

# annual report 2009-2010

chscb 

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## List of Abbreviations

<b>ASB</b>	Anti-social Behaviour
<b>BME</b>	Black, minority and ethnic
<b>CAFCASS</b>	Child and Family Court Advisory and Support Service
<b>CAIT</b>	Child Abuse Investigation Team
<b>CDOP</b>	Child Death Overview Panel
<b>CHSCB</b>	City & Hackney Safeguarding Children Board
<b>CHYPS Plus</b>	City & Hackney Sexual Health Services for Children and Young People
<b>CPA</b>	Community Partnership Advisor
<b>CPP</b>	Child Protection Plan
<b>CMHT</b>	Adult Community Mental Health Team
<b>CRB</b>	Criminal Records Bureau
<b>CWDC</b>	Children's Workforce Development Council
<b>CYP</b>	Children & Young People
<b>DCFS</b>	Department for Children, Schools and Families, now known as Department of Education
<b>ELFT</b>	East London NHS Foundation Trust
<b>FGM</b>	Female Genital Mutilation
<b>HUH</b>	Homerton University Hospital
<b>HCVS</b>	Hackney Council for Voluntary Service
<b>HUH</b>	Homerton University Hospital
<b>HYP</b>	Hackney Youth Parliament
<b>IDeA</b>	Improvement and Development Agency, now known as Local Government Improvement and Development
<b>ISA</b>	Independent Safeguarding Authority
<b>LAA</b>	Local Area Agreement
<b>LAC</b>	Looked After Children
<b>LADO</b>	Local Authority Designated Officer
<b>LAS</b>	London Ambulance Service
<b>LCPP</b>	London Child Protection Procedures
<b>LGBT</b>	Lesbian Gay Bisexual & Transgender Youth Forum
<b>LSCB</b>	London Safeguarding Children Board
<b>NCSL</b>	National College of School Leadership
<b>NCSA</b>	Nominated Safeguarding Children Adviser (in schools)
<b>OVOC</b>	Our Voice Our Council, also known as Children in Care Council
<b>QA</b>	Quality Assurance
<b>S11</b>	Section 11 of Children Act 2004
<b>S47</b>	Section 47 investigation under Children Act 1989
<b>SCR</b>	Serious Case Review
<b>SISA</b>	Specific Information Sharing Agreement
<b>SUDI</b>	Sudden Unexpected Death in Infancy
<b>Tier 2</b>	Targeted safeguarding services
<b>TLT</b>	The Learning Trust
<b>VBS</b>	Vetting and Barring Scheme
<b>VCS</b>	Voluntary and Community Sector

## Introduction from the Independent Chair

This was a year of consolidation for our Board. Partner agencies had confirmed their contributions to a budget that enabled us to recruit a capable and stable staff team to support our work. Attendance at Board meetings rose. And as a Board, we became, in my view, more challenging and strategic as we developed working relationships with each other. These relationships enabled us to have constructive discussions about what one of our members so rightly termed 'the wicked issues' that can confront local safeguarding partnerships. In the previous year we agreed that some of our sub-committees needed leadership from Board members to give them increased impetus. This was reflected in the volume of work done during the year, not least the completion of our first Section 11 Audit, which produced valuable information for all Board members.

### Key priorities for our Board in 2009/2010

Our Business Plan contained seven objectives, and in my view the three most important were those around:

*Good governance:* chosen because we wanted to develop relevant measures of whether the joint actions of agencies were improving outcomes for children and young people, and to reflect our wish as Board members to better understand how partner agencies were fulfilling their own responsibilities for safeguarding; we also wanted to pay more attention to the risks that affect joint working in the City and Hackney;

*Our training and workforce development programme and procedures:* chosen because we needed to understand attendance patterns on the Board's own training programme and to be confident it was meeting people's needs; and chosen because as a Board we agreed it was essential to know that we were meeting our responsibilities around recruitment procedures; and,

*Developing a shared understanding amongst Board members of the Board's relationship to partner organisations:* chosen to reflect our desire to work out relationship with the newly-established Children's Trust Board in Hackney; and to ensure that the Board remains relevant to and supportive of the City of London. We also identified that we needed to make stronger strategic links with the voluntary sector, to mirror good relationships in day-to-day working.

In addition to local priorities, there is always a huge amount of work that has to go on regardless. We wrote in last year's Annual Report about the impressive way in which the Child Death Overview Panel had been set up, and during the course of this year it continued to work effectively and we began to learn from its findings. Serious Case Reviews can take up much time and energy. I have written more about this in a later section of the Report, but during this year, three Serious Case Reviews were started. All kept absolutely to schedule, and our Board has maintained its position that SCRs are worthwhile only when lessons are clearly identified and changes made to avoid the repetition of things that have not worked well for children in the past.

### Progress in relation to these priorities and other priorities that were identified during the year

*Governance:* the response to the s.11 audit was impressive and is reported in more detail later on in this Report. Our Quality Assurance Sub-committee made progress with developing a set of outcome measures, and these should be finalised during 2010/2011. Our Board began to receive presentations from members on issues that pose particular risks locally. So far we have had colleagues from different agencies coming to the Board to talk about substance use and about young people involved with gangs. The Board has

agreed actions to tackle specific risks that were raised during these two lively debates;

*Training and workforce development:* we now have a better understanding of who attends Board training courses and what any gaps might be. The s.11 audit was promptly reported back to the Board and subsequent monitoring suggests that all issues were addressed, but there will be an audit biennially from now on to make sure Board members keep sight of this; and,

*Understanding our relationship with partner organisations:* there has been considerable work to try and develop the challenge and scrutiny role that the Children's Trust Board and Safeguarding Board need to demonstrate in relation to each other. Although some of this has slowed in order to make sure we reflect the amount of recent guidance from government, I found that the regular safeguarding discussions at the Children's Trust Board began to put that challenge and scrutiny into practice. I was particularly pleased that we gained a new Safeguarding Board member from the local council for voluntary services.

### **Remaining challenges and issues for our Board, and issues to be raised with the Children's Trust Board**

One particular issue that has come up this year is that our Board, in common with nearly every other Safeguarding Board in the country, struggles to engage children and young people in relation to safeguarding issues. However there is some very skilful and well-established consultation work with young people across the City and across Hackney. As a result we have been talking with the Children's Trust Board about how we might make use of the local expertise and networks in this area.

### **Significant local issues for our Board**

Our Board has seen several changes in membership this year, as individuals move to new roles and are replaced. I do think London boards are more likely to experience this sort of turnover in membership than some parts of the country and it adds to the challenge of building up relationships and making sure we can have difficult conversations when we need to.

I would like to end by thanking Board members for their commitment and to put on record my appreciation of the very hard work done by the team of staff that supports us. As a Chair I feel well supported by these people and by the Director of Children's Services from both boroughs. When I meet other Board chairs from around the country, I am conscious that I have a level of back-up which not every Chair has access to, and although there are many challenges in our work, this support makes a huge difference.

**Fran Pearson**  
**Independent Chair**

## Part 1 - Governance, operational and accountability arrangements

### 1.1 City and Hackney Safeguarding Children Board

Structure Diagram - as at 31st March 2010

#### City of London

Chair: Gillian Humble - Family & Young People's Director, City of London

*Quarterly meetings*

#### City and Hackney Safeguarding Children Board

Independent Chair: Fran Pearson

*Quarterly meetings*

#### Training and Development

Chair: Isabelle Trowler - Assistant Director of Children's Social Care, Hackney Council

*Bi-monthly meetings*

#### Finance

Chair: Steve Belk - Executive Director of Learning & Standards, The Learning Trust

*Bi-annual meetings*

#### Quality Assurance

Chair: Steve Goodman - Deputy Director of Children & Young People's Services, Hackney Council

*Bi-monthly meetings*

#### Child Death Overview Panel

Chair: Dr Jose Figueroa - Consultant in Public Health

*Quarterly meetings*

#### Serious Case Review

Chair: Fran Pearson - CHSCB Independent Chair

*Monthly meetings*

## 1.2 City and Hackney Safeguarding Children Board

### Membership and Attendance – from 1<sup>st</sup> April 2009 to 31<sup>st</sup> March 2010

Organisation	Number of seats	% of meetings attended by agency
Independent Chair	1	100%
Professional Advisor to the Board	1	100%
<b>CAFCASS</b>	1	75%
Child Abuse Investigation Team - Metropolitan Police Service	2	100%
Children and Young People's Services – Hackney Council	2	100%
City of London	2	75%
East London NHS Foundation Trust	4	100%
Education – The Learning Trust	2	100%
Hackney Borough Police - Metropolitan Police Service	1	100%
Hackney Council for Voluntary Service (HCVS) *	1	50%
Homerton University Hospital NHS Foundation Trust	1	75%
NHS City and Hackney	4	100%
Safer Communities – Hackney Council	1	50%
<b>Hackney Borough Mayor's Office**</b>	1	100%
<ul style="list-style-type: none"> <li>• Cabinet member for Children's Services – participant observer</li> </ul>		

\* HCVS was invited to become a member of the CHSCB from October 2010.

\*\* The Hackney Cabinet member for Children's Services was invited to become a member of the CHSCB from January 2010.

### 1.3 Board Unit Diagram - as at 31<sup>st</sup> March 2010

**Independent Chair**  
Fran Pearson

**Head of Safeguarding &  
Professional Advisor to the CHSCB**  
Sophie Humphreys

**Safeguarding Group Manager &  
Local Authority Designated Officer**  
Sarah Wright

**Safeguarding Project Manager**  
Serena Tommasino

**Community Partnership Advisor**  
Leethen Bartholomew

**Multi-agency Training Co-ordinator**  
Alice Tomlinson

**Board & Sub-committees Co-ordinator**  
To be recruited

**Child Death Overview Panel &  
Rapid Response Co-ordinator**  
Lia Gett

## 1.4 Budget and Finance

### 2009/2010

In September 2008, a new staffing model was adopted to enhance the Board's capacity to address safeguarding issues and development work with agencies across the partnership. The total cost of this new arrangement was budgeted at £310,000. This budget continues to be managed by the London Borough of Hackney. The Board is funded jointly by the partner agencies and following a review by the Finance Sub-committee, contributions were agreed as set out below:

Organisation	Contribution	Percentage
London Borough of Hackney	£190,000	60%
The Learning Trust	£24,000	8%
East London and the City Mental Health Trust	£ 24,000	8%
City and Hackney PCT	£ 24,000	8%
City of London	£ 24,000	8%
Met Police/CAFCASS/London Probation	£12,000	4%
Homerton Hospital	£12,000	4%
<b>Total</b>	<b>£ 310,000</b>	<b>100%</b>

At the time of writing the final outturn position for 2009/2010 was not available, but based on the forecast provided to the Finance Sub-committee an underspend of £18k is forecast as set out below:

	Budget	Forecast outturn	Forecast variance
Staffing	£245,000*	£219,000	(£26,000)
<b>Expenses:</b>			
Independent chair	£18,000	£18,000	0
Serious case reviews	£ 15,000	£15,000	0
Training	£32,000	£40,000	£8,000
<b>Total</b>	<b>£ 310,000</b>	<b>£292,000</b>	<b>(£18,000)</b>

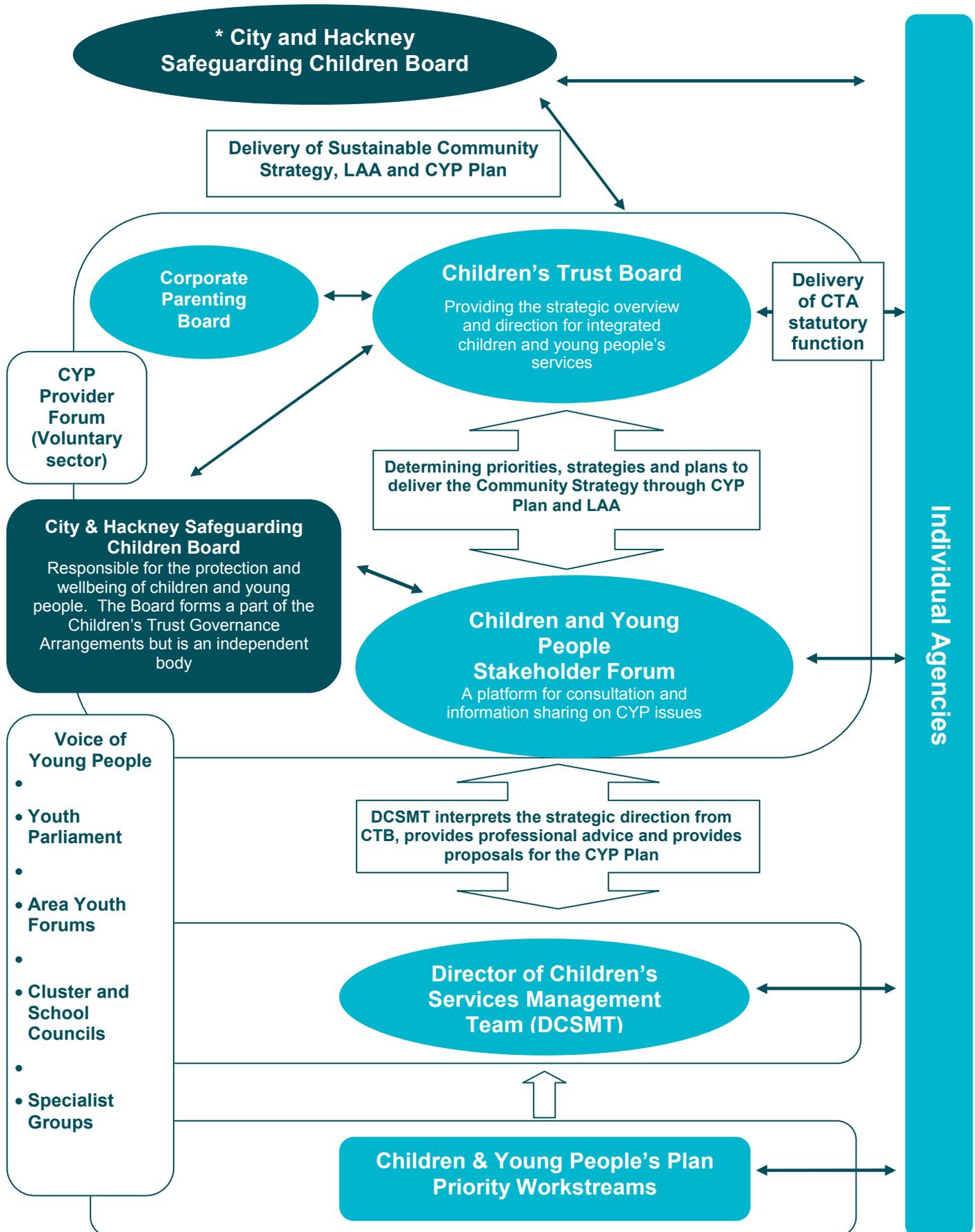
\*Includes 75% of Head of Safeguarding post, Group Manager & LADO, Safeguarding Project Manager, Board Co-ordinator, Training Co-ordinator.

The staffing underspend has occurred due to staff taking up posts part way through the financial year. The Finance Sub-committee agreed that it was within the discretion of the Head of Safeguarding to invest part of this underspend in training. The Board has agreed to carry forward the final underspend figure to the current financial year to develop the CHSCB website and a new logo.

