



# Solihull Local Safeguarding Children Board

## Business Plan 2009/10

**Outcome: Children and young people are protected from maltreatment and neglect.**

**How: The Local Safeguarding Children Board fulfils its statutory objectives to co-ordinate how agencies work together to safeguard children and young people and ensure the effectiveness of local arrangements.**

- (i) This plan has been devised whilst awaiting the findings of a national stock-take of Local Safeguarding Children Board's as well as the findings of the Social Work Taskforce . This plan will be reviewed post the publication of the final reports of both of the above by the Chair's sub group.
- (ii) This plan takes into account the requirements of Working Together (2006) Chapter 3 as well as local priorities. The plan is built on the premise that the LSCB is a delivery board in respect of co-ordinating the measures that need to be in place in order for agencies to work together to safeguard children and young people as well as responding to all child deaths. The plan also recognises the LSCB as the 'local watchdog' with regard to how effective local arrangements are in terms of keeping children and young people safe from maltreatment and neglect.
- (iii) This plan is the responsibility of all the LSCB members who are equal partners in terms of the delivery of the plan.
- (iv) The plan will be monitored by the LSCB every quarter, progress will be reported annually to the Solihull Partnership Governing Board and be a public document; available via [www.solihull.gov.uk/staysafe](http://www.solihull.gov.uk/staysafe).
- (v) This plan is the over-arching plan for the work that will be conducted by Solihull LSCB in 2009-10. Other plans may exist to support the delivery of actions contained in this plan or in response to a particular need. Any such plans will be regularly monitored by the LSCB.

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1. Solihull Local Safeguarding Children Board has a clear role and distinct identity within the Solihull Partnership and is held to account for its work.

ACTION	LEAD	TIMESCALE	OUTPUT	PROGRESS TO DATE
1.1 Ensure distinct role of Solihull LSCB is reflected in the review of the Solihull Partnership Governance Framework	Safeguarding Children Business Manager and Head of Partnership Commissioning	Sept 2009	Distinct role of Solihull LSCB is reflected in the revised Solihull Partnership Governance Framework	Solihull Partnership Governance Framework has yet to be finalised. Statutory guidance on Children's Trusts and revisions to Working Together (2006) will no inform the Solihull Partnership Governance Framework
1.2 Review Solihull LSCB governance arrangements	Safeguarding Children Business Manager	Sept 2009	Governance arrangements are set out in revised Solihull LSCB Terms of Reference	Revised LSCB Terms of Reference agreed by LSCB Oct 09.
1.3 Review relationship with Solihull Partnership to ensure local planning and commissioning takes into account safeguarding children and young people	Chair of Solihull LSCB and Chairs of strategic groups and Solihull Partnership Governing Board	Sept2009	Reflected in Terms of Reference and minutes of strategic sub groups and local needs assessments	Solihull Partnership Governance Framework has yet to be finalised. Statutory guidance on Children's trusts and revisions to Working Together (2006) will no inform the Solihull Partnership Governance Framework
1.4 Review relationship between Solihull LSCB	Safeguarding Children Business Manager and	Sept 2009	Protocol which sets out the distinct responsibilities	This issue was included in the Children's Trust

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and Solihull CYPTB to ensure clarity of roles	Change for Children Programme Manager		between 2 boards, how they work together and support and challenge each others work.	consultation on the Children and Young People's Plan and was to be discussed in detail at a workshop in March 2010 which unfortunately had to be cancelled due to staff sickness. This action will now be included in 2010-11 LSCB Business Plan
1.5 Solihull LSCB is held to account for its work to safeguard children and young people	Safeguarding Children Business Manager	Report available end of July 2010	Annual report produced and presented to Solihull Partnership Governing board, Children and Young People's Trust Board, Scrutiny Panel and Youth Council.	07-09 Annual Report presented to SPGB in Aug 09 The LSCB 2009/10 Annual Report is scheduled to be presented to LSCB in July 2010 and then to accountable bodies
1.6 Re establish Chairs sub group.	Safeguarding Children Business Manager and Solihull LSCB Chairperson	May 2009 and ongoing	Terms of Reference agreed by LSCB and sub group meeting regularly	Completed & regular meetings taking place. Minutes are shared with full LSCB
1.7 Solihull LSCB ensures active involvement of children, young people and their families in its work	Safeguarding Children Business Manager	Oct 2009	Report to Solihull LSCB and action plan agreed.	The Local Authority Youth Champion conducts LSCB business 1 day a month including attending

