

Notice of Meeting

Children & Education Select Committee

**Date & time**

Thursday, 28
November 2013 at
10.30 am

There will be a
private workshop for
the Committee at
9.30am

Place

Ashcombe Suite,
County Hall, Kingston
upon Thames, Surrey
KT1 2DN

Contact

Damian Markland or Andrew
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Chief Executive

David McNulty

If you would like a copy of this agenda or the attached papers in another format, eg large print or braille, or another language please either call 020 8541 9068, write to Democratic Services, Room 122, County Hall, Penrhyn Road, Kingston upon Thames, Surrey KT1 2DN, Minicom 020 8541 8914, fax 020 8541 9009, or email damian.markland@surreycc.gov.uk or andrew.spragg@surreycc.gov.uk.

This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Damian Markland or Andrew Spragg on 020 8213 2703 or 020 8213 2673.

Elected Members

Mrs Liz Bowes, Mr Ben Carasco, Mr Robert Evans, Mr Denis Fuller (Vice-Chairman), Dr Zully Grant-Duff (Chairman), Mr Ken Gulati, Miss Marisa Heath, Mr Colin Kemp, Mrs Stella Lallement, Mrs Mary Lewis, Mrs Marsha Moseley and Mr Chris Townsend

Independent Representatives:

Cecile White (Parent Governor Representative), Duncan Hewson (Parent Governor Representative), Derek Holbird (Diocesan Representative for the Anglican Church) and Mary Reynolds (Diocesan Representative for the Catholic Church)

TERMS OF REFERENCE

The Committee is responsible for the following areas:

Children's Services (including Looked after children, Fostering, Adoption, Child Protection, Children with disabilities, and Transition)

Schools and Learning

Services for Young People (including Surrey Youth Support Service)

AGENDA

1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

2 MINUTES OF THE PREVIOUS MEETING: 19 SEPTEMBER 2013

(Pages 1
- 10)

To agree the minutes as a true record of the meeting.

3 DECLARATIONS OF INTEREST

To receive any declarations of disclosable pecuniary interests from Members in respect of any item to be considered at the meeting.

Notes:

- In line with the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, declarations may relate to the interest of the member, or the member's spouse or civil partner, or a person with whom the member is living as husband or wife, or a person with whom the member is living as if they were civil partners and the member is aware they have the interest.
- Members need only disclose interests not currently listed on the Register of Disclosable Pecuniary Interests.
- Members must notify the Monitoring Officer of any interests disclosed at the meeting so they may be added to the Register.
- Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest.

4 QUESTIONS AND PETITIONS

To receive any questions or petitions.

Notes:

1. The deadline for Member's questions is 12.00pm four working days before the meeting (22 November 2013).
2. The deadline for public questions is seven days before the meeting (21 November 2013).
3. The deadline for petitions was 14 days before the meeting, and no petitions have been received.

5 RESPONSES FROM THE CABINET TO ISSUES REFERRED BY THE SELECT COMMITTEE

(Pages
11 - 12)

Recommendations were made to Cabinet regarding increasing the employability of young people in Surrey, following a meeting of the Children & Education Select Committee on 31 July 2013. A response was given at the Cabinet meeting on 24 September 2013.

6 CHAIRMAN'S INTRODUCTION

(Pages
13 - 14)

Purpose of the report:

This report provides the Committee with an introduction to substantial items on this agenda, which all relate to the theme of Safeguarding.

- 7 SURREY SAFEGUARDING CHILDREN BOARD (SSCB) ANNUAL REPORT 2012-2013** (Pages 15 - 58)
- Purpose of the report:** Scrutiny of Services and Budgets
- The purpose of this session will be to consider and review how all partners within Surrey worked together to fulfil their statutory duties for the period April 2012 to March 2013, whilst providing context for the following sessions.
- 8 SURREY COUNTY COUNCIL'S SAFEGUARDING ROLE** (Pages 59 - 84)
- Purpose of report:** Scrutiny of Services and Budgets
- The purpose of this session is to consider the County Council's Safeguarding role.
- 9 SAFEGUARDING CHILDREN IN SCHOOLS** (Pages 85 - 100)
- Purpose of the report:** Scrutiny of Services and Budgets
- This report will explain the processes and procedures used to safeguard children in Surrey schools.
- 10 SURREY CLINICAL COMMISSIONING GROUPS - SAFEGUARDING CHILDREN** (Pages 101 - 126)
- Purpose of the report:** Scrutiny of Services
- The purpose of this session will be to consider safeguarding arrangements within Surrey's Health Service.
- 11 RECOMMENDATION TRACKER AND FORWARD WORK PROGRAMME** (Pages 127 - 136)
- The Committee is asked to monitor progress on the implementation of recommendations from previous meetings, and to review its Forward Work Programme.
- 12 MEMBER REFERENCE GROUP ON PROVISION OF CAREER INFORMATION, ADVICE AND GUIDANCE TO STUDENTS IN SURREY** (Pages 137 - 140)
- Purpose of the report:** To recommend that the Children & Education Select Committee commissions a Member Reference Group to consider the Skills for the Future strand of the Public Service Transformation Programme, particularly proposals around future provision of Information, Advice and Guidance.
- 13 DATE OF NEXT MEETING**
- The next meeting of the Committee will be held at 10.30am on 27 January 2014.

