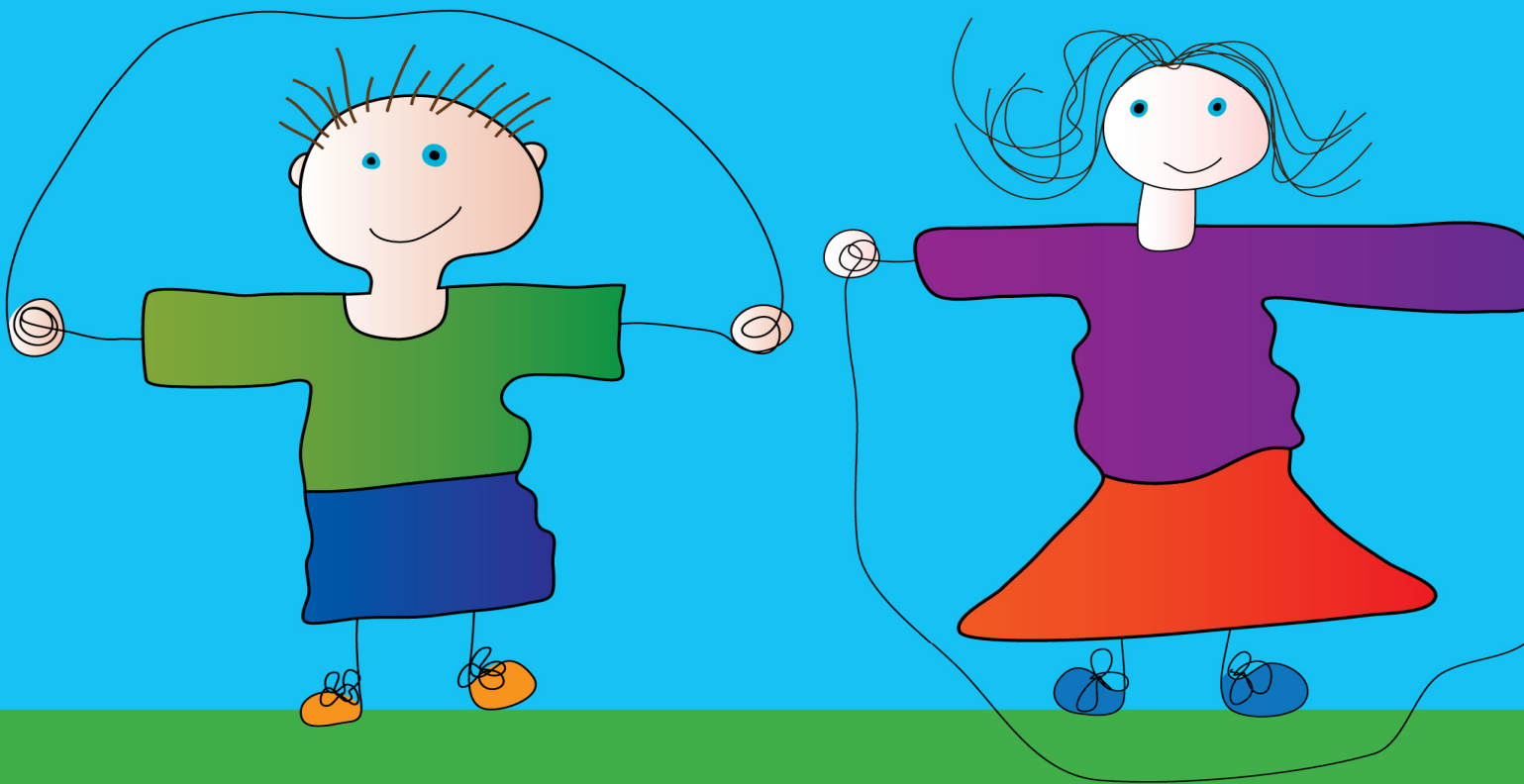


# Bedfordshire Local Safeguarding Children Board

Working together to safeguard children



## Annual Review 2009/10

## Contents

<b>Chair's introduction</b>	<b>Page 3</b>
<b>Introduction</b>	<b>Page 5</b>
<b>LSCB structure and governance</b>	<b>Page 5</b>
<b>Current structure and membership</b>	<b>Page 6</b>
<b>Priorities and Outcomes in 2009/2010</b>	<b>Page 9</b>
<b>Executive Serious Case Review Panel</b>	<b>Page 19</b>
<b>Task &amp; Finish Group</b>	<b>Page 20</b>
<b>Policy &amp; Procedures Group</b>	<b>Page 20</b>
<b>Training Commissioning Group</b>	<b>Page 21</b>
<b>Training Development &amp; Implementation Group</b>	<b>Page 21</b>
<b>Bedford, Central Bedfordshire and Luton Child Death Overview Panel</b>	<b>Page 22</b>
<b>E-safeguarding group</b>	<b>Page 24</b>
<b>Audit Group</b>	<b>Page 25</b>
<b>Progress reports by LSCB member agencies</b>	<b>Page 25</b>
<b>Bedfordshire Police</b>	<b>Page 25</b>
<b>Bedfordshire Probation Trust</b>	<b>Page 26</b>
<b>Bedford Borough Council</b>	<b>Page 27</b>
<b>Bedfordshire Youth Offending Services</b>	<b>Page 29</b>
<b>SERCO</b>	<b>Page 30</b>
<b>Bedfordshire &amp; Luton Fire &amp; Rescue Service</b>	<b>Page 32</b>
<b>Central Bedfordshire Council – Children Services</b>	<b>Page 33</b>
<b>Bedfordshire Community Health Services</b>	<b>Page 37</b>
<b>NHS Bedfordshire - Designated Office for Safeguarding Children &amp; Young People.</b>	<b>Page 40</b>
<b>Voluntary Organisations for Children, young people &amp; families.</b>	<b>Page 43</b>
<b>East of England Ambulance Service NHS Trust</b>	<b>Page 44</b>
<b>UK Border Agency</b>	<b>Page 45</b>
<b>Bedfordshire &amp; Luton Partnership NHS Trust</b>	<b>Page 46</b>
<b>Bedford Hospital NHS Trust</b>	<b>Page 47</b>
<b>CAFCASS</b>	<b>Page 49</b>
<b>Key areas for Bedford Borough Safeguarding Children Board Central Bedfordshire Safeguarding Children Board to develop in 2010/11</b>	<b>Page 51</b>
<b>Appendix 1 - Terms of Reference</b>	<b>Page 53</b>
<b>Appendix 2 – Bedfordshire LSCB Structure</b>	<b>Page 61</b>
<b>Appendix 3 – LSCB annual report to Children's Trusts</b>	<b>Page 62</b>
<b>Appendix 4 – Structures for;</b> <b>Bedford Borough Safeguarding Children Board</b>	<b>Page 65</b>
<b>Central Bedfordshire Safeguarding Children Board</b>	<b>Page 66</b>
<b>Appendix 5 Safeguarding Children Board Team contact details</b>	<b>Page 67</b>

## **Chairs Introduction**

This year has seen significant change for Bedfordshire LSCB as the County Council was dissolved in April 2009 and replaced with Central Bedfordshire Council and Bedford Borough Council.

Times of structural and personnel changes have the potential to disrupt or destabilise work in progress and to divert attention away from the focus that the LSCB needs to have on ensuring the coordination and effectiveness of agencies activity in keeping children and young people safe.

To minimise any negative impact from the changes, the two new local authorities made a sound decision to maintain a single LSCB covering both local authority areas for at least the first year of operation. This has allowed an opportunity for a good review of existing structures, governance and membership of the Board and the development of the proposal outlined in this report for two LSCBs from April 1<sup>st</sup> 2010. As I write in May 2010 these proposals have been implemented, as you will see, with clear lines of accountability, clear relationships with the two Children's Trusts in Bedford Borough and Central Bedfordshire and yet maximising every possible opportunity for efficiency of operation.

I have also had the pleasure and the benefit this year of working with Maggie Blyth who was appointed as shadow chair of Central Bedfordshire LSCB. She has since been appointed as the substantive Independent Chair of the Central Bedfordshire LSCB from April 1<sup>st</sup> 2010 while I move to chair the Bedford Borough LSCB. We have also begun to build stronger links with Luton LSCB and plan to do more joint work between the three Boards over the coming year.

I acknowledge that in such a year of change and review, our Business Plan was probably overambitious and yet it is heartening to see what the Board has managed to accomplish in addition to the elements of the Business Plan - particularly responding to Baby P, the Laming Report, new statutory guidance etc.

The Board has carried out its first Serious Case Review (SCR) under the new arrangements for evaluation by Ofsted and while the need for such a review is never positive, we have been please to see a high level of conscientious engagement by member agencies and a real desire to make any changes needed.

The Board has matured considerably over the last year in the ability and willingness of member agencies to be self critical and to challenge other agencies practice. This has been evident not only in the SCR process but also in the Section 11 audit work where agencies presented their findings in an open LSCB forum and were able to challenge in a constructive but rigorous way. We have moved well beyond any acceptance of mechanistic measurements as our primary means of reassurance that children are safe and that their welfare is promoted. While these form a good baseline and benchmark, the qualitative aspects of our work and the outcomes it results in for children and their families is our primary focus.

I would like to extend my grateful thanks to all agency representatives on the LSCB who have worked so hard to ensure that the front line staff and managers are supported and resourced to safeguard children and who care so much about making things better. I would also like to thank the LSCB Team who manage to do so much within limited resources. They have been miracle workers this year.

I hope you will find this report interesting and prompt you to ask questions or to raise issues with the Board of there are concerns that you have about aspects of interagency practice. Either Maggie or I would be very happy to hear from you.

Laura Eades

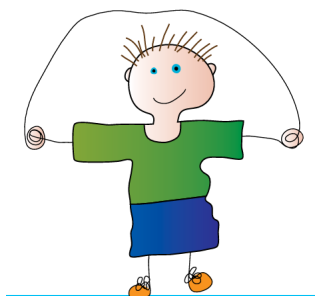
Laura Eades  
Independent Chair of Bedfordshire LSCB

Contact for both Laura Eades and Maggie Blyth (Independent Chair of Central Bedfordshire Safeguarding Children Board) can be made through the Safeguarding Children Board office;

7 Stephenson Court  
Fraser Road  
Priory Business Park,  
Bedford  
MK44 3WJ

Office - 01234 276797  
Fax - 01234 276767

website - [www.bedfordshirelscb.org.uk](http://www.bedfordshirelscb.org.uk)



## **Introduction**

The purpose of this report is to provide an annual review of the work of the Board in 2009 – 2010.

Bedfordshire Local Safeguarding Children Boards (BLSCB) is an inter-agency forum for:

- coordinating the work done by the various agencies to safeguard children and promote their welfare, and
- ensuring that this work is carried out effectively.

Bedfordshire LSCB was formally established in December 2004 in response to the requirements of the Children Act 2004 and its accompanying guidance 'Working Together to Safeguard Children' (2006). The scope and role of LSCB's encompasses the broader remit of safeguarding and prevention in addition to child protection. Bedfordshire LSCB also has a role to contribute to the planning and delivery of children's services through the Children and Young People's Plan and through both Bedford Borough Children's Trust and Central Bedfordshire Children's Trust.

This report is the Annual Review of the Bedfordshire LSCB for the business year 2009-10. 'Working Together' 2006, states that each LSCB should have a clear work programme, including measurable objectives and a budget. This Annual Review reflects the priorities set within the Business Plan for 2008-9, progress against these priorities, and areas for further development.

This will be the last review using this format as The Apprenticeship, Skills, Children and Learning Act 2009 introduced a requirement for LSCB's in England to produce and publish an annual report on the effectiveness of safeguarding in the local area and to ensure that the local Children's Trust receives a copy. The requirement comes into force from April 1<sup>st</sup> 2010 which means that the LSCB will publish its first report under this remit, by April 2011. Arrangements must be made to ensure that the LSCB and Children's Trust Boards work together so that the safeguarding priorities for action can be considered for inclusion in the Children and Young Peoples Plan. These arrangements provide a more formal structure for the relationship between the Children's Trust Board and the LSCB.

The template for this new style report is included as Appendix 4.

This report will endeavour to provide some evaluation of the effectiveness of safeguarding practice in Bedfordshire with the aim of making sure we are more fully prepared for this in 2011.

## **LSCB Structure and Governance**

Most LSCBs in England relate to a single local authority area. In April 2009, Bedfordshire County Council was replaced by two new Unitary Authorities; Bedford Borough Council (BBC) and Central Bedfordshire Council (CBC)

To ensure that there was minimal disruption to the work of the existing Bedfordshire LSCB during a time of significant change, a single LSCB was maintained during the first year of the new authorities.

The Independent Chair for Bedfordshire LSCB continued to chair the shared Board and a shadow chair was appointed for Central Bedfordshire LSCB.

From April 2010, the Bedfordshire LSCB will be replaced by a different structure determined by a Task and Finish Group and ratified by the BLSCB Strategic Board. The new structure is illustrated by Appendix 5

### **Current structure and membership**

The following structure has been in place during 2009/2010 to enable the Bedfordshire LSCB to carry out its statutory functions and responsibilities;

**The Strategic Board** whose members are managers with a strategic role in relation to safeguarding and promoting the welfare of children within their organisation. They should be able to:

- speak for their organisation with authority
- commit their organisation on policy and practice matters
- hold their organisation to account.

#### **Membership includes representation from;**

- Bedford Borough Vulnerable Children Services
- Bedford Borough Integrated Youth Services
- Central Bedfordshire Specialist Services
- Central Bedfordshire Integrated Youth Services
- Bedford Borough Adult Services
- Bedfordshire Police
- Bedfordshire Youth Offending Service
- NHS Bedfordshire
- Bedfordshire Community Health Services
- East of England Ambulance Service
- Bedfordshire & Luton Partnership Trust
- Bedford Hospital
- Luton & Dunstable Hospital
- Bedfordshire Probation
- Designated Office for Safeguarding Children
- Police Authority
- Voluntary Organisations for Children, young people & families
- UKBA
- SERCO

**The Operations Board** whose members are senior and operational managers who can report back to the BLSCB on frontline issues/practice.

#### **Membership includes representation from;**

- Bedford Borough Vulnerable Children Services
- Bedford Borough Integrated Youth Services
- Bedford Borough Children Workforce Development
- Central Bedfordshire Specialist Services
- Central Bedfordshire Integrated Youth Services
- Central Bedfordshire Work Force Development
- Bedford Borough Adult Services
- Bedfordshire Police
- Bedfordshire Youth Offending Service
- NHS Bedfordshire

- Bedfordshire Community Health Services
- East of England Ambulance Service
- Bedfordshire & Luton Partnership Trust
- Bedford Hospital
- Luton & Dunstable Hospital
- Bedfordshire Probation Trust
- Designated Office for Safeguarding Children
- East of England Ambulance Service
- Bedfordshire & Luton Fire & Rescue
- Bedfordshire & Luton Sports Partnership
- CAFCASS

**In addition there are four subgroups, two panels;**

- **Executive Serious Case Review Panel**, responsible for reviewing cases where a child has died or has been seriously harmed in circumstances where abuse or neglect is known or suspected and there are concerns about the way that agencies worked together and advising on the lessons that can be learned.
- **Policy and procedures group**, responsible for developing policies and procedures for safeguarding and promoting the welfare of children and ensuring they are compliant with national requirements and are available on [www.bedfordshirelscb.org.uk](http://www.bedfordshirelscb.org.uk).
- **Audit Group**, responsible for monitoring the effectiveness of work done to safeguard and promote the welfare of children.
- **Training Commissioning group** responsible for the commissioning of multi agency training.
- **Training & Development Implementation Group**, responsible for undertaking training and development needs analysis and delivering a programme of multi-agency training to meet the identified needs.
- **Child Death Overview Panel**, responsible from April 2008 for reviewing all deaths of children aged 0-18 years resident in Bedford Borough and Central Bedfordshire at the time of their death, to identify patterns or trends and consider how such deaths might be prevented in the future.

BLSCB has also worked closely with:

- Bedford Borough Children's Trust – Stay Safe Implementation Group and
- Central Bedfordshire Children's Trust – Stay Safe Delivery Group

The purpose of these groups is to improve outcomes for children in relation to the Stay Safe outcomes from Every Child Matters.

The BLSCB terms of reference for the Boards and sub groups and structure chart for the LSCB are set out in Appendix 1, 2 & 3.

The BLSCB has an Independent Chair to oversee its work and to provide independent challenge to its activities. The Independent Chair also chairs the Executive Serious Case Review Panel and is a member of the Bedford Borough Children's Trust Board. The Shadow chair for Central Bedfordshire is a member of the Central Bedfordshire Children's Trust Board.

