



**WILTSHIRE LOCAL  
SAFEGUARDING  
CHILDREN BOARD**



# **Annual Report 2008 - 2009 & Business Plan 2009 - 2010**

**Helping agencies to  
work together to keep  
children safe**

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For further information or queries about Wiltshire LSCB please contact:  
 LSCB Business Manager: [angie.hael@wiltshire.gov.uk](mailto:angie.hael@wiltshire.gov.uk)  
 Or telephone Angie on 01225 718093  
 Or visit our website at [www.wiltshirelscb.org.uk](http://www.wiltshirelscb.org.uk)



## a) Preface by Wiltshire LSCB Chair

The Wiltshire LSCB has had another challenging year but continues to make good progress aiming to ensure that all children and young people in Wiltshire are safeguarded. I am grateful to all its members for their continuing support in achieving this.

Effective Interagency collaboration has enabled us to make progress against objectives and to reinforce and improve practice.

Our Main Achievements this year

- Developing a Balanced Scorecard to capture evidence against key Safeguarding indicators and to capture impact and outcomes for Safeguarding work across Wiltshire.
- Serious Case Reviews (SCR) – we have enhanced our SCR process providing a robust structure, with support and training for colleagues contributing reports.
- Independent consultants have been employed to ensure independent scrutiny.
- Role of the LSCB Development Manager has been progressed to keep pace with changes and developments.
- We have appointed a lead officer to further develop our capacity in respect of missing children and young people.
- We have implemented the new child death arrangements - establishing Child Death Review Sub Group, Overview Panel and Rapid Response Teams.

We have continued to develop our existing inter-agency partnerships

- We regularly collaborate with Swindon LSCB with a joint review and audit process for all agencies submissions regarding Section 11 Children Act 2004
- Continued participation in the regional web-based multi-agency Child Protection Procedures arrangements.
- We have formal and regular communications with the Children's Trust Board.
- Maintenance of the extensive training programme for schools staff and Governors and the programme of multi-agency child protection training.

At our Annual Development Day objectives were prioritised for the coming year acknowledging Lord Laming's recommendations.

We will strengthen further our role as LSCB by pursuing an Independent Chair, and a Development Manager will be employed to drive forward process and practice change ensuring we achieve our aspirations.



**Carolyn Godfrey**

*Director, Children & Education,  
Wiltshire Council  
Chair – Wiltshire LSCB*

## 1b) Wiltshire Local Safeguarding Children Board

### Statutory basis

The Local Safeguarding Children Board for Wiltshire has been established in compliance with s13 of the Children Act 2004 and The Local Safeguarding Boards' Regulations 2005.

The LSCB is the key statutory mechanism for agreeing how the relevant organisations in Wiltshire will co-operate to safeguard and promote the welfare of children and for ensuring the effectiveness of what they do.

### Role of LSCB

The work of the LSCB fits within the wider context of children's trust arrangements that aim to improve the overall well-being (and the five outcomes) for all children in Wiltshire. Whilst the LSCB contributes to the wider goals for all children, it has a particular focus on aspects of the 'staying safe' outcome.

### Core Objectives s14 (1) Children Act 2004

- To co-ordinate what is done by each person or body represented on the Board for the purposes of safeguarding and promoting the welfare of children in the area of the authority; and,
- To ensure the effectiveness of what is done by each such person or body for that purpose.

The LSCB will therefore ensure that the duty to safeguard and promote the welfare of children will be carried out in such a way as to improve all five outcomes which are important for children through three activity streams;

- (1) Activity that affects all children and aims to prevent maltreatment or impairment to health or development and ensure children are growing up in circumstances consistent with safe and effective care.
- (2) Proactive work that aims to target particular groups.
- (3) Reactive work to protect children who are suffering or at risk of suffering maltreatment.

### Responsibility

The LSCB has a responsibility in co-ordinating and ensuring the effectiveness of local individuals' and organisations' work to safeguard and promote the welfare of children. It is not accountable for their operational work. Partner agencies are accountable to the LSCB for the effectiveness of their agency service to safeguard children.



## 1c) Wiltshire Local Safeguarding Children Board will:

### Work Together

- Ensure all agencies hold each other to account
- Ensure processes and procedures are transparent
- Promote continuous improvement and learning together
- Ensure that the Welfare of Children and Young People are central to our Work.

### Equality and Diversity

- Strive to ensure Equality and Diversity needs including cultural, religious, language, gender, sexual orientation, and disability are considered throughout all of its Safeguarding work, and is encompassed in all services to children and young people by its agency members.
- Offer support to Children and Young People and their families, including, minority ethnic groups and commonwealth families within the MOD by the production and distribution of the Safe Parenting Handbook with translations provided as necessary.
- Listen to the views and needs of Children and young people who are central to the Safeguarding agenda and act where appropriate to support them.
- An Equalities Impact Assessment (EIA) has been undertaken in respect of this Business Plan and relevant factors have been incorporated into the LSCB planning and reviewing process.

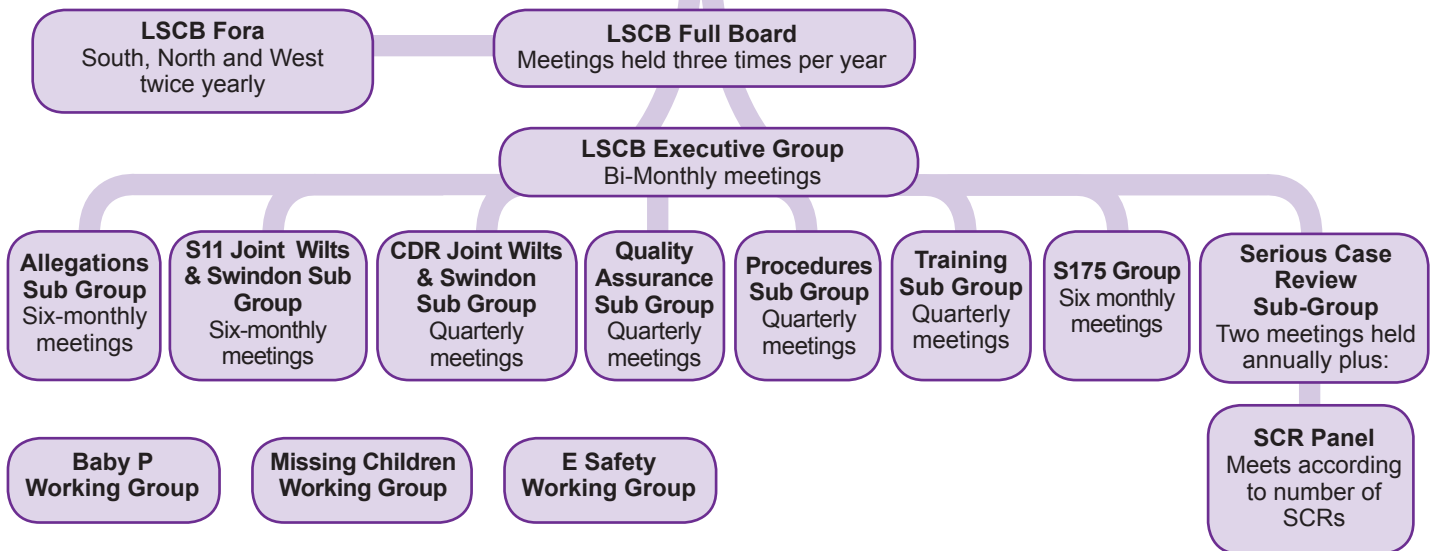
### Data Protection

The Local Safeguarding Children Board will ensure all Data and personal information is held for a specific purpose, secured, confidential and is only accessed by those who need to and are authorised to do so.