### 2010/2011

The Board has agreed that the budget and contributions would remain unchanged for 2010/11. Outturn against budget will continue to be monitored through the Finance Sub-committee, with any variance against outturn will be reported to the Board as appropriate.

1.5 Safeguarding Arrangements: Governance Structure - as at 31<sup>st</sup> March 2010



\* Within the governance structure, the Independent Chair of the CHSCB is performance managed by the Director of Children's Services (DCS) for Hackney. The DCS does not sit on the CHSCB, but meets on a monthly basis with the Independent Chair and the Head of Safeguarding / Professional Advisor to the Board. The DCS for City joins these meetings on a regular basis.

The CHSCB is formally linked to the City's Children and Young People's Strategic Partnership (CYPSP) through the Family and Young People's Director, who is a member of the CHSCB, chairs the City of London Sub-committee and is a member of the CYPSP Full Board and Executive.

## 1.6 The City of London Sub-committee

The Business Plan for 2009-10 focused on the core business of child protection, ensuring that interagency systems and processes in the City of London remained effective. As in previous years there were few referrals or allegations and no child deaths. Procedures and processes for interagency working proved effective in each of the very small number of cases arising. The formal arrangement for a joint City and Hackney Safeguarding Children Board continued to meet the needs of the City, providing access to expertise not available in the City alone. Attendance at the sub-committee from both Police and the Health Service was inconsistent and is an issue to address in 2010-11. Decisions to widen the scope of the City of London Sub-committee to include service providers in the City are to be followed up in 2010-11.

This table below displays a break-down of agency attendance at City of London Sub-committee meetings from April 2009 - March 2010. There were 3 meetings that took place during the year.

Organisation	% of meetings attended
<b>Chair of City of London Sub-committee</b>	
• Family and Young People's Director	100%
<b>CHSCB</b>	
• Head of Safeguarding / Professional Advisor to the Board	33%
• Safeguarding Group Manager	67%
<b>City of London Corporation</b>	
• Children's Social Care Manager	100%
<b>City of London Police</b>	
• Detective Sergeant	67%
<b>NHS City and Hackney</b>	
• Named Nurse in Child Protection	33%

## 1.7 Finance Sub-committee

The Finance Sub-committee was set up specifically to ensure the CHSCB has sufficient capacity to carry out its duties effectively. The remit of this group is to:

- recommend a draft budget to the Board in line with the agreed staffing structure;
- agree partnership contributions to the overall budget; and,
- monitor spend and agree virements.

The Finance Sub-committee met twice this year in order to monitor income, expenditure and agree virements to provide additional funding for training, staff cover and communications. The funding contribution from partners for 2010/11 will not be increased and the budget will be amended accordingly.

The CHSCB budget is managed by the Professional Advisor to the Board (See the budget and finance report section 1.4).

The Sub-committee has agreed the following protocols in order to ensure partners' funding is spend appropriately:

- underspends will be carried over to the following year; and,
- if there is a need to change the budget plans, large virements will be agreed by the Sub-committee.

This table below displays a break-down of agency attendance at Finance Sub-committee meetings from April 2009 - March 2010. There were 2 meetings that took place during the year.

Organisation	% of meetings attended
<b>Chair of the Finance Sub-committee</b>	
• Executive Director, Learning and Standards, The Learning Trust	100%
<b>Children and Young People's Services – Hackney Council</b>	
• Assistant Director, Finance	100%
<b>CHSCB</b>	
• Professional Advisor to the Board	100%
<b>City of London</b>	
• Director, Family & Young People Services	50%
<b>East London NHS Foundation Trust</b>	
• Director of Nursing	0%
<b>Homerton University Hospital – NHS Trust</b>	
• Chief Nurse and Director of Corporate Governance	0%
<b>NHS City and Hackney</b>	
• Director of Public Health	0%

## **Part 2 – Quality Assurance Activities and New Developments**

### **2.1 Board self-assessment exercise**

The LSCB Challenge and Improvement Tool is a benchmarking tool to help LSCBs think through their own effectiveness and identify areas for improvement. CHSCB commissioned Jess O'Brien, a consultant from the Improvement and Development Agency for local government (IDeA), to support completion of the exercise using an electronic survey, one to one discussions and research. The exercise will support CHSCB with self-assessment, future planning and improvement, and complement other evaluation and auditing work which has already taken place.

The tool invited Board members to reflect on a range of good practice statements, and to state how far they agreed that good practice was in place locally. Board members were asked to support their responses, wherever possible, with evidence examples. The tool also asked Board members to identify priority actions. Responses were translated into an average "score" against each principle, providing a benchmark for future self-assessment.

The exercise was conducted in March 2010, and findings were presented back to the Board on 26<sup>th</sup> April 2010. Although the response rate was relatively low in terms of the full complement of Board and sub-group members, the majority of full Board members did offer responses. The exercise was useful in terms of the Board identifying its own progress in relation to LSCBs nationally and some priorities for 2010/2011.

Board members at the meeting on 26<sup>th</sup> April 2010, agreed that broad priorities identified from the Challenge and Improvement exercise would be given further consideration. Methods for outcome-focused engagement with children and young people would be identified, and member's responsibilities and requirements would be clarified - for example, induction packs will be put together for new Board members.

### **2.2 Quality Assurance Sub-committee**

The major focus of the Quality Assurance Sub-committee's work throughout this year has been on auditing the degree to which statutory agencies are meeting their safeguarding responsibilities as defined in section 11 of the Children Act 2004. Greater detail about this audit process is contained in the next section of this report. This audit was designed to enable the Board to ensure that all the key agencies have the necessary frameworks in place to support good children protection practice and, as such, was seen as a priority for the work programme of the Quality Assurance Sub-committee for this year. The sub-committee oversaw the design of the audit, the implementation process, reporting activities and the monitoring of the action plans that individual agencies put in place following the audit to enhance their safeguarding capacity.

Although the section 11 audit process occupied much of the business of the sub-committee throughout the year, the sub-committee was also able to make progress on developing processes and audit tools for multi-agency case-file auditing and for the evaluation of multi-agency participation in Child Protection Conferences. Plans are now in place to implement both of these processes in the coming year. Progress was also made on defining a dataset of both quantitative and qualitative measures to be reported to the sub-committee to allow members to measure activities and evaluate the effectiveness of multi-agency child protection practice.

The sub-committee has also considered arrangements for monitoring performance in relation to Missing children and has agreed that they will receive and respond to quarterly performance reports on this issue on the Board's behalf.

### Next steps/challenges

The Quality Assurance sub-committee will be pursuing a broader range of activities over the coming year. There are plans to undertake a further section 11 audit in early 2011, using a simplified audit tool but including a broader range of agencies. A programme of multi-agency case audits is due to commence in July 2010. Whilst data reporting has already begun, a final agreed dataset should be in place by the autumn and a schedule for reporting performance against the items included in this will also be in place. The Quality Assurance sub-group will also assume responsibility for overseeing the production of the Board's Annual Report, ensuring that this is produced in line with new requirements introduced in the updated Working Together guidance.

To support the Board's aims of ensuring that they are well informed about locally relevant child protection issues there are plans in place to develop an Operational Forum for frontline practitioners and managers. Part of the remit for this group will be the consideration of issues relating to multi-agency practice. This forum will report to the Quality Assurance sub-committee, providing another avenue through which the sub-committee can ensure that there is a well-informed understanding of the strengths and challenges of local safeguarding practice.

This table below displays a break-down of agency attendance at QA Sub-Committee meetings from April 2009 - March 2010. There were 5 meetings that took place during the year.

Organisation	% of meetings attended
<b>Chair of the Quality Assurance Sub-committee</b> <ul style="list-style-type: none"> <li>Deputy Director of Hackney CYPS</li> </ul>	80%
<b>Child Abuse Investigation Team - Metropolitan Police Service</b> <ul style="list-style-type: none"> <li>Detective Sergeant</li> </ul>	60%
<b>Children Social Care – Hackney Council</b> <ul style="list-style-type: none"> <li>Head of Safeguarding</li> <li>Policy and Strategy Manager</li> </ul>	80% 60%
<b>CHSCB</b> <ul style="list-style-type: none"> <li>Professional Advisor to the Board</li> </ul>	80%
<b>City of London</b> <ul style="list-style-type: none"> <li>Director, Family &amp; Young People Services</li> </ul>	40%
<b>East London NHS Foundation Trust</b> <ul style="list-style-type: none"> <li>Associate Director for Safeguarding Children</li> </ul>	40%
<b>Education – The Learning Trust</b> <ul style="list-style-type: none"> <li>Head of Attendance in Safeguarding in Education</li> </ul>	80%
<b>Hackney Borough Police - Metropolitan Police Service</b> <ul style="list-style-type: none"> <li>Detective Inspector</li> </ul>	100%
<b>Homerton University Hospital – NHS Trust</b> <ul style="list-style-type: none"> <li>Named nurse for safeguarding children</li> </ul>	60%
<b>NHS City and Hackney</b> <ul style="list-style-type: none"> <li>Associate Director for Children and Families</li> </ul>	60%

## 2.3 Section 11 audit

### Background and key priorities

The City & Hackney Safeguarding Children Board has conducted a section 11 audit this year to ascertain the progress made in the City and Hackney in implementing section 11 of the Children Act 2004. As a statutory requirement, the CHSCB has a particular focus on ensuring that the key organisations that have a duty under section 11 are fulfilling their statutory obligations about safeguarding and promoting the welfare of children. This falls into one of the Safeguarding Board's key functions, which is to, "monitor and evaluate what is done by the Local Authority and partner agencies individually and collectively to safeguard and promote the welfare of children and advise them on ways to improve" (Working Together, 2010).

The main aim of the section 11 audit was to assess the extent to which organisations in the City and Hackney are addressing their section 11 safeguarding responsibilities.

Section 11 of the Children Act 2004 places a duty on key people and bodies to make arrangements to ensure that their functions are discharged with regard to the need to safeguard and promote the welfare of children. The application of this safeguarding duty is expected to vary according to the nature of each organisation and its functions. However, there are some *key features* of effective safeguarding arrangements which all agencies need to take into account when undertaking their particular functions. At an organisational and strategic level, these *key features* include: 1) senior management commitment to the importance of safeguarding and promoting children's welfare; 2) a clear statement of the agency's responsibilities towards children, available for all staff; 3) a clear line of accountability within the organisation for work on safeguarding and promoting the welfare of children; 4) service development that takes account of the need to safeguard and promote welfare and is informed, where appropriate, by the views of children and families; 5) staff training on safeguarding and promoting the welfare of children for all staff working with or (depending on the agency's primary functions) in contact with children and families; 6) safe recruitment procedures in place; 7) effective inter-agency working to safeguard and promote the welfare of children; and, 8) effective information sharing (Section 11 Statutory Guidance, 2007).

### Main activities

The CHSCB section 11 audit 2009-2010 was commissioned and led by the Quality Assurance Sub-committee. Participating agencies were required to assess and evidence their strategic and organisational arrangements in relation to their duties under section 11. Furthermore, agencies were expected to produce an action plan to address any significant issues or gaps that were identified in each agency's audit.

The audit tool was conceived and designed following the *key features* of effective arrangements to safeguard and promote the welfare of children. The following agencies took part in the section 11 audit 2009-2010: Adult Social Care – Hackney Council; Children Social Care – Hackney Council; City of London; Drug and Alcohol Action Team – Hackney Council; East London NHS Foundation Trust; Hackney Homes; Homerton University Hospital; Metropolitan Police Service; City and Hackney Primary Care Trust; Safer Communities – Hackney Council; The Learning Trust; Youth Offending Team – Hackney Council; and, Youth Services – Hackney Council.

A section 11 audit report was produced which synthesised the main findings of the audit across participating agencies, identified trends, examples of best practise and areas for improvement. The report also contained a number of key

recommendations. The Board received and endorsed the section 11 audit report and its key recommendations on the 20<sup>th</sup> July 2009.

A section 11 monitoring process commenced on the 4<sup>th</sup> August 2009 and was led by the Quality Assurance Sub-committee and the CHSCB team. As part of the section 11 monitoring process, participating agencies were asked to provide regular feedback of progress made against their section 11 action plans. Full guidance and continuous and tailored advice was provided to all organisations by the CHSCB team. The Board also received a section 11 progress report in January 2010. This provided a brief review of the implementation of action plans and summarised the key lessons learnt.

### **Supporting data**

The agencies' response to the audit was proactive and generally positive. The majority of agencies evidenced a strong commitment to improving their safeguarding arrangements both strategically and at an operational level. For instance, all participating agencies have now a Safeguarding Children Statement and have nominated a Safeguarding Senior Named Person and/or a Safeguarding Lead Officer (full contact details are available on the CHSCB website). Moreover, the majority of agencies promptly revised their policies and procedures as necessary and reviewed their internal arrangements in order to better monitor safer recruitment and staff attendance to safeguarding training.

The Learning Trust (TLT) undertook a section 11 audit of all Hackney maintained schools and academies. The aim of the school's audit was to assess the extent to which schools in the borough are addressing their section 11 safeguarding responsibilities and for TLT to determine how sound safeguarding practice is across schools in general. A schools section 11 audit report outlining the key findings and recommendations was presented to the TLT Board in September 2009. This can be found in Appendix H. Also, a similar audit tool has been devised for all maintained early years and play settings.

The Training Sub-committee promptly integrated the audit findings in the design of the CHSCB Multi-agency Training Programme 2010.

The Serious Case Review (SCR) Sub-committee took swift action to improve the monitoring arrangements of individual agency's SCR recommendations. In parallel, all agencies have taken steps to disseminate learning from the reviews within their own agencies. Also, the Board has planned a series of multi-agency seminars and briefing sessions to ensure that the lessons learnt from SCRs and Individual Management Reviews are integrated into agencies' practice and that front line staff are familiar with the lessons learnt.

### **Main achievements, challenges and forward plans**

This first section 11 audit has enabled the CHSCB to gather extensive information about safeguarding arrangements and practise in the City and Hackney and to use it as a basis for future developments. Moreover, it has increased agencies' awareness of their safeguarding responsibilities under section 11; reinforced feedback and advisory mechanisms between individual agencies and the Board; and, enabled the Board to learn lessons for future audits. Finally, the 'section 11 audit' has also been a useful tool for benchmarking current standards and models of good practice, as well as to identify areas for improvement and to target resources.

While good progress has been made in local safeguarding arrangements, the audit process has generated further learning. There is space for further improvement of

the audit tool. Moreover, the overall audit process has proven to be a time consuming process and has required considerable investment of resources by the Board team and the involved agencies.

The CHSCB agreed that the section 11 audit should be conducted on a two year basis. The Board felt that it is important to carefully design the future section 11 audits and this will be done in consultation with other Local Safeguarding Children Boards that have recently conducted section 11 audits.

A number of agencies that were not included in the current process, including the Ambulance Service, British Transport Police Authority, CAFCASS, Connexions, Fire Service, Probation Service, are to be considered to take part in the next section 11 audit. Moreover, a similar audit process should be considered in order to assess the extent to which the private and voluntary sector and community and faith based organisations are addressing their safeguarding responsibilities.

