

# Business Plan 2010/11



## **Business Plan 2010-2011**

### **1. Background**

1.1 Newcastle Safeguarding Children Board (NSCB) is the statutory partnership<sup>1</sup> for agreeing how agencies will co-operate to safeguard and promote the welfare of children.

1.2 The core functions<sup>2</sup> of the Board are:

- Developing policies and procedures for safeguarding and promoting the welfare of children.
- Communicating to persons and bodies in Newcastle the need to safeguard and promote the welfare of children raising their awareness of how this can best be done, and encouraging them to do so.
- Monitoring and evaluating the effectiveness of what is done by the authority and Board partners individually and collectively to safeguard and promote the welfare of children, and advising them on ways to improve practice and outcomes.
- Participating in the planning of all services for children in Newcastle.
- Undertaking reviews of serious cases and advising the authority and the Board partners on lessons to be learned.
- Engage in any other activity that facilitates, or is conducive to, the achievement of its objective.
- Putting in place procedures for ensuring that there is a coordinated response by the authority, Board partners and other relevant persons to an unexpected and expected death.

1.3 The NSCB Governance and accountability is outlined in its Annual Report<sup>3</sup> and gives detailed information about the scope of its work, the membership of the Board and its sub-groups and the way in which its business is conducted.

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<sup>1</sup> Children Act (2004)

<sup>2</sup> The Local Safeguarding Children's Boards Regulations 2006

<sup>3</sup> Annual Report 2009-2010

1.4 The NSCB is committed to improving the safety of children and young people; its vision is that all children and young people are safe and protected from harm within their families, communities and the City as a whole<sup>4</sup>.

## **2. Objectives**

2.1 The Business plan identifies 8 key objectives for the next year to be the central focus of inter-agency efforts in response to Lord Laming's recommendations<sup>5</sup> and Working Together guidance<sup>6</sup>. These objectives are:-

1. NSCB Governance arrangements are clear, understood and effective.
2. NSCB conduct of serious case reviews is robust, fully understood and compliant with Working Together and Ofsted evaluations standards.
3. Safeguarding children from specific vulnerable groups.
4. Safeguarding procedures for managing individual cases are compliant with Working Together.
5. NSCB Training Strategy and plan aligns with Newcastle Children Trust Board workforce strategy.
6. NSCB local children death review process is robust and effective.
7. Children and Young People have a strong voice in the work of NSCB.
8. NSCB quality and performance measures are outcome focused.

2.2 Each NSCB Committee will produce an annual work plan which will detail the contribution to be made to the overall Business Plan.

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<sup>4</sup> The Newcastle Plan for Children and Young People 2006-2010

<sup>5</sup> Lord Laming "the protection of children in England: A progress report" March 2009

<sup>6</sup> "Working Together" March 2010

### 3. Drivers

3.1 The pivotal drivers for the Business plan are:-

a) To meet the key changes of Working Together and with particular regard to the Child death process (chapter 7) and Serious Case Reviews (chapter 8).

b) Newcastle Plan for Children and Young People interim document 2009/10 (based on the original N.P.C.Y.P. 2006/10) is the strategy to achieve Improvements in the outcomes for children and young people in Newcastle. The Plan guides the delivery of integrated Children Services in line with the Every Child Matters agenda, as well as the local desire to ensure the development of multi-agency working ensuring that all agencies are able to offer children and young people the support they need to get the best possible start in life. Newcastle Children and Young Peoples Plan 2011/14 is currently in consultation.

Key to the Stay Safe agenda is the views of children and young people themselves. Children and young people in Newcastle have told us they are concerned about bullying both in school and out in the community, racial harassment and other forms of discrimination including hate crimes, crime and disorder.

c)The Local Area Agreement (LAA) is the delivery plan for the Sustainable Community Strategy, a long term plan for the future of the city and partners across the public, private and community and voluntary sectors. The LAA supports the joining up of services more strategically across sectors and locally.

d) The Children and Young People Workforce Strategy 2010/13 through Newcastle Children Trust is taking forward locally workforce reform agenda.

e) To establish the Board under Independent chairing arrangements.

f) To establish appropriate interface between NSCB and Children's Trust Board.

#### **4. Benefits**

- a) Clear working arrangements to support the work of the NSCB.
- b) Enhanced capability to manage performance and assure the quality of services to safeguarding children in Newcastle.
- c) Improved sense of purpose and direction to the work of the NSCB.
- d) All agencies clear about their roles and responsibilities for safeguarding across the partnership.
- e) Increased assurance to the partners and agencies.
- f) Strengthened relationships with relevant key strategic partnerships.
- g) Greater awareness of the work of the NSCB across the area.

#### **5. Monitoring and Review of Risk**

NSCB Business Plan and associated risk register will be monitored and reviewed by NSCB Business Group. The Business Group will report to the Board on any issues preventing the progression of the plan or escalation of risks

#### **6. Enablers**

- It is likely that the skills required to undertake this project successfully are available within the persons identified to contribute. If particular professional expertise is required in addition to this, it will be sought in the first instance from within partner agencies of the NSCB.
- It may be necessary to use some external consultancy services for specialised elements of the work, where this can be accommodated within the budget already agreed.