## 1d) Wiltshire Local Safeguarding Children Board Structure

Chair: Carolyn Godfrey

Director, Children & Education



## Working Principles and Terms of Reference for Wiltshire LSCB

The terms of reference for Wiltshire LSCB are as follows:

- To develop policies and procedures for inter-agency work to protect children within the framework of 'Working Together to Safeguard Children' DfES 06.
- To audit and evaluate how well local services work together to protect children.
- To put in place objectives and performance indicators for Child Protection.
- To encourage and help develop effective working relationships between different services and professional groups.
- To improve the effectiveness of our practice in the light of knowledge gained through national and local experience and research and to make sure that any lessons learned are shared, understood and acted upon.
- To undertake reviews where a child has died or in certain circumstances been seriously harmed and abuse and neglect are confirmed or suspected.
- To help improve the quality of Child Protection work and of inter-agency working through specifying needs for inter-agency training and development and ensuring that training is delivered.
- To raise awareness of Child Protection issues within the wider community.

## 1e) Most Significant Achievements in the 2008/9

### MARAC

Multi Agency Risk Assessment Conference - process where families experiencing domestic violence are referred and child protection issues are picked up. Social Services work with the process along with Health Visitors and School Nurses. The decision not to hold a S47 enquiry can be challenged and escalated.

### Domestic Violence

Domestic Violence was highlighted at the LSCB Conference and the LSCB Local Area Fora.

**Outcome:** A mechanism that contributes to the reduction in repeat domestic violence referrals and provides challenge to the S47 Enquiry.

### E Safety

There have been huge inroads into schools with SWGFL (South West Grid For Learning). LSCB Commissioned work to produce a strategy and a Working Group set up this year to drive the education programme with pupils and parents trained to spot and report dangers.

**Outcome:** A greater awareness of E-dangers, keeping Children and young people safe.

### Safe Parenting Handbook

Safe Parenting Handbook has been circulated widely, with 20,000 copies distributed via schools, Health Visitors, Connexions, Probation, Youth Offending Team and colleges.

**Outcome:** Families in Wiltshire are receiving and accessing clear advice and signposting.

## Advocacy Process

Wiltshire's JAR report highlighted the positive impact for children to contribute to the child protection process. The service has now been extended to encompass aged 5 and above.

**Outcome:** Children are central to the process with the child protection plans and ensure that the Childs' voice is heard.

## Procedures

Wiltshire LSCB as part of the South West Child Protection Procedures group of which we are members is ensuring that everyone is working together to the same procedures.

**Outcome:** Multi agency and multi LSCB agreement of Procedures and practice.

## Missing Children

By exceptionally funding an outreach worker post with police we will continue to improve outcomes for runaways and missing children. The dialogue with children aims to prevent children becoming vulnerable and at risk. Current achievements are: reduced incidents by 25% and a reduction of runners from care 36%. A Sub-Group has been set up to address all Missing Children and will report to the Board.

**Outcome:** Aiming to reduce the numbers of children that go missing and link with national research, improving outcomes for children.

## Child Death Review

**Rapid Response Teams are in place.** A National Trained Resource that previously did not exist making a difference to children and young people.

**Child Death Overview Panel in place** – linking with Swindon to review deaths and highlight learning.

**Outcome:** All Child Deaths reviewed to ascertain a) Preventable factors and; b) Required service/guidance and outcomes to prevent future deaths.

## External Drivers

**Baby P** – Following the tragic death of Baby Peter we as a Board have reviewed our processes and our record keeping, reflecting and tightening procedures in areas particularly strategy meetings.

An action plan has been produced following the extraordinary meeting of the Executive.

**Outcome:** Further self-audit and improved multi-agency processes in line with Laming Recommendations.

## SCR:

We have taken OFSTED's feedback and criteria for evaluation of Serious Case Reviews and further improved our SCR processes and procedures.

**Outcome:** Ensure good reports and embedded learning in Agencies.

## 1f) Sub Groups

Supporting the Local Safeguarding Children Board there are eight main sub-groups whose functions are as follows:

- **Procedures Sub-Group**

To maintain, develop and review inter-agency child protection procedures.

- **Quality Assurance Sub-Group**

Reviewing the quality of child protection practice across agencies based upon the Multi-Agency Child Protection Procedures and Guidance.

- **Training Sub-Group**

Ensure appropriate inter-agency training is provided for relevant staff of all agencies.

- **Serious Case Review Sub-Group**

To consider whether a serious case review is required. The criteria for such a recommendation can be found in Working Together to Safeguard Children – DfES 2006: "Are there lessons to be learned by agencies when a child dies from abuse or neglect?"

- **S175 Education Act 2002**

Ensuring the implementation of legislation and guidance for schools including audit, with support and challenge.

- **Section 11 Sub-Group and Overview Panel**

Joined with Swindon LSCB to align Swindon and Wiltshire processes and provide a peer review focus of procedures and provide feedback to agencies.

- **Allegations Sub-Group**

Monitoring the Allegations against staff and ensuring policy and processes are embedded within agencies.

- **Child Death Review Sub-Group and Child Death Overview Panel (CDOP)**

– which joined with Swindon and together developed the process to deal with the rapid response element of the Child Death Review Process and develop the Child Death Overview Panel

- **Local Area Fora meetings**

– are held twice yearly in North Wilts & Kennet, West Wilts and South Wilts. The purpose is to encourage networking between agencies and discuss local child protection issues and update Safeguarding knowledge with new government guidance regularly being introduced. They are led by a multi-agency working group from health, social services, police and the Head of Safeguarding.

New Working Groups this year included 'Missing Children' which become an objective mid-year, 'Baby P' and 'E-Safety'.

## 2a) Wiltshire LSCB Objective Reports 2008/09

### Objective 1 – E-Safety

Objective Leads and Contributors  
Graham Titheradge and Ian Baker, Wiltshire Council

#### Summary of Work Undertaken 2008-09

The E-Safety project group met on 3 occasions through the year. There were representatives from Social Care, Education, Police, LSCB training and the South West Grid for Learning. The meetings were chaired by the Chair of the LSCB Procedures sub committee.