**The Annual Review reports on:**

- Progress against the previous year's business plan and priorities
- Management information on multi-agency child protection and safeguarding activity in Bedford Borough and Central Bedfordshire for the previous year and;
- Key areas for both the Bedford Borough Safeguarding children Board and Central Bedfordshire Safeguarding children Board to develop in the coming year taking into account national and local developments



## Priorities and Outcomes in 2009- 2010

Bedfordshire LSCB identified the following priorities which formed the Business Plan for 2008 – 2010.

<b>Practice priority 1 – Safeguarding children with Complex needs</b>	<b>Outcomes in 2009-1010</b>
1.1 Coordinate training on participation, reporting, understanding of issues, roles and responsibilities in respect of Child Protection Conferences and Core Groups for children with complex needs	This has continued. BLSCB commissioned a 1 day course 'Constructive Challenge and Safeguarding Children and Young People' to support frontline practitioners and others in order to ensure that they are supported to work together in a spirit of open enquiry and debate to keep children and young people safe. BLSCB did not run an 'Effective Interventions - s.47 enquiries' course for Group C (W/T 2006) now Group 4 (W/T 2010) practitioners in 09-10 but this has been carried over into the Business Plan for 2010-11 and joint delivery of 3 day courses with Luton LSCB is scheduled for June and November 2010.
1.2 Compile a protocol for safeguarding children with disabilities, implement 2008 and audit 2009.	This action has not been completed, to be carried forward as part of the work plan for the Policy and Procedures Group.
1.3 Develop additional practice guidance in respect of Achieve best evidence interviewing children with disabilities.	A draft has been developed and will be carried forward to 2010/11 for completion.
1.4 Consider how agencies meet the needs of and manage those children and young people who pose a risk to themselves through their own risky behaviour.	This has been addressed by the Operations Board and a report has been compiled for both Children's Trust Boards.

<b>Practice priority 2 – Support &amp; intervention for families where there are parental mental health and/or drug/alcohol abuse concerns</b>	<b>Outcomes</b>
2.1 Adult Services representative to be identified to sit on the Strategic Board and appropriate sub-groups	Representatives from both Central Bedfordshire Council and Bedford Borough Council Adult Social Care services have been identified. There continued to be representation from Bedfordshire Probation and Bedfordshire & Luton Partnership Trust on BLSCB during 2009/10. A representative from the Safeguarding Vulnerable Adults Board was a member of the Serious Case Review Project Group who oversaw the Serious Case Review started in 2009.

<b>Practice priority 3 – Incidence, identification, reporting and responding to child sexual abuse</b>	<b>Outcomes</b>
3.1 Establish the resources available within Bedfordshire to address the recovery needs of C&YP where sexual abuse is the presenting concern and report on service gaps to the Children & Young Peoples Strategic Partnership, Joint Commissioning Board.	Both Bedford Borough and Central Bedfordshire Children's Services commission specialist services when required for individual children and young people. However the Serious Case Review undertaken this year has identified additional issues regarding agencies response to child sexual abuse and these will be addressed in 2010-11.
3.2 Audit/Review the Protocol for safeguarding sexually active children & young people to establish whether it is still fit purpose and what impact it has had on practice	This action has not been completed, to be carried forward as part of the work plan for the Policy and Procedures Group and Performance Management & Audit Group.

<b>Practice priority 4 – MAPPA Arrangements</b>	<b>Outcomes</b>
4.1 To provide the BLSCB with reports from MAPPA and highlight safeguarding issues in respect of children and young people	A report/presentation from MAPPA was presented to the Operations Board in July 2009.

<b>Practice priority 5 – Safeguarding and promoting the welfare of children &amp; young people who are living away from home</b>	<b>Outcomes</b>
5.1 Inspection Reports on Yarl's Wood IRC to be presented to BLSCB	This was completed and presented to the Strategic Board in October 2009.
5.2 Number of children missing from education and home to be reported to BLSCB.	This information is provided in part to the LSCB Chair and to the Missing Children working group which is chaired by Bedfordshire Police. Information collation needs further development.
5.3 Ensure children with disabilities are protected from harm in short break situations and report to the Operations Board	This work will be carried forward into 2010-2011.
5.4 Ensure a coordinated multi agency approach to runaways, asylum seeking children, trafficked children and those young people subject to 'forced marriage'	Multi Agency Missing Children Operational Group Meetings are held on a monthly basis in respect of children/young people of concern that are missing from home or care. Within these meetings if any C/YP is deemed to be at risk of trafficking, forced marriage or are seeking asylum their situation is considered and referred on to the appropriate agency/service.

<b>Practice priority 6 – Bullying in school and the community</b>	<b>Outcomes</b>
6.1 Monitor progress of CBC & BBC C/YP's Plan – Receive reports from the Stay Safe Groups re bullying in schools and colleges, to include. Provision of and impact of baseline training to all schools pupil's perceptions of bullying Progress in providing information about bullying and its remedies and anti-bullying to professionals, parents and carers	This work has been accomplished through the establishment of Anti Bullying Steering Groups for Central Bedfordshire and Bedford Borough and is overseen by the Stay Safe sub groups which report on progress to the LSCB.
6.2 Establish regular reporting to BLSCB on the incidence of bullying including racist and homophobic incidents as reported via the behaviour log	This was completed and presented to the Operations Board in September 2009.
6.3 Review policies and procedures and guidelines regarding bullying to ensure that all agencies have appropriate procedures and support in place to prevent and reduce the number of bullying incidents.	This work is remitted to the Anti Bullying Steering Groups.
6.4 Establish a Task & Finish group to work with CBC & BBC Anti Bullying Co-ordinators to explore the issues around bullying in the community and advise CBC & BBC Children Trusts & Safer Communities Partnerships of appropriate action to be taken.	This work is being actioned via the Anti Bullying Steering Groups for Central Bedfordshire & Bedford Borough and reported back to both the Children Trusts Stay Safe Groups.

<b>Practice priority 7 – Children experiencing domestic violence</b>	<b>Outcomes</b>
7.1 DV strategy to be presented to BLSCB. BLSCB to ensure the needs of C&YP experiencing violence in the home are addressed in the DV strategy and work plans and these are monitored by LSCB. Service gaps and risks to be reported to the Strategic Board and CBC & BBC Children Trusts.	The Domestic Abuse Strategy has not been presented to BLSCB. However a report has been produced identifying the gaps in services for children & young people who are/have experienced DA in their home and will be presented to the 2 Children's Trusts by the Independent Chairs.
7.2 Referrals to MARAC are monitored and reported to the BLSCB	This work will be carried forward into 2010-2011.
7.3 Develop Working with Children living with domestic abuse guidance	Draft developed ready to go out to consultation and sign off in July 2010.

<b>Process Priority 1 – Training – commissioning and delivery</b>	<b>Outcomes</b>
1.1 Ensure that recommendations from all recently completed Serious Care Reviews are included within all training to improve practice	One SCR undertaken in 2009/10 and submitted to Ofsted in April 2010. Action Plans monitored by the Executive Serious Case Review Panel. Learning Lessons briefings being arranged for September 2010.
1.2 Develop and implement an audit	This work has continued.

<p>framework to evaluate the quality of single and multi agency training to ensure that safeguarding training meets safe and consistent standards</p>	<ul style="list-style-type: none"> <li>• We have established, in common with other Eastern Region LSCB's and to identified Level 1 Safeguarding Competencies, an LSCB Validation Panel for Single Agency Level 1 training courses and this has sat on two occasions in 09-10. Feedback has been well received and Agency reps have commented on the clear benefits from Validation Panel membership and the Course submission process itself.</li> <li>• Training and Development Commissioning Manager observed and provided a report (at the invitation of the Agency) on a 2 day Domestic Abuse training course.</li> <li>• We are developing focussed follow up evaluation tools in order to measure the impact of multi agency training on practice. A Report was made to the LSCB TCG in March 2010. This work is set to be further developed in 10-11.</li> <li>• We now offer our Train the Trainer Course to single agency safeguarding trainers as well as aspirant LSCB multi agency Training Pool members and also offer regular update meetings (three times per year) to all those involved in Safeguarding training delivery. We are maintaining a record of attendance for these events and advise all trainers that non-attendance may compromise their safeguarding trainer status.</li> </ul>
<p>1.3 The Training &amp; Development Implementation Group (TDIG) of the BLSCB is integrated with the training priorities of CBC &amp; BBC Children's Trusts under the Children Workforce Development (CWD) work stream</p>	<p>The LSCB TDIG is attended by Training managers from across both Local authorities and other partner agencies. The LSCB Training and Development Commissioning Manager attend the CWD strategic groups for both LA's and indirectly the Children's Trusts.</p>

<p><b>Process priority 2 – Working more effectively with Schools</b></p>	<p><b>Outcomes</b></p>
<p>2.1 School representative to be appointed to BLSCB</p>	<p>This was deferred until the implementation of the new structure for the two LSCB Strategic Boards.</p> <p>BBC has improved safeguarding in BBC schools by including awareness raising and the delivery of training for school governors. BBC has produced an aide memoir on safeguarding responsibilities, in the form of a Poster now displayed in all schools and a booklet for school staff.</p>

	<p>Agreement has been reached with schools to establish a new full-time position for Schools Safeguarding Adviser to be based within the schools support service.</p> <p>In Central Bedfordshire 120 school based staff have participated in LSCB Safeguarding training during the year. CBC has also provided a programme of in-school safeguarding training and development which included;</p> <p>Whole school safeguarding training for 55 schools</p> <p>8 twilight update sessions for Designated Child Protection staff (approx 128 attendees)</p> <p>4 governor training sessions (approximately 110 attendees across the 4 sessions)</p> <p>Training for 3 Central Bedfordshire teams working within schools</p> <ul style="list-style-type: none"> <li>• Parent Partnership Service</li> <li>• Ethnic Minority &amp; Traveller Achievement Service</li> <li>• The Music Therapy Team</li> </ul>
<p>2.1 Provide briefings for Schools in respect of Safer Staffing and Allegations against staff</p>	<p>This has largely been delivered by the LADO's from CBC &amp; BBC. However, schools staff from the state and Independent sectors have attended the 1 day LSCB 'Safer Recruitment for Managers' course.</p> <p>CBC Human Resources have been actively involved in running several Safer Recruitment Courses for schools and governors over the last 12 months. They have also supported the LADO and the police with the facilitation of an Allegations Management training session to approximately 55 personnel (head teachers and chairs of governors) in respect of allegations management and one session to approx 12 health staff in conjunction with Police and an NHS Bedfordshire HR rep.</p> <p>BBC Human Resources have run a number of Safer Recruitment courses for head teachers and senior school managers during the last 12 months. They have also run Safer Recruitment courses under the Governor Training programme. Other courses are planned</p>

	<p>for later this year as part of an ongoing programme. In addition, BBC's Assistant Director for Vulnerable Children has delivered Safeguarding training to Bedford's Schools' Governors which has included safe recruitment, and the role of the LADO. BBC has supplemented training with an aide memoir on safeguarding responsibilities, in the form of a Poster now displayed in all schools and a booklet for school staff.</p>
<p>2.3 Ensure children who have elective home education are safeguarded from harm and their needs met</p>	<p>All Elective Home Education (EHE) cases known to CBC during 2009 - 2010 have been managed in accordance with CBC's EHE procedures. Each case has been monitored at the point of referral with information being requested from the referrer (usually a school) on any actual or potential safeguarding issues. In each case, when the parents have not chosen to refuse access (as they are legally entitled to do) a face-to-face assessment interview has taken place, usually at the family home. This assessment has recorded whether the child has been seen and whether there were any safeguarding issues. During the ongoing inspection and monitoring of open cases in the past year each child has whenever possible been seen and any safeguarding concerns logged and reported. In 2009-10 the families of 3 home educated children exercised their legal right not to be visited by the local authority but there has been no information in any of these cases to suggest that there may be safeguarding issues. There has been ongoing inter-agency work where appropriate, such as where there is previous or current involvement with social care. The local authority's EHE Adviser undertakes relevant safeguarding training, including the 2 day LSCB course and a course on safe e-learning.</p> <p>BBC report that one young person who is on the flexi-schooling scheme was referred for a statement and is now in a special school. One family refused to respond to letters and an offer of a home visit. Two families were not deemed able to provide home-education and a multi agency approach, social care</p>

	involvement, alternative curriculum has been implemented. Two families requested an alternative curriculum, which was explored and taken to panel, EHE turned down and Education Welfare Services identified as lead professional.
--	--

<b>Process priority 3 – Serious Case Reviews, review of process and any cases considered for or under review</b>	<b>Outcomes</b>
3.1 SCR Procedures to be reviewed in light of new government arrangements for SCRs and the CDOP. from point of referral	This was completed and needs further revision in light of the new Chapter 8 in Working Together 2010.
3.2 Develop process for the dissemination of findings & recommendations from SCR's	This is included in SCR procedures and guidance documents.
3.3 All recommendations from SCRs are implemented and audited on an ongoing basis.	One SCR undertaken in 2009/10 and submitted to Ofsted in April 2010. Action Plans monitored by the Executive Serious Case Review Panel. Learning Lessons briefings being arranged for September 2010.

<b>Process priority 4 – Section 11</b>	<b>Outcomes</b>
4.1 Support Bedfordshire & Luton Fire & Rescue & East of England Ambulance Service in completing a full Section 11 self assessment	This was completed and Section 11 Audits were presented to BLSCB by these agencies in November 2009.
4.2 Disseminate revised regional section 11 benchmarking tool to BLSCB members and request full self assessments.	This was completed and all agencies completed their Section 11 Audits in 2009. To assist those agencies who work across Bedfordshire and Luton an event was held in November 2009 when they presented their Section 11 Audits to both BLSCB and Luton LSCB.

<b>Process priority 5 – Communications Strategy</b>	<b>Outcomes</b>
5.1 Integrated Communication Strategy for the CYPSP & BLSCB to be developed.	This action has been deferred until the implementation of the new structure for the two LSCB Strategic Boards.

<b>Process priority 6 – Integrated Performance Framework</b>	<b>Outcomes</b>
6.1 Identify and agree data requirements and sources needed to reflect LSCB themes. Input performance information from all agencies each quarter to the LSCB.	This was completed and presented to the Operations Board in September 2009.

<b>Child Death Review</b>	<b>Outcomes</b>
7.1 Implement reviews of unexpected and unexplained child deaths and report to BLSCB.	This action has been completed.
7.2 Provide a budget report to BLSCB in respect of the Local Authority Area Based Grant for the work of the Child Death overview Panel	This action has been completed.

<b>Unitary/LSCB Development</b>	<b>Outcomes</b>
8.1 Establish a Task & Finish group to explore the issues.	This action has been completed and a group of LSCB members from Central Bedfordshire, Bedford Borough, NHS Bedfordshire, Bedfordshire Police and Bedfordshire Probation met to take forward the options for the LSCB in 2010/11.
8.2 Develop proposals for the LSCB post April 2009.	This action has been completed and was considered by the Task & Finish Group
8.3 Consult with other agencies on proposals	This action has been completed as part of the work of the Task & Finish Group
8.4 Review and finalise proposals and obtain sign off	This action has been completed as part of the work of the Task & Finish Group
8.5 Agree funding formula for 2010/11	This action has not been completed as part of the Task & Finish Group

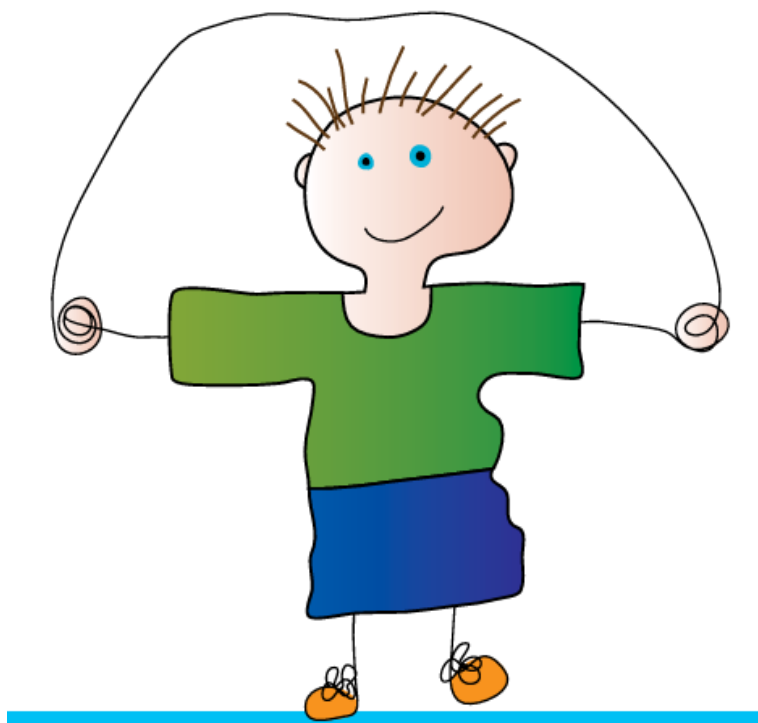
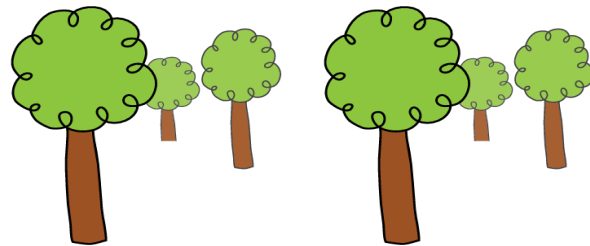
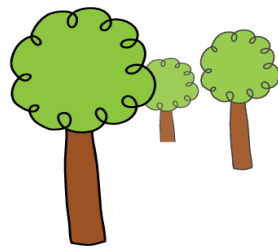
<b>E-Safety</b>	<b>Outcomes</b>
9.1 CBC & BBC Children's Trusts and BLSCB You and Your child booklet to be finalised and disseminated to all parents/carers with children & young people aged 5 – 13 yrs	This action has not been completed due to the disaggregation of the County Council and Children's Trusts.
9.2 Awareness raising within Lower schools.	The e-Learning strategy team put together a working procedures manual for e-Safeguarding. 8 presentations were held across both Bedford Borough and Central Bedfordshire, each was introduced by a talk from a Becta representative and then two presentations on e-Safety and e-Security, all but 5 out of the 221 schools attended and each attendee has been issued with a certificate of attendance. An e-Safety class is available on the learning platform and every teacher is included in the class by default.
9.3 Resource pack and awareness raising opportunities through libraries to be developed and delivered	This work will be carried forward into 2010-2011.
9.4 Consider the implications of the Byron Review with our school colleagues	This was deferred until the implementation of the new structure for the two LSCB Strategic Boards.