7.

**NSCB BUDGET 2010 - 2011**

**INCOME**

**£**

Children Services	£41,970
(Children Services Recharge £21,000, cash limit)	£20,970
NSCB Co-ordinator staffing	£53,070
Area Based Grant	£41,370
P.C.T	£41,000
Probation	£500
CAFCASS	£550
Police	£5,000
YOT	£4,000
Training	£1,000
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<b>Total Income</b>	<b>£188,460</b>

## EXPENDITURE

NSCB Co-ordinator	£50,119
T&D Officer (Including Management costs (A24)	£41,291
NSCB Administrator (E517)	£17,500
SCR Chronolator Licence (D315)	£950
NSCB Independent Chair (D405) invoice	£15,000
Royal maternity survey office (D405)	£1,600
CDOP Administrator (E517) invoice N/Tyneside Primary Care Trust	£15,000
CDOP Independent Chair person (D405)	£5,000
Lay person expenses	£500

### Business Plan

NSCB Training Plan	£9,000
SCR Independent Panel Chair (D405)	£5,000
SCR Independent Author (D405)	£10,000
LSCB Marketing materials/printing (D715)	£1,000
OBA Tool Kit	£500
Procedures	£600
Travel (C204)	£2,000
Car Mileage (C212)	£500
LSC B meetings, dev sessions, annual conference (D571)	£5,000
Other Expenses (D741)	£7,900

### Overall Expenditure

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**£188,460**

## DELIVERY PLAN

<b>Objective 1: NSCB governance arrangements are clear, understood and effective.</b>					
<b>Action</b>	<b>Lead officer/s</b>	<b>Timescale</b>	<b>Progress</b>	<b>Cost/resource</b>	<b>Measurable outcome</b>
1. Formulate partnership agreement between NSCB & CTB.	Lisa McWiggan Ruth Rogan	August 2010	1. Statement to be reviewed to embrace changes in Children's Trust arrangements by Louise Appleby, Children's Trust Board Officer and Andy Roberts, Manager - Childrens Trust, Strategic Partnerships	Current resources	NSCB functions effectively in accordance with working together.
2. Review NSCB constitution, including Committee functions and members role/job description.	Lisa McWiggan	August 2010	2. Constitution review completed	Current resources	
3. Recruit layperson/s as Board members.	Lisa McWiggan	December 2010	3. Advert, job description, personal spec	£500 (expenses)	

4. Develop NSCB annual report.	Lisa McWiggan Sue Kirkley	October 2010	completed, advert to go out in the next month  4. First draft completed to be presented to the Children's Trust Board 15 November	£500 OBA toolkit	
5. Embed OBA principles for measuring the success of NSCB.	Lisa McWiggan	December 2010		Current resources	
<b>Objective 2: NSCB conduct of Serious Case Reviews is robust, fully understood and compliant with Working Together 2010 &amp; Ofsted evaluation standards.</b>					
<b>Action</b>	<b>Lead officer/s</b>	<b>Timescale</b>	<b>Progress</b>	<b>Cost/resource</b>	<b>Measurable outcome</b>
1. Review of current local procedures.	Jayne Forsdike & Lisa McWiggan	September 2010	1. Completed	Current resources	Ofsted evaluation adequate or above.
2. Revise SCR Committee terms of reference, incorporating links with the child death review process.	Jayne Forsdike & Lisa McWiggan	June 2010	2. Completed	Current resources Contingency for SCR panel chair ) overview author £15000	
3. Training for IMR authors.	Maggie Wedgewood	mid-July 2010	3. IMR Training 8 October undertaken	Current resources & Support from GO-NE under review	

4. NSCB & Committee development sessions focusing on chapter 8 responsibilities & Ofsted evaluation criteria.	Jayne Forsdike & Lisa McWiggan	July 2010	4. Completed, briefing documents by PA to be circulated		
5. Produce leaflet for staff in the event of a SCR.	Lisa McWiggan	June 2010	5. Completed	£1000	
<b>Objective 3: Safeguarding Children from specific vulnerable groups.</b>					
<b>Action</b>	<b>Lead officer/s</b>	<b>Timescale</b>	<b>Progress</b>	<b>Cost/resource</b>	<b>Measurable outcome</b>
1. Prioritise potentially 'vulnerable' groups of C & YP, ensuring policy/national guidance is in place to ensure appropriate services are available to them. (Adolescent neglect, impact of domestic violence/mental	Lisa McWiggan	July 2010	1. Children's Trust Board and NSCB Conference 18 October, theme Adolescent Neglect. SEMG audit identified domestic violence workshops to be arranged. Mental illness and substance misuse actioned to the Hidden Harm Group		

