

Priority 1: Review and Strengthen Governance and Leadership							
Objective	Action	Timescale	Lead	Target			Monitoring Measure/Evidence of Compliance
				10/11	11/12	12/13	
To increase attendance at B&DSCB and Sub Committees	1 Review TOR & Membership	June 2010 Reviewed annually	GM Safeguarding, Quality and Reviews	100%	100%	100%	ToR review complete & signed off by B&DSCB.
	2 Secure correct level of Seniority at Board & Sub Committee	June 2010 Reviewed annually	B&DSCB Chair	100%	100%	100%	ToR, membership and governance reviewed and signed off by B&DSCB. Attendance at Board and Sub Committees is sustained over 3 years.
	3 Implement Escalation Procedures	June 2010 Reviewed annually	GM Safeguarding, Quality and Reviews	100%	100%	100%	Escalation process agreed and signed of within ToR for B&DSCB. 6 monthly escalation report to PMC and B&DSCB
	4 Appoint Lay members to B&DSCB	Mar 2010	B&DSCB Chair	50%	75%	100%	ToR for lay members agreed by B&DSCB. Appointment of lay members is completed. Lay members attend Board meetings.
To develop links with relevant Strategic Boards	1 Review TOR & Membership	June 2010 Reviewed annually	GM Safeguarding, Quality and Reviews	100%	100%	100%	ToR, membership and governance reviewed and signed off by B&DSCB
	2 Map appropriate Strategic Groups & Linkage	Apr - 10 Reviewed annually	GM Safeguarding, Quality and Reviews	75%	90%	100%	B&DSCB has appropriate representation on Safeguarding Adults Board, Children's Trust, Public Service Board. B&DSCB provides annual consultation for the development of the CYPP
	3 Timetable of Strategic reports to/from B&DSCB	June 2010 Reviewed annually	GM Safeguarding, Quality and Reviews	100%	100%	100%	B&DSCB work plan contains programme of reports. Reports from strategic boards are routinely presented to the B&DSCB. B&DSCB Annual Report signed off by the Board and presented to the Children's Trust and PSB
Priority 2: To ensure communication strategy is implemented and effective							
To inform children's workforce and raise public of B&DSCB priorities and activities.	1 Revise existing Communication Strategy	June 2010 Reviewed annually	Chair of SCR and Policy Procedures and Communications Sub Committee	100%	100%	100%	Communication strategy agreed by B&DSCB and disseminated to Sub Committees.
	2 Implement & embed Communication Strategy	Dec 2010	Chair of Policy Procedures and Communications Sub Committee	100%	100%	100%	Annual survey of stakeholders. Sub Committee and Board activities demonstrate that the communication strategy is being implemented. 6 monthly impact report to PMC. Annual report to B&DSCB
	3 Implement Public Awareness Campaigns (e.g. safe sleeping: e-safety:)	March 2011 and then 2 campaigns per annum	Chair of Policy Procedures and Communications Sub Committee	0%	100%	100%	Campaigns have taken place and impact on public awareness evaluation reported to Board by Chair PPC.
To develop Serious Case Review Media Plan	1 Senior Communications leads to liaise and develop a media strategy and plan for serious case reviews	July 2010 Reviewed annually	Chair Serious Case Review Sub Committee	100%	100%	100%	Media strategy and plan signed off by SCR Sub Committee and Board

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Priority 3: To ensure Children & Families Workforce (including strategic leads) are confident, competent & equipped to undertake their safeguarding responsibilities.								
To capture Single Agency Training Data and ensure there are appropriate Quality Assurance Mechanisms in place	1	Single Agency Training Delivery Scoping Exercise	April 2010 Reviewed annually	Chair, Professional Development Committee	100%	100%	100%	Scoping exercise completed . Reported to Board in biannual Training Coordinators report.
	2	Develop a Quality Assurance Framework for Single Agency Training	April 2010 Reviewed annually	Chair, Professional Development Committee	100%	100%	100%	Quality Assurance Framework (QAF) developed and signed off by Board. QAF implemented and biannual evaluation report presented Board
To deliver an inclusive and comprehensive Multi Agency Training Programme that is compliant with Chapter 4: Working Together 2010	1	Identify Strategic Drivers and Local Priorities	April 2010 Reviewed annually	Chair, Professional Development Committee	100%	100%	100%	Training Programme developed and evidences compliance with local and national practices, policies and procedures. Training programme signed off by Board.
	2	Conduct Training Needs Analysis	April 2010 Reviewed annually	Chair, Professional Development Committee	100%	100%	100%	Needs analysis completed and reported to Board in biannual Training Coordinators report.