Young Carers	Outcomes
10.1 Develop strategy and implement	<p>Work is currently in progress between BBC Children and adult services and a Carer's Policy is being developed.</p> <p>CBC Participation Officers have met with Young Carers and developed a "time out" procedure and card currently being implemented in local schools. Spurgeons are delivering support to young carers on behalf of CBC including the siblings of children with disabilities. CBC Children Services will be updating the procedure alongside adult services 2010/11</p>

In addition to the work outlined above, the LSCB has addressed the following issues;

1. Response to Laming's Report on the Protection of Children in England  
Most member agencies have prepared and implemented detailed action plans on response to Lord Laming's recommendations as they are relevant to their agency. These plans have been shared with and critiqued by the LSCB. The LSCB throughout the year has monitored and recorded the impact of the Baby Peter Serious Case Review and all that followed it in child protection practice. The Board has reviewed the numbers of children subject to Child Protection Plans and those becoming looked after and has analysed reasons for increases concluding that agencies have become less tolerant of chronic neglect in families and that risk to older young people is being addressed more robustly.
2. The LSCB has continued its focus of the previous year on the incidence, identification of and response to child sexual abuse. The need for this focus has been highlighted by the themes of both the Serious Case Review and the Interagency Management Review that were commissioned in this year.
3. A focus on the important role of GPs has resulted in the appointment of a Named GP who sits on the LSCB and an increase in the % of GP practices to 70% of those with a named lead for safeguarding.
4. Child Death Overview Panel – The LSCB has reviewed emerging trends information and linked this to board priorities for next year. Improvements have been made to the links between the CDOP and the Executive Serious Case Review Panel in respect of the proper review of information in relation to unexplained child deaths.
5. Private Fostering – The Board has received the annual report regarding private fostering which has continued as a shared service for both Central Bedfordshire and Bedford Borough and were pleased to note the award of an outstanding grade in the inspection. Links have been made to the 2 day training on safeguarding including awareness raising of private fostering.
6. Young People and Risky behaviours – The Board has taken time to review agencies understanding of what works well and what actions are needed to improve agencies response to young people whose own behaviours (often in response to concerning circumstances in their own lives) put themselves or others at risk from harm. Gaps in services and in the pathways from universal to specialist services have been identified and will be reported to the new Boards in

summer 2010. The areas for review include; underage sex, self harm, alcohol and drug use, going missing, death or injury from accidents particularly on the road. The use of the Common Assessment Framework for such young people and the establishment of a more formal framework for the evaluation and response to risks have been identified as necessary.



## **Executive Serious Case Review Panel**

The Executive Serious Case Review Panel (ESCRP) was established in 2008. It is chaired by the Independent Chair of Bedfordshire LSCB. Its role is to consider referrals of cases as to whether they meet the criteria for a SCR or whether another review or audit would be appropriate and to make a recommendation to the Chair who makes the final decision. The Panel then scopes the review/audit, develops draft terms of reference, and commissions the Working Panel that undertakes the specific review, receives the overview report and develops an action plan in response to the recommendations.

The ESCRP ensures that the LSCB is kept informed of the progress of any review and signs off the review for submission to Ofsted and the Executive Summary for publication. The ESCRP monitors the outcomes of the implementation of action plans, develops themes for further audit or learning and ensures that the sub groups of the LSCB add relevant actions to their work programmes.

During 2009-10 Bedfordshire LSCB contributed to a SCR initiated by another LSCB, commissioned a SCR and an Interagency Management Review (IMR) The ESCRP was also involved in a legacy review carried out by the East of England Strategic Health Authority into a case which has been subject to serious case review in 2005 by Bedfordshire LSCB. The SHA were reviewing the work done by agencies to identify and manage the mental health needs of the parent of the child.

In addition the ESCRP reviewed procedures for carrying out SCRs including a comprehensive toolkit for authors of the Individual Management Reviews prepared by agencies contributing to the review.

The SCR commissioned in 2009 concerned a child who had been sexually abused. The review was completed at the end of March 2010 and was submitted to Ofsted for evaluation. The findings of this review will be included in the priorities for the LSCB in 2010-11 in terms of actions for the LSCB, monitoring actions taken by individual agencies and ensuring that policies and procedures, training and audit all support the action plan in implementing the recommendations in full.

The Interagency Management Review (IMR) commissioned by the ESCRP concerned sexualised behaviour between young children in a residential setting. The review was concluded at the end of April 2009. The findings and recommendations from this review will be used to shape the focus of the LSCBs in 2010-2011.

### **Task and Finish Group**

Summary of work done and decisions made;  
Structure including proposals for development with Luton  
Accountability – the rationale for two Strategic Boards- political imperatives around increased emphasis on the accountability of Director of Children Services, Chief Execs and Lead members  
Governance – development of a Constitution for each LSCB and a protocol for relationship with each Children’s Trusts – to be presented to the first meeting of each Strategic Board in June 2010  
Commitment by partners to make this structure work  
Benefits of structure for the effective functioning of the Boards

### **Policy and Procedures Group**

The chair of the Policy and Procedures\_group (PPG) Sheilagh Reavey the Executive Nurse relinquished this role following her departure from NHS Bedfordshire in January 2010. Sheilagh worked extremely hard to drive the agenda forward for the PPG and we would like to thank her for her support and work with Bedfordshire LSCB.

The Policy & Procedures Group has undertaken the following pieces of work this year;

- Development of the Interagency Safeguarding Procedures with Tri X Childcare to provide all staff working with children and young people in Bedford Borough and Central Bedfordshire with web based procedures in a
- Safeguarding Children and Young People from Sexual Exploitation- this protocol has been developed with Luton LSCB.
- Information sharing protocol revised in light of government guidance for Practitioners and managers around Information Sharing.
- Draft Practice Guidance on Investigative interviews with children who have a disability developed.
- Draft Practice Guidance & Procedures to Safeguard Children Who May Have Been Trafficked developed.
- Draft additional Procedures for working with cases of Complex (Organised or Multiple) Abuse developed.
- Draft Bedfordshire & Luton Procedure & Guidance for dealing with Factitious or Induced Illness

### **Training Commissioning Group**

The Training Commissioning Group is chaired by Martin Pratt, Deputy Director of Children's Services & Assistant Director for Specialist Services for Central Bedfordshire Council. The group meets quarterly and has undertaken the following in 2009 – 2010;

- received and considered the revised LSCB Training Strategy and made recommendations to the LSCB Strategic Board;
- received and monitored LSCB training expenditure and uptake of places on LSCB courses - made Budget recommendations to the LSCB Strategic Board;
- received Reports relating to the impact of commissioned training on practice and single agency activity;
- commissioned specialist training courses to meet the identified and expressed needs of partner agencies;
- received and considered reports re: Children's and Wider workforce development and made recommendations to the LSCB Strategic Board.

### **Training Development & Implementation Group**

The Training Development & Implementation Group is chaired by Jean Buchanan the Training & Development Officer for the LSCB. The group meets bi-monthly and has undertaken the following in 2009 – 2010;

- Received and considered evaluation reports from E Learning and face to face LSCB courses and made recommendations to the LSCB TCG;
- monitored attendance from LSCB partner agencies on all LSCB courses and made recommendations to LSCB TCG;
- provided information for the Revised Training Strategy;
- members joined task and finish groups to develop training courses: 1/2 day refresher Update; 1 day Impact of Domestic Abuse on the Child;
- members have co-trained with the LSCB Training Officer to deliver multi agency courses;
- members have sat on LSCB Validation Panel to review and approve Level 1 courses.

## **Bedford Borough, Central Bedfordshire & Luton Child Death Overview Panel**

### **Number of deaths in Bedfordshire & Luton 2009-2010**

During the period 1<sup>st</sup> April 2009 to 31<sup>st</sup> March 2010 a total of 71 child deaths were reported to the Bedford Borough, Central Bedfordshire and Luton Child Death Overview Panel.

11 of the child deaths were of children residing in Bedford Borough, 16 of the deaths were of children living in Central Bedfordshire and 44 of the child deaths were of children living in Luton.

This is an increase of 28% compared to the same period last year. This however represents in part an improved reporting of neonatal deaths.

30 of these cases have been reviewed by the CDOP panel and closed. 1 case was deemed by the panel to be preventable and 5 cases deemed to be potentially preventable.

Working Together 2010 states that all child deaths up to the age of 18 years (excluding both those babies who are stillborn and planned terminations of pregnancy carried out within the law) should be reported to CDOP.

A large proportion of the reported deaths, 53%, were neonatal deaths which include extremely pre term babies, some of whom delivered before or at the edge of viability and some with lethal congenital anomalies who died very shortly after birth or within the first week of life.

### **Meetings held & reviews conducted 2009-2010**

The Bedford Borough, Central Bedfordshire and Luton Child Death Overview Panel have met 8 times in the period 1<sup>st</sup> April 2009 to 31<sup>st</sup> March 2010. On each occasion the panel has been quorate.

In total during 2009-2010, 51 cases have been reviewed and closed. 41% of these cases were babies or children who died during the period 2008-2009 with the remainder dying during the period 2009-2010.

Of the 51 cases reviewed, 59 % of these deaths were reviewed at panel within 6 months of the child's death.

In total 94% of cases were reviewed within 1 year of the child's death. 3 cases took longer than 12 months to come to the panel. This was due to internal investigations by other agencies which prevented all information being available to the panel for their consideration.

There are still 2 outstanding cases from 2008-2009. These will not be reviewed by the panel until the inquests have been held.

Of the 51 cases reviewed, 3 of the deaths were considered by the panel to be preventable, all 3 being categorised as due to trauma or other external factors. 6 deaths were considered to be potentially preventable; factors included parental smoking and safe sleeping arrangements.

This data is reported annually to the Department for Children, Schools and Families.

1 case had been initially reported as a Sudden Unnatural Incident (SUI) but the case had been closed prior to all investigations being concluded. Following investigation by the CDOP panel the local PCT was contacted and the case was reopened. The organisation were concerns with practice were identified has conducted an internal review and made changes to policies and procedures as a result.

There has been joint collaborative working with colleagues in the Child Abuse Investigation Unit of Bedfordshire Police on a further case to investigate and exclude serious safeguarding concerns.

### **Actions for 2010/2011**

- Further work will be undertaken during 2010/2011 to ensure sensitive and effective communication with bereaved parents. The Department for Children, Schools and Families have produced a parent information booklet about the Child Death Review process and this sets out for parents what processes will happen following their child's death.
- Following publication of the revised Working Together to Safeguard Children (2010) a review will be undertaken of Chapter 7 which relates to the Child Death Overview Process to ensure that locally statutory guidance is being followed.
- From reviews of child deaths undertaken it is clear that smoking both in pregnancy and in the home has been a contributory factor in a number of neonatal deaths. The CDOP panel will continue to recommend to public health and health care professionals that awareness is raised through discussion with families and local campaigns of the serious consequences of smoking to both unborn babies and children.
- Consanguinity has been a factor noted in the expected deaths of some children with metabolic long term conditions. This factor has been noted in the Luton Infant Mortality Strategy and it is hoped that awareness can be raised though working with community and faith groups of the potential consequences to children of first cousin marriages. Where this factor is noted in a child death the lead paediatrician writes to the General Practitioner to ensure that genetic counselling has been offered to parents so they are able to make informed choices concerning future pregnancies.



## **E-Safeguarding Group**

This group first met in April 2009 and was chaired by Sally Stocker the BLSCB Business Manager. The group met in total 4 times in 2009, in that time the following was covered and reported on;

- Developed a e-safeguarding strategy,
- Developed terms of reference for the group
- Key documents were pulled together to help assist schools develop their own Acceptable User Policies; some Continuing Professional Development sessions held for individual schools and /or clusters of schools for parents and teachers about e-Safety issues
- As above: CPD sessions for teachers and parents about e-Safety held across communities and in individual schools
- Development of coordinated CPD sessions for School Workforce
- Set up of webpage re e-Safety for education staff
- Pilot project with one Upper School creating a model for best practice
- Information re CEOP and links to e-Safety classes on the Learning Platform
- Sessions with Parents re monitoring use of home computers (Honesty, Integrity, Trust –HIT- Project
- Working towards having Acceptable User Policies guidance for all user groups for the Local Authorities.

For the year April 09 to March 10 the e-Learning strategy team put together for all schools in Bedford Borough and Central Bedfordshire a working procedures manual for e-Safeguarding. This was as a result of refining the Becta recommendations for e-Security published in Jan 08.

8 presentations were held across both Bedford Borough and Central Bedfordshire, each was introduced by a talk from a Becta representative and then two presentations on e-Safety and e-Security, all but 5 out of the 221 schools attended and each attendee has been issued with a certificate of attendance. Feedback from the presentations was very good and schools found the presentations on e-Safety and e-Security very helpful in determining a policy for their own school.

### **Good Practice**

An e-Safety class is available on the learning platform and every teacher is included in the class by default, it has a wealth of information and support materials to use in the classroom and suggested policies for schools to adopt or amend as they see fit. So successful was this initiative that it has now been adopted by the National Education Network and is shortly to be made into an interactive activity available for all schools in the country.

## **Audit Group**

The Audit group has continued to meet in 2009 – 2010 on a bi monthly basis and is chaired by Paul Cook Detective Inspector from Bedfordshire Police. During this year the group have undertaken;


- 4 Case file audits undertaken and 56 case file messages disseminated to partner agencies via single points of contact.
- Audit of protocols - Sexually Active children and young People Parents /carers with mental health issues
- Report in respect of Quoracy at Child Protection Conferences presented to the Operations Board
- The Protection of Children in England: A Progress Report – Lord Laming March 2009 and the Government’s response to Lord Laming’s Report considered and group highlighted recommendations in relation to the early identification and referring on of concerns about children & young people.
- Report in respect of the process, findings and key themes arising from Ofsted Unannounced Safeguarding Inspections from April 1st 2009.

## **Progress Reports by LSCB Member Agencies**

### **Bedfordshire Police.**

In May 2009 Bedfordshire Police started a process to restructure the services to Children and Young People and to put in place a co-ordinated delivery plan. This work developed over the summer and winter months and evolved whereby ACC Kath Govier became the Bedfordshire Police Children and Young Persons (C&YP) Champion. A new structure has been created in order to deliver the agenda around the Children Act 2004 and the Every Child Matters, ensuring that the Police discharge their duties regarding Section 11 of the Children Act 2004. The new structure has joined up the uniform policing departments to the specialist services departments. ACC Govier chairs the C&YP Strategic group and D/Superintendent Nigel Stone chairs the C&YP Tactical Group responsible for delivering the strategies set. The local policing team’s link into the Children’s Trust arrangements and the specialist Public Protection Unit (PPU) supports the LSCB. This is a new way of doing business for Bedfordshire Police and an exciting development.