<p>illness and substance misuse of parents or carers).</p> <p>2. Sub working group set up to develop a plan to safeguard children and young people with a disability with regard to transition.</p> <p>3. Review of safeguarding arrangements for children educated at home.</p> <p>4.. Consider the findings from the SCR overview of child deaths and the resultant learning acted upon</p>	<p>Lisa McWiggan</p> <p>Linda Mason (Ian Clennell)</p> <p>Lisa McWiggan/Jayne Forsdike</p>	<p>September 2010</p> <p>December 2010</p> <p>December 2010</p>	<p>2. Transition Steering Group established, Chaired by Pat Thompson, Service Manager, Children with Complex Health Needs and Disabilities, to look at revised protocol</p> <p>4. In place</p>	<p>Current resources. Costed action plan to be developed as part of the work.</p> <p>Current resources.</p>	<p>Project plan approved by NSCB.</p> <p>School self assessments and action plans.</p>
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<b>Objective 4: Safeguarding procedures for managing individual cases are compliant with Working Together 2010.</b>					
<b>Action</b>	<b>Lead officer/s</b>	<b>Timescale</b>	<b>Progress</b>	<b>Cost/resource</b>	<b>Measurable outcome</b>
1. Web child protection procedures are reviewed and updated.	Lisa McWiggan & Mary Bartram	July 2010	1. Regional procedures agreed by Policy and Procedures Committee, localised and to be on NSCB web site - Completed	Regional project £700	Up to date and approved documents.
2. NSCB Policy & Procedure Committee to formulate a review plan for all out of date procedures including multi-agency procedures.	Lisa McWiggan & Alison Steele	July 2010	2. Scoping exercise undertaken by Policy and Procedures Committee, action plan in place	Current resources	

<b>Objective 5: NSCB Training Strategy and plan aligns with Newcastle CTB workforce strategy.</b>					
<b>Action</b>	<b>Lead officer/s</b>	<b>Timescale</b>	<b>Progress</b>	<b>Cost/resource</b>	<b>Measurable outcome</b>
1. Review of NSCB training strategy; align strategic planning with CWD Board.	Maggie Wedgewood	September 2010	1. Draft completed to be presented to Training Committee 23 November 2010	Current resource	Training resources are used efficiently. Staff have an understanding of their role.

<b>Objective 6: NSCB Local Child death review process is robust.</b>					
<b>Action</b>	<b>Lead officer/s</b>	<b>Timescale</b>	<b>Progress</b>	<b>Cost/resource</b>	<b>Measurable outcome</b>
1. Review of current local child death procedures and processes, including, Rapid Response, notifications to Ofsted & SCRs.	Lisa McWiggan	September 2010	1. 23.07.10 discussion at CDOP, further development required	Current resources	Timely response to child deaths.

<b>Objective 7: Children and Young People to have a strong voice in the work of NSCB.</b>					
<b>Action</b>	<b>Lead officer/s</b>	<b>Timescale</b>	<b>Progress</b>	<b>Cost/resource</b>	<b>Measurable outcome</b>
1. Establish a forum by which CYP can have their views considered by NSCB e.g. junior LSCB, CYP group	Nick Brereton Ruth Rogan	September 2010	1. Planning with Nick Brereton, to facilitate development session with the Board involving Youth Voice proposed date 2 December 2010		CYP tell us they feel listened to and can see what we have done

<b>Objective 8: NSCB quality and performance measures are outcome focused.</b>					
<b>Action</b>	<b>Lead officer/s</b>	<b>Timescale</b>	<b>Progress</b>	<b>Cost/resource</b>	<b>Measurable outcome</b>
1. Embed the principles of OBA into the work of the SEM Group.	Jayne Forsdike	September 2010	1. SEMG to look at Second and Subsequent Plans	Current resources support from GO-NE.	Turning the curve events and reports for areas assessed as a risk.
2. Learning Lessons to be reflected in training strategies.	Paula Askill Lisa McWiggan Maggie Wedgewood	September 2010	2. In place	Current resources	Training resources are used efficiently. Staff have an understanding of their role.

## **Glossary**

NSCB	Newcastle Safeguarding Children Board
CTB	Children's Trust Board
OBA	Outcomes Based Accountability
SCR	Serious Case Review
IMR	Individual Management Review
SEM	Standards and Effectiveness Management Group
GO-NE	Government Office North East
CWD	Children's Workforce Development
CYP	Children and Young People
CAFCASS	Children and Family Court Advisory and Support Service
CDOP	Child Death Overview Panel
YOT	Youth Offending Team

## **Lead Officers**

Lisa McWiggan	NSCB Co-ordinator
Jayne Forsdike	Children's Safeguarding Standards Unit Manager and chair of SEM Group and Serious Case Review Committee
Maggie Wedgewood	NSCB Training & development Officer
Mary Bartram	NSCB Administrator
Alison Steele	Designated Doctor and chair of Policy and Procedure Committee
Ian Clennell	Safeguarding School Improvement Adviser