#### **2.4 Allegations against adults working with children and young people - Hackney**

This year saw the appointment of a Safeguarding Group Manager with a dedicated Local Authority Designated Officer (LADO) function, within the CHSCB team. New systems and processes have been introduced to support the recording and monitoring of allegations against professionals and enhanced procedures for managing these have been produced.

Over the year from 1<sup>st</sup> March 2009 to 28<sup>th</sup> February 2010 a total of 65 referrals relating to allegations against adults working with children and young people were recorded as accepted. Of these 17 were received in the first six month period and 48 in the second six month period, marking a very significant increase within the second half of the year. This increase may be partly accounted for in terms of improved monitoring systems and partly due to the establishment of the dedicated LADO role, with professionals being clearer about how to make referrals and having a clear point of reference. Part of the increase may also be attributed to enhanced training and awareness of procedures, particularly in the Education and Early Years settings.

Of the 65 referrals that were accepted:

- 19 allegations were substantiated, meaning that there was clear evidence to support the allegation.
- 38 were unsubstantiated, meaning that there was insufficient evidence to reach a conclusion one way or another about whether the allegations were founded. This included 7 cases where the allegations related to abuse occurring in a particular setting but it proved impossible to clearly identify an alleged perpetrator.
- 8 allegations were judged to be unfounded, meaning that clear evidence was found to establish that the alleged incident had not taken place.

Details of the nature of referrals received are set out in the table below:

**Number of referrals by specific employment/volunteer sector and primary category of concern (from 1/3/2009 to 28/2/10)**

<b>Employer</b>	<b>Physical</b>	<b>Emotional</b>	<b>Sexual</b>	<b>Neglect</b>	<b>Behaviour which called into question person's suitability</b>
Foster carer Local Authority	3	3	1		
Residential worker Non- Local Authority			1		
Health			1		
School staff	23		1	1	7
Non-teaching School staff	1		1		1
Early Years Includes private & independent providers, children's centres	1		1		5
YOT		1			
Voluntary Organisations	1		2		
Faith Groups	7				
Care Workers	2				

A number of activities have been undertaken to enhance multi-agency working in this field. The LADO has begun to hold regular meetings with the Learning Trust's HR department and the Safeguarding in Education team. Arrangements are in place for the LADO to deliver a presentation on Managing Allegations Against Staff to the Hackney Council for Voluntary Service (HCVS) Children and Young People's Provider Group in April 2010.

**Allegations against adults working with children and young people – City of London**

The City of London is mainly a business centre with a daytime population of over 330,000 people. It has a residential population of approximately 9,185 people, of whom approximately 1,128 are aged between 0 and 19. In addition, over 2,000 children attend the City's four independent schools.

Due to the size and capacity of the City of London, the Children's Social Care Services Manager takes on the role of the Local Authority Designated Officer (LADO) function, representing the City of London on the CHSCB. The City of London has developed systems and processes to record and monitor allegations against professionals and enhanced procedures for managing these have been produced.

Over the year from 1<sup>st</sup> March 2009 to 28<sup>th</sup> February 2010 there have been a total of 3 referrals, two from independent schools and one from within the City of London Corporation. Due to the low number of referrals it is difficult to ascertain whether

there are any discernable trends. The City of London is reviewing safeguarding procedures around reporting systems to ensure that organisations working with children are clear about the reporting systems. Training and development for the children's workforce is being promoted through the dissemination of training available from CHSCB and through City of London safeguarding training.

Details of the nature of referrals received are set out in the table below:

<b>Number of referrals by specific employment/volunteer sector and primary category of concern (from 1/3/2009 to 28/2/10)</b>					
<b>Employer</b>	<b>Physical</b>	<b>Emotional</b>	<b>Sexual</b>	<b>Neglect</b>	<b>Behaviour which called into question person's suitability</b>
City of London Corporation Integrated Youth Service					1
Independent Schools	1		1		

## **2.5 Communication Strategy**

During the past year the Board has developed and agreed a Communication Strategy. This had been identified as a key priority for the Board in the 2009/10 Business Plan. The strategy that has been developed is strongly underpinned by a commitment to ensuring that the Board is both sharing information and receiving information from others to will enable it to do its job as effectively as possible. The strategy captures the communication activities that the Board already has in place and maps out sets out a number of new initiatives and activities that the Board plans to pursue in the future. The implementation of the plan will be overseen by the Training and Development sub-committee.

One of the first major initiatives under the new communication strategy was the engagement of a design company to develop the Board's branding, providing a distinctive visual identity for the Board. The new logo, stationary and visual presentation formats have been well received and should enable the Board to develop a much higher profile with members of the professional and wider community who come into contact with its activities.

The next major activity under the communication strategy will be the development of a new 'stand alone' website for the Board, which will be a key vehicle for communication with both professionals and the public in the future. Work is already underway on developing this and it is anticipated that the site will be functional by August 2010.

Other planned activities for the coming year include the development of an induction pack for new Board and sub-committee members, further promotion of the lunchtime seminars organised by the Training and Development subcommittee, the development of an Operational Forum for practitioners and managers and consultation activities with children and young people.

## 2.6 Safer workforce – Schools

### Background

Following the murder of Holly Wells and Jessica Chapman by Ian Huntley a school caretaker The 'Bichard Inquiry' 2004 recommended various measures in relation to people working with children either in a voluntary or paid capacity.

- improvements in information sharing in relation to the Police;
- new arrangements for a registration scheme for all people applying to work with children and vulnerable adults so that employers could check that individuals are not unsuitable to work with them; and,
- that at least one member of an interviewing panel to appoint staff working in schools should be properly trained in safer recruitment

### The new Registration Scheme

'The Bichard Inquiry' considered the recruitment process in relation to people who work with children and vulnerable adults, and whether employers background checks of job applicants were reliable enough.

The Inquiry's recommendations led to the 'Safeguarding Vulnerable Groups Act' (November 2006), which recognised the need for a single agency to vet all individuals who want to work or volunteer with vulnerable groups. The Independent Safeguarding Authority (ISA) was created to fulfil this role across England, Wales and Northern Ireland.

Their role is to help prevent unsuitable people from working with children and vulnerable adults and they will use data gathered by the Criminal Records Bureau (CRB). Only applicants who are judged not to pose a risk to children and vulnerable adults will be 'ISA registered'.

The ISA Vetting & Barring Scheme (VBS) was launched on 12<sup>th</sup> October 2009. Registration for the scheme begins on 26<sup>th</sup> July 2010 and is expected to be fully rolled out over the next five years. From 1<sup>st</sup> November 2010 employers who recruit staff to work with children and vulnerable adults will only be allowed to recruit people who are 'ISA registered'.

### Safer Recruitment Training Programme

The 'Bichard Inquiry' recommended that:

- Head Teachers and school governors should receive training on how to ensure that interviews to appoint staff reflect the importance of safeguarding children and
- that all interview panels to appoint staff working in schools should have at least one member of the panel who has been trained on safer recruitment practices. Legislation came into force on 1st January 2010 to make this a legal requirement for maintained schools.

### Key Priorities

Over the past year the key priority for TLT was to ensure that all schools were ready for the implementation of the statutory requirements regarding safer recruitment and specifically:

- that all schools have at least one person trained in Safer Recruitment
- the number of schools with at least 2 people trained is increased
- that the take up of training either on line or face to face of governors is increased and
- that headteachers who have not undertaken the training are encouraged to access Learning Trust sessions or to undertake the training on line

## **Main Activities and Achievements**

The training for Head Teachers and governors was again available through TLT, private providers and until October 2009, on-line through the National College of School Leadership (NCSL). From 1<sup>st</sup> November 2009 the online training was transferred to the Children's Workforce Development Council (CWDC) and has been opened up to the wider workforce.

TLT currently has 6 members of the HR department and 2 members of the Safeguarding in Education Team who are accredited trainers and have delivered the training on behalf of TLT. From September 2009 the training programme was designed to be delivered in a more flexible manner to meet the needs of school staff and Governors. This has entailed training workshops of 2 whole days delivered together or spread out over the course of a week or on consecutive weeks. We have also offered the training as 4 separate modules delivered as twilight or evening sessions.

This year TLT has delivered 5 training sessions with 75 people being accredited, including members of TLT, headteachers, school governors and other school staff. More recently early year's professionals have accessed the training. Last year 7 schools had no one trained in safer recruitment and TLT targeted those schools and successfully reduced this number to zero. Unfortunately due to staff movement we currently have one school in this category.

## **Supporting Data**

During the period 1<sup>st</sup> April 2009 to 22<sup>nd</sup> Oct 2009, 25 teaching staff/governors successfully completed the NCSL on-line training. An additional 3 have completed with the CWDC. In addition 76 people have attended training courses delivered by TLT. We have

- one school where no one is trained and that is due to staff changes = 1%
- 18 schools where only one person is trained = 24%
- 56 schools where the recommended 2 or more people are trained = 75% and,
- 4 schools where the headteacher is not trained but other staff are trained = 5%

## **Challenges and Forward Plans**

The main challenge has been to ensure that all schools have at least one member of staff trained. This was achieved but with staff leaving almost immediately this meant that we were left again with one school in this category. The challenge for TLT as with any organisation is to keep pace with staff movements. The take-up of training by school governors, despite the more flexible sessions, has been disappointing. Instead these sessions have been attended by early years and others. The training now also needs to be more widely accessible to other school staff involved in the recruitment process.

In addition as the online training has been transferred to CWDC, with the increased numbers accessing the training the CWDC have decided that they are not able to advise local authorities on who has undertaken the training. This means that schools must self-monitor and inform us when the training has been completed on line.

Another challenge is in relation to the legislation which requires one member of the appointment panel to be trained only applies to maintained schools.

## **Part 3 - Child Death Review Processes and Serious Case Reviews**

### **3.1 Child Death Overview Panel and Rapid Response**

#### **Background**

The child death review process became mandatory in April 2008 pursuant to chapter 7 of *Working Together to Safeguarding Children*. The City and Hackney Child Death Overview Panel (CDOP) is a multi-disciplinary group established on 1<sup>st</sup> April 2008 with the task of reviewing all deaths of children (aged under 18 years) in the City of London and the London Borough of Hackney. The CDOP is chaired by the Deputy Director of Public Health, NHS City and Hackney and has representatives from community and acute paediatric services; neonatology services; paediatric pathology; nursing; midwifery; mental health services; education; children's social care; police; and City and Hackney Safeguarding Children Board. The CDOP meets quarterly.

#### **Key priorities**

The CDOP plays a key role in building government and community confidence in the ability of key agencies to respond timely and transparently when a child who is normally resident in the City of London and the London Borough of Hackney dies. The CDOP coordinator contacts all local services (and out of area services if appropriate) to gather information on contact with services or services provided to all deceased children and their families/carers; the information is collated and reviewed by the CDOP at their quarterly meetings.

The panel's role is to improve the health; safety and wellbeing of all children who are normally resident in the City of London and the London Borough of Hackney. It does this by identifying significant risk factors and trends of social, environmental, health and cultural factors in relation to children deaths in the City of London and the London Borough of Hackney; and by making recommendations to improve the quality of frontline services for children and young people to prevent future deaths from occurring.

The CDOP has held regular themed meetings with presentations by professional members of local agencies on case related issues. These presentations keep the group updated with initiatives and messages in risk reduction. Past presentations include: "gun, gang & knife crime" by Hackney Police Service, "SUDI" by a Paediatric Pathologist from Royal London Hospital.

#### **Main activities and achievements**

The CDOP reviewed the service history of 22 children and young people who died between 1<sup>st</sup> April 2008 to 31<sup>st</sup> March 2009. The CDOP identified scope for continuous improvement in a number of key areas including: joint home visits by Homerton University Hospital (HUH) paediatricians and police officers; changes in London Ambulance Service (LAS); Police; HUH protocols; increasing awareness around the use of infant car seats and breastfeeding messages; and strengthening interagency working relationships and processes. The process of reviewing all deaths that took place between 1<sup>st</sup> April 2009 and 31<sup>st</sup> of March 2010 is still ongoing.

The CDOP continues to work collaboratively with key agencies to further strengthen interagency working relationships and processes. Timely notification of children deaths to the CDOP coordinator and rapid sharing of available information across the sector has been possible thanks to the excellent links with partner organisations

established by NHS City and Hackney as part of the well established Rapid Response Team.

Rapid Response meetings convened following the sudden and unexpected deaths of all children under 18 years have continued throughout the year, in total 20 deaths met the criteria described in 'Working Together to Safeguard Children'. The meetings were held at a range of venues both in and out of borough to ensure close working with the medical teams involved at the time of a child's death. The meetings have been well and appropriately attended by team members who have worked closely with the child and their family.

Home visiting has been carried out by Homerton paediatricians in conjunction with colleagues from the police but has proved impracticable when tertiary out of borough hospital based paediatricians are involved.

Of the three Serious Case Reviews initiated by CHSCB in 2009/10 all were preceded by Rapid Response meetings. We continue to work with the Coroners' office in release of post mortem findings following inquests, this has been facilitated by new statutory guidance in May 2010.

The CDOP has also managed to overcome information sharing barriers by developing a thorough specific information sharing agreement (SISA) protocol across all agencies. This SISA protocol has been used as a template across other London boroughs.

Clarity on the relationship of the CDOP with other review processes is important; we will be holding a meeting with colleagues from the other two inner East London panels to share findings, discuss statistical trends and identify possible areas for intervention at sector level.

### **Challenges and forward plans**

The CDOP acknowledges the need to engage in an effective, timely and meaningful way with all relevant agencies in relation to the child death review process.

Remaining challenges include:

- timely access to post-mortem results although we have started discussions with Coroner's clerks;
- identifying a GP representative in the panel;
- improving access to culturally appropriate bereavement services;
- developing feedback processes to parents and/or carers;

### **3.2 Lessons learnt about the prevention of future child deaths**

Although the Child Death Overview Panel has not been able to review all child deaths occurring between the 1st of April 2009 and the 31st of March 2010 (some deaths have been subject to serious case reviews and there is pending coroners reports in others); one of the early lessons to prevent future deaths is based on the recommendations from a SCR to develop resources to educate parents on adequate food intake of children promoting healthy eating and preventing malnutrition due to severe cultural/religious dieting. We are also reviewing the local policies and guidelines for Vitamin D supplementation during pregnancy, breastfeeding and in infancy. Further lessons learnt will be included in the CDOP annual report.

### 3.3 Serious Case Review Sub-committee

#### Background

This is a well-established sub-committee of the Board, which has previously benefited from good attendance and stable membership. It meets once a month.

This table below displays a break-down of agency attendance at Serious Case Review Sub-committee meetings from April 2009 - March 2010. There were 11 meetings that took place during the year.

