



DERBY SAFEGUARDING CHILDREN BOARD

Further to the ACPC Development Day on 15th April 2005 to develop plans for the Derby Safeguarding Children Board, here are the final proposals, alongside matters for attention.

1. DERBY SAFEGUARDING CHILDREN BOARD

1.1 Membership

- Director for Children and Young People's Services
- Director of PCTs
- Director of NHS Hospital Trust
- Director of Mental Health Trust
- Strategic Health Authority Representative
- Assistant Chief Constable, Police.
- Head of Community Safety Partnership.
- Assistant Chief Officer, Probation Service
- Senior Manager, CAFCASS
- Director, Connexions Service
- Lead Member, Children and Young People's Services.

In addition a Senior Solicitor and the Head of Service, Children's Quality Assurance (Social Services) will act as advisers to the Board.

1.2 Role and Function

- The Board will operate as Derby Area Child Protection Committee until April 2006 in order to fulfil the requirements of Working Together to Safeguard Children Guidance.
- The general functions on the Board will be:
 - To provide leadership for the safeguarding children agenda, including the promotion of welfare.
 - Monitor the effectiveness of the Business Plan.

Appendix A: Work in progress towards the development for Derby
Safeguarding Board – for information

- Ensure that safeguarding issues are raised in the wider community, and in the media, where appropriate.
- Ensure appropriate resources are available to carry out safeguarding functions.
- Audit and evaluate the objectiveness of local services in relation to safeguarding and promoting the welfare of children.
- Put into place performance measures to ensure that standards for safeguarding children are in line with local and national requirements. (APA/PAF/BVI)
- Ensure appropriate consultation takes place with Service Users.

2. SAFEGUARDING STEERING GROUP

2.1 Membership

Assistant Director, Education
Head of Children's Quality Assurance,
Detective Inspector, Police
PCT Representative
Designated Doctor
Designated Nurse
Assistant Chief Officer, Probation
Head of Youth Offending Service
CAMHS Locality Manager
Connexions Service
Domestic Violence Partnership
CAFCASS
NSPCC
Schools
MAPPA
Senior Solicitor , City Council
Derby Homes
Named Doctor, Mental Health Trust
Chairs of Groups if not already represented.
Acute Trust Representative
CPS (minutes only)

In addition, the ACPC Policy Officer/Training Co-ordinator will attend as an adviser.

This group will need to select a Chair and Vice-Chair.

2.2 Role and Function

- To work alongside the Board on the development of a safeguarding strategy for Derby.
- To develop and execute the Business Plan
- To produce an Annual Report

Appendix A: Work in progress towards the development for Derby Safeguarding Board – for information

- To co-ordinate the work of other groups and ensure proper communication throughout the Board Structure.
- To promote the welfare agenda and ensure the five outcomes are addressed.
- To ensure that procedures and guidance are in place, and fit for purpose.
- To monitor performance
- To audit practice.
- To manage the budget.

3. GROUPS

3.1 It is agreed that there will be four main groups which will operate under the Board and the Steering Group.

- Quality Assurance Group
- Workforce Development Group
- Serious Case Review Group
- Community and Communication Group

In addition a short life (up to April 2006) Implementation Group will operate. This will be led by Rachel Dickinson and the membership will be Sue Richards, Head of Service, Children's Quality Assurance, Social Services and Mark Sobey, ACPC Project Officer.

Legal advice will be sought by this group where needed.

The role of this group is:

- Respond to consultation
- To consider and disseminate the regulations and guidance.
- To ensure good communication regarding the new structure
- To ensure operational staff in all agencies are informed of changes.
- Consider financial arrangements.

3.2 Quality Assurance Group

3.2.1 Membership

- Head of Service Children's Quality Assurance
 - Child Protection Manager
- And Officers from/as follows of
- Domestic Violence Partnership
 - CAFCASS
 - Primary Care Trust
 - Midwifery Service
 - Principal Education Welfare Officer
 - Assistant Chief Officer, Probation

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- Detective Inspector, Police
- Designated/Named Doctor
- Named Nurse
- Senior Solicitor, Local Authority
- Youth Offending Service
- ACPC Policy Officer/
Training Co-ordinator
- Mental Health Trust
- Acute Trust, Clinical Governance
- Assistant Head of Service (SSD)

Given the heavy workload of this group, the membership will need to be reviewed.

3.2.2 Role and Function

- Ensure policies and procedures are up to date and available to all relevant staff.
- Ensure that safeguarding standards are in place.
- Undertake audit work as agreed by the Steering Group/Board.
- Respond to new legislation/regulations and guidance relevant to safeguarding children and promotion of welfare.
- Monitor on a multi agency basis the outcome framework and additional child protection performance against agreed indicators.
- Devise multi agency Children in Need procedures.
- Ensure implementation of new initiatives e.g. ISA, Common Assessment.
- Raise any shortfalls in practice with the Steering Group/Board.
- Address Public Health Issues.