At the first meeting a work plan was developed with the aim of producing an E-Safety Strategy and ensuring that the strategy was rolled out by the end of March 2009.

Some members of the group also attended national and regional meetings and conferences organised by BECTA to ensure that what was being done was in line with current guidance and thinking.

Using the guidance given in the BECTA manual ‘Safeguarding Children in a Digital World: A Strategy’ was produced and was taken to the Procedures Sub-Group in October. It was agreed at that meeting and subsequently accepted by the LSCB.

In March the strategy was launched at the LSCB conference.

The group continues to meet twice a year to review the working of the strategy as recommended in the strategy document.

The objective has now been completed, although the multi-agency E Safety work continues in practice.. Future reporting will be from police regarding reports of E-bullying and criminal activity, not focusing on the number of reports but the number of charges made.



## Objective 2 – Section 11 Children’s Act 2004 and S175 Education Act

Objective Lead: Sarah Webb, Head of Safeguarding, Wiltshire Council

### Summary of Work Undertaken 2008-09

This LSCB objective relates to both of the main functions of LSCB’s, as required within, ‘Working Together to Safeguard Children’ 2006, Chapter 3-

LSCBs should co-ordinate what is done by each body in safeguarding, and ensuring effectiveness of what is done.

Wiltshire LSCB has two working groups to progress this work. S11 of the Children Act 2004 requires all agencies (apart from schools) and all staff working with children to discharge their functions with a view to safeguarding children, and S175 Education Act 2002 has the same requirement for schools.

**The S11 group** is a peer review group with Swindon LSCB, meeting twice a year to review and benchmark the outcomes of each agency’s S11 progress action plan. An annual audit was undertaken by the group, with results and recommendations fed back to each agency. Only 2 agencies fell short of the required standards this year, and they have both been offered support and a request to re-submit after 6 months to demonstrate improvement.

Nine Wiltshire agencies’ S11 returns were peer reviewed, the outcome being good, with 72% compliance, a slight improvement on last year’s 69%.

**The S175 group** met twice this year to ensure compliance with S175 guidance ‘Safeguarding Children in Education’ 2007. Self assessment safeguarding audit proformae were sent to each school, followed up by random sample safeguarding audit visits of support and challenge to schools on safeguarding compliance. Safeguarding visits over the last three years have resulted in all special and secondary schools being visited, and almost half of our Primary schools. Child protection training, policies, designated roles, and safer recruitment are checked, and advice given. There have been major improvements in schools’ compliance with S175 and most schools are now performing at level 2-good, and none have been assessed at level 4- inadequate.

Wiltshire chairs the regional South West Safeguarding in Education Group, which has met twice yearly, sharing good practice, collaborating on joint safeguarding work, and raising issues with DCSF and OFSTED to help improve schools’ safeguarding. Wiltshire also has S157 safeguarding contracts with 12 of our Independent schools, providing advice, training and support visits.

### Analysis of progress on this LSCB Objective, including outstanding work

- S11. We have succeeded in continued auditing of LSCB agencies compliance with S11 Children Act, and improvements in overall performance. We now need to encourage agencies to improve further from the current 72% compliance average - which is a good score considering the very wide range of safeguarding requirements within this legislation - towards 80% +.
- S175. We have continued the pioneering safeguarding auditing system with Wiltshire schools - now being adopted by many other LSCB’s in the South West. Most schools are performing at Level 2-good, and support is given to schools which need to improve. We aim to maintain “no schools being assessed at level 4”, and are providing additional support to governors.
- S175. The new Ofsted Schools’ Inspection Framework for 09-10 states that schools which do poorly in safeguarding are likely to fail overall –the implications of this are being considered in terms of additional support to schools requiring help or being assessed at level 3.





### Objective 3 – Child Death Review Implementation and Monitoring

Objective Lead: Fiona Finlay, Designated Doctor, Royal United Hospital

#### Summary of Work Undertaken 2008-09

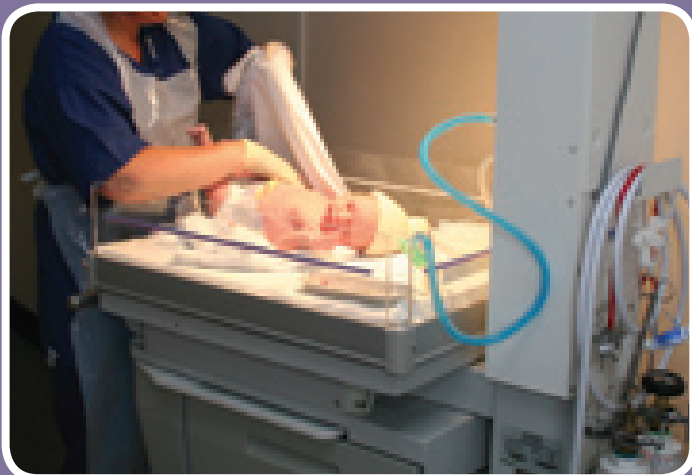
From April 1 2008, all Local Safeguarding Children Boards (LSCBs) had to have in place a rapid response process to child deaths and a Child Death Review Panel.

The LSCB is responsible for collecting and analysing information about the deaths of children and young people (up to the age of 18) in their area. From this information, it should be possible to identify patterns and trends and take specific action to prevent some similar deaths in future.

Swindon and Wiltshire LSCB's decided to work together on child deaths. This will ensure that data is based on a meaningful sample size and that local agencies are able to respond more effectively to child deaths.

The aims of the child death review process are

- to learn from all child deaths, enabling changes which may prevent future deaths.
- to identify whether deaths are preventable and work to reduce the numbers of preventable deaths over time
- to improve the way in which each death is responded to ensuring a process that provides good information and support to families at all stages.
- in the rare cases where homicide has occurred, to collect information in a way that prevents unsafe convictions but supports convictions where appropriate.
- to ensure that families are offered bereavement services.



#### Rapid Response Team

The Rapid Response Team is responsible for:

- making immediate enquiries into unexpected deaths, including home visits.
- collecting information about these deaths in line with a nationally agreed dataset.
- maintaining contact with the family to keep them up to date with information about the death and ensuring good support.

26% of cases, where a judgement could be made, contained avoidable factors. . . In a further 43% of cases there were potentially avoidable factors.

**Why Children Die: A Pilot Study 2006, CEMACH**

#### Summary

Although, similarly to other LSCB's, the Panel has not been able to review all cases this year due to awaiting agencies child death reports, considerable work has been done to establish our reviewing processes and our Rapid Response Team and we believe these are now satisfactorily in place.

The Panel is planning to meet five times in 2009/10 to ensure there is capacity to review a full year's cases and at the end of the coming year the full benefits of the process are likely to start to emerge.