Organisation	% of meetings attended
<b>Independent Chair</b>	92%
<b>Child Abuse Investigation Team - Metropolitan Police Service</b>	
• Detective Inspector	100%
<b>Children Social Care – Hackney Council</b>	
• Head of Safeguarding	92%
• Head of Looked-after Children	83%
<b>CHSCB</b>	
• Professional Advisor to the Board	92%
<b>City of London</b>	
• Children's Social Care Manager	33%
<b>East London NHS Foundation Trust</b>	
• Associate Director for Safeguarding Children	42%
<b>Education – The Learning Trust</b>	
• Head of Attendance in Safeguarding in Education	83%
<b>Hackney Borough Police - Metropolitan Police Service</b>	
• Detective Inspector	33%
<b>Homerton University Hospital – NHS Trust</b>	
• Consultant Paediatrician	75%
• Named Nurse in Child Protection	17%
<b>NHS City and Hackney</b>	
• Consultant Paediatrician	92%
• Child Death Overview Panel Co-ordinator	75%
• Named Nurse in Child Protection	33%
• Designated Nurse for Child Safeguarding, Commissioning	17%

#### Key Priorities

The Board has made it clear in the Business Plan what is expected of this sub-committee, with the objective that 'Serious Case Reviews are carried out to a high standard, action plans implemented effectively with learning evidenced'. The priorities for the sub-committee, as set by the Board were:

- Serious Case Reviews continue to receive a good or better evaluation from Ofsted
- The action plan from all Serious Case Reviews are completed and an annual report brought to the Board
- All appropriate agencies attend Serious Case Review Sub-committees as required, with any attendance issues reported to the Board.

#### Main activities and achievements

The Sub-committee initiated three SCRs during the year. Only one of these was due to be completed before the end of March 2010, and this was submitted to Ofsted at

the agreed time (end of December 2009). Ofsted's evaluation is still awaited. The other two commenced and carried on exactly to schedule.

The Sub-committee agreed new local procedures and templates for every aspect of SCRs which meant that each successive one has run more smoothly. As a result of Lord Laming's recommendations after the death of Baby Peter, sub-committee members absorbed and responded to considerable amounts of new guidance from government about how to conduct SCRs. Thanks are due to the Safeguarding Team and especially the Project Manager, Serena Tommasino, for developing the procedures and condensing the new guidance into manageable proportions.

Robust debates took place about the terms of reference for SCRs, and indeed whether or not to conduct them in certain circumstances. These discussions reflected the long-standing relationships and high levels of trust between members of this sub-committee. These members also thoughtfully commissioned a piece of work about young people involved in gangs, after the death of one young person in Hackney. This was a more considered response than carrying out an SCR.

The mobility of families in London means that SCRs often include several boroughs. During this year, we provided some information for an internal review in one adjoining borough and were full participants in a full SCR in another neighbouring borough.

### **Challenges and forward plans**

There have been some changes in membership recently and also some agencies have not been attending as regularly as in 2008/9. The chair has identified that she needs to make sure new members are well briefed. Attendance issues have already been raised where appropriate.

We have also learnt that monitoring and completing action plans is not always straightforward. With hindsight, one or two actions from one early SCR were not drafted in a way that made them achievable. This was reported back to the Board, who agreed some changes that made the task do-able.

### **3.4 Learning lessons from Serious Case Reviews**

Over the past year the SCR sub-committee has developed more robust processes for ensuring that the learning from Serious Case Reviews is well-embedded and that the action plans developed in response to recommendations are effectively monitored. Plans were developed to deliver multi-agency lunchtime workshops to share local and national lessons from Serious Case Reviews. These were scheduled to take place in April and May 2010. Further lunchtime seminars will be set up in Autumn 2010 to disseminate learning from the reviews currently underway.

Some of the key themes in local Serious Case Reviews have included:

- The need for workers in all agencies to develop a clearer understanding of thresholds between different tiers of service and the arrangements for multi-agency working at Tier 2
- The importance of understanding the roles of fathers and other key male figures in the lives of children and of including them in assessments
- The importance of assessing the mental health and psychological well-being of parents and other adults in contact with families and the impact of this on children
- The importance of understanding and assessing the potential risks indicated by parental reluctance to engage with services

## Part 4 - Safeguarding Training

### 4.1 Training and Development Sub-committee

#### Background

The Training & Development Sub-committee (T&D), an established sub-group of the CHSCB, was chaired by Isabelle Trowler, Assistant Director of Hackney Children's Social Care from April 2009 to March 2010 who will continue to fulfil this role in the coming year.

The group met bi-monthly. This year, the sub-committee's membership expanded to include the Hackney Council for Voluntary Service (HCVS) to represent the non-statutory voluntary and community sector. The table below displays a break-down of agency attendance at T&D Sub-committee meetings from April 2009 to March 2010. A total of 6 meetings and 3 trainer interview panels took place.

Organisation	% of meetings attended	% of CHSCB trainer interview panels attended (3 in total)
<b>Chair of Training and Development Sub-committee</b>	83%	100%
<b>Children and Young People's Services - Hackney</b>	83%	100%
<ul style="list-style-type: none"> <li>Safeguarding Group Manager</li> <li>Professional Development Manager*</li> </ul>	33%	0%
<b>CHSCB</b>		
<ul style="list-style-type: none"> <li>Community Partnership Advisor</li> <li>Multi-agency Training Co-ordinator</li> </ul>	67%	33%
	83%	100%
<b>City of London</b>		
<ul style="list-style-type: none"> <li>Children's Social Care Manager</li> </ul>	17%	67%
<b>Drug and Alcohol Action Team</b>		
<ul style="list-style-type: none"> <li>DAAT Training Co-ordinator</li> </ul>	17%	33%
<b>East London NHS Foundation Trust</b>		
<ul style="list-style-type: none"> <li>Associate Director for Safeguarding Children</li> </ul>	33%	0%
<b>Education – The Learning Trust</b>		
<ul style="list-style-type: none"> <li>Head of Attendance and Behaviour</li> <li>Children's Services Workforce Strategy Manager</li> </ul>	50%	67%
	33%	0%
<b>Hackney Council for Voluntary Service*</b>		
<ul style="list-style-type: none"> <li>Organisation Development Manager &amp; Children &amp; Young Peoples Providers Forum Coordinator</li> </ul>	17%	0%
<b>Homerton University Hospital NHS Trust</b>		
<ul style="list-style-type: none"> <li>Named Nurse Child Protection</li> </ul>	100%	100%
<b>Metropolitan Police</b>		
<ul style="list-style-type: none"> <li>Detective Inspector</li> </ul>	33%	100%
<b>NHS City and Hackney</b>		
<ul style="list-style-type: none"> <li>Named Nurse for Child Protection</li> <li>Children's Services &amp; Strategy Consultant</li> </ul>	67%	100%
	33%	0%

\* Please note: HCVS were invited to become a member of the T&D sub-committee from March 2010. The Professional Development Manager from Hackney Children and Young People's Services was invited to become a member of the T&D sub-committee from January 2010.

## **Key priorities**

The key actions and priorities for the T&D sub-committee were outlined in the CHSCB Business Plan for 2009-10.

A key priority for the year for the T&D sub-committee was to review the current multi-agency training programme and for recommendations to be brought to the Board. Following an independent review, analysis of the Section 11 Audit Report (July 2009) and valuable input from the sub-group, a fully revised multi-agency training programme was presented and signed off by the Board in July 2009.

## **Main activities and achievements**

The T&D sub-committee had a very productive year and its main achievements were undergoing a comprehensive review of the existing training programme, introducing an approved providers list for commissioning external trainers and making significant progress in strengthening its internal pool of trainers, launching lunchtime seminars and leading on the communication strategy for the CHSCB.

The sub-committee designed and implemented a successful tendering project with Hackney Procurement service for an approved list of training providers. The sub-committee was involved at every stage of the process from preparing the tender documentation to the short-listing and interviewing of applicants. The project was completed within timescale and it proved to be an excellent exercise of multi-agency working and collaboration. The new approved providers list will be valid for 4 years from April 2010 subject to annual evaluation.

The sub-committee also strengthened its pool of internal trainers in order for the training programme to benefit from expertise from member agencies with local specialist safeguarding knowledge and to increase the number of courses. Agencies were instructed to nominate delegates from their agencies who would be committed to delivering future training for the CHSCB. The sub-committee commissioned a 'Training for Safeguarding Trainers' course in February 2010 to support the nominated delegates in developing their training skills. The pool of internal trainers will continue to be supported during the upcoming year by the sub-committee.

The sub-committee introduced a new lunchtime seminar initiative in the latter part of the year. Two seminars took place on 'Forced Marriage and Honour-Based Violence' and 'Female Genital Mutilation'. Key speakers were invited from the national policy unit and police and health agencies to present on these topics. They were extremely well-attended and the evaluations were very positive. Following their success, the sub-committee will organise a series of lunchtime seminars for 2010-11 which will focus on recent issues, developments and policies at a national and local level.

The sub-committee has led on the launch of a robust 'engagement and communication strategy' to enable the Board to communicate effectively with members, partners and the public. This year has seen the re-branding of the Board's logo which has improved the professional and public identity of the CHSCB.

## **4.2 CHSCB Multi-agency Training Programme**

This year's training was divided into two programmes; the first ran from April 2009 to December 2010 and second ran from January to March 2010. The courses range from introductory child protection awareness to specific areas of practice within a safeguarding context. The introductory courses to safeguarding children and the London Child Protection Procedures have remained very popular and attract participants across all agencies. From April 2009 to March 2010, there were 914

attendees at the range of multi-agency training courses in Hackney and the City which represents an increase on the previous year. The model for training levels and target audiences was based on the guidance from Working Together (2006).

The T&D sub-committee has also supported an organisation called the Interlink Foundation which provides child protection training for Jewish Orthodox community providers by funding 3 training sessions in January 2010.

### Supporting data

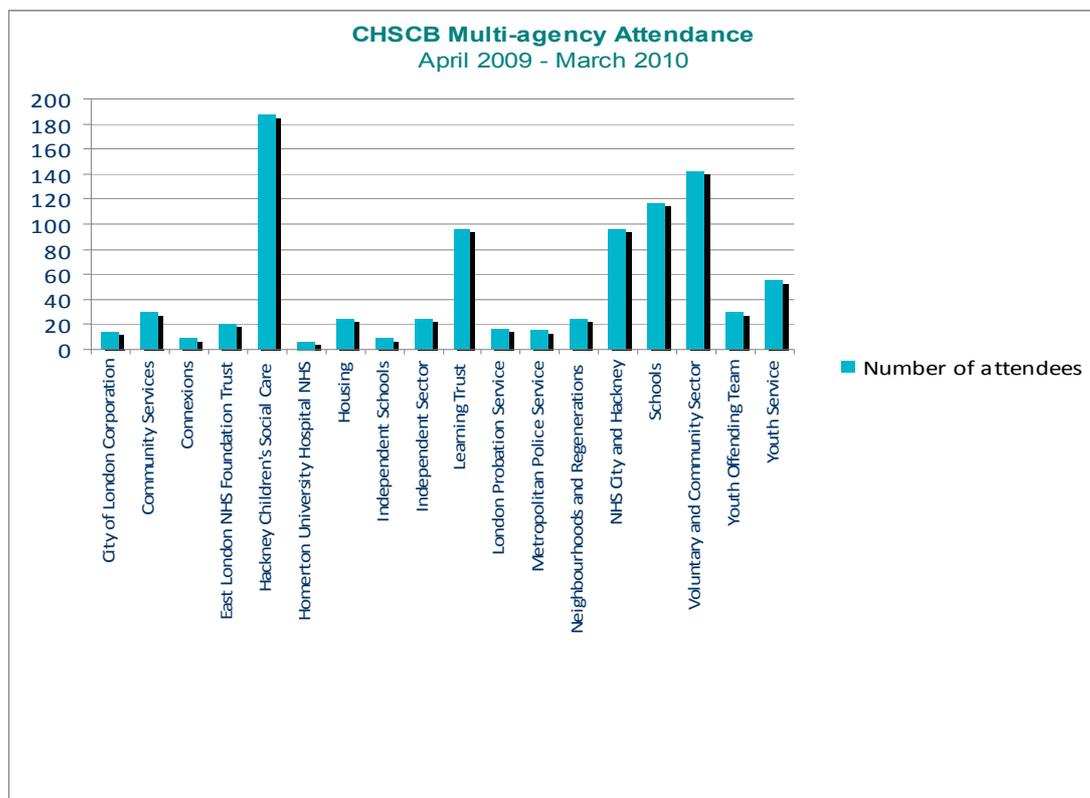
The training data displayed is collected from attendees for the period of April 2009 to March 2010.

Figure 1 gives a break-down of the number of attendees from different agencies at training courses. Hackney Children’s Social Care had the largest proportion of attendees at training. The voluntary and community sector represented the second largest group which is a positive indication of the commitment of the non-statutory sector to safeguarding children. Despite low multi-agency training attendance figures for some single agencies, the results of the Section 11 audit confirms that individual agencies are providing child protection training to their staff.

Figure 2 shows the number of attendees on training courses. There were 914 attendees at courses between April to March 2009 and 78% of places were taken up. The introductory courses followed by *Safeguarding Children living with Domestic Violence* course proved to be the most popular in the year.

Figure 3 displays the number of attendees on two lunchtime seminars and they were both well-attended.

**Figure 1**



**Figure 2 - Course Attendance from April 2009 to March 2010**

Course Name	Maximum No. of Attendees	Actual No. of Attendees
Introduction to Safeguarding Children	150	140
Introduction to All London Child Protection Procedures	150	137
Safeguarding Children living with Domestic Violence	100	79
The Impact of Parental Mental Health on Children and Young People	75	53
Foundation in Child Protection and Safeguarding	50	40
Safeguarding children - a shared responsibility	50	40
Child Protection for Nominated Safeguarding Children Advisers	50	39
Overcoming dangerous dynamics in professional practice	50	37
Child Protection Conferences & Core Groups	50	35
Risk assessment, analysis and decision-making	50	33
Safeguarding Children living with Disabilities	50	31
Refresher - Child Protection for Nominated Safeguarding Children Advisers	50	28
Impact of domestic violence on children and young people	25	23
Parental Substance Misuse and the Implications for Children	25	23
Impact of parental substance misuse on children and young people	25	22
Working together to safeguard children - sharing responsibility	25	22
Bwise 2 Sexual Exploitation	25	21
Managing Allegations against Professionals working with Children	50	21
Current Practice in working with Child Sexual Abuse	25	19
Working with Black and Minority Ethnic Families in Child Protection	25	19
Communicating with Children	25	18
Child Sexual Abuse and the Internet - An Introduction	25	17
Safeguarding children from abuse linked to belief in Spirit Possession	25	17
<b>TOTAL</b>	<b>1175</b>	<b>914</b>

**Figure 3 – Lunchtime Seminar Attendance from April 2009 to March 2010**

Lunchtime Seminar	Date	Actual No. of Attendees
Female Genital Mutilation (FGM)	8 <sup>th</sup> December 2009	50

### Challenges and forward plans

A priority for 2010-11, will be introducing rigorous evaluation techniques to ensure the new training programme is effective and meeting local needs. The T&D sub-committee will aim to rigorously monitor evaluation feedback forms from training participants, request feedback from trainers on their assessment of the training needs of the audience and sub-committee members will objectively and critically observe training courses.

The review of the training programme will also be informed by national biennial analyses of Serious Case Reviews, changes in key guidance on policies and procedures and new policy requirements, findings and recommendations from local Serious Case Reviews and from multi-agency case file audits undertaken by the Quality Assurance Sub-committee. In 2010-11, the CHSCB will establish an Operational Forum which will report to the Quality Assurance Sub-committee and safeguarding issues arising from this group will inform future training programmes.

A further challenge for the T&D sub-committee will be to finalise the Communication action plan with the aim of supporting the Board's interaction with professionals, service users and the community whilst raising the Board's profile as a local safeguarding children board. The action plan will include the development of an independent website.