In order to provide an efficient and effective policing response to the 3 Local Authorities Bedfordshire Police have restructured the old 2 team North/South model and replaced it with a structure that provides a Detective Inspector for each of the 3 local authority areas. Each DI is supported by a PPU. It is believed that this model will enhance partnership working and foster good local working arrangements. This new delivery model went live in January 2010.

	<p>Immediately after the news of the Baby Peter case broke in the media during the summer of 2009 the number of referrals regarding Child Protection concerns rose by over 30%. This in addition to an increase in demand across the PPU led to a review of staff numbers within the team. A business case was then placed before the Police Authority requesting an increase in staff numbers for the PPU. The request was successful and the PPU will see an increase of 14 members of staff from 01/07/10, which includes 4 Detective Constables for the Child Abuse Investigation Units.</p> <p>Bedfordshire Police have reviewed the LAMING 2 recommendations after the tragic death of Baby Peter and the recommendations have been incorporated in a Public Protection Unit Improvement Action Plan which is currently being delivered across the County.</p> <p>A major success that is worthy of note is the formation of a small team (2 members of staff) who deal with Vulnerable Children and Young people who go missing. The team aim to identify the root causes of why young people go missing and then provide a bespoke support package for that young person in order to stop them running away.</p> <p>The Police have been successful in forming a new multi-agency meeting whereby members come together and offer support and assistance to young people who go missing. This approach has significantly reduced the numbers of young people going missing in the county.</p> <div style="text-align: right;">  </div>
--	---

<p><b><u>Bedfordshire Probation Trust</u></b></p>	<p>In October 2009, Her Majesty’s Inspectorate of Probation (HMIP) conducted an inspection of the work of the Probation service in Bedfordshire; working to a range of standards and criteria against which our practice was assessed.</p> <p>A report was subsequently produced which contains a range of recommendations for improvements. Section 2.2d of the Offender Management Inspection Report contained a recommendation for improvement around child safeguarding.</p> <p>In response to this recommendation a detailed internal analysis was undertaken of 59 of 100 cases sampled by HMIP in the inspection. The analysis considered whether the following standards were achieved:</p> <ul style="list-style-type: none"> <li>• Was the risk assessment and subsequent plans for managing that risk adequate in terms of any child in need or child protection concerns?</li> </ul>
---	--

	<ul style="list-style-type: none"> <li>• If concerns had been identified, were adequate checks made with other agencies in a timely way?</li> <li>• If children had been identified as being at risk, did adequate liaison take place between the agencies involved in managing the case?</li> </ul> <p>There were no cases where there were any immediate causes for concern, or where the offender manager was instructed to take immediate remedial action regarding safeguarding. There were however a range of important and emerging themes highlighted by this analysis, which need to be taken forward by the area in its training and development of staff.</p> <p>The area has produced a detailed action plan regarding improvements as recommended by HMIP, and improving safeguarding practice is clearly part of that action plan. Largely, the area will be reviewing its training with staff – a whole area audit on “risk of harm” has very recently been completed following the OMI – to discover how practice needs to be amended and improved to better equip staff with the tools they need undertake effective risk management practice.</p> <p>A more sophisticated and complex piece of mentoring or coaching work will be done around ensuring that the Probation staff working with the offender feel able to ask the “right” questions to elicit the information regarding children and family links and responsibilities.</p> <p>Bedfordshire Probation have grown a very skilled workforce who manage the Multi-Agency Public Protection cases and their experience and ability to ask the “difficult” questions will be shared more widely by their recent move towards blending this “specialist” cluster of staff amongst the general offender management teams. This will go some way to increasing all staff’s experience of undertaking more complex and higher risk casework within a generic case load.</p> <p>Some actions outlined in their improvement plan are to -</p> <ul style="list-style-type: none"> <li>• Identify a safeguarding lead within each LDU who will represent the probation service at board and steering group meetings to ensure lines of communication are nurtured, maintained and used to give and receive feedback about safeguarding practice, issues and experiences.</li> <li>• Undertake an audit risk of harm training needs and deliver bespoke, targeted training in relation to safeguarding issues</li> <li>• To Prioritise Safeguarding training needs in 2010/11</li> <li>• To ensure safeguarding children features as a standard item within offender manager’s performance review sessions.</li> </ul>
<b>Bedford Borough Council (BBC)</b>	<p>Following on from the Local Government Re-organisation, BBC unitary authority was established with newly acquired responsibilities for statutory children's safeguarding services. Inherent challenges to overcome has been delivering strong service standards and performance, providing continuity of experience by Bedford’s Children</p>

and Families whilst managing the levels of staff vacancies in key practitioner and management roles which emerged as a direct result of the local government reorganisation. Additionally BBC has experienced above average increase in demand for and delivery of services – for example, 27% rise in contacts received; 33% rise in initial assessments completed; 49% rise in Section 47 enquiries started; 33% rise in the number of children subject to an initial child protection (CP) conference and 31% increase in the number of children who are subject to a CP plan.

Despite these significant pressures and challenges, BBC performance in the national and local Safeguarding Performance Indicators has been strong and robust including 100% CP cases reviewed on time; 95.8% 6 weekly visits to children subject to CP plan completed on time; Nil unallocated cases.

BBC has contributed to and led on significant strategic work streams to promoting the safeguarding and improved outcomes for Bedford's vulnerable children, including:

Section 11 self audit; client services covered included Culture and Leisure services; Housing; Early Years and Extended Services; Licence Authority; Child Employment; Connexions/Youth Service; Vulnerable Children's Services. Overall the Section 11 review highlighted strong management commitment and confidence in safeguarding practice within these service areas. 10 key areas for improvement were identified and plans are in hand for a mid year progress report in June 2010.

BBC has strengthened the capacity for responding to allegations made against people in a position of trust of children, by disaggregating the responsibility and providing a dedicated allegations manager role since November 2009. The role is now established in the permanent staffing establishment - recruitment will commence May 2010. During quarters 3 and 4 of 2009-2010, BBC received 90 referrals of which 39 progressed to a complex strategy discussion.

BBC have participated in a number of Interagency Management Reviews; a SCR and LSCB audits and will be putting in place action plans to address areas for improvement in response to recommendations as applicable.

Through internal audit, BBC has identified a need to review the current arrangements for initiating Section 47 enquiries in respect of Children with Disabilities.

Taking forward BBC's commitment to quality assurance in safeguarding, BBC is strengthening its capacity to embed audit; reflective and evidence based practice through the establishment of a part-time Audit Manager position to be advertised May 2010; and investment in a project to develop and implement a model for reflective practice; case load weighting and priority matrix.

A significant achievement has been the development and

	<p>implementation as of 1<sup>st</sup> April 2010 of the Information Sharing Agreement between BBC; CBC and Bedford Hospital Trust, for flagging children who are the subject to a child protection plan on the Hospital's patient record system. A remaining challenge is to make further improvements in working together at the strategic and operational levels with Health services.</p> <p>Developments to improve safeguarding in BBC schools have included awareness raising and the delivery of training for school governors. BBC has produced an aide memoir on safeguarding responsibilities, in the form of a Poster now displayed in all schools and a booklet for school staff. Agreement has been reached with schools to establish a new full-time position for Schools Safeguarding Adviser to be based within the schools support service</p> <p>The Children's Trust has been established delivering improvements through four Strategic Implementation Groups (SIG) one of which being the 'Stay Safe' SIG, which has direct governance links to the Children's Trust Executive Commissioning Board and the LSCB. The Children's and Young People's Plan was launched on 30th April 2010 and the new Bedford Borough LSCB was launched in April 2010.</p> <p>At the governance level, BBC has delivered training to newly elected BBC councillors to support them in fulfilling their newly acquired roles and responsibilities for children services including understanding their corporate parenting and safeguarding responsibilities.</p>
--	---

<p><b>Bedfordshire Youth Offending Service (BYOS)</b></p>	<p>BYOS has a key role to play in safeguarding through effective management of risk and vulnerability of the young offender population, in co-operation with our multi-agency partners.</p> <p>All young people who come to the attention of BYOS are assessed using the nationally implemented Asset assessment framework. Accurate completion of ASSET, drawing on knowledge and experience of the young person and their family, will identify both protective factors and areas of concern.</p> <p>The level of concern may indicate that the young person poses a risk to the public and to themselves. Practitioners are then required to complete additional assessments of Risk of Serious Harm (ROSH) and Risk Management (RMP) and Vulnerability Management Plans (VMP) as appropriate. This brings the young person into the remit of Risk Assessment Management Panels (RAMPs).</p> <p>During the last 2 years BYOS has invested heavily in reviewing risk management practice and process, and in ensuring that staff are well trained and supported to develop appropriate assessment skills, which support awareness of effective safeguarding.</p> <p>We have promoted the need for RAMP to be multi-agency; any professional involved with the young person and their family is invited, with an expectation that they will attend and contribute to the provision of robust risk and vulnerability management plans. RAMP's are regularly reviewed, with actions and outcomes discussed and</p>
---	---

	<p>revised as necessary. RAMP's operate in conjunction with multi-agency public protection arrangements. In most cases, the identified MAPPA level of risk can be managed within the remit of BYOS.</p> <p>In a minority of cases, the level of risk is such that a wider multi-agency, high level panel must have oversight of the risk management plan.</p> <p>The work to strengthen risk management ensured that BYOS was well placed to implement the new Youth Rehabilitation Order, underpinned by the Scaled Approach to risk, from 30<sup>th</sup> November 2009.</p>
--	--

<p><b><u>SERCO</u></b></p>	<p>Serco operate Yarl's Wood on behalf of the UKBA in accordance with the Detention Centre Rules 2001, and a set of operating standards. Serco took over the contract at Yarl's Wood on 26 April 2007 for an initial period of three years with optional extensions to up to 8 years. Yarl's Wood is the main Immigration Centre for women and families made up of four main residential units.</p> <p>Serco are responsible for providing primary healthcare including mental health care, education, nursery facilities, welfare services, Youth Club, and activities. Serco work collaboratively with the UKBA and other stakeholders to continuously improve the facilities and environment for the women and families within our care.</p> <p>All Serco staff are subject to the requirements of the UKBA Duty section 55 (S.55 of the Borders, Citizenship and Immigration Act 2009) and therefore have an individual responsibility to make sure that they are alert to the recognition of any safeguarding issues that may occur and that they then deal with that concern appropriately, by referring it on in a timely manner to the relevant safeguarding professional. The delivery of safeguarding activity is monitored by the local UKBA Team.</p> <p>Throughout 2009 Serco continued to focus on safeguarding children and carried out a full review of safeguarding policies and a review of safeguarding practices and procedures at Yarl's Wood. Following this review the Child Protection Policy Group and the Sub Group evolved into the Safeguarding Governance Group, and the Safeguarding Operations Group. New terms of reference for both meetings were devised and attendees at each meeting were reviewed to ensure optimum results were achieved.</p> <p>A new Serco Safeguarding Review Group has been introduced between Yarl's Wood, Hassockfield and Ashfield (establishments run by Serco to care for Children and Young people) to review practice and policies, review and share training initiatives and resources, and share best practice.</p> <p>The Assistant Director Child and Family Services at Yarl's Wood produces a monthly Safeguarding report that is shared at the safeguarding governance meeting, safeguarding operations meeting, senior management meeting and the safer detention meeting.</p>
----------------------------	---

Safeguarding is everyone's responsibility and the Centre has developed a training package based on a training pack provided by the NSPCC. Specific staff have also attended external safeguarding courses run by the Local Safeguarding Children's Board including Safeguarding Children and Inter Agency working, Safer Recruitment and Train the Trainer. The training manager now also sits on the LSCB training sub-group.

All children who are detained with their parents at Yarls Wood now have an Every Child Matters File where all staff record observations, interactions, and information relating to each child. This information is discussed weekly at the multi disciplinary welfare meeting, and key information is passed through to the Family Detention Unit and Case Owners at the weekly Conference call.

Although not required to, Serco carried out a Section 11 self audit as good practice. By voluntarily carrying out this audit Serco were able to identify areas of best practice and those that require development. It also allowed Serco to learn from others to ensure safeguarding is of a high standard, and we provide the best service possible for children within our care.

**HMIP** - Ann Owers HM Chief Inspector of Prisons stated in the Yarls Wood 2009 inspection report;

*"This inspection found that there had been some improvements since the last inspection. Conditions, services and support for children had improved. There was a new school, professionally run, which attempted to provide a good curriculum for the wide range of transient children held. The youth club and youth worker provided much-needed support and activity and nursery provision was very good. The conditions, activities and services for children, within the centre, had improved significantly"*

**11 Million** - Sir Al Aynsley Green stated in his Yarls Wood visit report as Children's Commissioner;

*"Overall, there is much to report that is positive. I acknowledge the positive and constructive relationship between me and my staff and UKBA and SERCO and appreciate the good intent on all sides that has resulted in the number of significant changes in policy and practice. I welcome all of these developments, many of which relate directly to the concerns raised in my previous report, and I draw particular attention to improvements in the physical environment and to the commitment to promoting the welfare of children as outlined in section 55 of the Borders, Citizenships and Immigration Act 2009 and subsequent guidance."*


Recommendations from both reports have been considered and action plans have been developed to ensure they are implemented. These plans have been presented to the Bedfordshire LSCB.

#### **Improvements to Yarls Wood;**

A new purpose built school opened in September 2009 to improve the environment that the children learn in. The new build is outside of the main unit which allows children to have the walk to school experience

	<p>whilst in detention.</p> <p>A new multi- sensory den was created on the family unit by the counsellor in 2009. The den has been named 'The Magical Rainbow Den' by the children and allows parents space to engage with the children or together with the counsellor.</p> <p>A family kitchen was introduced in 2010. This enables families to prepare and cook a meal together, and then sit as a family and eat away from other residents on the family unit. The space also allows families to play board games, watch TV, or movies together, this has been very popular.</p> <p>Baby massage sessions have been provided for parents, pregnant women and their partners by the local Sure Start Centre. This was also successful and will continue.</p> <p>A games room and family lounge have been developed on the unit to improve the activities available for families, and children outside of the school day.</p> <p>Links have been made with local Head Teachers who are working with the teachers at Yarl's Wood to further develop the curriculum, share training and conduct lesson and teaching evaluations.</p>
--	--

<p><b><u>Bedfordshire &amp; Luton Fire &amp; Rescue Service</u></b></p>	<p>Bedfordshire and Luton Fire and Rescue Service undertook a Section 11 Audit in 2009/10 and reported findings to the LSCB in December 2009.</p> <p>In order to improve the effectiveness of the Audit on the organisation as a whole - it is now being made available for perusal to all staff on the services internal intranet page. This displays the full electronic audit, our strengths, weaknesses and areas of best practice. It also shows supporting documents including background information, our relevant policies, legislation and links to relevant LSCB and ISA websites. This is being further utilised to identify ownership of tasks, which will allow all responsible staff to update one online and live Section 11 Audit.</p> <p><b>Areas of Best Practice 2009/2010;</b></p> <ol style="list-style-type: none"> <li>1. Although it was identified the Service had an effective Child Protection Policy, it was felt that the awareness of the processes and procedures included in it were lacking at several levels. <ol style="list-style-type: none"> <li>1.1 The policy was quickly reviewed to ensure it was update with current legislation and best practice before improved role out.</li> <li>1.2 The Child Protection referral procedure, and the responsibilities and roles of Senior Officers in the process were then additionally compiled into a pocket sized information book to be kept on staff at all times. The pocket book also included DOs and DONTs of working with children and young people. One of these was issued to every front line and relevant member of staff</li> </ol> </li> </ol>
---	--

	<p>(Senior Officers, Operational Fire-Fighters, all Community Safety Staff) to allow quick referral and guidance when in a situation where the policy itself is not readily available, for example at an incident or during a home fire safety check.</p> <p>2. Staff awareness and training in safeguarding children and young people was required which could be recorded and monitored.</p> <p>2.1 Since the Audit was conducted every newly recruited Fire-Fighter has received safeguarding training, delivered by the Service Youth Development Officers face to face to encourage group discussion. It utilises several on line assessments created by FPM Training in consultation with the Independent Safeguarding Authority and The Fire Service College to both monitor understanding and record completion. This training is now a fixed part of every Recruit Consolidation Course.</p> <p>2.2 Licences have been purchased to now extend this training to all front line and relevant members of staff (Senior Officers, Operational Fire-Fighters, and all Community Safety Staff). This will be rolled out over the next year and will allow the Service to train its staff on station without affecting the Services ability to respond effectively to emergencies. This training has already started and is working on priority groups first (Fire Cadet Instructors, Firebreak Instructors and Senior Officers).</p> 
--	--

<p><b>Central Bedfordshire Council</b></p>	<p><b>The Council and the Children’s Trust</b></p> <p>The first year of the new Council has seen a real focus on safeguarding for both children and vulnerable adults. The Central Bedfordshire Children’s Trust has been established and the Children &amp; Young People’s plan consulted on, developed and adopted. The plan identifies three clear priorities under the Stay Safe outcome these are:-</p> <ul style="list-style-type: none"> <li>• Protect Children &amp; Young People from harm by providing a co-ordinated and effective safeguarding process.</li> <li>• Reduce the impact of domestic abuse on children &amp; young people.</li> <li>• Reduce the incidence and impact of bullying.</li> </ul> <p>Additionally there is a cross cutting priority to improve Prevention, Early Identification and Intervention, development of this priority is expected to have a significant impact on safeguarding practice. The Children’s Trust’s priorities have been informed by analysis of local needs and practice, the views of children &amp; young people and national research. They are consistent with the LSCB priorities and business plan. Good progress has been made against all of these</p>
--	--

priorities during the year.