#### Future Development

The Child Death Sub-Group will meet in June to review the Wiltshire and Swindon process against the DCSF 'Effectiveness Tool' and action any work to cover any remaining gaps in the process. It is anticipated that this sub-group will operate as a monitoring task Group until any remaining set-up work is complete and then will cease. The Child Death Overview Panel will then oversee any related matters such as ongoing training needs.

The work planned for the Child Death Review Sub-Group and Child Death Overview Panel is reported to the LSCB and Children's Trust via the annual report. The work plan includes ensuring in 2009/10 a clear protocol with the coronial service.

This first Annual Report will go to each of the Swindon and Wiltshire Local Safeguarding Children Boards.

## Objective 4 – Promoting Awareness of the LSCB

Objective Lead: Trish O'Donnell, NSPCC

Jimmy Doyle and Paul Williams – assisted by Angie Hael

A plan for targeted awareness raising of the LSCB and its work to partner agency staff and public 2007/09

### Summary of Work Undertaken 2008-09

20,000 Safe Parenting Handbooks were updated reprinted and distributed

Safe Communities - training and Pack delivered to voluntary and community groups

Media strategy & guidance agreed

Stall and information at LSCB annual conference with branded goods

LSCB Website reviewed and updates agreed, implementation awaiting appointment of the LSCH Development Manager

LSCB logo used on all training materials and relevant pages of Pathways

### Analysis of progress on this LSCB Objective, including outstanding work

- The Board agreed initial work and acknowledged that further capacity was required and agreed to a Development post, to assist.
- While we can say we reached parents and staff with our publicity, the establishment of a baseline to measure improvements is still necessary
- Making staff and the public aware of the work of the Board should continue as part of the core work of staff who support the Board, assisted by members as appropriate.

## Objective 5 – Continuing Reviewing Allegations against staff of all agencies

Objective Lead: Sarah Webb, Head of Safeguarding

### Summary of Work Undertaken 2008-09

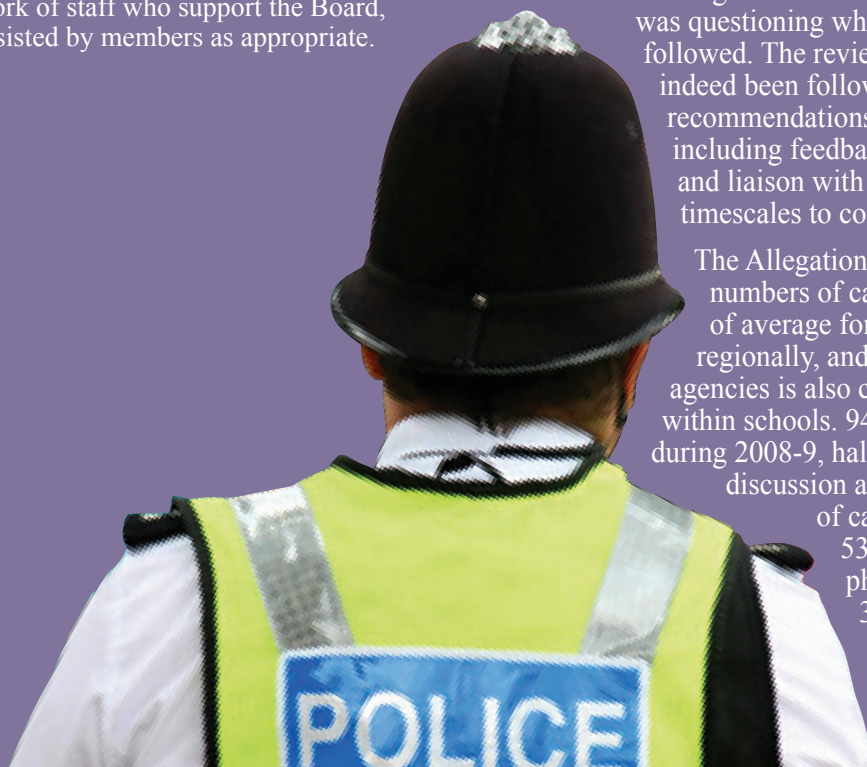
The LSCB is required to monitor the work of allegations against staff and learn any lessons required from these cases and processes. This relates to Appendix 5 of 'Working Together to Safeguard Children.' 2006. In the previous year, GOSW assessed our allegations work as being "green" (no further such assessments have been undertaken this year).

The multi-agency Allegations (against staff) Sub-Group of the LSCB has continued to meet twice yearly. The main agency representatives (health, social care, and police) – with both professional, and HR leads - attend meetings where performance in respect of allegations cases is monitored. This group has confirmed that there are allegation leads in each main agency, and that cases are processed according to government guidance. The LA has 3 Local Authority Designated Officers (LADO's) who chair the multi-agency strategy discussions for these cases, to enable joint agreement about investigations and any disciplinary or criminal proceedings, and a LADO Manager, and Named Senior Officer to ensure compliance with legislation.

An 'Allegations against staff' procedure flowchart, with reporting process and contact details outlined, was produced for all agencies, and placed on the LSCB website.

The LADO manager commissioned the LSCB Allegations Sub-Group to undertake a review of an allegation case where a subject member of staff was questioning whether proper processes had been followed. The review found that procedures had indeed been followed well in this case, and some recommendations for best practice were implemented including feedback to the employer or staff member, and liaison with the police force and CPS regarding timescales to conclude cases.

The Allegations Sub-Group has found that our numbers of cases locally is within the range of average for cases reported nationally and regionally, and that the proportion of different agencies is also close to the national picture- most within schools. 94 cases were referred to LADO's during 2008-9, half of which proceeded to strategy discussion and multi-agency enquiries. Only 8% of cases were concluded as unfounded. 53% had a sexual abuse risk, and 42% physical. 97% were concluded within 3 months, and only 1 case within 12 months, none took longer than 12 months.



### Analysis of progress on this LSCB Objective, including outstanding work

- Continued reporting of staff allegations by all agencies to LSCB Allegations Sub-Group.
- An allegations case review found procedures are being followed, and best practice recommendations have been implemented.
- The very small number of cases reported from Police and Health are being monitored next year, and the DCSF Audit Toolkit on Allegations will again be completed by the group.
- Forthcoming new government allegations guidance (now at consultation stage) will be implemented in 2010.

### Objective 6 – Missing Children

Objective Lead: Detective Inspector Caroline Evely, Wiltshire Police

#### Summary of Work Undertaken 2008-09

- January 2009, formulated LSCB Sub-Group for Missing Children.
- Terms of reference and multi-agency membership agreed.
- Commenced data capture of police recorded incidents and children missing from education. Data shared at all Sub-Group meetings.
- Sub-Group continues to meet quarterly where data is shared.
- April 2009 - quotations invited from five charity based organisations to provide outreach worker.
- May 2009 - presentations given by two highest scoring organisations. Barnardos awarded contract.
- Police BCU Commander for Wiltshire agrees to second a full time police officer to work alongside outreach worker when appointed.
- June 2006 position of outreach worker advertised interviews to be carried out in July 2009 for appointment of outreach worker in September 2009.