### 4.3 Training Monitoring and Evaluation

For 2009-10, the T&D sub-committee has monitored and evaluated multi-agency and single training through trainee evaluation feedback forms, Section 11 audit findings and feedback through agency representation on the sub-committee. As outlined above, the T&D sub-committee will be focusing on the introduction of more comprehensive evaluation and review processes of training in the coming year.

### 4.4 Voluntary Sector Safeguarding Training

#### Background

The CHSCB has been working in partnership with Hackney Council for Voluntary Service (HCVS) since 2008 to increase awareness of safeguarding issues and improving the Voluntary and Community Sector's (VCS) understanding of its duties and responsibility.

As part of the Workforce Strategy Partners Programme in 2009-2010, HCVS co-ordinated a series of Introduction to Safeguarding training sessions, which was funded by the Children's Workforce Development Programme (CWDC). There was an overwhelming response from children and young people providers in Hackney which resulted in over 100 community organisations accessing the basic training in a four-month window.

#### Main activities and achievements

The outreach role performed by community partnership adviser has been especially critical:

- Delivery of 5 courses accessed by 107 participants representing 54 organisations
- A series of in-house courses for VCS organisation

- Support to our workforce champions who promote safeguarding

### **Benefits of the partnership**

The joint work between CHSCB and the VCS has grown tremendously. The VCS Chief Executive Officer is now the representative for the Voluntary sector on the CHSCB and the Organisation Development Manager & Children & Young People's Providers Forum Co-ordinator has been invited to be a member of the CHSCB Training and Development Sub-committee.

With additional CWDC funds HCVS have secured additional funding which has enabled 45 VCS and 30 statutory sector groups to access the Group B training in safeguarding children.

In order to continue to increase the involvement and attendance of the voluntary sector in training, the CHSCB invited VCS Organisation Development Manager to attend the Training for Trainers course and is now one of our approved trainers.

### **Key outcome**

By actively engaging with the VCS role in safeguarding and improving our partnership with HCVS there has been a marked percentage increase in the participation of the VCS in training, this has ensured that the skills of the VCS workforce continues to improve and that the third sector groups have a greater understanding role of the CHSCB.

### **Challenges and Forward Plans**

There are over 600 voluntary sector organisations in the borough working with children and young people, resulting in a continued need for more joint work to cascade the training to the whole voluntary sector. There is an additional challenge of helping organisations providing a service to adults to be aware that it is also their duty to safeguard children. There is a need to work collectively with initiatives currently taking place in Adult Services and the voluntary sector.

The lack of funding affects the longevity of the voluntary sector organisations resulting in a large turn over of organisations within the sector. It is important to continually identify, engage and support these organisations, especially in relation to their duty to safeguard children. The CHSCB will continue to work in partnership with HCVS and other umbrella organisations within the borough for this purpose.

## **Part 5 - Progress on priority policy areas**

### **5.1 Report on Private Fostering**

In February 2010 Hackney Council embarked on a national campaign to raise awareness of private fostering, encouraging people to let them know if they are private foster carers.

The campaign included mail outs of the Private Fostering posters along with the relevant guides were sent out in September and January to:

- 18 secondary schools, 57 primary schools and 26 supplementary schools across the borough, which included guides for young people and guides for professionals.
- 90 after school clubs and play centres and 61 play groups across the borough which included guides for young people and guides for professionals.
- 29 child guidance organisations, 58 voluntary centres and 52 youth clubs and projects for young people across the borough, which included guides for young people and guides for professionals.
- 6 local churches and 1 mosque – Parents and Carers guides in Bangladeshi and Turkish were sent to the mosque.
- Parents and Carers guides to 23 Community groups including: 9 African Caribbean groups, 5 Turkish/Kurdish groups, 4 Refugee groups, 1 Women's organisation, 1 Latin American group and 1 Sudanese group.
- Children's centres across borough – Professional and young people's guides.
- Hackney's Police Child Protection Team -Professional and young people's guides
- Hackney's First Response Duty Team and the City & Hackney Teaching Primary Care Trust – Professional, parents and carers and young people's guides.
- 40 Council Public access points across the borough – all guides.

Letters were sent out with all mail outs informing the recipients about private fostering and asking them to place the parents and carers guides and posters in their reception areas, making them accessible to their clients. Staff within these organisations were asked to notify Hackney Children and Young People's Service of any private fostering arrangements they came across. In addition to this, we offered to attend these organisations staff/community/church meetings to discuss private fostering with them further.

The campaign also published:

- 2 adverts in the Hackney Today newspaper – 11<sup>th</sup> January & 22<sup>nd</sup> February 2010;
- Information on the news page on the Hackney website;
- Information on the Hackney Staff web pages;
- Private Fostering Banner outside Children and Young People's Services building for two weeks in February 2010; and,
- Article in the Learning Trust E-bulletin which is sent to all staff members in the Learning Trust

#### **Campaign Summary (as at 8<sup>th</sup> March 2010)**

So far, no responses have been received from the organisations mailed out to. Extra leaflet have been sent to the Learning Trust.

## 5.2 Inter-agency Protocol

### Joint Protocol between Adult Mental Health and Children's Social Care

The development and implementation of the Joint Protocol arose as one of the recommendations of the Serious Case Review into the deaths of Child A and B. The specific recommendation was that the *“City and Hackney LSCB should review multi-agency working with respect to parents with mental health problems, so as to ensure that joint working protocols reflect the need for multi-agency involvement, even if the children are not currently living with the parent with mental health problems.”*

A working group was set up with the task of addressing this recommendation and took into account other factors:

- an existing protocol
- new national legislation and statutory guidance
- new London wide procedures and guidance
- new agency policies
- new services

The aims of the protocol are to ensure effective communication and co-operation between mental health and children social care staff to achieve early intervention, improved access to resources and collaborative decision making within a framework of safer management of risk whilst services remain responsive and sensitive to the need of families.

The principles underpinning this protocol are encompassed in the Children Act 1989 and Children Act 2004 and HM Government guidance whereby the child's welfare and safety is paramount and all professionals involved have a responsibility for the safety and well-being of children. This includes that effective working together ensures that the well-being of children and their families is best served and when information is shared in a timely manner risk reduced.

The scope and target audience of the Joint Protocol is for staff working in London Borough of Hackney Children's Social Care Services and East London NHS Foundation Trust Adult Mental Health Services (ELFT), but with specific emphasis on all disciplines in:

- Integrated adult community mental health teams (CMHTs)
- Specialist adult mental health teams and services
- Adult psychiatric inpatient wards
- Specialist interface and advisory services such as those in ELFT perinatal mental health services, parental mental health services and safeguarding children teams
- Children's Social Care

The protocol was initially launched on the 14<sup>th</sup> July 2009 to managers from Children's Social Care and Adult Mental Health Services with a follow up event on the 6<sup>th</sup> November 2010 for frontline staff across both service areas. An internal audit of cases during March 2010 looked at a number of cases held in Children's Social Care where both Adult Mental Health Services and Children's Social Care Services were working with families. The audit revealed a very high level of good practice in joined up working, information sharing and joint planning, including joint risk assessments.

The Joint Protocol was written and formally accepted by City & Hackney Safeguarding Children Board.

The Joint Protocol brief guide has been distributed to all staff and there is evidence of good work practices between Children's Social Care and Adult Mental Health Services. However the challenge for the service areas is to maintain good inter-agency practices and consideration should be given as part of business planning for 2010-11 that further inter-agency is undertaken to ensure the aim and principles of the Joint Protocol are further embedded into day to day practice. Therefore the London Borough of Hackney Children's Social Care and East London NHS Foundation Trust adult mental health services should consider further seminars to highlight the Joint Protocol and engage with front line staff and managers to discuss how best to ensure effective multi agency working.

Further an internal audit of cases from Mental Health Service should be conducted similar to the Children's Social Care audit of case files.

### **5.3 Engagement of Wider Community in Safeguarding**

#### **Background**

The voluntary sector and faith based organisations play a vital role in providing support services to Hackney's communities. Due to the nature of this role, it is highly important that organisations within this sector are made aware of their safeguarding duties. A continued priority for the CHSCB involves purposeful partnership working with these organisations. The CHSCB improves relations between statutory services and the community by engaging in these activities which succeeded in building the skills and capacities of community organisations, faith groups and community members.

It is vital to increase awareness of the role of the CHSCB to develop a positive relationship with Hackney's communities. There has been a concerted drive towards making and developing links with voluntary organisations, faith groups and with parents via schools. This work was progressed through the role of the Community Partnership Adviser (CPA) who works in partnership with partners in health, education and police. Given the level of need identified, this continues to be an area that requires maintaining already established links and the creation of new partnerships. The availability of funding within the CHSCB budget to action this work serves to reflect the high level of commitment that has been devoted to engaging with the community. Additionally, having the work of the CPA based within the CHSCB has assisted with improving and augmenting our work around community engagement.

In order to forge better relations with religious communities and improve practitioners' knowledge of different faiths, a local Imam delivered a presentation to frontline staff on Islam. There have been similar sessions on Judaism.

The CHSCB continued to strengthen its relationship with the voluntary sector by working in partnership with the Hackney Council for Voluntary Service (see Training Section 4.4). This work stream assisted with ensuring the voluntary sector has an understanding of safeguarding children and appreciates the roles and responsibilities required in achieving this.

The CHSCB presence at community events provided an opportunity to raise awareness of the CHSCB and Children Social Care. Additionally, by engaging with the Orthodox Jewish organisation, Interlink Foundation, provided the CHSCB to strengthen the commitment within this community to raise the issue of safeguarding children. The CHSCB also capitalised on the opportunity to improve partnership working with this community by learning from the award-winning partnership work

between Adult Services and the Orthodox Jewish community. The CPA attend meetings between this partnership as an observer and has been able to build links with Orthodox Jewish organisations.

Active engagement with Children and Young People Service Providers Forum within HCVS provided an avenue for enhancing this workforce. It provides a forum for information on safeguarding to be cascaded to the voluntary and community sector and for information and learning to be provided to the CHSCB. Through this work these community organisations have galvanise themselves to develop a “community safeguarding champion” group.

Direct engagement with the Hackney Refugee Forum also provided a useful avenue to hearing the voice of the community. It has also assisted in gaining an insight into the key concerns being voiced by marginal groups within the community especially in relation to safeguarding children.

Individual organisations have benefited from in-house ‘Introduction to Safeguarding Children’ out-of-hours training provided on evenings and at weekends. This work reflects our commitment to provide a service to the community beyond our normal working hours. These organisations included membership from Orthodox Jewish, Turkish, African, Christian, Muslim, African, Gypsy and Travellers, Vietnamese and Chinese (See Appendix 1 for a list of these organisations) communities. Maintaining links with these organisations remains a key priority as they provide a key link into communities.

Over the course of the year, the CPA engaged in delivering safeguarding children sessions for parents in primary schools and children centres at the request of professionals working within the Learning Trust and community organisations. These sessions have covered topics ranging from honour based violence, domestic violence, what parents need to know about internet safety, parents talking to their children about sex education, child trafficking and child protection including work around physical chastisement, home alone, out alone and drugs and alcohol. This work was delivered by working in partnership with colleagues the Child Abuse Investigation Team, CHYPS Plus and other voluntary organisations like the NSPCC Stop It Now Campaign. The groups of parents attending these sessions presented with a number of vulnerable factors, for example, literacy and language barriers, being refugee and asylum seekers and being unaware of available support services and information. Engaging with these parents served the purpose of reducing the stigma and fear communities attached to statutory services, improving their knowledge with regard to safeguarding children and making parents aware of available support services. These sessions reflect the preventative and proactive work being undertaken with parents and it provides an opportunity to improve their understanding of the role and function of statutory services.

### Specific area of interventions

The CPA continues to raise awareness within the community around child trafficking, honour based violence, female genital mutilation (FGM), children abused through a belief in spirit possession and witchcraft and private fostering.

Private Fostering	Child Trafficking
Through the work of the CPA with regard to raising awareness of safeguarding issues with different communities there was an identified need to educate the	There has been a continuation of the work of the Child Trafficking Steering Group, whose membership includes statutory services and the voluntary

<p>community about private fostering. By working in partnership with the British Association of Fostering and Adoption, a seminar was arranged with a local church with a number of local pastors from other churches attending.</p>	<p>sector. Awareness raising within the community and amongst professionals remains a vital function for the CHSCB and advancement of this work.</p>
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**Spirit Possession and Witchcraft Abuse**

During the past year, there were a number of training sessions with churches and with parents within schools. Three local churches also benefited from training which covered this topic.

<b>Honour Based Violence and Domestic violence</b>	<b>Female Genital Mutilation</b>
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There have been a number of workshops for community groups and parents within schools. Additionally, through partnership working with two Turkish/Kurdish women’s organisations, Imece and Derman, a conference on forced marriage and “honour “ based violence was held for service-users and services providers within the Turkish/Kurdish community. The speakers included: Forced Marriage Unit, police, mental health service and Children Social Care. There was a further demand from service users for further awareness raising and 3 additional workshops were held to accommodate this need.

The CPA also represents the CHSCB at the Domestic Violence Forum. This forum brings together partners in the voluntary and statutory sector.

Raising awareness continues to be an important element preventative work with communities. The focal point of this work took place with parents in schools via working in partnership with a community organisation called Social Action of Health. Further work with the community on this issue involved working in partnership with African Unite Against Child Abuse and community groups within Hackney African Forum. Three seminars were held with two different African organisations and the sessions were delivered in conjunction with the African Well Woman’s Clinic.

Through the continued work and effort of the CHSCB, the CPA was invited to attend the government’s advisory on FGM and FGM Special Initiative Advisory Group, which oversees the work of 11 community organisations funded by three national funders.

**Challenges**

- Engagement with faith based organisations is an ongoing task due to the high mobility of such organisations within the borough.
- The issues raised by communities do not always parallel with the agenda of the CHSCB. For example, the topic of gang and knife crime appears to receive top priority from parents and community groups and this is an area requiring further work.
- There are over 600 community organisations within the borough, therefore there is a need to continue engaging with these organisations. However, the challenge is that not all these groups are linked to HCVS. Therefore, further new ways for identifying and reaching these groups will need to be developed.

## 5.4 Learning Difficulties & Disabilities

In February 2010 the Board facilitated a Scoping Meeting in relation to Safeguarding Disabled Children. The purpose of this meeting was for key stakeholders to consider how effective arrangements for safeguarding disabled children are within the area covered by the City and Hackney Safeguarding Children Board, to identify any areas in which additional measures may be needed and to agree any actions in relation to identified need.

The meeting was attended by representatives from a range of agencies operating within Hackney and the City, including Health agencies, Children's Social Care, the Learning Trust and the Police. The considerations at the meeting were framed around the Government Guidance on Safeguarding Disabled Children published in 2009. Discussion was structured around the following key areas:

- How effective agencies are at identifying abuse of disabled children
- How effective agencies are at acting on child protection concerns in relation to disabled children
- How effective the preventative measures that agencies have in place are
- How effective policies, procedures and monitoring activities are in supporting activities to safeguard disabled children
- Whether there are there any specific issues about the way that agencies work together to safeguard disabled children in Hackney and the City of London that need to be addressed

Whilst the meeting identified some areas in which further development would be helpful, it was felt by those that attended that practice in this area was general sound and that there were good arrangements in place to ensure that disabled children are adequately safeguarded. Some of the further actions agreed by the meeting included:

- For joint training/discussion forums for multi-agency staff groups within the teams based at the Hackney Ark to be arranged. The focus of these to be on facilitating better understanding of Child Protection issues between professionals and enhancing communication.
- A review of the Child Protection training currently offered to Schools by the Learning Trust with a view to this incorporating some additional content about the particular issues relating to safeguarding disabled children.
- Measures to be taken to improve recording of children's disabilities on the Children Social Care database to enable better monitoring of Child Protection activities.
- Consider to be given to the development of specific expertise in relation to safeguarding disabled children within the Child Protection Unit.