The work to establish the new LSCB for Central Bedfordshire (CBSCB) has been successfully completed. The new arrangements create a clear relationship between the Strategic Board, the Children's Trust and the Council, leading to strong local accountability and leadership. By sharing all of the supporting activity and infrastructure with Bedford Borough Safeguarding Children Board (BSCB) and seeking greater collaboration with Luton LSCB, the arrangements promote consistency of practice and ensure efficient use of the resources of all partners.

Work to align agencies' approaches to domestic abuse has been completed so that Children & Young People who are exposed to domestic abuse are more easily identified and better protected.

During the year the Council has developed and adopted an anti-bullying strategy which is due to be implemented during 2010/2011. The TellUs4 Survey showed that during 2009/2010 there was a 6% reduction in children & young people reporting that they have been bullied; however this is still an issue and will remain a priority for action.

#### **Good Practice**

Central Bedfordshire Council have funded 8 schools to participate in the Cybermentor programme which is delivered through the charity Beatbullying. Cybermentors was developed in conjunction with the DCSF and CEOP.

The scheme is innovative as it trains young people to be able to mentor children and young people within school but also whilst at home through the Cybermentor website.

Any child or young person can visit the Cybermentors website and ask for help, they will then be matched with a trained mentor that happens to be online at the same time.

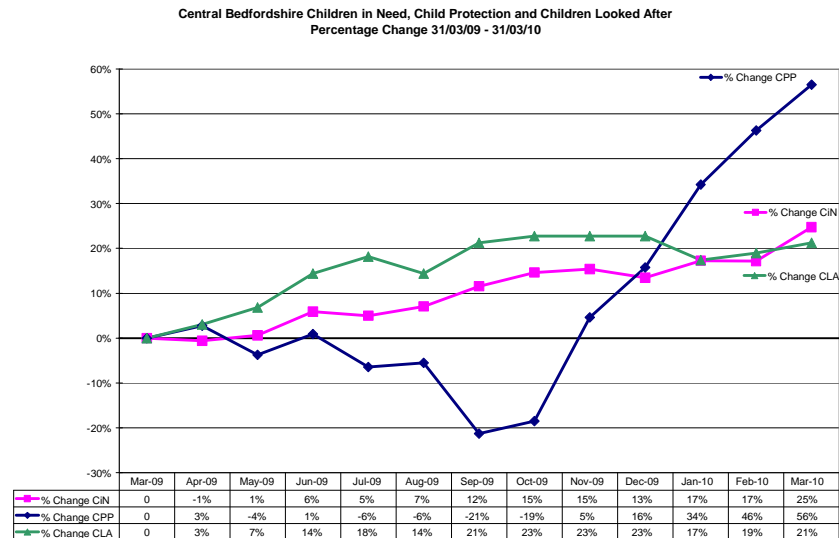
The trained mentors are supported by staff from Beatbullying who are online to help and support.

To enable them to become "Cybermentors" young people participated in two days training which covered all the aspects of being a mentor both online and offline.

Central Bedfordshire chose to invest in this scheme because consultation with children and young people demonstrated that there is a fear of bullying within the community as well as at school. It was felt that the Cybermentor programme would help to address this by offering support to children and young people whilst at school and at home. National research is able to clearly evidence that peer support can have a positive effect for those that participate.

## Children's Social Care

Increased professional and public awareness of safeguarding issues, coupled with changes to local safeguarding practice has led a 25% increase in the number of children receiving social work services during 2009/2010. There has also been a 56% increase in children subject to a child protection plan and a 21% increase in the numbers of looked after children. Although this has been a challenge requiring significant additional resources, the Local Authority believes that children & young people are better safeguarded as a result of these changes.



The annual unannounced inspection of contact, referral and assessment arrangements resulted in no priority actions being required and areas of good practice being highlighted. There were some areas for development identified which are being addressed both within the service and through work with Children's Trust partners.

## Schools and early year's settings

Schools and early year's settings have also played their part in Safeguarding children & young people in Central Bedfordshire. The new inspection regime for schools, which places greater emphasis on Safeguarding, has been responded to well. 120 school based staff have participated in LSCB Safeguarding training during the year. The Council has also provided a programme of in-school safeguarding training and development which included;

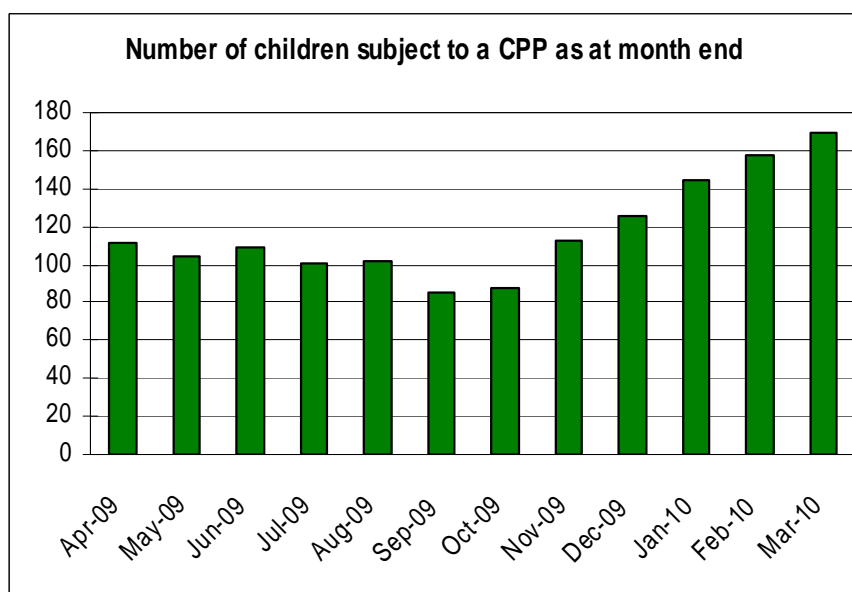
- Whole school safeguarding training for 55 schools
- 8 twilight update sessions for Designated Child Protection staff (approx 128 attendees)
- 4 governor training sessions (approximately 110 attendees across the 4 sessions)
- Training for 3 Central Bedfordshire teams working within schools
  - Parent Partnership Service
  - Ethnic Minority & Traveller Achievement Service

- The Music Therapy Team

**Management and Performance Activity in relation to Child Protection Conferences in Central Bedfordshire 2009- 2010**

The following information summarises the activity around children with child protection plans during 2009/2010.

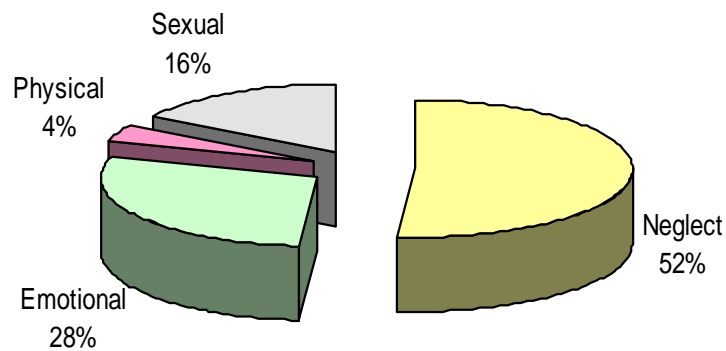
At the end of March 2010 in Central Bedfordshire, 169 children (30 per 10,000 of the population under 18) were the subject of a child protection plan compared to 108 children (19 per 10,000 population) at the end of March 2009. This compares with the national average for 2008/09 of 31 children per 10,000 and our statistical neighbour average of 23 per 10,000.



During 2009/10 159 children were made the subject of a child protection plan compared to 114 children the previous year. Of those children made the subject of a child protection plan 13.2% had been the subject of a child protection plan previously. Good practice is to maintain this target below 15%.

The number of children whose child protection plans were discontinued during 2009/10 was 102, compared to 93 during 2008/09. Of these 8.8% had been the subject of a child protection plan for more than 2 years.

**Number of children subject to a CPP at month end by category of abuse - March 2010**



All children subject to a child protection plan had their reviews held within timescale during 2009/10.

All children subject to a child protection plan had a qualified social worker allocated to them during 2009/10.

**Summary**

During the first year the new Council there has been a clear focus and a strong commitment from the Members and officers to work with partners to safeguard Central Bedfordshire's children. A firm foundation has been laid during this transitional year for the LSCB which will be consolidated and built on in during 2010/11.

**Bedfordshire  
Community  
Health  
Services**

**Introduction**

Bedfordshire Community Health Service (BCHS) provides a range of community health services. These include adult and children's community nursing; intermediate care; therapies; dentistry; drug & alcohol services; nursing services within HMP Bedford and community bedded units in Biggleswade and Bedford. These services are provided to the populations of the unitary authorities of Central Bedfordshire Council (CBC) & Bedford Borough Council (BBC), some of the service provision also includes Luton.

The year April 2009-2010 has been a busy time for Bedfordshire Community Health Services, with a particular focus on a number of changes that have implications for the delivery of services to children & young people. These changes have included partnership working with the new unitary authorities alongside the emerging arrangements and work streams from the Children's Trust (both CBC & BBC). The management of the disaggregation of Bedfordshire Local Safeguarding Children's Board and the resulting structure and working arrangements of two Local Safeguarding Children's Boards from 01/04/10.

BCHS has also seen a great deal focus on the activities of the

Transformation Community Services this has incorporated a number of individual service reviews including health visiting and school nursing. Following the review these two services have been integrated to provide a service with the focus of delivering the Healthy Child Programme across the age range of 0-19 years, this service is now known as BCHS 0-19 Team Service. This service has public health as a principle function, the focus of their work is one of early intervention and prevention, with the service providing universal services and progressive intervention. Utilising the Healthy Child Programme and Common Assessment Framework, to afford identification of health needs and early intervention by access to appropriate services.

#### **0-19 Team Service**

The 0-19 Team Service is now part way through its implementation process, the service is now aligned to geographical case locations, which will afford close working relationships via Children's Centres and other local community based statutory and voluntary services. This should strengthen the focus on child and young people incorporating the "Think Family" approach to improving the life chances of families at risk.

Another benefit of the 0-19 Team is the introduction of Locality Managers & Team Leader posts. These posts will facilitate improvements to the service, to ensure that professional have day to day access to support and development, which is focused around individual cases and key performance indicators.

#### **Looked After Children Health Assessment Pathway**

During the year 2009-2010 NHS Bedfordshire has commissioned BCHS to manage the pathway to afford Looked after Children (LAC) statutory health assessment (under 5 years of age every six months, over 5-16years of age annual). This service provides a robust pathway for children & young people to access quality health assessments. It has been acknowledged by local authority partners that this service has improve with respect to access to health assessments, data sharing and general communication. However it is acknowledged that this service provides access to a health assessment which is based on a medical model and needs to move to a holistic model which requires input from all partners. This work is a key objective of the Care Matters Implementation Group (CBC's Children's Plan). Work is currently being undertaken by professionals from the partnership organisations to ensure that the recent guidance (Statutory Guidance on Promoting the Health and Well-being of Looked After Children 2009) influences future provision for this vulnerable cohort of children & young people. A recent supportive visit from the Strategic Health Authority April 2010 commented on the lack of information presented to them re provision for LAC.

#### **Children in contact with Youth Offending Team**

BCHS is currently working with NHS Bedfordshire to identify and maximise opportunities to improve the health and wellbeing of young people who are in contact with the Youth Offending Team. These service changes provide clarity on BCHS improving provisions for children and young people and BCHS continuing commitment to

improving outcomes for all children.

### **Statement of Commitment**

BCHS has made a public declaration of its commitment to safeguarding of children, giving BCHS Board's assurance that it has robust systems in place to protect and promote the welfare of children. (Compliance with David Nicholson letter June 2009).

BCHS has re structured the safeguarding team, the rationale to firm up governance for safeguarding children and vulnerable adults. This has resulted in the establishment of a Safeguarding Children & Vulnerable Adult Committee, function to ensure that the systems in place that continue to reflect up to date legislation and local agreement, to monitor systems in place to ensure compliance and the implementation plans as a result of audit or serious case review recommendations.

### **BCHS Safeguarding Children Team**

The BCHS Safeguarding Children Team has been reviewed and has appointed two Professional Leads for Safeguarding Children, these posts include the roles and responsibilities of the Named Nurse as stated in Working Together 2010. The rationale for these posts has been to increase the number of Named Nurse hours, to increase support for BCHS professionals. Alongside the increase in work streams from the emerging Children's Trust arrangements and Unitary Authorities.

### **BCHS Policy and Guidance**

BCHS Safeguarding Children Policy and guidance was reviewed during 2009, and is currently being refreshed following the publication of Working Together March 2010. BCHS has a Safeguarding Children and Young Peoples Training Strategy in place which reflects BCHS mandatory requirements for all staff employed to complete the appropriate level of training, dependant on their contact and responsibilities to children, families/carers. This strategy is currently being reviewed to comply with requirements in accordance with recent statutory guidance (Working Together 2010).


### **Audits**

BCHS has participated in a number of audits during the past year. These included Care Quality Commission Safeguarding Children Review, Strategic Health Authority First Stage Review and following Intensive Support Visit, Questionnaire for Designated and Named Professionals as part of national training needs analysis, and Section 11 Audit.

The above audits have resulted in the improvements in training data collection and a revised model for safeguarding children supervision, due to be implemented in September 2010.

### **Serious Case Reviews**

During the second half of the period 2009/2010, BCHS has been involved in two serious case reviews. Requiring BCHS to complete Individual Management Reviews (IMR), one commissioned Hertfordshire LSCB and the most recent by Bedfordshire LSCB. Both have resulted in action plans currently being implemented and monitor. The first IMR was assessed by Ofsted to be inadequate,

	<p>BCHS professional have reflected on the Ofsted's feedback and will continue to strive to improvement the standard of any subsequent IMR, to ensure that the appropriate lessons are learnt and application to practice improves outcomes for children.</p> <p><b>Intensive Support Visits from Strategic Health Authority</b>  A two day intensive support visit conducted by the Strategic Health Authority following their First stage review audit. The visit was hosted by NHS Bedfordshire, and included round table discussion with professionals from all health agencies in Bedfordshire and partner organisations. The members of the Intensive Support Team also visited a number of sites including Bedford Hospital, Child development Centre, CAMHS, Bedford Children's Centre and Police Head Quarters.</p> <p>A verbal feedback was given at the end of the second day; on the whole feedback was positive, members praised all the professionals that have taken part, particularly for their open reflective approach. The visit was conducted in the spirit of support and feedback was acknowledged that robust systems were demonstrated to be in place to promote the well being and protection of children. Suggestions were made with respect to provision for child protection medicals, the need to relocate equipment used for sexual abuse examination from Police HQ and the need for a chaperon. Another area of focus is that of the provision in place for Looked after Children, mentioned earlier in this report.</p> <p>A written detailed report is expected in the next two weeks, BCHS will use this feedback as a starting point for reflection and full consideration will be given to any suggestions made.</p> <p><b>Conclusion</b>  The above report gives a brief account of BCHS commitment and actives to ensure that the focus of promoting the welfare and protection of children remains a high on the agenda and that reflects that BCHS continues to provide a quality of service which strives to improve outcomes for children and young people.</p> 
	<p><b>NHS Bedfordshire – Designated Office for Safeguarding Children &amp;</b></p>

## Young People.

As a result of the findings the Regional Director of Public Health wrote to all Chief Executives of NHS organisations within the region including NHS Bedfordshire. The Executives were informed of the proposed Intensive Support Team (IST) visits to each PCT, outlining the purpose of the visits which were designed to be a development and supportive process, but with the aim of ensuring that all NHS organisations who have contracts with the PCT, have in place the nationally and regional recommended systems for safeguarding children and young people. The Chair of the IST Panel has a background in health and social care, as well as NHS board level experience.