	3	Develop Multi Agency Training Programme	April 2010 Reviewed annually	Chair, Professional Development Committee	100%	100%	100%	Multi agency training programme signed off by Board. Programme implemented and evaluated. Reported to Board in Training Coordinators biannual report.
	4	Conduct an audit of Working Together 2010 Chapter 4 Compliance	April 2010 Reviewed annually	Chair, Professional Development Committee	100%	100%	100%	Robust quality assurance framework to measure Chapter 4 compliance is in place. Training programme evidences impact on outcomes for children and young people. Single and multi agency safeguarding training is evaluated and reported to Board in biannual Training Coordinators report.
To ensure that the Board and children's workforce have attended appropriate number of CPD activities relevant to their roles.	1	Identify appropriate CPD opportunities and facilitate Board and Strategic Lead attendance.	May 2010 Reviewed 6 monthly	Chair, Professional Development Committee	100%	100%	100%	Board members evidence 12 hours of safeguarding CPD every 2 years. Reported to Board in Training Coordinators biannual report to Board.
	2	Collate and Evaluate CPD Activities Impact	Sept 2010	Chair, Professional Development Committee	100%	100%	100%	Board members evidence impact of safeguarding CPD every 2 years. Reported to Board in Training Coordinators biannual report.
	1	All partner agencies are implementing the ISA Barring and Vetting Scheme	November 2010	Chair, Safer Workforce Sub Committee	100%	100%	100%	All new employees registered with the VBS by November 2010. Partner agencies are able to evidence phasing of members of the existing workforce into the scheme.

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To ensure all agencies implement Safe Recruitment and Supervision of Staff Working with Children	2 Safe Workforce Briefings/Training Sessions to be embedded in the B&DSCB Training Programme	April 2010	Chair, Professional Development Committee	100%	100%	100%	Training programme contains safer recruitment, supervision and allegations management training. Attendance and impact to be reported to Board in Training Coordinators biannual report.
	3 Partner agencies comply with policies and procedures for allegations against staff	March 2010	Local Authority Designated Officer (LADO)	100%	100%	100%	All allegations of abuse made against staff are reported to LADO. In all cases allegations management is compliant with National and local policies and procedures. Evidence reported to Board in annual LADO report.
	4 Partner agencies have appropriate supervision policy in place.	December 2010	Chair, Safer Workforce Sub Committee	100%	100%	100%	All single agency policies signed off by PPC. Evidence of compliance to be reported to Board in annual Safe Workforce Audit.
	5 Commission a multi agency Safe Workforce Audit	Annually in September	Chair, Safer Workforce Sub Committee	100%	100%	100%	Audit completed and compliance reported to Board in annual report
To ensure that lessons from Serious Case Reviews are embedded in practices, policies and procedures	1 Recommendations from Local Serious Case Reviews are implemented	As necessary	Chair, Serious Case Review Working Group	100%	100%	100%	Recommendations have been actioned and sustainability and impact reported to the Board in Chair SCR Sub Committee biannual report.
	2 Recommendations from Serious Case Reviews nationally are implemented locally	June 2010 Reviewed Quarterly	Chair, Serious Case Review Working Group	100%	100%	100%	Evidence of compliance reported to Board in biannual Chair SCR Sub Committee report.
	3 Serious Case Review Briefings/Training Sessions to be embedded in the multi agency Training Programme	April 2010	Chair, Professional Development Committee	100%	100%	100%	Training programme contains serious case review training. Attendance and impact to be reported to Board in Training Coordinators biannual report.
Priority 4: To ensure full compliance with Section 11 and external inspections							
To monitor the completion of Self Assessment Tool and Action Plan for all agencies	1 Safeguarding & Quality Assurance Manager to initiate yearly round of S11 Audits and provide a S11 briefing, audit tools, guidance and deadlines to all agency Safeguarding Leads	Annually in March	GM Safeguarding, Quality and Reviews	100%	100%	100%	All Safeguarding Leads have received audit tools, guidance and attended briefing. Report to PPC of compliance annually in May
	2 Completed S11 Audits to be submitted to Safeguarding & Quality Assurance Manager/ Policy and Performance Team for aggregation.	Annually in April	GM Safeguarding, Quality and Reviews	100%	100%	100%	Quarterly reports of compliance to PMC and Board.. Annual S11 report presented to Board.

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	3 Agencies to attend PMC performance and challenge session annually.	Annually	Chair B&DSCB Performance Management Committee	100%	100%	100%	Evidence of impact of Performance Challenge to be reported in biannual PMC Chair's report to Board.