### Analysis of progress on this LSCB Objective, including outstanding work

- Policy and procedures to be re-written in respect of missing children.
- Action plan to be drawn up to work towards National Indicator 71.
- Review of service provision particularly emergency accommodation.



## 2b) Income from Agencies and Budget

Income from agency	2007/08	2008/09
cfwd		49,500
Local Authority	48,000	51,200
Health (PCTs)	21,000	22,200
Police	10,120	10,400
Probation	4,293	4,400
Connexions	4,293	4,400
CAFCASS	4,293	4,400
CDR fund to LA WCC	0	38014
Early years contribution		5000
<b>TOTAL £</b>	<b>92,000</b>	<b>136,114</b>

Previous years have enjoyed an underspend due to no Serious case reviews. Increased expenditure cover changed business requirements, new administrative support, external independent consultancy, one serious case review with independent chair and author and supporting the missing children objective by providing one off funding. Child death local authority funding is pooled with Swindon LSCB.

Costs	2007/08	2008/09
Staff Costs (inc. consultancy)	27,000	66,000
Training Contribution	17,000	17,000
Serious Case Reviews	2,000	3,000
Procedures	1,000	500
Advocacy	10,000	12,000
Business Support	10,000	10,000
Parenting Handbook	10,000	13,000
Missing Children	0	30,000
Child Death Spend	0	38,014
<b>TOTAL £</b>	<b>77,000</b>	<b>189,514</b>

### Budget - Income from agencies

#### Wiltshire LSCB Income requirement for 2009 to 2010

Due to increased national government requirements in safeguarding for LSCB's, we are projecting a 25% increase in income required from agencies for this year and next to include;

SCRs independent authoring as well as chairing, additional auditing and Independent LSCB Chairing re: Laming recommendations

\* Child Death monies are income from government, not subject to 25% increase.

\*\*Early Years Funding contributes to the cost of producing the Safe Parenting Handbook.

Income from Agency	09/10 agreed contributions	Applied 25% increase
Local Authority	52,224	65,280
Health (PCTs)	22,644	28,305
Police	10,608	13,260
Probation	4,488	5,610
Connexions	4,488	5,610
CAFCASS	510	637
*CDR fund to LA WCC	36,000	36,000
**Early years contribution	5000	5000
<b>TOTAL £</b>	<b>135,962</b>	<b>159,702</b>



## 2c) LSCB Membership 2008-09

- Carolyn Godfrey (Chair) Director of Children & Education, Wiltshire Council
- Janet Bowen Designated Nurse, Wiltshire PCT
- Sheelagh Brown Secondary Headteacher, Wilts Association of Secondary Heads
- Rev Rachel Bussey Church of England (Diocese of Salisbury)
- Heather Clewett Head of Area Services, Wiltshire Council
- Mandy Cox South West Strategic Health Authority
- DI Nicki Davey Wiltshire Police
- Sharon Davies Assistant Director Children & Families, Wiltshire Council
- Carrie Ferguson Named/Designated Nurse, Child Protection
- Dr Fiona Finlay Consultant Paediatrician, Bath & North East Somerset PCT
- Netta Hemmins Primary Headteacher, Primary Heads Forum
- Dr Paul Jakeman GP
- Dr Anne Lashford GP, Vice-Chair Wiltshire LMC
- Claire McConnel Service Manager, CAFCASS
- Mal Munday Head of Service, Wiltshire Youth Offending Service
- Dr Robin Mills Specialist in Paediatric Dentistry, Wiltshire PCT
- Alison Minch Assistant Chief Officer, Wiltshire Probation Service
- Sue Nield Head of Sure Start, Wiltshire Council
- Trish O' Donnell Area Children's Services Manager, NSPCC
- Andrew Reynolds Head of Strategic Housing Services, Salisbury District Council
- Mark Rippon North Wilts Crime & Disorder Reduction Partnership
- Christine Robinson Assistant Director of Children's Services, Barnardo's SW
- Sally Sandcraft Director of midwifery
- Mark Smith Service Director – Amenities and Leisure, Wiltshire Council
- Nicole Smith Head of Housing, Wiltshire Council
- Sue Smith GWA Services NHS Trust
- Graham Titheradge Child Protection Co-ordinator, Wiltshire Council
- Robin Townsend Head of Leisure, Wiltshire Council
- Sarah Webb Head of Safeguarding, Wiltshire Council
- Supt Paul Williams Wiltshire Police

**Attendance and Contribution:** All members receive an induction by the Head of Safeguarding, have an enhanced CRB check and regularly attend Child Protection training

Each member can take decisions for their organisation and recommend policy and procedural change as appropriate.

Attendance at Board by its members is good, but not 100% for all. Poor attendance is monitored and taken up by the Chair.

## 2d) Executive Group

### Membership:

Jimmy Doyle (Chair)	Assistant Director Children & Families
Trish O Donnell	Assistant Director Services Manager NSPCC
Carrie Ferguson	Designated & Named Nurse South Wiltshire PCT
Kate Larard	Designated Nurse Wiltshire PCT
Sarah Webb	Head of Safeguarding WC
Fiona Finlay	Designated Dr, RUH Bath
Mal Munday	Probation
Graham Titheradge	Child Protection Co-ordinator North
Paul Williams	Supt Partnerships, Wiltshire Police
Sally Sandcraft	Director of Nursing, Midwifery and AHP
Caroline Evely	Detective Inspector, Wiltshire Police
DI Caroline Evely	Vulnerability Wiltshire Police

### Terms of Reference

The Executive group retains the overarching task to maintain an overview of the workplan, progress and monitor the delivery of the objectives and business agreed by the Board. The Executive group directs the work of the sub-groups and objective groups and considers national guidance and safeguarding reports

### Summary of Work Undertaken 2008-09

The Executive group continued to meet bi-monthly during the year with good multi-agency attendance. In addition to monitoring the progress of the objectives

this year, the Executive group considered the following subjects; Ofsted guidance for Serious Case Reviews; Forces representation; LSCB staffing; LSCB budget; child death review training; new government guidance on Fabricated and Induced Illness; review of health representation and membership.

A new 'Missing Children' objective was added following the start of the year, to ensure we are joined up in multi-agency work, track and reduce repeatedly missing children.

A series of 'Community Toolkit Seminars' was undertaken with support from the LSCB, with information packs being given to community groups.

Safeguarding in respect of LSCB members was reinforced with regular monitoring of LSCB representatives' child protection (CP) training and CRB checks.

The system of standard induction sessions for new members was further developed, with an information pack being given to include members JD.

### Analysis of progress on this LSCB Objective, including outstanding work

The Balanced Scorecard framework for reviewing all the work of the LSCB and its sub-groups was developed, allowing for an at a glance overview of progress. All objectives have been progressed satisfactorily and improvements made in a number of our national safeguarding indicators.



## 2e) Procedures Sub-Group

Members are representatives from the main statutory agencies.