MOBILE TECHNOLOGY – ACCEPTABLE USE

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Thank you for your co-operation

MINUTES of the meeting of the **CHILDREN & EDUCATION SELECT COMMITTEE** held at 10.00 am on 19 September 2013 at Ashcombe Suite, County Hall, Kingston upon Thames, Surrey KT1 2DN.

These minutes are subject to confirmation by the Committee at its meeting on Thursday, 28 November 2013.

Elected Members:

- * Mrs Liz Bowes
- * Mr Ben Carasco
- * Mr Robert Evans
- * Mr Denis Fuller (Vice-Chairman)
- * Mr Mike Goodman
- * Dr Zully Grant-Duff (Chairman)
- * Mr Ken Gulati
- A Mr Colin Kemp
- * Mrs Stella Lallement
- * Mrs Mary Lewis
- * Mrs Marsha Moseley
- * Mr Chris Townsend

Ex officio Members:

Mrs Sally Ann B Marks, Vice Chairman of the County Council
Mr David Munro, Chairman of the County Council

Co-opted Members:

- * Cecile White, Parent Governor Representative
- A Duncan Hewson, Parent Governor Representative
- * Derek Holbird, Diocesan Representative for the Anglican Church
- A Mary Reynolds, Diocesan Representative for the Catholic Church

Substitute Members:

Mrs Margaret Hicks, Substitute for Mr Colin Kemp
Marie Ryan, Substitute for Mary Reynolds

In attendance

Mary Angell (Cabinet Member for Children and Families)
Clare Curran (Cabinet Associate for Children, Schools and Learning)
Linda Kemeny (Cabinet Member for Schools and Learning)

10/13 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS [Item 1]

Apologies were received from Colin Kemp, Duncan Hewson and Mary Reynolds. Margaret Hicks acted as a substitute for Colin Kemp and Marie Ryan acted as a substitute for Mary Reynolds.

11/13 MINUTES OF THE PREVIOUS MEETING: 31 JULY 2013 [Item 2]

The minutes of the meeting on 31 July 2013 were agreed as a true record of the meeting with the following amendments:

- On page 1 of the minutes Marie Ryan acted as a substitute for Mary Reynolds rather than Derek Holbird, as stated.
- Item 4/13 paragraph 5 should state the under-spend being queried for 2012/2013 rather than 2013/2013.

12/13 DECLARATIONS OF INTEREST [Item 3]

There were no declarations of interest.

13/13 QUESTIONS AND PETITIONS [Item 4]

There were no questions or petitions.

14/13 RESPONSES FROM THE CABINET TO ISSUES REFERRED BY THE SELECT COMMITTEE [Item 5]

There were no responses from the Cabinet to report. The Committee was informed that it would receive a response to its previous recommendation to Cabinet concerning Education, Health & Care Plans at its next meeting.

15/13 CHAIRMAN'S INTRODUCTION [Item 6]

The Chairman explained to the Committee that the aim of the meeting was to look at Early Help and Prevention in Surrey, and that there were three reports to consider on this topic. The first report gave the Committee an opportunity to consider the County's overall approach to Early Help, while the second report on the Surrey Family Support Programme enabled Members to see an example of Early Help in practice. Finally, a report from Public Health explained how the department supported the early help and prevention programme.

16/13 EARLY HELP OFFER - REDUCING THE NEED FOR FAMILIES TO ACCESS HIGH SUPPORT SERVICES [Item 7]**Declarations of interest:**

None.