## 5.5 Missing children

A child or young person is missing if their whereabouts is not known. Teenagers, who stay out later than agreed or absent themselves for a short period and likely to return, are not automatically regarded as missing children. They are classed as having taken unauthorised absence.

The procedures for Missing Children in Hackney were updated in 2010 to incorporate the guidelines set by the London Safeguarding Board on Missing Children.

There are three categories of missing children. These are:

- Children in the community not previously known to Children's Social Care, who go missing and are not found within 5 days.

- Children and unborn children about whom there are child protection concerns who go missing.
- Looked After Children who go missing.

It is the responsibility of the parents or carers to alert the police if their child goes missing. The Police send information about missing children through the Triage Unit in Children's Social Care and a strategy meeting is arranged to share information that may help to locate the missing child. After a child is found the police arrange for the child to have an interview on their own with an independent person. The purpose of the interview is to find out why the child ran away from home, whether the child is running away from abuse at home and to ascertain if the child came to harm when they were missing. Some children are vulnerable to sexual exploitation and intelligence is gathered about sexual exploitation activity for further action.

When children about whom there are child protection concerns go missing, a strategy meeting is convened with the Police Missing Persons Unit and CAIT. Alerts are sent out to all Local Authorities and any other agency most likely to have future contact with the child or family. These can include hospital and ambulance alerts. These alerts are sent out by an administrator in the Safeguarding Service. Once the children are located, a strategy meeting is reconvened to determine whether the children can continue to remain with the family and if any further action that is required to safeguard the children.

The police are contacted immediately when a Looked After Child goes missing and a strategy meeting is convened within one working day to share information to locate the child. Once a child is found an independent interview takes place for reasons mentioned previously.

In Hackney the numbers of missing Looked After Children are very low. Only 1 Looked After Child was reported to the Safeguarding Service as missing from April 2009 – May 2010. The Safeguarding Service has had 1 referral in the last year where a family who were being assessed in relation to child protection concerns went missing. Enhanced guidance on responding to missing children has been developed for Children's Social Care staff and there will be continuing monitoring of reporting rates.

## **5.6 Partnership Triage Unit**

Hackney's Partnership Triage Unit is a multi-agency team that acts as a single point for information sharing and risk assessment on all police reports relating to children where there are not clear and immediate child protection issues. It was cited by the DCSF as an example of good practice in information sharing.

Information is collated using a custom designed IT system that allows the manager to ensure that necessary, proportionate and relevant information is shared with practitioners who are either already involved with the child and family or in a position to offer early intervention and support.

The Partnership Triage Unit has been fully operational since July 2009. In a nine month period between July 2009 and March 2010 it received 3911 incident reports. Some of the families are already being worked with by Children's Social Care (during that period 1177 (30%) of the reports related to families that were currently being assessed or had an allocated worker) but the majority are involved with a range of universal and targeted provision.

The Partnership Triage IT system collects information on age of the subject, address, type of incident, severity and which agencies are involved so that patterns and trends can be identified and addressed. The system has a 'match' facility that instantly links an incoming police report with any other previous reports received for the same person or for the same address.

While the Partnership Triage Unit is not responsible for outcomes, it has been able to contribute to improved safeguarding by:

- sharing information in accord with Information Sharing: Guidance for practitioners and managers (2008). Details of the incident are passed to all agencies working with the family to diminish the possibility of relevant information being lost;
- helping to reduce gaps and overlaps in services by clarifying agency roles and process pathways;
- identifying where peer groups may be contributing to negative behaviours and putting in strategies to address;
- pulling together a 'whole family' view of need;
- allowing earlier and more appropriate interventions;
- identifying where interventions are not having the desired effect and bringing those cases to the attention of senior managers at the borough wide Youth Partnership Resource and Review Panel.

During 2010/11 The Partnership Triage Unit will be:

- expanding its role to include checks from other agencies where there are concerns about a child, young person or family;
- contributing to the development of the Common Support Framework by using data to identify areas for service improvement;
- contributing to the development of the Common Support Framework by using knowledge gained about outcomes to help to clarify processes and pathways.

## **Conclusions - priorities for the following year**

Much has been achieved by the Board over the past year and there is a strong commitment to ensuring that we continue to build on the strong structure and foundations that we have in place. In particular the Board is keen to ensure that its activities are responsive to local issues and relevant to local children and young people. Many of the objectives that the Board has set for itself for the coming year reflect this commitment and are focussed on ensuring that local safeguarding issues are well understood and that the Board is able to strengthen its relationships and communicate effectively with key stakeholders.

Throughout the year covered by this report, the Board has consolidated work undertaken in previous years to establish strong strategic leadership and a shared sense of direction across all the statutory agencies. Significant progress has been made in establishing solid partnership working with the Voluntary and Community sector. In the coming year we will continue to review our membership, expanding this to incorporate representatives from Schools and Lay Members in line with new Government requirements. We will be continuing to develop and refine our relationship with the Children's Trust Boards in Hackney and the City to ensure that they are well-informed about safeguarding issues and that the CHSCB can fulfil its role in providing challenge to the Children's Trust Boards. The Board will also be pursuing consultation activities to ensure that the Board's priorities are informed by the views of children and young people.

The completion of our first Section 11 audit has enabled the Board to measure the degree to which the statutory agencies have robust infrastructures in place to enable them to meet their safeguarding responsibilities and to support agencies in developing their practices and procedures where necessary. Over the coming year this exercise will be repeated with a wider range of agencies. Having done much to address safeguarding at an organisational level, the Quality Assurance sub-committee will also now be focussing on developing a more detailed understanding of safeguarding needs and activities in the area and reviewing multi-agency practice at an individual case level. The development of an Operational Forum should also ensure that the Board is aware of and able to respond to practice issues identified by front-line workers.

Following the major review of Board's training programme that was undertaken in the last year, the Board will now be evaluating the effectiveness of the new programme and the quality of training delivery. The Board also plans to build on the success of the lunchtime seminars that were introduced in the last year, with plans to run these more regularly. We will be identifying topics for these seminars in response to issues arising out of Serious Case Reviews, the case reviews undertaken by the Quality Assurance sub-committee and issues identified by practitioners through the Operational Forum. The Board's Communication Strategy, which was developed within the last year will be fully implemented in the coming year, with the launch of a new dedicated website being a key priority.

All the above developments are included in the Business Plan for the coming year (see Appendix A). The Board is looking forward to accomplishing these plans to ensure that all organisations in the City and Hackney working with children and young people continue to fulfil their safeguarding responsibilities to the highest standard.

**Sarah Wright**

**Head of Safeguarding and Professional Advisor to the Board**

## Appendices

### Appendix A: CHSCB Business Plan 2010-11

No.	Strategic objective	Milestones	Lead person or group	Timescale for completion
1	Good governance with meaningful performance indicators that hold agencies to account for their safeguarding responsibilities	<p>1.1 The Board continues to have the backing of all agencies for a budget that supports its business despite a context of shrinking budgets.</p> <p>1.2 The Annual Report increases accountability by providing performance information on work by partner agencies and the City and Hackney Safeguarding Children Board (CHSCB) to safeguard children including comparative analysis with other safeguarding boards.</p> <p>1.3 The scrutiny and challenge role of the Children's Trust Boards and CHSCB is further refined, implemented and reviewed.</p> <p>1.4 All member agencies ensure that the Section 11 Audit is completed on time and reflects the state of safeguarding within their service.</p>	<p>Finance Sub-committee</p> <p>Independent Chair</p> <p>Independent Chair</p> <p>All member agencies</p>	<p>March 2011</p> <p>July 2011</p> <p>January 2011</p> <p>March 2011</p>
2	Service-users views inform all our work	<p>2.1 We make the most of our relationship with the Children's Trust Boards and voluntary sector to benefit from planned and existing service-user and community engagement carried out across the partnerships and this is evidenced in at least one joint project.</p> <p>2.2 The Communication Strategy is finalised and supports our interaction with professionals, service users and the community whilst raising our profile as a local safeguarding children board.</p>	<p>Quality Assurance Sub-committee</p> <p>Training and Development Sub-committee</p>	<p>March 2011</p> <p>March 2011</p>
3	Training and Workforce programme to ensure the highest level of practice across agencies including safer recruitment procedures in place.	<p>3.1 The Board sees evidence that each agency is delivering safeguarding training to an appropriate standard to all those that require it.</p> <p>3.2 The Board better understands the way different sectors use the multi-agency training and endorse changes to the programme to reflect their differing need.</p> <p>3.3 The Board makes better use of training data to better understand whether it is improving how we work together as a partnership to safeguard children.</p> <p>3.4 Each agency provides the Board with evidence that it is meeting its safer recruitment responsibilities and the requirements of the Independent Safeguarding Authority.</p>	<p>Training and Development Sub-committee</p> <p>Training and Development Sub-committee</p> <p>Training and Development Sub-committee</p> <p>All member agencies</p>	<p>March 2011</p> <p>March 2011</p> <p>March 2011</p> <p>March 2011</p>

No.	Strategic objective	Milestones	Lead person or group	Timescale for completion
4	<p>Agency representatives are accountable to the Board on behalf of their agency and at the same time carry out their shared responsibility with other members.</p>	<p>4.1 Chair continues the regular programme of meetings with the Chief Executive of partner agencies and their representatives, in turn these people alert the Chair to any safeguarding issues within their organisation.</p> <p>4.2 Member agencies have a shared understanding of the local thresholds in relation to risk and safeguarding and that this is evidenced in Board minutes.</p> <p>4.3 Sub-committee chairs demonstrate that they are providing effective leadership and steer to their areas of responsibility.</p> <p>4.4 Agency representatives on the Board ensure the appropriate agency member attends and takes an active role in the Board's sub-committees.</p>	<p>Independent Chair</p> <p>All member agencies</p> <p>All sub-committee chairs</p> <p>All member agencies</p>	<p>On-going</p> <p>March 2011</p> <p>March 2011</p> <p>March 2011</p>
5	<p>The Board actively seeks out information and makes the best use of it and acts upon it where appropriate to improve safeguarding practice.</p>	<p>5.1 Information gained from the Quality Assurance sub-committee and relevant audits is used in a way that is meaningful to the City and Hackney.</p> <p>5.2 Themes and learning from the Child Death Overview Panel are reported annually to the Board. The Board to ensure that partner agencies act on recommendations appropriately.</p> <p>5.3 That Serious Case Reviews are of a high standard and recognised as such by external regulators.</p> <p>5.4 That Serious Case Reviews improve practice and that the Board satisfies itself that this is the case and that all recommendations are actioned within appropriate timescales.</p>	<p>Quality Assurance Sub-committee</p> <p>Child Death Overview Panel and Independent Chair</p> <p>Serious Case Review Sub-committee</p> <p>Serious Case Review Sub-committee / Quality Assurance Sub-committee</p>	<p>March 2011</p> <p>March 2011</p> <p>March 2011</p> <p>March 2011</p>
6	<p>The Board stays close to practice.</p>	<p>6.1 Board members know exactly where CHSCB stands in relation to the Government's response to Laming.</p> <p>6.2 Independent Chair and Directors of Children's Services continue their rolling programme of membership reviews to ensure the Board and its sub-committees have members who can help deliver its objectives.</p> <p>6.3 Board members know what the 'Wicked Issues' are, particularly those that might not become apparent through Serious Case Reviews and that these issues are tackled regardless.</p>	<p>CHSCB</p> <p>Independent Chair and Directors of Children's Services</p> <p>CHSCB</p>	<p>July 2010</p> <p>March 2011</p> <p>March 2011</p>

## Appendix B: Quality Assurance Sub-committee Action Plan 2010-11

Aim	Action	Milestones/additional requirements	Person responsible	Timescale/milestones
1. To ensure that the Board provides accurate and appropriately informative reports on safeguarding issues in the City and Hackney and on the Board's activities through the publication of an annual report.	<p>1.1 To prepare and publish an annual report for 2009-2010.</p> <p>1.2 To prepare and publish an annual report, that is compliant with new government requirements, for the year 2010.</p>	<p>Report should be produced in parallel with the CYPs for City and Hackney and there will need to be close liaison between the CHSCB and the two CTBs</p>	<p>Business and Performance Manager</p> <p>Business and Performance Manager</p>	<p>Publish by September 2010</p> <p>Draft report produced by mid-February 2011. Final report published 1<sup>st</sup> April 2010</p>
2. To ensure that the Board has accurate and useful quantitative data available to contribute to an understanding of Child Protection issues and practice within the City and Hackney	<p>2.1 To agree a data set of information that will be reported to the QA sub-committee on a regular basis.</p> <p>2.2 To develop a schedule for reporting data at meetings</p>	<p>Quantitative data should reflect activities and information available from all agencies and should be seen as contributing only a partial picture which needs also to be informed by qualitative data.</p>	<p>Group Manager Safeguarding</p>	<p>To agree final dataset by September 2010</p>
3. To ensure that all agencies are meeting their safeguarding responsibilities as set out in s11 of Children Act 2004	<p>3.1 To develop a simplified and updated s11 audit tool and process</p> <p>3.2 To undertake a further s11 audit with a wider group of agencies</p>	<p>Explore with other local authorities what tools they are using.</p> <p>To include voluntary and private sector</p>	<p>Business and Performance Manager</p> <p>Business and Performance Manager</p> <p>Business and Performance Manager</p>	<p>To have final reporting schedule in place by October 2010</p> <p>New audit tool to be developed and agreed by December 2010</p> <p>Audit process to begin January 2011 and complete by June 2011</p>
4. To ensure that the Board has processes in place to evaluate the quality of multi-agency child protection practice within the City and Hackney	<p>4.1 To develop a process for undertaking multi-agency case audits and agree audit tools.</p> <p>4.2 Schedule for undertaking audits to be implemented</p>	<p>Information from these audits should supplement quantitative data and provide some evidence of the effectiveness of practice to inform s11 auditing</p>	<p>Group Manager Safeguarding</p> <p>Business and Performance Manager</p>	<p>July 2010</p> <p>July 2010</p>
5. To ensure that the Board is well informed of child protection and multi-agency practice issues from the perspective of front line practitioners.	<p>5.1 To develop an Operational Forum and a process for feeding information from this forum into the QA sub-committee</p>		<p>Head of Safeguarding and Professional Advisor to the Board</p>	<p>June 2010</p>

## Appendix C: Hackney Borough profile and safeguarding dataset

### Child Protection Statistics

CP National Indicators *	Description	Hackney 2009-10	National Average 2008-9**	SN Average 2008-9***
NI 64	% Child Protection Plans ceased, who had been the subject of plan for more than 2 years	8.1%	6.3%	8.5%
NI 65	% Subject of Child Protection Plans for a second or subsequent time	11.9%	13.0%	11.9%
NI 67	% Child Protection cases reviewed within the statutory timescale.	100.0%	99.2%	99.7%

\* NI out-turns – these are provisional, and subject to DCSF confirmation later in 2010.