3.3 Workforce Development Group

3.3.1. Designated Membership as follows

- Designated Nurse (Current Chair)
- Education Child Protection Trainer
- Social Services, Workforce Learning
And Development
- NSPCC
- Probation Training Officer
- Detective Inspector/Training Officer, Police
- CVS
- Named Doctor/Named Nurse
- Connexions Training Manager
- Child Protection Manager
- Early Years Representative
- PCT
- Acute Trust

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- Mental Health Trust
- Derby Homes
- ACPC Project Officer/Training Co-ordinator
- Youth Offending Service
- CAFCASS

3.3.2. Role and Function

- Produce a multi-agency training plan following regular audits of need.
- Implement training strategy.
- Quality Assure the effectiveness of multi-agency training.
- Ensure single agency training provided is consistent with requirements around Safeguarding Children.
- Respond to ad-hoc training requests.
- Provide training in line with new legislation and guidance.
- Provide publicity around training to be held
- Manage training budget.

3.4 Serious Case Review

N.B.. Name may alter dependant on guidance

3.4.1. Membership

- Director Children's Services (Chair of ACPC/DSCB)
- Head of Children's Quality Assurance, Social Services
- Designated Doctor
- Designated Nurse
- Police, Detective Chief Inspector
- Probation, Assistant Chief Officer
- Education, Assistant Director
- Senior Solicitor, Local Authority
- NSPCC

*Others to join, dependant on nature of case

3.4.2 Role and Function

- Ensure that serious case reviews are carried out according to regulations and guidance.
- Ensure that any recommendations are implemented, monitored and evaluated.
- Ensure that staff in all agencies are aware of the outcomes of serious case reviews and their part in action plans.
- Ensure that media coverage is appropriately managed.

3.5 Community and Communication Group

3.5.1. Membership

- Child Protection Managers – Social Services
- ACPC Policy Officer/Training Co-ordinator
- Social Services Operational Representative
- Named Nurse, including mental health
- Named doctors
- CVS
- Early Years
- Education Child Protection Officer
- Senior Probation Officer
- Detective Sergeant Child Abuse Unit
- NSPCC –
- Child Protection Co-ordinators,
 - Nightingale Inf
 - Bemrose
- Domestic Violence Partnership
- CAFCASS
- Public Relations representatives

3.5.2. Role and Function

- To disseminate safeguarding and promotion of children's welfare to the wider community.
- To produce a regular newsletter.
- To manage the DSCB website.
- To consider media and publicity issues
- To address consultation and participation of service users.
- To ensure an integrated approach to the safeguarding of children and the promotion of their welfare.

4. ROLES AND RESPONSIBILITIES

4.1 The Board

- Experience and knowledge of child protection issues
- Knowledge of relevant legislation
- Accountability to agency and ACPC/DSCB
- Communication skills
- Ability to fully represent the agency
- Agreed time commitment
- Knowledge of standards/performance indicators

4.2 Other Groups

- Ability to commission services from own agency

Appendix A: Work in progress towards the development for Derby Safeguarding Board – for information

- Ability to commit resources
- Business planning skills
- Accountability to Agency and Board
- Ability to ensure agency compliance
- Ability to disseminate to agency

In addition a range of skills are required as follows, dependent on the sub-committee.

- Training skills
- Audit skills and experience
- Organisational skills
- Ability to write policy/procedures
- Knowledge of child development

5. BUDGET

It has been agreed that the budget will be set according to the needs of the Boards in order to fulfil the functions.

The needs have been identified as follows:

- 2 Full time Professional staff
- 1 Full Time Administrative staff
- Training
- Production of Procedures
- Maintenance of Website
- Support to Serious Case Reviews including the funding of independent staff.
- Advocacy Services to assist Children's Participation.
- Publications/media.
- Interpreting and Translation.

Negotiations will continue in order to secure an appropriate budget.

6. ISSUES TO BE ADDRESSED

- Participation Strategy
- Community Strategy
- Constitution
- Dates and frequency of all meetings.
(calendar of all meetings to be published)
- The establishment of Practitioner Groups
- The establishment of a small group of critical readers to oversee the production of procedures, guidance and other publications.

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- Reporting/accountability structures
- Performance Management measures.
- Development of members in relation to safeguarding issues.

7. RECOMMENDATIONS

That this report is considered, confirmed or amended and then disseminated as appropriate.

Head of Service, Children's Quality Assurance

Appendix 1

DERBY SAFEGUARDING CHILDREN BOARD STRUCTURE