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				<p>LSCB and acting as a link between LSCB and Youth Council. Training provided to Youth Council 15.12.09. The AIM group has regularly met during 2009-10 and so a report has not been presented to LSCB. The AIM group is meeting on 21.4.10 and following this meeting the LSCB will consider the active involvement of children and young people and their families in its work.</p>
<p>2. Solihull Local Safeguarding Children Board's structure and membership is appropriate and the Board is LSCB adequately resourced to deliver statutory objectives</p>				
ACTION	LEAD	TIMESCALE	OUTPUT	PROGRESS TO DATE
<p>2.1 Review Solihull LSCB's Terms of Reference to include:</p> <ul style="list-style-type: none"> <li>• Membership</li> <li>• Chairing</li> <li>• Infrastructure</li> </ul>	<p>Safeguarding Children Business Manager and Solihull LSCB Chair</p>	<p>Sept 2009</p>	<p>Revised Terms of Reference document and changes in membership, Chairing and infrastructure as required.</p>	<p>Presented to Oct 09 LSCB</p>
<p>2.2 Review the sub groups</p>	<p>Solihull LSCB Chair and</p>	<p>Sept 2009</p>	<p>Revised sub group structure</p>	<p>Review complete and</p>

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and revise Terms of Reference accordingly	Chairpersons of sub groups		and Terms of Reference approved by Solihull LSCB.	revised Terms of Reference received for Training, Chairs, Education and Performance Monitoring, sub groups. Child Death Review Panel Terms of Reference have been approved at a Child Death Overview Panel Away Day and will be presented to May 2010 LSCB for ratification. Practice and Procedures sub group Terms of Reference to be presented to May 2010 LSCB.
2.3 Develop work plan for each sub group	Solihull LSCB Chair and Chairpersons of sub groups	Sept 2009	Work plans approved by Solihull LSCB and monitored.	Work plans requested and received for Training, Education and CDOP. Performance Monitoring and Practice and Procedures sub group work plans to be presented to May 2010 LSCB. Chairs sub group has a forward

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				Planner which is included in the minutes of the meeting and so shared with LSCB.
2.4 Devise funding formula for Solihull LSCB budget	Safeguarding Children Business Manager and ECS Directorate Finance Manager	Nov 2009	Funding formula agreed by Solihull LSCB and endorsed by Solihull Partnership Governing Board.	Task and finish group . The focus of the group has been on securing 2010-11 budget contributions. Discussions have taken place with the Chair of the Solihull Partnership Governing Board and a paper will be presented in 2010.
2.5 Agree 2010/11 and 2011/12 multi-agency budget	Solihull LSCB Chair and Finance task and finish sub group	Jan 2010	Multi agency budget agreed by Solihull LSCB	Task and finish group established. A proposed 2010-11 budget was presented and agreed in principle at January 2010 LSCB.
2.6 Recruit additional capacity to support Solihull LSCB to delivery its core functions	Safeguarding Children Business Manager	Interviews to be held June/July 2009	LSCB Safeguarding Officer and additional 0.5 FTE Admin Support in post.	Safeguarding Officer recruited; commenced Sept 09; 0.5 admin to be recruited, delay due to need to work within SMBC Recruitment and Selection Procedures. In the interim, agency staff

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				provides cover.	
2.7	Keep capacity under regular review	Safeguarding Children Business Manager and Chair's Sub Group	Sept 09 and every 6 months	Changing capacity needs identified and reported to LSCB	Discussed in supervision between Safeguarding Children Business Manager and LSCB Chair and work load management system instigated in respect of admin capacity in Nov 09 which has led to a decision to increase admin staff by 0.5 post. Also in Sept 09 LSCB reviewed capacity to deliver Level 1 training.
2.8	Devise and implement a system to identify and mitigate against risk associated with delivering LSCB core functions	LSCB Vice Chair	Jan 1010	Risk register in place and regularly monitored.	Risk Register devised and regularly monitored at Chairs sub group. Red risks are reported to LSCB.
2.9	Devise joint information sharing guidance to promote effective communication and compliance with Data Protection legislation	Peter Hobbs, Corporate Information Governance Officer	Jan 2010	Guidance in place and approved by LSCB	The work has commenced and is scheduled to report to April 2010 Chairs sub group