\*\* The National and Statistical Neighbours (SN) figures are only available for 2008-9; the 2009-10 figures have not been confirmed at time of writing.

\*\*\* Statistical Neighbour groups (SN) help to benchmark local authorities' performance and group authorities based on similar characteristics such as population composition, deprivation indices, and other socio-demographic criteria.

	2009-2010*	2008-2009	2007-2008	2006-2007
Number of children who have been the subject of Referral to Children's Social Care (including re-referrals) in the year	4484	2486	3465	3057
Number of children receiving an Initial Assessment in the year	2677	1953	3000	2864
Number of children receiving a Core Assessment in the year	2104	1240	939	767
Children who were the subject of initial Child Protection Conferences during the year	327	274	297	290
Children who were the subject of Section 47 enquires initiated during the year	715	492	312	390

### Children & Young People who were the subject of a Child Protection Plan

#### a. by category of abuse, age and gender

Category of Abuse as at 31/03/2010	Boys						Girls						Unborn children	Total children
	Age at 31 <sup>st</sup> March 2010						Age at 31 <sup>st</sup> March 2010							
	Under 1	1-4	5-9	10-15	16 and over	Total boys	Under 1	1-4	5-9	10-15	16 and over	Total girls		
Neglect	9	20	15	7	1	52	10	15	14	15	0	54	7	113
Physical abuse	1	1	4	2	0	8	1	1	1	4	0	7	0	15
Sexual abuse	0	0	0	1	0	1	1	3	2	3	0	9	0	10
Emotional abuse	2	2	4	4	0	12	2	4	3	2	0	11	1	24
Multiple/not recommended	4	6	10	12	0	32	5	12	14	11	1	43	4	79
<b>Total children</b>	16	29	33	26	1	105	19	35	34	35	1	124	12	241

## Children & Young People who were the subject of a Child Protection Plan

### b. by ethnic origin

Ethnicity		2009-10	2009-10%	2008-09	2007-08	2006-07
White	White British	58	0	99	37	49
	White Irish	5	0	0	6	5
	Any other white background	21	0	20	27	27
	<b>Total</b>	<b>84</b>	<b>34.9%</b>	<b>119</b>	<b>60</b>	<b>81</b>
Mixed	White and black Caribbean	2	0	14	31	14
	White and black African	6	0	0	4	1
	White and Asian	n/a	0	0	2	3
	Any other mixed background	25	0	11	6	12
	<b>Total</b>	<b>33</b>	<b>13.7%</b>	<b>25</b>	<b>43</b>	<b>30</b>
Asian or Asian British	Indian	12	0	7	7	0
	Pakistani	n/a	0	0	0	0
	Bangladeshi	9	0	3	0	6
	Any other Asian background	6	0	1	0	2
	<b>Total</b>	<b>26</b>	<b>10.8%</b>	<b>11</b>	<b>7</b>	<b>8</b>
Black or Black British	Caribbean	41	0	28	54	31
	African	18	0	17	32	20
	Any other black background	22	0	10	9	11
	<b>Total</b>	<b>81</b>	<b>33.6%</b>	<b>55</b>	<b>95</b>	<b>62</b>
Other ethnic groups	Chinese	n/a	0	0	0	2
	Any other ethnic group	5	0	2	3	1
	<b>Total</b>	<b>5</b>	<b>0</b>	<b>2</b>	<b>3</b>	<b>3</b>
<b>Unborn children</b>		12		6	2	2
<b>TOTAL CHILDREN</b>		<b>241</b>		<b>218</b>	<b>220</b>	<b>186</b>
Total (excluding Unborn)		229		212	218	184

## Appendix D: City of London Borough profile and safeguarding dataset

### Child protection statistics

	2009-2010*	Comment
Number of Children who have been subject to referrals and re-referrals to Children's Social Care	38	There were 38 referrals and none of these were re-referrals.
Number of children receiving an Initial Assessment in the year	27	
Number of children receiving a Core Assessment in the year	20	
Children who were the subject of initial Child Protection Conferences during the year	1**	One child was the subject of CP Conference and was then put on the CPP. The child was still on the CPP at the year end (31 <sup>st</sup> March 2010).
Children on Child Protection plans lasting more than 2 years	0	
Children protection cases that were received within timescales	1**	
Number of Children that were subject to child protection plan during the year	2**	There were two children on the CPP plan at the start of the year which then went onto Care Proceedings and came off the CPP.
Number of Children on Child Protection Plan at end of year (31 <sup>st</sup> March 2010)	1**	
Children who were the subject of Section 47 enquiries initiated during the year.	1**	
CAF received during the year	31	Of the CAF received during the year 58% were aged 5 or under and the rest were 6 - 19 years of age.

\* dates refers to 1<sup>st</sup> April 2009 – 31<sup>st</sup> March 2010.

\*\* data less than 5 to be suppressed.

## Appendix E: Hackney Youth Parliament

### Background

The Hackney Youth Parliament consists of 22 democratically elected young people from across Hackney (5 members elected from each of the four Area Youth Forums as well as 2 from LGBT Youth Forum and 2 members from Huddleston's Young People's with Disability Project).

Hackney Youth Parliament meeting takes place twice a month at the Council Chambers in Hackney Town Hall. Attendance at meetings varies between 14-18 representatives. Quarterly meetings are scheduled with the Head of Hackney Youth Service as well as Councillor Rita Krishna, Cabinet member for Children's Services.

### Key priorities 2009-2010

- Increasing the number of young people in Hackney having a say
- Youth Crime and safety
- Young people and Health
- Young people and Education

### Main activities and achievements

#### Freedom and Choices screenings

During Local Democracy Week 2009, as part of a programme of events to engage young people in democracy, Hackney Youth Parliament worked alongside the Electoral Service in coordinating a series of premier screening of their educational film, *Freedom and Choice – Hackney Youth Parliament does US Democracy*. Over 100 young people attended the initial premier in the Council Chambers. Subsequently a series of satellite premiers were coordinated across colleges, secondary schools, and Youth Clubs in Hackney as part of our Education Programme for schools. This has resulted in the Youth Parliament engaging with up to 500 young people in workshops around issues relating to Democracy and Youth Participation.

#### Overview and Scrutiny Team – Anti-social Behaviour and Child Aspiration

Hackney Youth Parliament worked alongside the London Borough of Hackney's Overview and Scrutiny Commission on two borough wide Peer Research Projects as part of the overview and scrutiny process. Working with the Hackney Youth Parliament was an important opportunity for Overview and Scrutiny to understand how best to get the views of local young people. It was important that the evidence collected from both Peer Research projects not only inform but justify the review's recommendations.

The first of these was seeking to understand Hackney's children's and young people's aspirations and what the local authority is doing, and could do more of, to help make these aspirations a reality.

The second Peer Research project involved finding out the views of young people on Hackney Estates issues relating to Anti Social Behaviour. The key issues that the Youth Parliament and the Overview and Scrutiny Commission wanted to focus on were:

- Are the Council, Hackney Homes and Registered Social Landlords developing effective policies and procedures to address anti-social behaviour and to improve safety on estates?
- Are residents aware of these procedures and effectively supported by them?

- Is partnership working on these issues effective and how could it be improved?

After analysing data obtained from both Peer Research Projects the Hackney Youth Parliament presented their recommendations to elected members. Both Peer Research Projects access the views of up to 200 young people.

#### Huddleston – Election of young people with Disabilities onto the Hackney Youth Parliament

Hackney Youth Parliament worked intensively with the Huddleston centre coordinating the election of young people from the Huddleston centre onto the Youth Parliament. Members facilitated training sessions with potential candidates on developing their manifestos and as well assistance with the elections process. A manifesto booklet was developed, incorporating makaton symbols so young people with learning disabilities could understand the content of each of the manifestos. Seventy manifesto booklets were distributed to up all Huddleston Service users in preparation for the elections. Thirty young people attended the HYP Elections event at the Huddleston centre and over seventy Huddleston service users participated in voting for their elected reps.

#### Hackney Play Pathfinder Peer Research Project

The Play Pathfinder project is a partnership between the London Borough of Hackney, Learning Trust and the Hackney Youth Parliament in seeing the renovation/new build of 28 public play spaces in Hackney over two years. Phase 1; saw the renovation of 12 play spaces on estates and in parks. Phase 2 was seeing the renovation/ new build of at least a further 16.

The Hackney Youth Parliament worked alongside the Pathfinder project team to complete assessments of how the Play Pathfinder projects from Phase 1 had been received and use by the local community they serve as well as establishing a baseline for Phase 2.

Hackney Youth Parliament members visited all sites in question to both undertake focus groups with 150 young people (users) and observe the sites in action. For phase 1 sites they analyzed how the play spaces were being used primarily by local children but also by other members of the community.

#### Hackney Youth Parliament Campaigns

The Hackney Youth Parliament have also been busy working on their two campaigns,

- Respecting Differences - We Make Hackney
- Choices

#### Respecting Differences - We Make Hackney

The Hackney Youth Parliament planned a residential in February which involved taking a group of 25 young people away to plan and work on the Respecting Difference Campaign. Young people participating in the residential were from Huddleston Centre and Forrest Road. The project is called 'We Make Hackney' and involved young people from across Hackney exploring the theme of culture and working with an artist to produce a giant 3D map of Hackney from recycled and found local materials that represents Hackney's diversity. The Campaign celebrates the diversity of young people that make Hackney the great borough that it is. The final art piece will be publicly exhibited in a Hackney location.

## Choices Campaign

The Hackney Youth Parliament has been working in partnership with Hackney Council's Communication on the Choices Campaign. Members have been attending extra meeting every Tuesday to work on developing the campaign. The campaign will focus on the positive choices that young people make that can enable them to become active citizens in their communities instead of getting involved in anti social behavior or crime.

Five animated teenager characters have been developed. Each character has been attributed with a character profile, which will focus on how they have, through making positive choices become active citizens in the community. The characters are all named after the 5 Myplace sites and will be utilized to engage young people in thinking about the positive choices they make in their lives. The campaign is informed by the data obtained from peer borough wide peer research undertaken by the four Area Youth Forums.

Research undertaken:

- Hackney Youth Parliament and Overview and Scrutiny Peer Research on Anti- Social Behavior and Child Aspiration
- Shoreditch Area Youth Forum Peer Research
- Hackney PLEDGE Peer Research (young people in care)
- Hackney Youth Parliament Play Pathfinder consultation
- Stoke Newington Area Youth Forum Clisshold Park consultation
- Stoke Newington Area Youth Forum Dalston Arts Regeneration consultation
- North East Area Youth Forum Peer Research

Kelly-Louise Edwards, Chair of Hackney Youth Parliament won the Hackney Youth Citizenship award at the Hackney Youth Awards for her hard work and commitment to raising the profile of young people's active participation in the Borough.

## Key priorities for the Hackney Youth Parliament 2010-2011

- The development of a campaign relating to young people and mental health
- The Hackney Youth Parliament Elections 2010
- The Hackney Children and Young People's Plan
- The National UK Youth Parliament Elections 2011
- The development of the Young Hackney Youth Conference
- Increase representation young people from the Turkish/Kurdish and Cheradi communities
- Increase the representation of LGBT young people

## Appendix F: Our Voice Our Choice - Children in Care Council

The Our Voice Our Choice (OVOC) or also known as Children in Care Council consists of 10 young people in care. OVOC meet weekly and coordinated a borough wide piece of peer research to gauge the views of 150 children and young people in care in Hackney. This information was used to inform the development of the Hackney PLEDGE for Children and Young People in care. The PLEDGE will be launched to young people, Social Care Workers, Foster Carers in Hackney in June 2010.

OVOC have represented Hackney at the DCSF Consultation - 'Scoping Practice Guidance. They also attended Minister for Young Citizens and Youth Engagement - Democratic Engagement Event at House of Commons where they were involved in a variety of debates and met Dawn Butler MP. OVOC have also met with Roger Morgan Children's Rights director for England.

Over the coming year OVOC will be undertaking a training audit to ascertain their training needs in relation to particular roles with the OVOC Council. OVOC members will be attending social work unit meetings to develop close working link with teams and develop new strategies to improve LAC participation across service.

## **Appendix G: Youth Lead Inspection Project**

### **Background**

During 'A good place to grow up' consultation in 2005, young people highlighted 'mystery shopping' as one mechanism through which they could influence & develop council services for young people. Hackney's Innovations fund agreed to fund an 18 month pilot project to trial a Youth Inspections Project as a path to help young people improve Hackney. In 2008, 33 maintained, supported and voluntary commissioned services were inspected and responded positively to recommendations made by the youth Inspectors). Following the success of this, LAA agreed to fund the project until March 2011.

### **Aims**

- To improve customer care and services offered to young people
- To utilize young peoples skills and experience to shape services
- To promote excellence across the council
- To empower young people by involving them in decision making and informing service change
- Contribute to the youth service quality assurance system by developing common delivery standards for providers to attain

### **Recruitment and selection**

Between October 2009 and December 2009 the youth service recruited 24 young people aged 13–19, from Hackneys Youth Service Providers (maintained, supported and Voluntary commissioned), organisations that worked with young people, BME and faith groups and schools. The young people (Youth Inspectors) attended evening sessions twice a month and committed to a 3 month accredited program which ran from January 2010-March 2010.

The accredited training program enabled the Youth Inspectors to confidently understand their role and receive training around young people's rights, youth participation, communication and leadership, equal opportunities, youth work practice and the practicalities of inspecting.

Following this, in April 2010 the Youth Inspectors started delivering 'Mystery Shops' and 'Open Inspections' to Maintained, supported and commissioned voluntary services.

'Mystery Shops' require the inspectors to enter a youth centre or provision as a potential new member and report on the response they received as well as observations made.

'Open Inspections' require the inspectors to declare themselves when entering a centre (unannounced) and observe work and the premises as well as ask questions of Staff and youth members.

A different team of inspectors carry out the mystery and open inspections at each project to allow for an objective and fair process. All inspections are conducted within

clear guidelines and along consistent criteria. From the Ofsted criteria, youth inspectors choose areas they felt were important and developed questions within these. The criteria developed included: 1) First Impressions 2) Access 3) Curriculum 4) Participation 5) Youth Work Practice. These sections directly relate to the existing QA observation criteria.

All VCS and youth service provisions were informed of the Inspection period and reminded of the criteria. (See below).