### Summary of Work Undertaken this year 2008-09

The work of the Sub-Group has largely been dictated by the South West Procedures Steering Group. We have attempted to arrange Sub-Group meetings to take place two weeks before the South West meetings. Procedures from the South West Group are looked at and any amendments are then taken by the Wiltshire Representative (Chair of the Sub-Group) to the subsequent meeting. This has speeded up the process of ratifying new procedures and protocols.

The Procedures Sub-Group met on three occasions in 2008/09. Attendance was at times this was raised at an LSCB Executive group meeting and is being monitored.

The Sub-Group also ratified the E Safety Protocol for Wiltshire which will be used by the South West Group as a guide for the South West Protocol which will be produced in 2009/10.

There is some frustration at the time taken for new procedures and protocols to appear on the South West Procedures' Website. This has been discussed at the Sub-Group and it is hoped that in 2009/10 the process will be quicker.

## 2f) Quality Assurance Sub-Group

### Membership:

Head of Safeguarding, Wiltshire Council (Chair)

Designated Nurse, Child Protection

Consultant Paediatrician, RUH Bath

Wiltshire Constabulary Manager

Social Worker, Wiltshire Council  
Child Services Manager, NSPCC

Independent Child Protection Chair

Area Manager, Probation Service

Service Development Officer, Army Welfare

### Terms of Reference

To undertake multi-agency audits of practice against standards from multi-agency child protection procedures and relevant guidance.

### Work Undertaken in 2008/9

Analysis of progress on this LSCB Objective, including outstanding work

The QA group work to the terms of reference above, noting that the government guidance on LSCB's defines a main function of LSCB's as ensuring the effectiveness of safeguarding –the latter function is a major focus of the QA group.

The multi-agency QA group continues to meet four times a year, undertaking a multi-agency child protection audit every six months during two of its quarterly meetings. At the other two quarterly meetings in between the audits, the QA group analyses and agrees the findings and recommendations of the previous audit, and plans the next audit- deciding on the subject and criteria. Agencies take turns to lead on particular audits, which involve designing the audit tool and methods for the audit, collating and reporting the findings afterwards. All audits are undertaken by a multi-agency group, and most audits examine practice within a range of agencies-often by examining CP conference minutes, and also by auditing case records from agencies.

### Summary of Work Undertaken 2008-09

Diversity in child protection (CP) conferences was examined in an audit focussed on ethnicity and BME (Black minority ethnic) in June 2008. The results found that in 100% of cases the child's ethnicity was recorded within conferences and in over 50% of cases, the child's cultural needs were taken into account within the CP plans. As a result of the audit, representatives fed back to agencies to develop their work on ethnicity.

Strategy Discussions were also audited against procedures during the year, results showing that timescales were achieved in 93% of cases, and clear outcomes recorded in 79% of cases. Areas for improvement: management sign off and a common format for recording; these were identified, and immediately progressed by Police and Social Care managers meeting to agree a common format.

### Further Developments for 2009-10

Another successful year of multi-agency auditing was achieved, finding compliance in most respects with procedures, and where improvements were identified, these were followed up by agencies working together. In the next year, child protection plans will be audited in terms of their SMARTness, risk assessment and child focus. Then Core groups will be audited in terms of their application to child protection plans.

## 2g) Training Sub-Committee Report

### Membership:

Carrie Ferguson	Named Nurse for Safeguarding Children, Wiltshire Community Health Service (Chair)
Sam Chapman	Children's Workforce Advisor, Wiltshire Council
Tony Griffin	Child Protection Trainer, Wiltshire Council
Kevin Rogers	NSPCC
Caroline Vost	Police Trainer
Sandy Corbyn	Connexions Training and Development Manager
Peter Rigby	Senior Education Welfare Officer
Paula Marsh	HR Officer, West Wilts District Council
Helen Wilkinson	Deputy Head Teacher, Braden Forest School
Janet Bowen	Designated Nurse

### Terms of Reference

- To design and contribute to the delivery of multi-agency child protection training for all agencies, within a planned and agreed strategy, in response to legislation, guidance, local and national research and findings, including serious case reviews and audit.
- To ensure, and monitor the quality and consistency of single agency child protection training undertaken by each agency, in accordance with S11 Children Act 2004.
- To make recommendations to Wiltshire LSCB or its Sub-Groups in relation to required issues arising from its functions.

### Summary of Work Undertaken 2008-09

- The membership of the Training Sub-Committee has been more consistent this year providing a broad experience from a variety of agencies.
- The roll out of Rapid Response Training was completed prior to the launch of a Rapid Response Team across Wiltshire and Swindon.
- A pilot of Levels 1, 2 and 3 multi-agency child protection training took place during September 2008 using the Salford Standards for Inter-Agency Working, Education and Training.
- An investigation into accreditation of courses by Bath Spa University is underway which would lead to the assessment of course participants and audit through the university's systems.
- A review of the content of all child protection courses provided by the LSCB has been achieved to ensure all topics are related to the 5 outcomes (Every Child Matters Dfes 2003).

- All child protection courses are reviewed throughout the year to include any current or topical issues which require highlighting i.e. the effects of domestic violence in the home; safe recruitment; recommendations from Serious Case Reviews both locally and nationally.
- Training finances and resources are continually reviewed in relation to the contributions made by all agencies to ensure fair and equitable provision.
- The annual conference on E-Safety – Keeping Children Safer in a Digital World was well attended by all partners and the majority of participant evaluation ratings were either good or excellent.

### Multi-agency child protection training programme for 2009/2010 consists of:

Agency	No. Attended	Level 1	11 courses
Health	201	Level 2	9 courses
Police	25	Level 3	11 courses
Probation	20	Level 4	3 courses
C & F	197	Level 5	3 courses
NSPCC	3	Update level 2	10 courses
Barnados	9	Update level 3	9 courses
Schools	147		
Early Years	47		
Connexions	26		
DCE	12		
Education	27		
Wilts Council	3		
YOT	12		
Voluntary	30		

This is accompanied by a multi-agency programme which links to the Child Protection Training Programme.

All training courses can be found on Wiltshire Pathways website [www.wiltshire.pathways.org](http://www.wiltshire.pathways.org) and the LSCB website [www.wiltshirelscb.org](http://www.wiltshirelscb.org)

### Further developments for 2009/10

- The 2010 LSCB Conference is planned for the beginning of the year with the topic 'The Effects of Adult Mental Health / Substance Abuse on Children' which will be linked to the findings from the Ofsted Report on Serious Case Reviews 2008 – 2009 (Learning lessons, taking action: Ofsted's evaluations of serious case reviews 1 April 2007 to 31 March 2008).
- The local authority training link with Bath Spa University fulfils the Laming recommendation in his progress report, 2009 (The Protection of Children in England).
- The training department will continue to seek accreditation for more of the multi-agency child protection courses in collaboration with higher education establishments.