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3. Solihull LSCB ensures the effectiveness of local arrangements to safeguard children and young people.				
ACTION	LEAD	TIMESCALE	OUTPUT	PROGRESS TO DATE
3.1 Re-establish Performance Monitoring sub group	Solihull LSCB Safeguarding Officer	July 09	Sub group in operation, meets regularly and produces, quarterly scorecard reports to LSCB annual report on effectiveness of local safeguarding arrangements to be reported to a number of forums including:- Children & Young People's Trust Board and Solihull Partnership Governing Board	Sub-group established and revised Terms of Reference presented to Jan 10 LSCB. Work plan in place
3.2 Devise LSCB Audit Framework	Safeguarding Children Business Manager	July 2009	Audit Framework approved by Solihull LSCB and programme of audit activity in place including obtaining qualitative data in respect of frontline Child Protection practice	Completed and approved by LSCB June 09.
3.3 Monitor compliance with National Minimum Standards for privately fostered children	Mike Gregory, SMBC	May 2009 and Nov 2009	6 monthly reports to LSCB	Report presented Sept 2009 and decision made that future reports should be made to Performance Monitoring sub group.

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3.4 Amend Section 11 Audit template and repeat audit	Solihull LSCB Safeguarding Officer	Sept 2009	Audits completed and reported to Solihull LSCB and Action Plans in place to secure continuous full compliance	Revised audit tool presented to October 09 LSCB; audit timeframe agreed. The deadline for submissions extended to 31.3.10 due to agency capacity to complete audits. All agencies except one have completed a Section 11 audit.
3.5 Monitor action plans of serious case reviews/case reviews	Solihull LSCB Safeguarding Officer and Members of Performance Monitoring sub group	Every quarter or as required in Action Plan	<ul style="list-style-type: none"> <li>• Compliance with Working Together (2006)</li> <li>• Lessons learnt at a local level</li> </ul>	Historical action plans from ensuring effectiveness activity reviewed by Safeguarding Officer and sign off by LSCB to be sought in 2010-11.
3.6 Audit recommendations from serious case reviews and their impact on practice	Chair of serious cases sub group and members of serious cases sub group	Upon completion of action plan and	<ul style="list-style-type: none"> <li>• Ensure lessons are learnt at local level</li> <li>• Any ongoing practice issues identified and</li> </ul>	No Serious Case Review recommendations to audit; impact of previous

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		included in any qualitative audits	addressed.	recommendations from ensuring effectiveness activity to be integrated into LSCB audit activity.	
3.7	Include the work of MAPPA and MARAC in Solihull LSCBs Performance Monitoring activity	Chair of MAPPA and Chair of MARAC and Safeguarding Children Business Manager	Sept 2009	Reporting arrangements, agreed and reports made to Solihull LSCB as required.	Relationship between: LSCB MAPPA and MARAC reflected in audit framework.
3.8	Review the CYPTB Performance Monitoring Framework and receive an annual report with regard to delivery of improvements set out in the Children and Young People's Plan	Solihull LSCB	Report presented Nov 09	Report presented to Solihull LSCB	Presented to Jan 10 LSCB.
3.9	Devise a set of principles/standards to guide the work of organisations/settings to safeguard children and young people	Safeguarding Children Business Manager and NSPCC	Nov 2009	Principles/standards approved by Solihull LSCB and organisations demonstrate how they have embedded principles.	Completed and included in LSCB submission to Children and Young People's Plan priorities consultation. To be formally signed off by LSCB in 2010.
3.10	Promote Senior Officer commitment and ownership of safeguarding in organisations with a	Solihull LSCB Chair and <ul style="list-style-type: none"> <li>• Chief Officer of West Midlands Police</li> <li>• Chief Executive, West Midlands Probation</li> </ul>	April 2009 – March 2010	Annual meeting and written record of outcome.	The meetings took place on the following dates:- Police – 16.4.10 West Midlands Probation Service –

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<p>statutory duty to safeguard children and young people</p>	<p>Service</p> <ul style="list-style-type: none"> <li>• Head of Youth Offending Service</li> <li>• Lead Officer, Strategic Health Authority</li> <li>• Chief Executive, Solihull Care Trust</li> <li>• Head of Connexions Service</li> <li>• Chief Executive, Heart of England NHS Foundation Trust</li> <li>• Chief Executive, Birmingham &amp; Solihull Mental Health Trust</li> <li>• Head of Service, CAFCASS</li> <li>• NSPCC</li> <li>• Director of Children's Services and Lead Member SMBC – Vice Chair to also be part of this meeting</li> </ul>			<p>29.3.10 Solihull Care Trust – 1.3.10 Heart of England NHS Foundation Trust – 17.2.10 Birmingham and Solihull Mental Health Trust – 19.2.10 CAFCASS – 26.3.10 NSPCC – 11.3.10 SMBC – 8.3.10 Solihull Community Housing – 24.2.10</p> <p>Annual visit to LA (including YOS and Connexions) to take place</p> <p>A decision was made that a meeting with SHA was not required.</p>
<p>3.11 Receive a report in respect of safeguarding within childcare, Early Years and education settings (NB this will</p>	<p>Chief Education Welfare Officer</p>	<p>June 2009</p>	<p>Annual report to Solihull LSCB</p>	<p>Item presented Sept 09;</p>