In addition to the Chair, the panel consisted of the following:

- A community paediatrician from within the region
- A designated professional (drawn from membership of the East of England Designated Professionals Network)
- An LSCB Chair from within the region
- The Safeguarding Programme Manager, NHS East of England

The visit to Bedfordshire was co-ordinated by the Designated Office for Safeguarding Children and Young People and the visit took place over two consecutive days in April 2010 with support from senior colleagues in partner agencies including the Local Authorities, Police, Voluntary Sector & LSCB.

The verbal feedback from the IST Panel was in the main very positive, particularly with regard to governance arrangements which are monitored through contractual agreements, quality schedule arrangements and through the Designated Office. There is Board level focus on the needs of children across the health providers which strengthen the governance arrangements and are fundamental in safeguarding children. In addition NHS Bedfordshire has a Board Executive who takes responsibility for governance, systems and organisational focus on children.

A written report of the findings and recommendations by the IST Panel will be send in due course to the Commissioning PCT Chief Executive (NHS Bedfordshire) for distribution to each organisation. The commissioning PCT upon receipt of the written report will be asked to co-ordinate the development of a joint action plan to address any areas for development/improvement identified during the visit with a timescale agreed for return visit if this is considered necessary by the panel. A return visit to Bedfordshire was not deemed necessary by the IST Panel during their verbal feedback.

The chair of the IST Panel will then submit an overarching final report to The Regional Director of Public Health by the end of June 2010.

The Regional Director of Public Health will subsequently update the SHA Public Board on the outcome of the programme and future actions for each organisation will be monitored closely by the SHA for assurance purposes and will inform the development of a long term

SHA work programme for safeguarding and child protection. Their work programme should by way of example include continued support and challenge to organisations and the development of best practice guidance for training and safeguarding policies across the East of England.

Planning is also underway within the SHA and with Government Office for the East of England partners to ensure safeguarding and child protection continues to be a priority for 2010/11.

This Board will be kept informed of any work streams identified following availability of the IST Report.

NHS Bedfordshire has published a declaration on the local website that it is satisfied with safeguarding arrangements, as outlined in David Nicholson's letter. This declaration has been shared with the SHA and DOH.

National Drivers have influenced the safeguarding agenda in 2009 in NHS Beds and the provider Trusts. NHS Beds ensures that all organisations meet the statutory requirement for safeguarding children.

A national review of training arrangements across the health economy in Bedfordshire was coordinated by The Designated Office (Aug 09) Training programmes will be continually updated to take into account the National Review findings of safeguarding children. Training is closely linked to the annual appraisal system in the Trust.

A named GP has been appointed to represent GPs on multi-agency forums. This will assist in raising the profile and level of expertise for child protection with GPs.

NHS Beds has robust monitoring arrangements with provider agencies. Safeguarding is specified in all provider contracts and it is closely monitored by the Designated Office. In order to further enhance this, a commissioning overview group has been setup to ensure that robust performance monitoring systems with all the provider services in place.

The Designated Doctor has worked closely with partner agencies to develop a "Child Assault Referral Unit". This will provide a resource for child protection assessments and a multi-agency collaborative way of working to protect the child with the emphasis on a child centred approach in a child centred environment. Additionally it is envisaged that this service will enable the professionals to work jointly to achieve "best evidence" interviews, and medical examinations resulting in criminal convictions and improved outcomes for children.

NHS Bedfordshire has appointed a Named GP for safeguarding children. That role gives GP representation on multi-agency forums and allows dissemination of information from the LSCB and Designated office through to Primary Care and vice versa.

The named GP also acts as an educational/advisory source for the GP community and has set up a network of 'Lead GP's' in 90%+ of

the PCT's practices and has a role in planning and delivering training initially to those Lead GP's and eventually will work with the LSCB to plan the strategic training for all GP's as per Lord Laming's recommendation.

The Named GP role also has a Governance role for SCR's and preliminary investigations where there is GP expertise required.



**Voluntary Organisations for Children, young people & families.**

The Voluntary Organisations for Children, young people & families (VOCyfp) has an excellent relationship with the LSCB which provides free of charge training for the sector thereby facilitating a range of organisations to participate. This has been heralded as a model of good practice in the region.

The sector has been actively promoting the E learning package which is easily accessible for faith and community groups who need a basic introduction to Safeguarding for their volunteer and paid staff. It is also excellent as a starting point for all staff in the larger organisations and is included in the Personal Development Portfolio produced for voluntary sector organisations.

We have a voluntary sector trainer in the training pool and VOCyfp has representation on all levels of the LSCB from board and sub group level. As a sector we are looking to work with the commissioners to embed the regional VCS Safeguarding Framework into contracts and looking at workshop events to further engage the community and faith groups in the safeguarding agenda. VOCyfp has been working with a Christian denominational group to enhance their sharing of safeguarding information.

A quote from one of our organisations embodies the view of the VOCyfp 'buying into partnership working together to safeguard our children'.


Below is a case study which illustrates this.

**Case study - Val Dunhill, Plan B**

We are working with a 16 year old client who has a long history of poly drug use and offending and we are working closely with colleagues in social care, the youth offending team and Healthlink's

	<p>manager and consultant addictions psychiatrist to support this client.</p> <p>The client is subject to a child protection plan and his social worker and DASH worker at the Youth Offending Service were investigating detox and rehab options for him. We managed to secure him a methadone script on the day that we were made aware that he was injecting heroin. We have worked with colleagues in statutory services to help identify suitable packages of care for him when it became apparent that the level of complex needs he presented with would not be met by one service alone.</p> <p>We continue to have almost daily contact with our statutory service colleagues and continue to explore the most suitable level of support to provide care for this young person.</p> <p>Our whole team are undertaking multi-agency training with CAMH, designed to develop their skills and confidence in engaging with young people's mental health and develop their ability to identify and manage mental health needs and refer to local services where appropriate.</p> <p>Our social care lead and our counsellor will be delivering training as part of the TAMHS programme on the impact of parental alcohol and drugs use on children. We also have a newly appointed children's worker for Bedford Borough to work with 5 to 12 year olds affected by someone else's use. She will use protective behaviours and coping strategies to keep children safe, build confidence, concentration, improve behaviour in school, build self esteem and enable them to develop positive relationships.</p>
--	---

<p><b>East of England Ambulance Service NHS Trust</b></p>	<p>The East of England Ambulance Service NHS Trust is committed to Safeguarding. We have just expanded our Safeguarding Team and have a Director and Board champion for Safeguarding, working to inform and support the Board through our Safeguarding obligations.</p> <p>The Trust has two Named Professionals leading the Trust's Safeguarding activities, these individuals being fully committed to improving standards and ensuring the Ambulance Trust provides a high quality and safe vision towards safeguarding within its workforce.</p> <p>The Named Professionals have just completed the SHA Safeguarding Leadership Course. The course has aided and provided guidance to the Named Professionals in improving standards, developing policy and networking with a range of Designated and Named Professionals both within the Eastern Region and nationally.</p> <p>The Ambulance Trust has recently participated in the Safeguarding Intensive Support Visit (ISV) to NHS Bedfordshire; the Trust received some excellent feedback on processes and procedures that it has in place. We have strong connections with all 11 LSCB's from around the Eastern Region and it was noted in the visit how difficult it is to keep a commitment to all 11 LSCB requirements and the excellent work the Named Professionals have done so far to ensure attendance and engagement is maintained.</p>
---	--

	<p>The safeguarding Team work as integral members of the National Ambulance Safeguarding Forum, one of the objectives of this forum being to improve ambulance service safeguarding standards nationally, as well as creating common practices, learning from good practice and lessons from IMRs. The Trusts is currently working with the forum to create a common training package for all Ambulance Trusts to use within England and Wales.</p> 
--	---

<p><b>UK Border Agency</b></p>	<p>The UK Border Agency (UKBA) takes its responsibilities towards safeguarding children in its care very seriously. In November 2009 section 55 of the Borders, Citizenship and Immigration Act was introduced. This legislation places a statutory requirement on the Agency to safeguard and promote the welfare of children with whom it comes to contact in the course of it's duties and since November UK Border Agency staff at Yarls Wood Immigration Removal Centre have been working collaboratively with the service provider Serco, other safeguarding agencies and colleagues within the Agency to ensure that children are safeguarded and their welfare promoted whilst staying in Yarls Wood.</p> <p>To achieve this the centre has introduced a more robust referral process for the allocation of family bed spaces within the Centre which involves a daily multidisciplinary assessment of the initial family referral form by the Social Workers, Healthcare, and Child Services Manager amongst others, aimed at ensuring that the Centre is able to meet the individual family's needs by putting in place appropriate care plans and commissioned services like learning support where required, ahead of the arrival of the family. Once in the centre the welfare of families is reviewed regularly by a multi-disciplinary team and a system is in place for any concerns identified to be fed back to UK Border Agency caseworkers for consideration in case management.</p> <p>All UKBA staff are required to undertake in-house safeguarding training. In addition to this, UK Border Agency staff at Yarls Wood have undertaken bespoke training to enable staff to communicate effectively with children, skills which are now used in our removal planning for some of the more complex cases managed at Yarls Wood where multi disciplinary/stakeholder conference calls take place to ensure that children's needs and views are fully considered in the removal planning process.</p> <p>The Centre has worked collaboratively with the local PCT and formed a partnership board which now provides clear routes of access to child mental health treatment, locally we have built on our counselling provision to encompass a more holistic approach to children's welfare with a multi-sensory tent, relaxation with music, a youth club and</p>
--------------------------------	--

	<p>opportunities for children to keep in touch with friends in the community through a free mobile phone service and e-mail.</p> <p>UKBA staff have been working with colleagues within the immigration enforcement teams to raise awareness of safeguarding concerns, inviting colleagues to participate in the Children's forum held fortnightly in the school at Yarl's Wood. Learning taken from the children directly has informed and improved the immigration detention process for families, making it more child centred.</p>
--	--

<p><b>Bedfordshire &amp; Luton Mental Health and Social Care Partnership NHS Trust</b></p>	<p>There have been significant improvements made in the past 12 months in relation to enhancing the profile of the safeguarding agenda throughout the Trust, both in relation to frontline practitioners and throughout the organization.</p> <p><b>Promoting good practice</b></p> <ul style="list-style-type: none"> <li>• A pre-CAF assessment tool has been developed to assist staff to consider childrens' needs as part of the assessment process.</li> <li>• 90 referrals had been sent to children's social care in the three Local Authority areas by Trust staff.</li> </ul> <p><b>Service developments</b></p> <ul style="list-style-type: none"> <li>• Care pathway for under-17s in mental health crisis (now being upgraded to under 18s). It includes a safeguarding element to the care pathway.</li> <li>• Overdose assessment - any young person admitted to a children's ward at both general hospitals will receive a specialist CAMHS assessment the next working day.</li> </ul> <p><b>Outcomes</b></p> <p>Service user experience surveys are undertaken annually. Key results relevant to the safeguarding review are:</p> <ul style="list-style-type: none"> <li>• 94% said it was easy to talk to the people they saw and 93% said they were treated very well by the people who saw them.</li> <li>• 94% felt that their views and worries were taken seriously.</li> <li>• 93% felt that their views were listened to during the assessment.</li> <li>• 87% of users said that if a friend needed this sort of help they thought they should come here and only 3% said that they should not.</li> </ul> <p><b>Audits and assurance</b></p> <p>In September 2009 the Strategic Health Authority required all organizations to undertake a self assessment and assurance process. This evidenced that the trust was compliant with most elements of this audit, the main area of concern related to the uptake of level 1 training by staff which at the time was significantly under target.</p> <p>In October 2009 the trust undertook the annual Section 11 Audit and</p>
--	--

	<p>reported to the Bedfordshire and Luton Safeguarding Children Boards in November 2009. Following a robust self-assessment involving managers and service directors from across the Trust a declaration of effective practice was made across all areas.</p> <p>In January 2010 the staff surveys for the annual safeguarding awareness audit were undertaken. Approximately 200 staff from across the Trust responded. These results have yet to be presented to the Trust board, but early analysis of the results demonstrates significant improvements in results in awareness levels of the safeguarding children agenda across the Trust.</p> <p><b>Challenges</b></p> <p>In September 2009 the safeguarding children training strategy was reviewed and significant increases were made to the provision of safeguarding children training. At this time the Trust reported 51% of staff were up to date with level 1 single agency training.</p> <p>As a result of increased training provision figures currently show that 72% of all staff are now up to date with their single agency level 1 training. Although it is recognized that this is still some way short of desired levels there has been a significant improvement in the number of trained staff.</p> <p>Trust staff have become increasingly engaged with level 2 training provided by the Safeguarding Children Boards. In the Bedfordshire LSCB area in 2008/2009 only 11 staff attended training; while in 2009/2010 this figure has more than trebled.</p>
--	--

<p><b>Bedford Hospital NHS Trust</b></p>	<p><b>Policy and processes</b></p> <ul style="list-style-type: none"> <li>• Safeguarding Children and Young People Policy and Training strategy have been updated in the light of recent reports</li> <li>• Trust wide Safeguarding Children Group has an increased membership with agreed terms of reference and clear reporting structure</li> <li>• CRB checks rolled out across the Trust (CQC 2009) for staff employed before 2002.</li> <li>• All job descriptions contain a relevant section on safeguarding children (Laming 2009).</li> <li>• Improved quality of Trust Board reports.</li> <li>• Policies in place (CQC 2009)for: <ul style="list-style-type: none"> <li>○ Following up children who miss appointments (Access Policy)</li> <li>○ Automatic referral when women use or misuse drugs and or alcohol and if they have pre-existing mental health problems</li> </ul> </li> </ul> <p><b>Staffing</b></p> <ul style="list-style-type: none"> <li>• Recruited a Name Nurse/Paediatric Matron in March 2010</li> <li>• Recruited 2 part time paediatric liaison posts (job share) to improve communication with external agencies (start date June 2010).</li> <li>• Named professionals with clear job descriptions and an increase in allocated time for their roles (CQC 2009).</li> </ul>
--	---

### **A&E systems**

- Improved systems in A&E to ensure a single set of records present when a child attends A&E and recording of the child's school (Laming 2009).
- Established an Information Sharing Agreement to allow a flagging system of children who are subject to a Child Protection Plan updated each time a child is added or removed from a Plan (Laming 2009, CQC 2009).

### **Governance**

- Have robust governance arrangements through the Trust Wide Safeguarding group and the operations sub group. This group report to the Clinical Governance Committee.

### **Audits**

- The Bentley Jennison internal audit (September 2009) resulted in only three actions.
- Received positive verbal feedback from the Section 11 Local Safeguarding Children's Board audit in December 2009, written report is awaited.

### **Training**

- Increased attendance at training and a comprehensive database giving accurate reports (CQC 2009).
- Identified budget for Staffing and training for safeguarding training (Laming 2009).

### **Safeguarding Vulnerable People agenda**

The lessons learnt from establishing the robust governance arrangements for safeguarding children and young people will inform both the continuation of the governance structures and sharing of experiences to address the Safeguarding Vulnerable adults across the Trust. It is intended that an overarching structure will review common safeguarding issues for all age groups across the Trust and links with external agencies. The Safeguarding Children group and operations sub group will continue.



## **Children and Family Court Advisory and Support Service**

The **Children and Family Court Advisory and Support Service**, Cafcass, is independent of the courts, social services, education and health authorities and all similar agencies.

### **The remit**

We operate within the law set by Parliament and under the rules and directions of the family courts.

Our role is to:

- safeguard and promote the welfare of children
- give advice to the family courts
- make provision for children to be represented
- provide information, advice and support to children and their families.

### **The work**

The main types of cases in which the courts ask Cafcass to help are when:

- parents or carers are separating or divorcing and have not reached agreement about arrangements for their children
- social services have become involved and children may be removed from their parents' care for their safety
- children could be adopted.

Cafcass nationally are continuing to develop our services. In particular, we have responded to the need to ensure all work received by Cafcass is appropriately screened for risks and allocated upon receipt.

Specifically this has applied to all Private Law applications (for example, Residence and Contact). Locally this has meant that we have restructured our teams to ensure that we screen all new work within our safeguarding framework. All applications received by Cafcass for children that are subject to Court Proceedings are now managed through our Early Intervention Service. We complete statutory checks through Children and Family Services and with the Police. This has improved our response under safeguarding and ensured that all children who have safeguarding needs will be quickly identified and referred to the appropriate services.