## 2h) S175 Sub Group

### Names of Objective Leads & Contributors

Representation from Primary, Secondary, and Special School Heads, HR, Training, council staff of social care and schools branches

### TORS

Monitor and ensure safeguarding in education, through a focus on S175 Education Act 2002 and related government guidance

### Summary of Work Undertaken this year

The S175 group continued to meet regularly throughout the year. The S175 group, and in particular the Council's School Advisor for Education, continues to agree priorities in supporting schools in safeguarding in education. All schools submit an annual self-assessment safeguarding audit, and a sample of these is followed up by support and challenge visits from Council staff. Training, advice, policies, and safeguarding visits have provided the framework for S175 implementation. A timely 'Safeguarding in Education' newsletter has been provided for schools each year, and the Wisenet website updated regularly with all the safeguarding information schools need to know.

The S175 Annual Report shows that all schools now have a CP policy, Designated CP teacher and Nominated CP Governor. There have been improvements in all aspects of schools safeguarding work, as measured through schools self assessment audit, and through safeguarding support and challenge visits.

Wiltshire leads and chairs the South West Regional Safeguarding in Education group where best practice is shared across areas, and standards are benchmarked for comparison. Wiltshire's safeguarding in education framework of audits and assessment visits has been adopted by many LA's across the South West.

## 2i) Area Practice Fora Report

### The Spring Fora covered Domestic Violence

The LSCB multi agency Fora are led by a steering group for each area, consisting of Area service Manager, Police Chief Inspector Vulnerability, and Designated Nurse Child Protection, Child Protection Co-ordinators and the Head of Safeguarding Wiltshire Council.

Each Forum starts with an update of LSCB work and reference to new legislation and guidance. Subjects for discussion are selected from feedback forms from previous sessions which indicate topics of high interest and potential learning.

The lead for each session rotates between areas and is replicated across the county. Autumn 2008 looked at Domestic Abuse, an area of high importance in Wiltshire with previous years welfare factors at child protection conferences being one of the most common factors recorded.

Hayley Mortimer and Pippa McVeigh introduced a film produced in conjunction with police highlighting the plight of victims. The team have received national acclaim and Wiltshire are recognised as leaders in this field.

Laming Recommendations are expected later in the year and will form the basis of the autumn FORA.

### Spring 2010 – Theme – 'Children with Disabilities'

Wednesday 3 March	1pm-4pm (plus lunch)	St John's Parish Centre, Trowbridge
Wednesday 17 March	9am-12noon (plus lunch)	Salisbury Lecture Theatre Salisbury District Hospital
Wednesday 24 March	1pm-4pm (plus lunch)	Devizes Sports Club



### 3a) Child Protection Statistics

#### 3a (i) Referrals to Conferences -

	Year End 31.03.09	Year End 31.03.08	Year End 31.03.07	Year End 31.03.06	Year End 31.03.05
Initial Assessments	3169	2388	1823	1902	1453
Core Assessments	944	481	388	468	301
Resulted in S47 Investigation	612	370	436	451	570
Child Protection Conferences – Initial	207	180	191	197	247
The number of first time registrations during the year ending 31st March	141	124	169	144	167
• Registered in Neglect Category	42	34	49	40	72
• Registered in Emotional Abuse Category	65	41	65	59	44
• Registered in Physical Abuse Category	24	16	32	22	34
• Registered in Sexual Abuse Category	10	9	14	12	27
• Others (Multiple categories)	-	5	9	11	11
De-registrations throughout the year	161	171	177	177	144
Registered children who were Looked After		7	10	9	26
*Registered children from Black and Minority Ethnic Groups total		-	1	6	4
• White – Irish (A2)	4	1	6	1	-
• White – Other (A3)	1	3	1	2	-
• Mixed – White/Black Carib (B1)	4	-	-	-	1
		-	-	-	-
• White and Asian (B3)	1	-	-	2	-
• Mixed – other (B4)	1		1	-	-
• Black/ Brit – Carib (D1)	1	-	-	-	-
• Other Ethnic Group (E2)	2	-	-	1	3

We continue to hold 100% of review conferences on time. Neglect and emotional abuse were the highest categorisation of abuse, in line with similar proportions to National figures.

The overall volume of work including assessments has increased including conference increased again as similar to the National Picture.

#### ii) Family Involvement in the Conference Process

An independent advocacy service is provided for all children who attend child protection conferences so that the voice of children of school age is heard. The child's voice informs the conference, assessment of risk and child protection plan. This is a highly successful service and has been adopted by a number of other LSCBs across the country.

#### iii) Enquiries to the Wiltshire LSCB Child Protection Register (CPR)

Agency	2004-5	2005-6	2006-7	2007-8
Health	117	91	93	62
Police	44	40	18	31
Schools	12	11	17	7
Social Work Teams	493	518	453	397
Probation				11
<b>Total enquiries to CPR</b>	<b>666</b>	<b>660</b>	<b>581</b>	<b>508</b>



#### iv) Breakdown of Referrals to Children and Families, by agency

Referring Organisation	2008/9 No. of Referrals
Independent Provider Agency	47
Anonymous	177
Armed Forces	28
Councillor	6
Court	11
Other LA Department	144
Domestic Violence Unit Div Police HQ	386
Friend/Relative	275
Other Government Agency	65
GP	42
Housing Department	67
Health Visitor	133
Hospital	179
Internal SSD	119
Other Local Authority	58
Neighbour	27
Parent	235
Other Primary Health	107
Private/Voluntary Agency	90
Probation	39
School/College	468
Self	10
Warden/Sheltered Accommodation	2
Wiltshire Council Legal Service	0
<b>Total</b>	<b>3169</b>

#### v) Child Protection Conference outcomes for 2008/9

	2003-4	2004-5	2005-6	2006-7	2007-8	2008-9
1203-PAF A3 Percentage of children registered during the year on the child protection register who had previously been registered	9.4	11.2	13.8	21.9	13.3	12.6
1204-PAF C21 Duration on Child Protection Register -% of children de-registered during the year who have been on the register for at least 2 years	2.3	1.4	6.2	2.8	2.9	12.6
1205-1206 PAF C20 Reviews of Child Protection Register-% of review conferences held on time (for children registered 6 months +)	100.0	100.0	100.0	100.0	100.0	100.0
1207 Qpii Percentage of children on Child Protection Register with a key worker	100.0	100.0	100.0	100.0	100.0	100.0
QP 8.0.3 Percentage of Child Protection conferences attended by a parent/carer during the year	90.0	91.4	88.0	91	89.5	NK

Wiltshire's outcomes and PAF results for Child Protection conferences continue to be of a good standard compared to other LSCBs regionally and nationally.

Wiltshire continues to allocate 100% of its children to a key worker, 100% of review conferences being held on time.