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include measuring compliance with section 157 & Section 175, Education Act (2002))				
3.12 Conduct an annual review of LSCB effectiveness	LSCB	Nov 09	DcSF Challenge and Improvement Tool for LSCBs completed and outcome used to inform future priorities	DCSF Challenge and Improvement Tool Completed by Safeguarding Children Business Manager and circulated for comments to LSCB. Outcome used to inform LSCB Business Plan 2010-11.
4. Solihull Local Safeguarding Children Board raises awareness of the need to safeguard and promote the welfare of children and young people.				
ACTION	LEAD	TIMESCALE	OUTPUT	PROGRESS TO DATE
4.1 Promote Solihull LSCB organisational safeguarding standards across all sectors	All Solihull LSCB and Solihull CYPTB members	Sept 2009	12 Standards are reflected in Children and Young People's Plan and plan in place to work towards compliance commensurate with the nature of the organisation/setting	Presentation to Children and Young People's Trust Board 17.12.09 by Safeguarding Children Business Manager and included in LSCB submission to CYPP priorities consultation
4.2 Develop task and finish group to raise	Solihull LSCB Chair and CYPTB Implementation	August 09	Structure in place and operational	Group in place

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	awareness of the need to safeguard children and young people	Manager			
4.3	Devise a communication plan (to include Vetting and Barring Scheme)	Task and Finish group	Oct 09	Plan approved by Solihull LSCB and monitored.	In progress
4.4	Produce Solihull LSCB newsletter	Safeguarding Children Business Manger	July 2009 Jan 2010	Solihull LSCB newsletter produced every 6 months.	Newsletters x2 produced and available on LSCB website
4.5	Maintain Solihull LSCB website	Safeguarding Children Business Manager and Solihull LSCB Administrator	April 2009 – March 2010	Website is updated and useful source of information	Ongoing and significant additions/revisions made in 2009-10
4.6	Hold an annual conference to raise awareness of how to safeguard children and young people	Solihull LSCB Training and Development Officer	Sept 2009	Annual event held	Event held 28 <sup>th</sup> Sept 09.
5. Solihull LSCB ensures lessons are learnt and improvements made to local arrangements where a child/young person dies or is seriously harmed and abuse or neglect are a known or suspected factor.					
ACTION	LEAD	TIMESCALE	OUTPUT	PROGRESS TO DATE	
5.1	Devise practice guidance for conducting Serious Case Reviews	Safeguarding Children Business Manager and Solihull LSCB Administrator	July 2009	Practice guidance including Draft Commissioning letter fro Overview Report Author available via Solihull LSCB website and templates held	This work has been commissioned & is scheduled to report to May 10 LSCB. Delay due to capacity to

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			within Solihull LSCB office.	produce document and also need to consider revisions to Chapter 8 of Working Together 2006/Ofsted evaluation criteria
5.2 Effectively conduct serious case reviews and other case reviews as required	Chair of serious cases sub group/CDRP and members of serious cases sub group/CDRP	As required	<ul style="list-style-type: none"> <li>• Compliance with Working Together (2006)</li> <li>• Lessons learnt at a local level</li> </ul>	Solihull agencies have contributed to a SCR conducted by another LSCB. The LSCB also conducted an additional review to explore any learning outside of the Terms of Reference of the SCR. A report was presented to March 2010 LSCB.
5.3 Identify and consider lessons arising from case reviews conducted within the West Midlands and nationally	Chairs sub group	May 2009 – March 2010	Lessons from national enquiries explored including relevance to safeguarding children and young people in Solihull.	The DCSF biennial report (05-07) was discussed at Chairs subgroup in Sept 09 reported to Adult Safeguarding Board and shared with the Children and Young People's Trust Board and used to inform submission to CYPP priorities. A paper to promote