Cafcass nationally have had to respond to an increase in demand for all applications, under both Public Law and Private Law. Cafcass in Bedfordshire and Hertfordshire are responding to this by continually reviewing our services to ensure that we prioritise and respond to demand.

Cafcass have a working relationship with all of our Courts within Bedfordshire and Hertfordshire and we endeavour to work with our partners and stakeholders and to plan strategically to improve our service.

Our relationships on both the Local Safeguarding Children's Boards and with the Family Justice Council will be key relationships for the next twelve months. We are also working to develop partnerships

which will support effective practice and value for money. We currently have a number of partnership agreements, nationally and locally, which support the remit of early intervention with families who are in conflict in relation to their arrangements for both residence and contact.



**Key areas for Bedford Borough Safeguarding Children Board Central Bedfordshire Safeguarding Children Board to develop in 2010/11**

**Strategic Priorities 2010/11**

Bedford Borough Safeguarding Children Board and Central Bedfordshire Safeguarding Children Strategic Board have four strategic priorities for the coming year. These have been identified as a result of learning from Serious Case Reviews and from the national biennial review of Serious Case Reviews. These strategic priorities are:

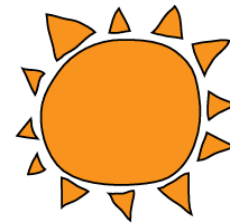
- 1. Creation of Effective LSCB** – To ensure that arrangements are in place to create a new co-ordinated and effective LSCB
- 2. Domestic Violence** – To ensure that children and young people who are in contact with adults who perpetrate domestic abuse are protected.
- 3. Bullying including e-safety** - To ensure that children and young people consider themselves safe and to reduce the risk of harm in relation to bullying. To empower children and young people to responsibly use communication and Information technologies and to equip parents, carers and organisations with information to fulfil their safeguarding responsibilities
- 4. Sexual Abuse** – To ensure that children and young people are protected from sexual abuse and that agencies are able to recognise the dangers and risks presented by sexual perpetrators through an understanding of risk assessment procedures.

There are seven further objectives contained within the Business Plan, some of which refer to the core business of Bedford Borough Safeguarding Children Board and Central Bedfordshire Safeguarding Children Board and some to the Stay Safe outcomes from the both Bedford Borough and Central Bedfordshire's Children and Young People's Plan 2008-11. These areas of work will be progressed through both the Bedford Borough Safeguarding Children Board and Central Bedfordshire Safeguarding Children Board joint sub groups, occasionally supported by short-term 'task and finish' groups to ensure the work is completed in a timely manner.

- 5.** To promote safeguarding for children in Central Bedfordshire
- 6.** To develop the new LSCB functions and arrangements in line with the LSCB's extended role
- 7.** To ensure that a comprehensive, set of multi-agency policies, practice and guidance is available to all staff working with children across Central Bedfordshire

8. To further develop the agreed performance framework to measure and report on Safeguarding performance
9. To ensure the effectiveness and quality of the multi agency safeguarding training improves outcomes for children.
10. To ensure that Serious Case Reviews are initiated appropriately and are timely, of good quality, and deliver maximum learning for all agencies
11. To ensure safer recruitment practices across all agencies working with children in Central Bedfordshire

Bedford Borough Safeguarding Children Board and Central Bedfordshire Safeguarding Children Board will regularly report to and challenge the Children's Trust Board in Bedford Borough and Central Bedfordshire on the progress of these priorities as part of its independent scrutiny of how well safeguarding outcomes are being improved.



## Appendix 1

### STRATEGIC BOARD TERMS OF REFERENCE

#### Specific Responsibilities

- Provide strategic direction, co-ordination and planning in respect of interagency safeguarding issues including the consideration of National and Regional priorities and implementation of new requirements.
- Review information pertaining to the effectiveness of interagency arrangements in Bedford Borough & Central Bedfordshire (e.g. performance management information, Inspection reports, S11 reviews).
- Hold to account the safeguarding arrangements made in Bedford Borough & Central Bedfordshire by agencies, individually and together and take appropriate action to ensure effectiveness.
- Agree local policies and procedures as recommended by the Policy and Procedures sub group.
- Ensure good quality training is available to all relevant agencies (both statutory and voluntary) and that this is accessed.
- Implement the action plan arising from recommendations made following a Serious Case Review or a child death review.
- Scrutinise the work of the Bedford Borough Children's Trust – Stay Safe Implementation Group and Central Bedfordshire Children's Trust – Stay Safe Delivery Group and make recommendations in respect of planning and commissioning services which will further safeguard children and promote their welfare.
- Receive and act on reports from the Operations Board and sub groups/panels.
- Work with Bedford Borough Children's Trust and Central Bedfordshire Children's Trust to raise awareness within the wider community of the need to safeguard and promote the welfare of children.
- Engage with all local communities in Bedford Borough and Central Bedfordshire to ensure they are aware of their responsibility to contribute to safeguarding in their particular communities.
- Maintain a focus on safeguarding during times of organisational change.
- Recommend a budget for BLSCB.
- Agree the work programmes for the Operations Board and sub groups.
- Monitor and manage the performance of the Board in relation to its functions and the member compact.

## **OPERATIONS BOARD TERMS OF REFERENCE**

### **Specific Responsibilities**

- Collating and analysing information provided by the Audit Group, Executive Serious Case Review Panel and Child Death Overview Panel, Workforce Development/training groups , to include;
  - Performance indicators in agreed data set
  - Performance reports and audits carried out within agencies
  - Section 11 audit annually
  - Audits across themes of service
  - Service user feedback
  - External inspections and audits
  - SCR and CDRP recommendations
- Develop standards for the services and agencies
- Develop and implement an annual audit programme which reflects and addresses the business priorities of the BLSCB
- Identify and report areas of poor performance to the LSCB
- With the LSCB Manager, respond to complaints about LSCB issues
- Support the local safeguarding in practice groups in their scrutiny of the work of District Partnerships and incorporate regular reports on practices into the performance framework
- Responsible and accountable for taking issues back to all agencies and ensuring that those issues are disseminated.

## **EXECUTIVE SERIOUS CASE REVIEW PANEL TERMS OF REFERENCE**

### **Specific Responsibilities**

- The ESCRP is a standing group of the LSCB, accountable to the BLSCB Strategic Board, commissions SCR's and final sign off of SCR's at Strategic Board.
- To receive referrals from agencies and Child Death Overview Panel concerning cases which may require a SCR and to decide with the LSCB chair. To support that decision with written reasons and to make that decision within 1 month of the referral.
- To convene as a Panel within 5 days of the referral (this to be done remotely if not possible to arrange face to face). If the meeting of the ESCRP is not quorate then contact will be made via email with absent members to ascertain their views.

- To commission a SCR in accordance with Working Together and other relevant guidance.
- To receive, evaluate and challenge the quality of the IMRs including ensuring that they have been signed off by Chief Officers of relevant agencies.
- To ensure that all IMRs contain recommendations and action plans.
- To receive, evaluate and challenge the Overview Report.
- To agree an action plan in response to the Overview Report recommendations and agree how this will be implemented.
- To ensure that an Executive Summary is produced and arrangements made for its publication.
- To ensure that the SCR is presented to the LSCB for approval before submission to Ofsted and to ensure that the action plan is monitored by the LSCB.
- To ensure that the SCR is submitted to Ofsted within the agreed timescale.
- To ensure that arrangements are made for the dissemination of learning from and Bedfordshire SCRs, SCRs that Bedfordshire has contributed to and any other relevant learning from other SCRs.
- ESCRP and Strategic Board members to ensure that their Chief Executives are made aware of the SCR and its findings.
- To consider the evaluation of the SCR feedback from Ofsted and apply any lessons to be learned to future reviews.
- To arrange for any review judged 'inadequate' by Ofsted to be redone according to guidance.

## AUDIT GROUP TERMS OF REFERENCE

### **Specific Responsibilities**

- The Audit sub group will carry out themed audits across the agencies as identified by the Operations Board.
- The Audit Group is a subgroup of the Operations Board and will report directly back to this Board.
- The chair of the Audit Group will provide an overview report of the work of the group for each Operations Board.

## **POLICY & PROCEDURES GROUP TERMS OF REFERENCE**

### **Specific Responsibilities**

- Develop local Policies, Procedures, Protocols and Guidance for safeguarding and promoting the welfare of children on behalf of BLSCB, prioritising those specified in Working Together 2006 and others identified by the Operations Board.
- Review any major policy developments and initiatives and advise the Strategic Board on their local implications.
- Make recommendations to BLSCB on policy and procedural matters via the Operations Board.
- Responsible for identifying when policies require renewing and ensuring policies and procedures are kept up to date.
- Reporting to the Operational Board.
- Policies signed off and disseminated to the Strategic Board.
- The chair of the Policy & Procedures Group will provide an overview report of the work of the group prior to the Strategic Board meetings.

## **TRAINING COMMISSIONING GROUP TERMS OF REFERENCE**

### **Specific Responsibilities**

- The Training Commissioning Group will sit above the Training, Development and Implementation Group (TDIG) to commission, monitor and scrutinise the training on behalf of BLSCB. Representatives of agencies sitting on this group will be at a senior level, able to release resources and speak on behalf of their agency.
- Ensure agencies contribute to BLSCB training fund according to individual need.
- Representatives will undertake a needs analysis of training needs within their agency and commission appropriate and relevant training.
- Act in an advisory capacity to the TDIG.
- Receive reports from the Training and Development Commissioning Manager on the development, delivery and quality of the LSCB training programme
- Make recommendations to the Training and Development Commissioning Manager, Training and Development Officer, Training and Development Implementation Group, Strategic Board and Operations Board in relation to workforce development as appropriate
- Commission training based on need and evidence its effectiveness.

- Scrutinise performance of the training pool and externally commissioned trainers.
- Ensure national and local developments are incorporated into the training remit.
- Report back to BLSCB on spend and outcomes achieved.

## TRAINING & DEVELOPMENT IMPLEMENTATION GROUP TERMS OF REFERENCE

### **Specific Responsibilities**

- The main purpose of the TDIG is to provide a forum for members to represent their agencies and work together in a co-ordinated approach in the delivery of safeguarding training. Members are responsible for the promotion and development of single agency and interagency safeguarding training for all those in contact with Bedford Borough and Central Bedfordshire children and families
- Assist in the development and provision of a multi agency training programme in partnership with the Training Commissioning Group based on national requirements and local needs including findings from Serious Case Reviews, Internal reviews, Local Audits, new policies and any complaints that may inform the programme.
- Act as key providers of multi agency safeguarding training at level B.
- Identify opportunities for increasing interagency training at Group A level.
- Identify and support members who join the training pool
- Consider reports from the Training and Development Officer and Training Commissioning Manager about the development, delivery and quality of BLSCB inter agency programme.
- Propose the requirements for the training programme to assist the Training Commissioning Manager with their budget proposals.
- Assist in the development, facilitation and delivery of the local inter-agency practice groups.
- Obtain regular updates from pool members.
- Review single agency and multi agency course submissions in partnership with the Training Development Officer and Training Commissioning Manager as required.

## CHILD DEATH OVERVIEW PANEL TERMS OF REFERENCE

### **Specific Responsibilities**

- In carrying out activities to pursue this purpose, the CDOP will meet the functions set out in paragraph 7.4 of *Working Together to Safeguard Children* in relation to the deaths of any children normally resident in Bedford Borough, Central

Bedfordshire and Luton. Namely collecting and analysing information about each death with a view to identifying –

- (i) any case giving rise to the need for a Serious Case Review
  - (ii) any matters of concern affecting the safety and welfare of children in Bedford Borough, Central Bedfordshire and Luton
  - (iii) any wider public health or safety concerns arising from a particular death or from a pattern of deaths in Bedford Borough, Central Bedfordshire and Luton
- To ensure, in consultation with the local Coroner, that local procedures and protocols are developed, implemented and monitored, in line with the guidance in Chapter 7 of *Working Together* on enquiring into unexpected deaths.
  - To ensure the accurate identification of and uniform, consistent reporting of the cause and manner of every child death.
  - To Collect and collate an agreed minimum data set of information on all child deaths in Bedford Borough, Central Bedfordshire and Luton and, where relevant, to seek additional information from professionals and family members.
  - To evaluate data on the deaths of all children normally resident in Bedford Borough, Central Bedfordshire and Luton, thereby identifying lessons to be learnt or issues of concern, with a particular focus on effective inter-agency working to safeguard and promote the welfare of children.
  - To evaluate specific cases in depth, where necessary to learn lessons or identify issues of concern.
  - To identify significant risk factors and trends in individual child deaths and in the overall patterns of deaths in Bedford Borough, Central Bedfordshire and Luton, including relevant environmental, social, health and cultural aspects of each death, and any systemic or structural factors affecting children's well-being to ensure a thorough consideration of how such deaths might be prevented in the future.
  - To identify any public health issues and consider, with the Director(s) of Public Health and other provider services how best to address these and their implications for both the provision of services and for training.
  - To identify and advocate for needed changes in legislation, policy and practices to promote child health and safety and to prevent child deaths.
  - To increase public awareness and advocacy for the issues that affects the health and safety of children.
  - Where concerns of a criminal or child protection nature are identified, to ensure that the police and coroner are aware and to inform them of any specific new information that may influence their inquiries; to notify the Chair of BLSCB of those concerns and advise the chair on the need for further enquiries under section 47 of the Children Act, or of the need for a Serious Case Review.
  - To improve agency responses to child deaths through monitoring the appropriateness of the response of professionals to each unexpected death of a child, reviewing the reports produced by the rapid response team and providing the professionals concerned with feedback on their work.

- To provide relevant information to those professionals involved with the child's family so that they, in turn, can convey this information in a sensitive and timely manner to the family.
- To monitor the support and assessment services offered to families of children who have died.
- To monitor and advise BLSCB on the resources and training required locally to ensure an effective inter-agency response to child deaths.
- To co-operate with any regional and national initiatives – e.g. the Confidential Enquiry into Maternal and Child Health (CEMACH) – in order to identify lessons on the prevention of child deaths.

## E-SAFEGUARDING GROUP TERMS OF REFERENCE

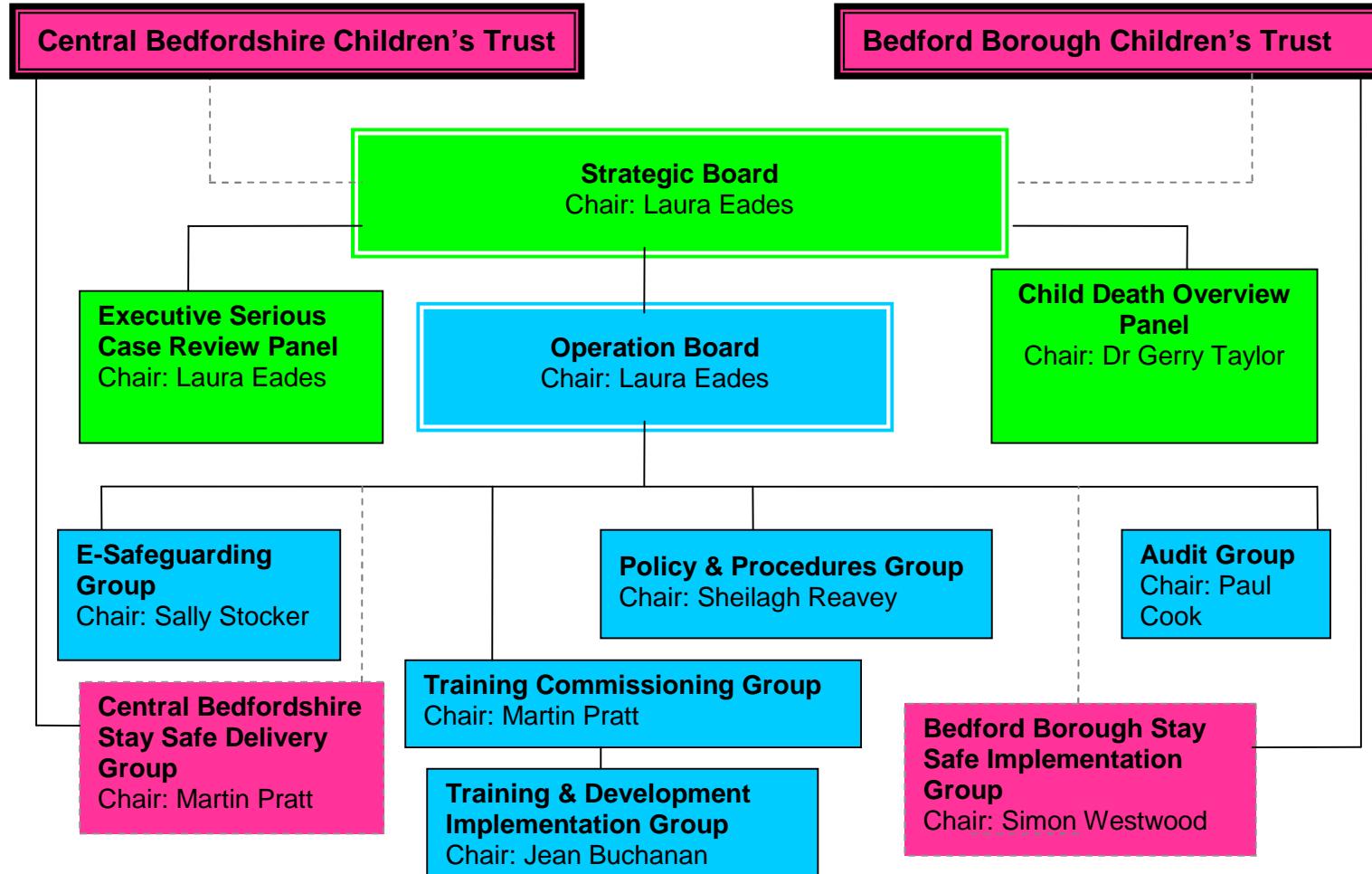
### **Specific Responsibilities**

- ◆ To build on the work of Becta, the Home Office and CEOP in raising awareness about the safe use of information communication technologies by children.
- ◆ To take a lead role in the development and delivery of training and education programmes (including linking with CEOP)
- ◆ To devise an overarching e-safeguarding strategy which forms the basis for other agency strategies.
- ◆ To support all agencies involved in the safeguarding of children in developing policies, procedures and strategies related to e-safety.
- ◆ Be a central point of contact for guidance, advice and networking
- ◆ Consider the development of e-safeguarding coordinators in all schools
- ◆ Create and manage a network of e-safeguarding contacts who can work within their agencies to raise awareness and understanding. Develop and manage an online collaboration space to help facilitate this through the LSCB website.
- ◆ Provide training:
  - Multi-agency LSCB training
  - Foster carers
  - School improvement service
- ◆ Identify and signpost available resources and where necessary develop them e.g.
  - Package of educational resources for teachers
  - Package of resources aimed at educating parents
  - Signpost appropriate web filtering/monitoring tools
- ◆ Provide expertise in:
  - Strategy development
  - Policy development