<b>First impressions</b>	<ul style="list-style-type: none"> <li>• Welcome &amp; introduction received as mystery shoppers.</li> <li>• Appearance of the centre – inside and outside.</li> <li>• Notices &amp; displays informing young people (YP) of the service provided.</li> </ul>
<b>Access</b>	<ul style="list-style-type: none"> <li>• Equality of access for all YP.</li> <li>• Awareness and active practice against discrimination &amp; bullying.</li> <li>• Activities, displays &amp; posters promote and ensure a mix of YP access the provision (Mix of gender, age, ethnicity, disability and sexuality).</li> </ul>
<b>Curriculum</b>	<ul style="list-style-type: none"> <li>• What activities, opportunities and qualifications are offered to YP?</li> <li>• Activities and facilities that are appropriate, varied and meet the needs and wants of the YP using the provision.</li> <li>• Mix of activities that challenge, teach and raise awareness for YP.</li> <li>• Opportunities for accreditation.</li> </ul>
<b>Participation</b>	<ul style="list-style-type: none"> <li>• Young peoples involvement in the club or project.</li> <li>• Young people are aware of their rights and ways in which to get involved.</li> <li>• Opportunities for regular volunteering and responsibilities within the centre.</li> <li>• YP are regularly consulted and their opinions acted upon.</li> </ul>
<b>Youth work practice</b>	<ul style="list-style-type: none"> <li>• What do youth workers do?</li> <li>• Staff leadership and involvement in activities.</li> <li>• Level of support and guidance provided.</li> <li>• Knowledge around youth work principles, roles and responsibilities.</li> </ul>

### Review and Analysis of findings

Final meetings to review findings, notes and team discussions will inform final reflections, which will be broken down into Strengths; Areas for development; and Suggestions to do, within each of the 5 criteria. Final feedback from the 2 types of inspection will be compiled by the youth Inspectors to create a projects overall feedback.

An overview of individual project feedback will be compiled into a report along with a summary of key findings in the summer of 2010.

## Appendix H: School's Section 11 Safeguarding Audit 2009

### 1. Background & Overview

- 1.1. Section 11 of the Children's Act 2004 places a duty on people and bodies to make arrangements to ensure that:
- Functions are discharged having regard to the need to safeguard & promote the welfare of children & young people; and
  - Contracted services are also provided with regard to the above need.
- 1.2. The same duties outlined in 3.1 above are specifically placed on schools under sections 157 and 175 of the Education Act 2002
- 1.3. This year the City & Hackney Safeguarding Children Board (CHSCB) conducted a 'Section 11 audit' looking at the progress made in City & Hackney towards implementing Section 11 of the Children Act 2004. As part of this, The Learning Trust also undertook a Section 11 audit of all Hackney maintained schools & academies. The aim of the school's audit was to assess the extent to which schools in the borough are addressing their section 11 safeguarding responsibilities and for us to determine how sound safeguarding practice is across schools in general. The audit will also be a useful tool for benchmarking current standards and models of good practice as well as to identify areas for improvement and to target resources.
- 1.4. This report outlines trends, models of good practice and areas for intervention as identified through analysis of the audit questionnaires returned by all Hackney maintained schools & academies.

### 2. The Audit Process

- 2.1. All Hackney maintained schools and academies were sent a questionnaire that asked them to show how they were meeting their statutory responsibilities in relation to safeguarding. The questionnaire acted as a self assessment tool concentrating on 4 key strategic & organisational issues:

Key Issue	Picking up:
i. How schools evidence commitment to safeguarding issues	<ul style="list-style-type: none"> <li>• Governing body responsibilities including monitoring arrangements, annual safeguarding report, named Child Protection (CP) governor, governor training (CP &amp; Safer Recruitment)</li> <li>• Is there a trained, nominated &amp; deputy safeguarding children adviser</li> <li>• Has Headteacher received CP training</li> <li>• Is there a system to ensure maintenance of a central record of CRB checks for staff &amp; volunteers in the school.</li> </ul>
ii. How schools exert their safeguarding responsibilities	<ul style="list-style-type: none"> <li>• Whether staff are clear about safeguarding responsibilities</li> <li>• CP policy</li> <li>• How staff know the process &amp; arrangements for dealing with CP allegations.</li> <li>• Whether staff know about the whistle blowing policy in relation to safeguarding.</li> </ul>
iii. What systematic arrangements are in place to	<ul style="list-style-type: none"> <li>• Arrangements to monitor &amp; performance manage safeguarding issues.</li> <li>• Monitoring of children subject to CP concerns or</li> </ul>

Key Issue	Picking up:
ensure accountability.	<ul style="list-style-type: none"> <li>plans.</li> <li>Expectations &amp; standards of staff re CP practices.</li> <li>How staff know who to report CP concerns (including arrangements for contractors, volunteers, temp &amp; agency staff)</li> <li>How policies are reviewed</li> </ul>
iv. How schools promote wider safeguarding of pupils.	<ul style="list-style-type: none"> <li>Policies in place, agreed by governing body, known by staff &amp; reviewed (including leaving premises, visitors, restraint/positive handling, staff conduct, e-safety, anti bullying, attendance linked to CP).</li> <li>Training on policies.</li> <li>Risk Assessment &amp; monitoring in place for school trips, journeys &amp; work experience.</li> <li>Opportunities for CYP to voice concerns.</li> </ul>

2.2. The questionnaire also asked schools to develop an action plan that responded to any issues falling out of the self assessment.

2.3. Information from the questionnaires received was collated and analysed to produce the list of key findings and recommendations detailed below.

### 3. Key Findings

3.1. All 73 primary, secondary, special schools & academies and pupil referral units in Hackney returned a questionnaire. London Fields and Woodberry Down submitted a single response as a federated school. Key findings are, therefore, based on 72 responses submitted.

3.2. The following points outline the key issues from the information received.

#### 3.3. Statutory Responsibilities

3.3.1. All schools must identify a Nominated Safeguarding Children's Adviser (NSCA). This person must complete relevant Safeguarding training on appointment and undertake refresher training every 2 years. Whilst the NSCA may be the headteacher, we advise schools that it is preferable for another senior staff member to fulfil this role. It is also good practice for schools to nominate a deputy NSCA – in this case, they must also ensure that the deputy completes appropriate training on appointment and refresher training every 2 years. The headteacher is often nominated as the deputy NSCA.

3.3.2. Schools must also ensure that the Headteacher (where they are not the NCSA) undertake relevant training every 3 years. This training has previously been provided through the City & Hackney Children's Safeguarding Board. From December 2009, however, as the training is specifically school focussed, it will be promoted and provided by The Learning Trust through the school's training offer.

3.3.3. Schools must also have a named governor responsible for Safeguarding. This person should undertake relevant training at least once every 3 years.

3.3.4. *Nominated Safeguarding Children's Adviser (NSCA)* – All schools had at least one identified NSCA. 62 schools had an identified NCSA as well as at least one Deputy.

3.3.5. Where schools had recorded that NSCA training was over 2 years old or nearing 2 years, action plans reflected that this needed to be quickly addressed.

3.3.6. *Headteacher Safeguarding Training* – At the time of the audit, a number of headteachers stated that they had received no training, were overdue for

refresher training or were almost due for refresher training. Further courses have been held since the audit and these headteachers are now trained.

- 3.3.7. *Nominated Governor and Governor Safeguarding Training* – All bar 11 schools had identified a governor linked to Safeguarding. Whilst many governors had undergone training within the last 3 years, there are still a significant number of schools who had no recorded training dates for governors.
- 3.3.8. The Learning Trust keeps a record of relevant Safeguarding training undertaken by NSCAs and Headteachers. Those who have not been trained or who are due for refresher training are targeted in advance of relevant courses to remind them to ensure that this standard is maintained. However, we rely on schools to make sure that this reminder is followed up.
- 3.3.9. Identification of lead roles and required training is clearly an area of continued focus for the Learning Trust in the future. We are working with schools to monitor the uptake and delivery of training to ensure that it is relevant and up to date for all major safeguarding roles.

### 3.4. Safer Recruitment

- 3.4.1. Legislation is due to come into force from July 2010 stating that at least one member of all recruitment panels appointing school staff must have attended a Safer Recruitment training programme. In preparation for this, we currently advise schools that it is good practice to have at least one trained member of staff sitting on recruitment panels – although it is preferable for the school to have more than one person trained.
- 3.4.2. The Learning Trust currently provides Safer Recruitment training delivered by a member of the Vulnerable Pupils Team and Human Resources. The course is a 2 day course and, therefore, requires a time commitment from schools. Over the 2009/10 academic year, we are piloting a number of different formats in which to deliver the training (e.g., 2 days over 2 weeks, 2 days in 1 week, 4 twilight sessions over 2 weeks and, for governors, 4 evening sessions over 2 weeks). The take up and attendance over the different courses will be evaluated and used to inform future training formats.
- 3.4.3. In addition, headteachers and chairs of governors can access online safer recruitment training available through the National College of School Leadership (NCSL). It is hoped that this will be opened up to wider school staff at a later date.
- 3.4.4. At the time of the audit, there were a number of schools who had not attended any Safer Recruitment training. Our records currently show, however, that only 2 schools do not have an appropriately trained person.

### 3.5. Policies

- 3.5.1. We have recently published 2 safeguarding related documents that have been well received by schools – Child Protection Guidance (including guidelines to schools on keeping & auditing Child Protection records & confidentiality issues) and a school's Whistle Blowing Policy.
- 3.5.2. The audit exercise asked schools to confirm whether they had policies in place in the following 9 areas – Child Protection, Anti-bullying, Positive Handling, E-Safety, Whistle Blowing, Access & Egress (pupils), Monitoring Visitors, Trips/Outings and whether the Attendance Policy is linked to Safeguarding & Child Protection issues.
- 3.5.3. Although, of these only a Child Protection policy is statutory, 13 schools confirmed that all 9 policies were in place. All schools confirmed that

policies were in place for Child Protection, Anti Bullying and Whistle Blowing.

- 3.5.4. Policies most commonly missing were for Positive Handling, Access & Egress (pupils), Monitoring Visitors and whether the Attendance Policy is linked to Safeguarding & Child Protection issues. To a lesser extent, policies were missing for E-Safety and Trips/Outings.
- 3.5.5. Where policies are not in place, schools have generally recognised this and included reference to this in their action plan. The Vulnerable Pupils Team will follow this up with schools where this has not been acknowledged.

### 3.6. Good Practice

- 3.6.1. Many schools gave examples of good practice for how they were implementing safeguarding procedures in their schools. The following are some of them.
- 3.6.2. Ofsted recently described Lauriston School as having meticulous systems in place for safeguarding. This is reflected in the audit which shows good organisation in terms of allocated roles & responsibilities – the headteacher has received safeguarding training as well as there being 3 currently trained NSCAs, a nominated governor for child protection and 4 people (3 staff & 1 governor) having completed safer recruitment training. The school has an annually reviewed Child Protection policy and includes child protection in their induction procedures as well as holding regular staff training on this issue. They have all requested policies in place and ensure that staff are aware of this and why they are in place.
- 3.6.3. Hackney Free & Parochial School reported that all requested policies were in place and regularly reviewed. The school trips & outings policy summarised a thorough process for reducing risk. This included staff having to visit the trip venue and completing a school visit risk assessment in advance of the trip. If a venue risk assessment is available, this should also be included with the school's documentation. Risk assessment forms are then checked by the school's visit coordinator and approved. The trip cannot go ahead without submission and approval of the appropriate documentation. All trips must also be evaluated.
- 3.6.4. Stormont House's audit reported a rigorous system for monitoring CRB checks. A record of all permanent staff is kept on a spreadsheet which is monitored monthly. This record includes permanent and supply staff employed through school. Application for renewals are processed 2 months before expiry ensuring that there is no gap between dates. Other supply staff (e.g., from agencies), volunteers and consultants are required to bring their CRB document with them. The school records their name, date of CRB and number. The school will not allow these people to start without provision of this information. In addition, CRBs which have lapsed (over 3 years) are not accepted.

### 3.7. Action Plans

- 3.7.1. All schools submitting an audit also completed an action plan. The action plans, in general, are comprehensive and pick up the key gaps identified through the audit process, with reasonable timescales being set to address these gaps.
- 3.7.2. We have identified 4 schools where the initial action plan submitted did not appear to address the key concerns identified. The Vulnerable Pupil's Team will work with these schools to develop the action plans further to ensure that statutory responsibilities are met and regularly reviewed.

- 3.7.3. Central review and monitoring by The Learning Trust of action plans will be required to ensure that schools are achieving their identified activities and updating their action plans as appropriate.

### 3.8. Risks

- 3.8.1. Safeguarding will be an Ofsted limiting judgement in school inspections from September 2009. It is, therefore, important that schools have rigorous procedures & policies in place.
- 3.8.2. The Safeguarding Action Plans are a vital tool to ensure that schools meet their statutory responsibilities and address any gaps identified in the audit. To support this, action plans need to be moderated and reviewed to ensure activities are relevant and are being acted upon.
- 3.8.3. In addition, development of a process to undertake spot audits would be a useful tool to support schools identify and respond to safeguarding issues.

## 4. Recommendations

- 4.1. The following actions are recommended to minimise Safeguarding risks across Hackney's maintained schools and academies:
- 4.2. To ensure that schools meet their responsibilities in terms of Nominated Safeguarding Children's Advisers (NCSA), The Learning Trust continues to maintain a record of the names of all Nominated Safeguarding Children's Advisers and the most recent date of their relevant training. This list should be updated & reviewed on a termly basis to reflect any changes to the NCSA, to update where training has recently been received and to chase schools where training is due to expire.
- 4.3. A list, as in 4.1 above, should also be maintained and reviewed to ensure training for Headteachers and nominated governors is current and meets statutory requirements. Where training is required by Headteachers & Governors, the Vulnerable Pupils' Team or Governor's Support, respectively, should contact schools/governors to advise them of their responsibilities and of upcoming training dates.
- 4.4. Work with Governor Services to promote and deliver a regular training programme for nominated Safeguarding governors. The uptake and delivery of this programme should be closely monitored to ensure governor training is available and that schools are able to meet targets set in their safeguarding action plans.
- 4.5. Where training requirements are identified in the audits and/or action plans, Governor Services to contact all schools & Governing Bodies to advise them of their responsibilities and of upcoming training dates.
- 4.6. Different timing formats for delivering the 2 day Safer Recruitment training is piloted over the 2009/10 academic year. Up-take and attendance at courses should be reviewed to inform future training programmes that provide flexible options to support schools in training up as many people as possible.
- 4.7. To ensure maximum adoption of relevant safeguarding policies, The Learning Trust should prioritise publication of model policies/guidance for the most commonly missing policies – starting with Positive Handling, Access & Egress (pupils), Monitoring Visitors and whether the Attendance Policy is linked to Safeguarding & Child Protection issues. This should be followed by development of model policies for E-Safety and Trips/Outings. All model policies should be published on The Learning Trust's website so that they are readily accessible to schools.
- 4.8. Require an update from all schools in January 2010 on activity undertaken against their action plans
- 4.9. TLT to develop a process to
  - Maintain a full centrally held database of individual school's compliance with key responsibilities

- Clarify expectations on schools to report changes to practice/personnel and progress against action plans
- Undertake spot checks to audit quality of evidence and compliance against TLT data
- Ensure clarity on consequences of non-compliance including use of divisional risk register for schools requiring additional support
- These processes should be piloted and reviewed over the 2009/2010 academic year.

## **5. Conclusion**

- 5.1. The audit has been a timely reminder for Hackney Schools of their safeguarding responsibilities. It has provided a useful tool for schools to review these responsibilities and has provided a framework for them to identify gaps and to respond to these through development of an action plan.
- 5.2. To ensure that schools continue to meet their safeguarding responsibilities, however, the role of The Learning Trust must be to rigorously monitor, review and quality assure schools' compliance with safeguarding requirements and to develop a tight procedure for holding schools to account.

## References

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We regret any errors or omissions that may have, unknowingly, been made.

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