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				reflective practice was produced following the release of the second Serious Case Review into the death of Baby Peter
<p>6 Solihull LSCB ensures that those who work with children and young people; managers and leaders including Elected Members are:</p> <ul style="list-style-type: none"> <li>trained in how to identify children and young people who are at risk of maltreatment/neglect and work together to safeguard children and young people and</li> <li>Senior Officers and Elected Members are enabled to promote and ensure effective safeguarding.</li> </ul>				
ACTION	LEAD	TIMESCALE	OUTPUT	PROGRESS TO DATE
6.1 Devise and deliver multi-agency training programme 2009/10 and produce 2010/11 training programme	Solihull LSCB Training and Development Officer and Solihull LSCB Training Administrator	April 2009 – March 2010	Training programme delivered	2009/10 brochure produced and training ongoing. Training brochure 2010-11 produced
6.2 Maintain records and produce annual report of take-up of Solihull LSCB training	Solihull LSCB Training Administrator	Every quarter	Data reported to Solihull LSCB every quarter and included in annual report	Training database used to record attendees at LSCB training.
6.3 Develop and implement a system to evaluate the impact of training on practice	Solihull LSCB Training and Development Officer	March 2010	System devised and operational	Task and Finish sub group established; however, due to staff resignation the work has not yet been completed.

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6.4	Develop capacity to deliver level 1, 2 & 3 safeguarding training	Solihull LSCB Training and Development Officer	April 2009 – March 2010	Pool of trainers in place	Train the Trainers programme been delivered to staff from across the Solihull Partnership
6.5	Develop standards regarding the delivery of safeguarding training for use by all agencies/settings	Solihull LSCB Training and Development Officer	Jan 2010	Standards in place and endorsed by Solihull LSCB and Solihull CYPTB	This piece of work is outstanding due to the increase demands on Training and Development Officer time to deliver safeguarding training. This work will be completed in 2010.
6.6	Ensure safeguarding is embedded within the Children's Workforce Development Strategy	Solihull LSCB Training and Development Officer, Safeguarding Children Business Manager and Children's Workforce Development Manager	June 2009	Strategy approved by Solihull LSCB and safe recruitment is a key strand of action plan	LSCB endorsed strategy in June 09 and safeguarding is integrated throughout the strategy/action plan
6.7	Ensure safeguarding is included in the training needs analysis conducted by the Children's Workforce Development Team	Solihull LSCB Training and Development Officer and Children's Workforce Development Manager	December 2009	Data gathered, analysed and used to inform 2010/11 safeguarding training programme	A Joint Training Needs Analysis was completed with the Children's Workforce Development Team and used to plan 2010/11 safeguarding training programme
6.8	Develop induction programme for new	Solihull LSCB Training and Development Officer	Jan 2010		Completed and included in 2010-11 training

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Solihull LSCB Board Members				brochure
6.9 Ensure development opportunities in place for Solihull LSCB Members	Safeguarding Children Business Manager	April 2009, July 2009 & Nov 2009	At least 2 Development Days per business year.	2 events held (April and July 2009) and event in November 09 cancelled due to facilitator being unavailable at very short notice. LSCB members did not have diary capacity to re-schedule the event in 2009-10
6.10 Devise and implement a safeguarding training and development programme for Solihull Partnership Governing Board and Elected Members with Scrutiny Responsibility	Corporate Safeguarding Manager SMBC and Partnership Commissioning Manager	March 2010	Solihull Partnership Governing Board has received a training programme and evaluation forms indicate enhanced capacity to hold LSCB to account.	This programme has not been devised in 2010-11 although the Training Needs Analysis has been completed. The training programme will be devised in 2010-11
7. Solihull LSCB ensures that arrangements are in place to respond to unexpected deaths of children and young people and to identify preventable factors in childhood deaths.				
ACTION	LEAD	TIMESCALE	OUTPUT	PROGRESS TO DATE
7.1 Solihull LSCB is advised of all childhood deaths and completes core dataset	All agencies	April 2009 – March 2010	Notification procedure in place by September 09 and all deaths reported within 24 hours and recorded on secure database	A single point of notification is in place and records are maintained via a secure database.