To monitor completion of Peer Audit of agency S11 Self Assessments	1 Peer Audit Schedule to be developed	June 2010	GM Safeguarding, Quality and Reviews	100%	100%	100%	Peer audit schedule signed off by Board
	2 Safeguarding Leads to undertake Peer Reviews	October 2010	Chair , PMC Sub Committee	100%	100%	100%	Compliance monitored by PMC and reported to Board in PMC Chairs biannual report to Board.
	3 Peer Evaluations to be submitted to Safeguarding & Quality Assurance Manager/ Policy and Performance Team for aggregation	December 2010	GM Safeguarding, Quality and Reviews	100%	100%	100%	Section 11 Report Submitted to PMC and B&DSCB Executive Board
To support and monitor compliance with Project SAFE	1 Action plan reviewed and updates provided as required	December 2010	GM Safeguarding, Quality and Reviews	100%	100%	100%	Evidence of compliance with all requirements set out in action plan. Impact reported to Board.
	2 All staff implement Project Safe requirements	June 2010	Chair PMC	100%	100%	100%	Compliance reported to Board in Multi Agency audit report.
To ensure compliance with recommendations form external inspections and reviews	1 Review and implement recommendations by external bodies	as required	Chair PMC	100%	100%	100%	Action plans developed and monitored by the Performance Management Committee. Compliance reported to the Board in biannual Chair PMC report.
To support the Children's Trust in ensuring compliance with statutory requirements for safeguarding children in Commissioning & Contracts.	1 Ensure that S11 audit compliance is built into all corporate small grant funding and community hall landlord arrangements.	April 2010	GM Community Cohesion	100%	100%	100%	Copy of the contract agreement and list of grant funded agencies to be signed off at PPC. S11 dataset records submission of S11 audits from all grant funded agencies. Reported to Board in quarterly S11 report.
	2 Ensure that S11 audit compliance is explicitly built into all council commissioning arrangements and contracts.	April 2010	Grp Mgr Cmsng & Partnerships	100%	100%	100%	Copy of the contract agreements endorsed by the PPC. All private and voluntary agencies commissioned by the LA have received appropriate S11 training, Compliance to be reported to Board in quarterly S11 report.
	3 Ensure that S11 audit compliance is explicitly built into all B&D NHS commissioning arrangements and contracts.	April 2010	Designated Nurse for Safeguarding/Managing Director Community Health Services	100%	100%	100%	Copy of the contract agreements endorsed by the PPC. All private and voluntary agencies commissioned by NHS B&D have received appropriate S11 training, Compliance to be reported to Board in quarterly S11 report.
Priority 5: To improve inter-agency collaboration on the front line (Operational)							
To ensure that partnership working and information	1 Agree protocol on distribution of Merlins from PDD to localities/MALTs	May 2010	Divisional Director Safeguarding and Rights	100%	100%	100%	Merlin protocol in agreed, and implemented. Impact reported to Board. Impact to be reported to Board in Chair of PMC biannual report.

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sharing arrangements are effective.	2 Ensure all staff understand the Continuum of Needs thresholds and use to inform assessments and referrals	June 2010	ISA Project Manager	100%	100%	100%	Evidence of a reduction in inappropriate referrals to Safeguarding and Rights. Increase in number of CAFS. Reported to Board in Chair of PMC biannual report.
To ensure all agencies have implemented statutory requirements compliant with Working Together	1 Review practices, policies and procedures to ensure that they are compliant with Working Together 2010.	September 2010	Chair, Policy Procedures and Communications Sub Committee	100%	100%	100%	All local policies and procedures reflect the changes in Working Together.
	2 Ensure all necessary information sharing protocols are implemented	June 2010	ISA Project Manager	100%	100%	100%	Protocols are in place. Evidence that all agencies share appropriate information on individuals when necessary.
To support the implementation of MALTs in accordance with Project SAFE	1 Secure health representation for MALTs	April 2010	Head of Integrated Family Services, MD B&DSCB	100%	100%	100%	Health sign up to MALT secured and representation in place.
	2 Recruit 3 social workers	April 2010	Head of Integrated Family Services	100%	100%	100%	Social workers are in post. Impact reported to Board.
	3 Secure representation from Quality and School Improvement	April 2010	Head of Integrated Family Services. Head of Quality and School Improvement	100%	100%	100%	Quality and School Improvement are represented in the MALT teams. Impact reported to Board.
Priority 6: To embed the "Think Family" approach							
To embed a Think Family culture, systems and processes across the Partnership	1 Monitor attendance at multi-agency meetings, e.g. TAF, Network meetings, Strategy meetings, CP conferences, core groups	Mar 2010	Chair, Performance Management Sub Committee	100%	100%	100%	Increase in attendance by agencies reported to PMC. Impact reported to Board in Chair PMC biannual report to Board.