## vi) DOH/Dfes Performance Assessment Framework Indicators

Wiltshire	06/07	07/08	08/09	SOUTH WEST	06/07	07/08	08/09	COMPARATOR LSCBs	06/07	07/08	08/09	National 06/07	07/08	08/09
Rate per 10,000 Children														
REFERRALS RECEIVED BY SSD	213	234	310	444	436	421	468	391	387	369	385	545	490	497
INITIAL ASSESSMENTS	184	233	239	245	245	268	306	222	235	229	256	305	291	317
CORE ASSESSMENTS	39	47	91	65	63	70	90	54	65	76.5	76	85	96	110
S47'S	44	36	60	59	51	61	70	54	57	58	57	67	70	76
CONFERENCES (Children subject to initial conf during the year)	19	18	16	31	51	31	36	27	28	37	39	39.4	40	43
REGISTRATIONS (during the year)	14	14	16	25	25	26	30	19	19	23	26	30	31	34
Percentages														
% of Referrals leading to Initial Assessments	86	100	77	57	60	64	65	56	66	66	68	65	59	64
% of S47's leading to a conference	43	49	27	50	57	49	49	55	52	51	57	53	52	52
% of Conferences leading to Registration	74	77	?	82	83	83	83	70	70	62	66	76	77	79
% of Registrations who are Looked After Children	8	7	5	6	9	8	8	11.8	8.5	8	9	9	8	8

### 4a) Performance Indicators

#### Local Safeguarding Children Board

#### Annual Report and Business Plan 2008 – 2009

#### Performance Indicators

The lead groups will report their performance to the LSCB on an annual basis. Within the local arrangements for the National Performance Indicators across the Every Child Matters outcomes, the LSCB has lead responsibility for the following staying safe performance indicators.

**NI15** Young offender's engagement in suitable education, employment or training

**NI16** Young offenders access to suitable accommodation

**NI17** People killed or seriously injured in road traffic accidents (includes young people aged 16 – 18). Numbers of children and young people victims of crime.

**NI18** Children Number of 0 – 15 year old skilled or seriously injured in road traffic accidents (0 – 15 yr olds).

**NI19** Initial assessments for children's social care carried out within 7 working days of referral.

**NI20** Core assessments for children's social care that were carried out within 35 working days of their commencement.

- N161** Timeliness of placement Stability of looked after children for adoption (adopted following an agency decision that the child should be placed for adoption).
- N162** Stability of placements for looked after children: number of moves (percentage of children looked after with 3 or more placements during the year).
- N163** Stability of care placements of looked after children: length of placement
- N164** Child Protection Plans lasting two years or more.
- N165** Children becoming subject of a child protection plan for a second or subsequent time.
- N166** Looked after children cases which were reviewed within required timescales.
- N167** Child Protection cases which were reviewed within required timescales.
- N168** Referrals to children's social care going onto an initial assessment.
- N169** Children who have experienced bullying.
- N170** Hospital admissions caused by unintentional and deliberate injuries to children and young people.
- N171** Children who have run away from home/care overnight.
- NI111** First time entrants to the Youth Justice System aged 10 – 17
- NI112** Under 18 conception rates



#### 4b) Objectives 2009/10

No	Objective	Purpose	Objective Lead	Completion By
1	Baby P	Recommendations from Laming/ Haringey Jar implementation in Wiltshire	Chair of Executive	March 10
2	Independence In Safeguarding *Safer Recruitment *Development Manager *Independent Chair	Incorporate Safer recruitment processes and best practice in all agencies. Recruitment of Development Manager Recruitment of Independent Chair	Head of Safeguarding and Barnados Board lead.	March 10
3	Child Death Review	Implementation and monitoring of the Child Death Reviews and rapid response teams in accordance with Chapter 7 of Working Together, ensuring key staff are trained appropriately and continue collaborative working with Swindon LSCB	Designated Dr RUH	March 10
4	SCR National Learning	Deliver national learning to agencies via annual confidence	NSPCC	March 10
5	Missing Children	Reduce numbers of runaways Ensure protocol and procedures are in place for children missing from education	Police Vulnerability Lead	March 10

## 4c) Dates for LSCB Meetings 2010

### WILTSHIRE LSCB MEETING DATES FOR 2010

#### LSCB Board Development Session

Thursday 25 February 2010

All day meeting – Board meeting follows networking lunch  
Urchfont Manor

#### LSCB Board – Chair Trish O'Donnell

Thursday 25 February	9.30 – 4.30pm	Urchfont Manor
Wednesday 14 July	1.30 – 4.30pm	Chestnut Room, County Hall
Tuesday 9 November	1.30 – 4.30pm	Chestnut Room, County Hall

#### LSCB Executive – Chair Sharon Davies

Thursday 2 February	1.30 – 4.30pm	Cedar Room, County Hall
Wednesday 21 April	1.30 – 4.30pm	Cedar Room, County Hall
Tuesday 15 June	1.30 – 4.30pm	Cedar Room, County Hall
Tuesday 21 September	1.30 – 4.30pm	Cedar Room, County Hall
Wednesday 1 December	1.30 – 4.30pm	Cedar Room, County Hall

#### LSCB QA Sub-group – Chair Sarah Webb

Wednesday 10 March	1.30 – 4.00pm	Cedar Room, County Hall
Wednesday 2 June	10.00 – 4.00pm	Cedar Room, County Hall
Wednesday 8 September	1.30 – 4.00pm	Cedar Room, County Hall
Wednesday 15 December	10.00 – 4.00pm	Cedar Room, County Hall

#### LSCB Procedures Sub-group – Chair Graham Titheradge

Monday 8 February	1.30 – 3.30pm	The Cedars, Browfort, Bath Rd, Devizes,
Monday 10 May	1.30 – 3.30pm	The Lodge, Devizes
Monday 4 October	1.30 – 3.30pm	The Lodge, Devizes

#### LSCB Training Sub-group – Chair Carrie Ferguson

Wednesday 10 February	10.00 – 12.00noon	The Lodge, The Cedars, Bath Rd, Devizes, SN10 2AP
Wednesday 30 June	10.00 – 12.00noon	The Lodge, Devizes
Wednesday 8 September	10.00 – 12.00noon	The Lodge, Devizes



#### LSCB Allegations Sub-group – Chair Sarah Webb

Tuesday 15 June	12.00 – 1.30pm	Cedar Room, County Hall
Wednesday 1 December	10.00 – 12.00noon	Cedar Room, County Hall

#### LSCB Serious Case Review Sub-group/standing panel – Chair Trish O'Donnell

Monday 8 March	1.30 – 4.30pm	Cedar Room, County Hall
Monday 13 September	1.30 – 4.30pm	Cedar Room, County Hall

#### Section 11 (Joint Wiltshire and Swindon)

Wednesday 28 April	9.00 – 4.30pm	St John's Parish Centre, Trowbridge
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#### Safer Recruitment Sub-group – Chair Sarah Webb

Wednesday 10 March	9.30 – 11.30am	Cedar Room, County Hall
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## NOTES