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7.2 Arrangements are in place to provide a 'rapid response' to all unexpected childhood deaths	West Midlands Police, Solihull Care Trust, Solihull MBC, Children's Social Care LSCB representative	April 2009 – March 2010	Procedures in place and approved by Solihull LSCB and sufficient resources available from Solihull Care Trust, West Midlands Police and Social Care to respond appropriately.	<p style="background-color: #00FF00; padding: 5px;">Regional procedures now signed off. Meetings held between Local Authority/ Police/Care Trust to explore how procedures will be implemented</p> <p style="background-color: #FFFF00; padding: 5px;">in particular how a joint police and health home visit can be resourced. Advice sought from Strategic Health Authority.</p>
7.3 Information is gathered in respect of all childhood deaths using nationally agreed data collection tools	Child Death Panel Manager and all Solihull LSCB Agencies	April 2009 – March 2010	Form B's completed in respect of all children and young people who have died.	Form B's completed as required
7.4 Preventable risk factors identified in terms of children/young people who die	Child Death Review Panel and Child Death Overview Panel	April 2009 – March 2010	CDRP meets regularly and reviews all deaths. CDOP includes a number of Solihull Professionals and meets twice yearly to identify sub regional 'themes' and review neo-natal deaths. Annual report to Solihull LSCB	CDRP dates set for 2009/10, and meetings held as planned.
7.5 Engage neo-natal services in the work of	Solihull LSCB Safeguarding Officer,	Sept 09	Neo-natal reviews completed to take into account medical	A model was agreed in July 2009; however has

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CDRP/CDOP	Child Death Panel Manager and HoEFT LSCB representative		and social factors	not proved successful. A decision has now been made that the CDRP will review all neo-natal deaths. Neo-natal services will attend such CDRP's. A meeting will be scheduled early in 2010-11 to review any outstanding neo-natal deaths.
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8. Solihull LSCB provides a framework for agencies to safeguard and promote the welfare of children and young people to work together to do so.

ACTION	LEAD	TIMESCALE	OUTPUT	PROGRESS TO DATE
8.1 Update Solihull LSCB procedures as required including in light of the revision of Working Together 2006	Chairperson of Practice & Procedures sub group	April 2009 – March 2010 and post publication of revised Working Together	Procedures compliant with government guidance and regional protocols and changes effectively communicated and reflected in updated training programme	Two updates completed to LSCB procedures in 2009/10. Revised Working Together was not issued until 17/3/10 and so any revisions will be completed in 2010-11
8.2 Implement the revised People Posing a Risk to Children (PPRC) Manual.	Safeguarding Children Business Manager and Steering group	March 2010	System to notify Local Authority of PPRC in place and understood across key stakeholders.	The PPRC Manual has been added to LSCB website and a steering group involving key

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				stakeholders has overseen implementation.	
8.3	Pilot a 'triage' model for responding to children and young people identified as living with domestic abuse via police call outs	Tina Wakfer, SMBC	1 <sup>st</sup> July 2009 – 31 <sup>st</sup> January 2010 Report to Solihull LSCB March 2010	Pilot completed and reported back to Solihull LSCB with recommendation for future working.	Commenced 6 <sup>th</sup> July 09. Evaluation report to be presented to April 10 Performance Monitoring sub group.
8.4	Support organisations in the 3 <sup>rd</sup> sector that work with children and young people to implement safeguarding standards	Safeguarding Children Business Manager, LSCB Training and Development Officer and Chief Executive, SUSTAIN and Sports Inclusion Development Manager	Oct 2009 onwards	Plan to roll out NSPCC Safer Communities toolkit to 3 <sup>rd</sup> Sector in place and operational	Safe Network Tool kit has been agreed as the model to be used. A Draft job description and person specification has been devised and funding secured for a Development Officer to support safeguarding within 3 <sup>rd</sup> Sector. A mapping exercise of the Private and 3 <sup>rd</sup> sector has been completed by the Children's Workforce Development Team.
8.5	Review arrangements to manage allegations	Local Authority Designated Officer	Jan 2009	Report presented to Solihull LSCB and Action Plan	Presented to Jan 2010 LSCB.

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against those who work with children and young people to identify any remedial action	(LADO)			
8.6 Agree guidance that organisations can adopt in terms of safe working practices	Solihull LSCB	Nov 2009	Guidance endorsed and promoted to all settings	Guidance agreed Oct 09, Children and Young People's Trust Board / Chairperson has been asked to promote the guidance to all partners.
8.7 Act as a "Responsible Authority" under Licensing Act 2003	Safeguarding Children Business Manager	April 2009 – March 2010	Representations made in respect of protecting children from harm as required	Ongoing, Safeguarding Children Business Manager reviews all license applications.
8.8 Develop guidance to support agencies to commission services for children and young people that are safeguarding and promote their welfare	Director of Commissioning, SMBC	Jan 2010	All contracts include safeguarding conditions	Guidance devised in consultation with Local authority staff. To be formally ratified by LSCB in 2010.