	2 Agree Think Family performance monitoring indicators	May 2010	Head of Integrated Family Services	100%	100%	100%	Performance indicators included in Local B&DSCB dataset. Reported to Board in Chair PMC biannual report.
	3 Monitor and review the Implementation of CAF and TAF process within Children's and Adult Services and partner agencies	May 2010	Head of Integrated Family Services	100%	100%	100%	Evidence of increase in CAFS generated by Adult and Community Services and Partner agencies reported to PMC. Impact reported to Board in Chair PMC biannual report.
	4 Promote role of Lead professional within all agencies	Mar 2010	Head of Integrated Family Services	100%	100%	100%	Lead professionals are in place in all agencies.
To promote pooled budgets and joint commissioning arrangements for all new services	1 Support the Implementation of Total Commissioning and monitor compliance	April 2010	Head of Policy and Performance	50%	100%	100%	Total Commissioning is evidenced in joint commissioning and cost savings. Impact reported to Board.
Priority 7: To reduce the risk through early intervention and prevention							
	1 Health defaults on appointment and DNA Protocol implemented	April 2011	NHS B&S, CHS Safeguarding Service	50%	75%	100%	Protocol launched, staff trained on the protocol. Impact of implementation reported to Board.

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To support improvement in responses by universal services	2 Monitor and support Improvements in CAF completion rates	April 2010	ISA Project Manager	100%	100%	100%	Evidence of increase in number of CAFs completed and decrease in NAF IAs and CAs Impact reported to Board.
	3 Train staff within universal services on their roles and responsibilities as set out in the Merlin Protocol	May 2010	B&D CHS Safeguarding Service, CHS SCPHN CMS	100%	100%	100%	Training delivered, number of staff trained and evaluation of impact reported to Board.
	4 Monitor and support Improvements in participation in Core Group meetings	Mar 2011	GM Safeguarding Quality and Reviews.	100%	100%	100%	Core group packs distributed at all initial CP Conferences. Increase in partnership reports on core group contacts, reported to Board in Chair PMC biannual report.
	5 Enhance how CAF addresses concerns relating to DV and information sharing	May 2010	LBBD DV Team, Integrated Family Support, ISA	100%	100%	100%	CAF training reviewed, DV content developed and delivered. Incorporated into CAF training. Impact reported to Board.
To support and review borough services for children and YP affected by Domestic Violence	1 Ensure information on support and help available for children & young people experiencing/witnessing DV is available across the borough	June 2010 Review annually	DV Strategic Group, B&DSCB Policy Procedures and Communications	100%	100%	100%	Mapping of universal services response to DV as part of GOL project completed and circulated, distribution of DV resources (including help your mates leaflet).
	2 Monitor and review borough participation in GLDVP Community Treatment Programme	June 2010 Review annually	DV Strategic Group, B&DSCB, Integrated Family Service Board	100%	100%	100%	Business case agreed, tabled at relevant meetings. Decision taken. Bid to Health and Wellbeing Borad submitted and rejected. Issue returned to Aushust DV Strategic Group for further consideration.
	3 Monitor and review children's centres role in facilitating safe child contact	March 2011	DV Strategic Group DV Team Manager, Parenting Support	100%	100%	100%	This is included in the borough DV strategy action plan and was discussed at June Dv Strategic Group meeting. Proposal produced and presented to DV Strategic Group and Children's Trust. Impact reported to Board by DV Strategic Group Chair. Research ongoing.
To review thematic priorities based on the Children's Trust needs/gap analysis	1 Develop protocols for Children Missing from Home and Care (NI71)	April 2010 Review annually	Chair, Policy Procedures and Communications Sub-committee	100%	100%	100%	Protocol signed off by Board.
	2 Develop and implement e-safety strategy	June 2010 Review annually	Chair, PPC Sub Committee. Chair, Young People's Safety Group	100%	100%	100%	Protocol signed off by Board.
To ensure that the Board's Priorities are reviewed and updated in accordance with National and local requirements	1 Regularly review the Board Business plan and the Children and Young People's plan to measure compliance with National and local requirements and responses to local needs	October 2010 and 6 monthly thereafter	Chair, Policy Procedures and Communications Sub Committee.	50%	75%	100	The B&DSCB Business Plan is reviewed monthly by the PPC Sub Committee and progress reported to the PMC Sub Committee quarterly. Progress reported to the Board in the biannual report from the Chair, Performance Management Sub Committee and to the Children's Trust and Public Service Board in the Annual Report. The Board contribute to the development of the CYPP annually