- ◆ Provide information about current developments in the field through news updates, LSCB website and meetings.
- ◆ Lobby relevant groups to raise the profile of e-safeguarding within the Bedford Borough and Central Bedfordshire (e.g. with Children's Trusts)
- ◆ Monitor e-safeguarding arrangements and develop audit tools

The LSCB e-safeguarding group is, however, a limited resource. If it is to affect genuine change in the Bedford Borough and Central Bedfordshire then the group will need to be supported by a network of individuals who are both willing and able to progress aspects of this strategy.

Appendix 2



## Appendix 3

### LSCBs: Annual Report to Children’s Trust Board

#### Purpose

The purpose of this guidance note is to provide Local Safeguarding Children Boards (LSCBs) with advice on producing annual reports which support the development of effective accountability locally and an effective relationship between the LSCB and Children’s Trust Board (CTB). It is not mandatory guidance, but is for use by LSCBs should they find it helpful.

#### Context – Why should LSCBs provide an annual report to CTBs?

Lord Laming’s report (*The Protection of Children in England: A Progress Report March 2009*) recommended that “Local Safeguarding Children Boards should report to the Children’s Trust Board and publish an annual report on the effectiveness of safeguarding in the local area.” *Recommendation 53.*

This was reflected in statutory guidance: ‘LSCBs will be required to publish an annual report and to submit it to their Children’s Trust Board. These reports should provide an honest assessment of the local safeguarding arrangements and identify clearly the challenges to be addressed and overcome.’

*(The Roles and Responsibilities of the Lead Member for Children’s Services and the Director of Children’s Services, para 3.34; DCSF 2009).*

As well as being submitted to the CTB, the report should be published as a public document. The report should focus on achievements but also clearly identify where more progress needs to be made.

#### Content of the Report

The following is not exclusive. It is intended as guidance for LSCBs on the areas they may wish to consider including in these reports.

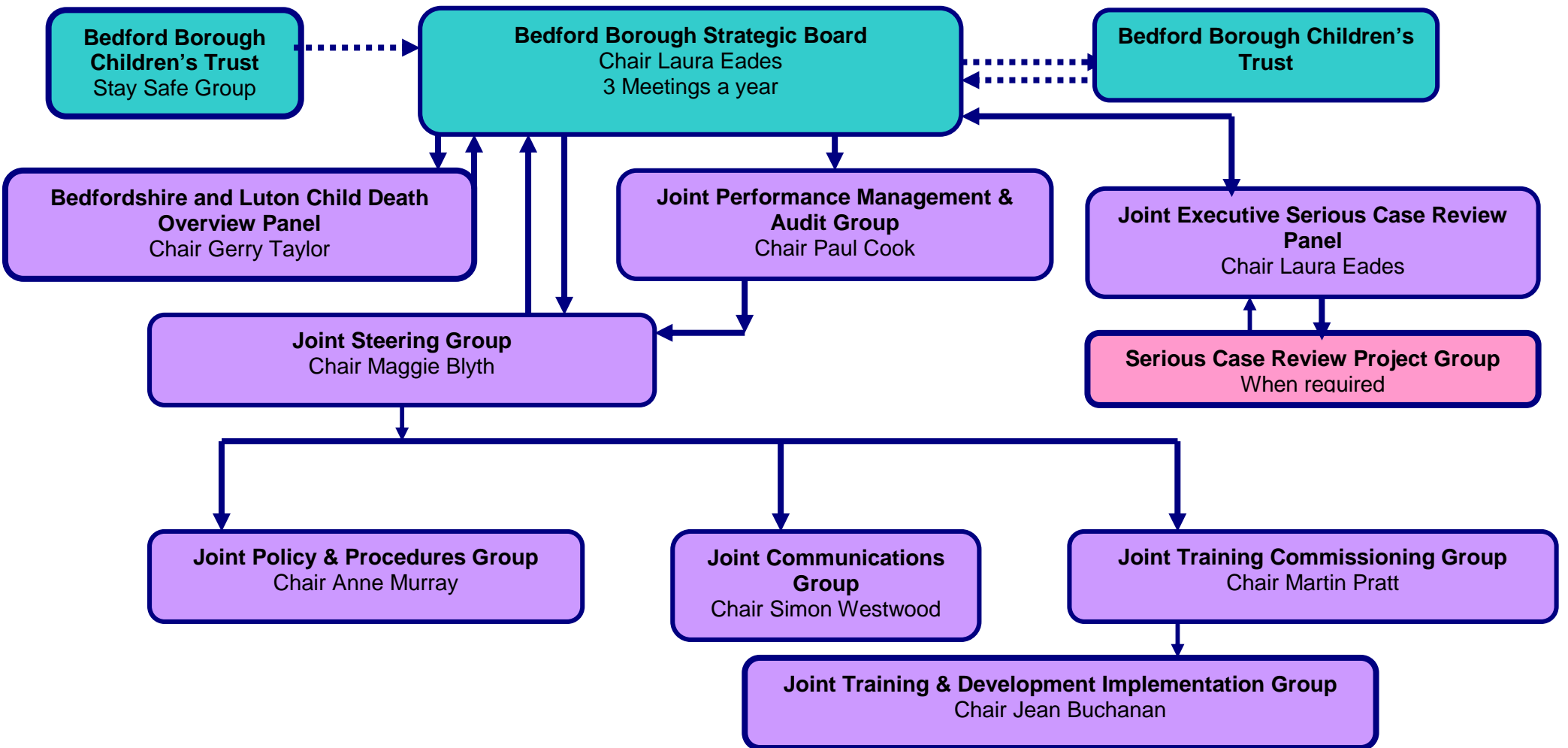
Section	Suggested content
1. Summary	<ul style="list-style-type: none"><li>▪ What were the key priorities which had been identified for the LSCB this year and why had these been identified as priorities?</li><li>▪ Key areas of progress/achievements in relation to these priorities (and others which may have emerged during the year) with evidence of improved outcomes.</li><li>▪ Remaining challenges and issues for the LSCB and issues to be raised with the CTB.</li><li>▪ Any significant local issues on safeguarding or for the LSCB e.g. SCRs, serious incidents notified in the area,</li></ul>

	messages from inspection, new LSCB chair.
<b>2. Governance and accountability arrangements</b>	<p>How has the LSCB ensured it has operated effectively during the year? e.g.</p> <ul style="list-style-type: none"> <li>▪ Role, function and structure of the Board and sub-committees</li> <li>▪ Relationship to CTB (in line with statutory guidance)</li> <li>▪ Membership and attendance (including sub groups and plans for lay members)</li> <li>▪ Role of Independent Chair, DCS, Lead Member, Chief Executive</li> <li>▪ Relationship to agencies' Boards</li> <li>▪ Financial arrangements.</li> </ul>
<b>3. Monitoring and evaluation/quality assurance activity</b>	<p>What has the LSCB done during the year to monitor and evaluate local safeguarding arrangements?  What issues arose from challenge to the CTB?  What did this activity tell the LSCB about the effectiveness of local Trust arrangements to safeguard children and what has been done as a result of the findings? e.g.</p> <ul style="list-style-type: none"> <li>▪ Overseeing the identification of and quality of work with children in need of protection.</li> <li>▪ Audit priorities which were agreed for the year and why they were identified as priorities.</li> <li>▪ Summary of quality assurance activity undertaken during the year, what did it tell the LSCB about local safeguarding arrangements, including from a wide range of sources, e.g. <ul style="list-style-type: none"> <li>- Single and multi-agency audit/quality assurance activity (including how independence was secured);</li> <li>- Use of multi-agency safeguarding data;</li> <li>- Learning from serious case reviews: in the case of an SCR, has the partnership implemented the corresponding action plan and what lessons were learned?;</li> <li>- Views of service users and staff;</li> <li>- Complaints.</li> </ul> </li> <li>▪ LSCB comments on the joint strategic needs assessment and the issues it raises about safeguarding priorities and priority groups of children and young people locally.</li> <li>▪ Areas of strength and areas requiring improvement, including how this will be addressed.</li> <li>▪ Evidence of activity impacting on outcomes.</li> <li>▪ Issues which the CTB will be asked to address in the CYPP</li> <li>▪ Equalities.</li> </ul>
<b>4. Progress on priority policy areas</b>	<p>What has been progressed locally during the year in response to national expectations and local need, what impact has this activity made to local arrangements and outcomes for children and young people, how will this be progressed further next year? e.g.</p> <ul style="list-style-type: none"> <li>▪ Safeguarding policy and priorities in the CYPP</li> </ul>

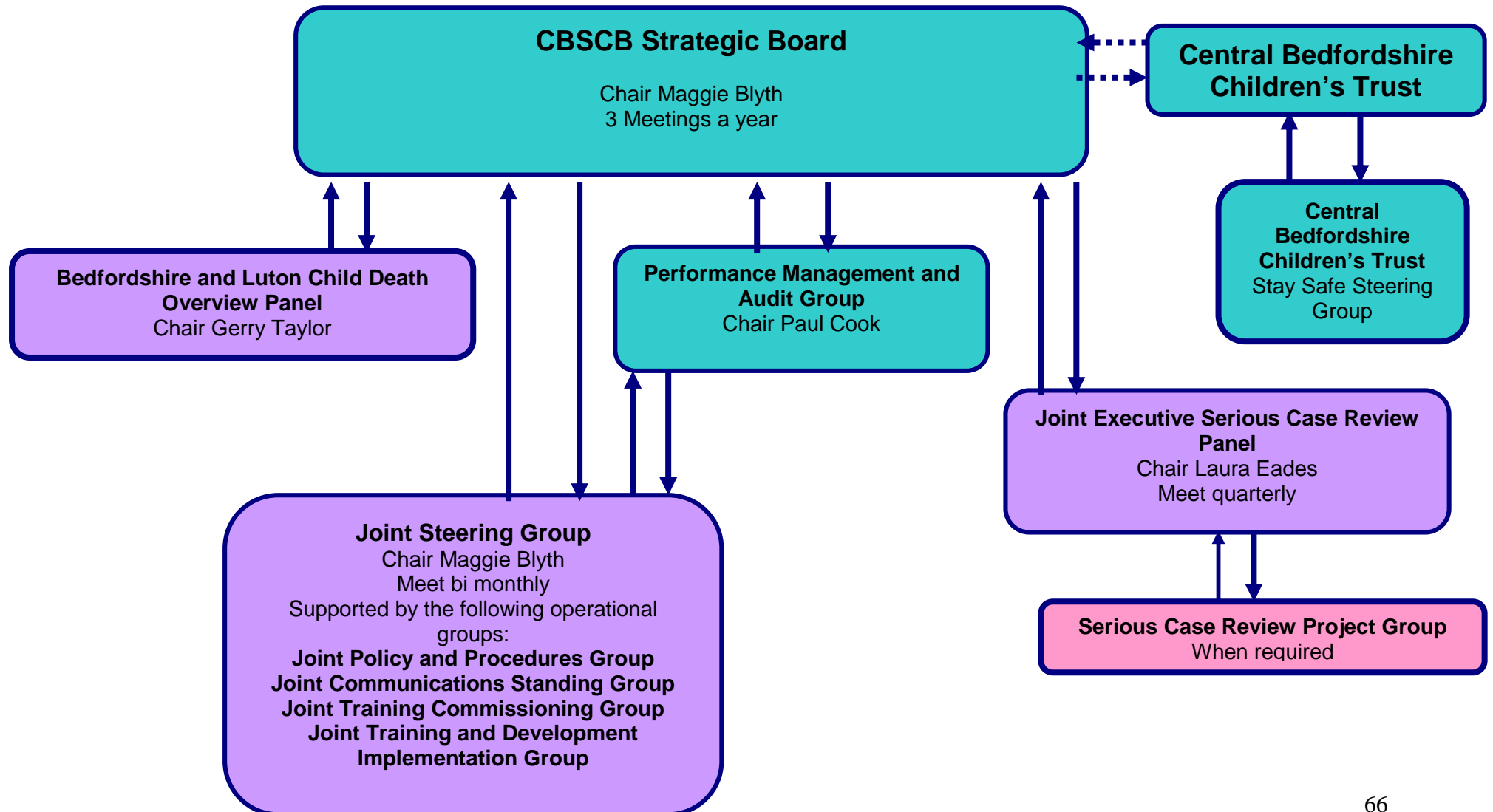
	<ul style="list-style-type: none"> <li>▪ Safeguarding in schools</li> <li>▪ Work of Asylum Screening Unit</li> <li>▪ Safer workforce</li> <li>▪ CDOP</li> <li>▪ Missing children</li> <li>▪ Sexual exploitation</li> <li>▪ E-safety</li> <li>▪ Bullying</li> <li>▪ Accident prevention</li> <li>▪ DV/ Adult Mental Health/ Learning Difficulties &amp; Disabilities/ Drugs &amp; Alcohol</li> <li>▪ Private fostering</li> <li>▪ Forced marriage</li> <li>▪ Engagement of the wider community in safeguarding, e.g. VCS, faith groups.</li> </ul>
<p><b>5. Priorities for the following year</b></p>	<p>What are the identified safeguarding priorities for both the LSCB and the CTB during the next year and indicative ways forward?</p>

Appendix 4

**Bedford Borough Safeguarding Children Board**



## Central Bedfordshire Safeguarding Children Board



## **Safeguarding Children Boards Team**

**Sally Stocker** Safeguarding Children Board's Business Manager [sally.stocker@centralbedfordshire.gov.uk](mailto:sally.stocker@centralbedfordshire.gov.uk)

**Sue Fanthorpe** Safeguarding Children Board's Secretary [sue.fanthorpe@centralbedfordshire.gov.uk](mailto:sue.fanthorpe@centralbedfordshire.gov.uk)

**Eileen Moran** Safeguarding Children Board's Training & Development Commissioning Manager [Eileen.moran@centralbedfordshire.gov.uk](mailto:Eileen.moran@centralbedfordshire.gov.uk)

**Jean Buchanan** Safeguarding Children Board's Training & Development Officer [jean.buchana@centralbedfordshire.gov.uk](mailto:jean.buchana@centralbedfordshire.gov.uk)

### **Contact details;**

**7 Stephenson Court  
Fraser Road  
Priory Business Park,  
Bedford  
MK44 3WJ**

**Office - 01234 276797**

**Fax - 01234 276767**

**website - [www.bedfordshirelscb.org.uk](http://www.bedfordshirelscb.org.uk)**