Witnesses:

- Caroline Budden, Deputy Director for Children, Schools and Families, Surrey County Council

- Jon Savell, Detective Superintendent, Head of Public Protection, Surrey Police

Key points raised during the discussion:

1. It was important to identify all the partners involved in the Early Help agenda, as it would assist in making the final strategy more effective in recognising families in need of support and referring them to the right services for assistance.
2. The Deputy Director for Children, Schools and Families felt that the challenge would be to agree governance arrangements and to encourage staff to act differently. It was hoped the governance of the scheme would be agreed before the end of the year.
3. Partners, under the Early Help offer, would work towards a single assessment which would be called the “Early Help Assessment”, or similar, as agreed through engagement with partners. The processes for this assessment had been agreed by all partners, but needed to be ratified by the Safeguarding Board.
4. The Deputy Director stated that the demand for acute services had grown, but that the eventual strategy would aim to work with individuals before their problems became entrenched and they required acute support. The County Council would continue to provide statutory services but would now have a partnership strategy to recognise issues earlier. It was felt that the more joined up approach by partners would create a more effective and proactive service within the budgets currently available and would be supported by the Family Support Programme.
5. The Committee queried how the new Early Help Assessment differed from the Common Assessment Framework (CAF). They were informed that the new assessment was built upon and similar to the CAF but had been formed in conjunction with agencies rather than it being imposed on them, and this would lead to a greater sense of ownership. Additionally, the assessment would involve the views of the family, including the child.
6. Members queried where the clear offer, measurements and commitment from partners and County Council was stated, as these things had been recommended by OFSTED in their 2012 report. The Deputy Director stated that the submitted report was not the final strategy and that the action plan would state the clear measurements for the Council and partners. There was no prescriptive approach to Early Help or a complete list of agencies involved as the strategy was about tailoring services to the specific and varying needs of residents.
7. The Committee queried how the Early Help approach fitted in with the Surrey Police and Crime Commissioner’s policy of Zero Tolerance and how the Police intended to approach the apparent ‘revolving door’ once young people entered the criminal justice system. It was explained by the Detective Superintendent that Zero Tolerance was more about Police Officers actively challenging bad behaviour rather than ‘locking people up and throwing away the key’. Police were

frustrated by the revolving door and would support any policy which would assist in ending it. The Police, it was stated, came into contact with families which were dysfunctional and early help was required to ensure their behaviour did not develop. The Police believed that working together would make the programme more effective.

8. Members queried who should be contacted if a member of the public had a concern about the welfare of a child or family. Working together would ensure the agencies who were best placed to act upon concerns were informed. Officers wanted the public to continue reporting concerns and with a new central hub – the Central Referral Unit, based in Guildford – decisions could be made together between the County Council and Police. It was hoped that a larger central unit would be created in the future with more partners based there.
9. It was stated that there was a commitment to have a Lead Professional for each case which would be decided upon once the assessment had been completed. However, responsibility and accountability would fall to all those involved.
10. Members felt that there needed to be clearer guidance on which organisation to call if a member of the public had a concern. Officers felt that there was a lot of publicity on who to contact nationally, but would consider whether further publicity campaigns could be of benefit.
11. Members raised concerns regarding the number of reviews which had taken place nationally which suggested a great need for pooling information from different agencies. Officers agreed that previously work completed by agencies had been very fragmented, but felt that the new strategy would be a step towards tackling this issue as there would be a greater commitment to work together. The Central Referral Unit in the future would be developed into a Safeguarding Hub and would overcome this criticism as partner organisations would be based in the same office sharing information.

Recommendations:

1. That once available, the Committee receives the formal Early Help Commissioning Strategy and Action Plan.
2. In development of the Strategy, officers give consideration as to how partner contribution and commitment can be encouraged and tracked.
3. That officers also give consideration to how the intended overarching partnership outcomes will be agreed and measured with the intention that the Select Committee will revisit the progress once the formal Strategy is in place.

Actions/further information to be provided:

None.

Committee Next Steps:

The Committee to assess the overarching partnership outcomes once the Strategy is in place.

17/13 THE SURREY FAMILY SUPPORT PROGRAMME AND TRANSFORMING PUBLIC SERVICES [Item 8]**Declarations of interest:**

None.

Witnesses:

- Sean Rafferty, Head of Family Services, Surrey County Council
- Caroline Budden, Deputy Director for Children, Schools and Families, Surrey County Council
- Philip Bell, Woking Family Support Team Manager
- Mary Angell, Cabinet Member for Children and Families
- Clare Curran, Cabinet Associate for Children, Schools and Learning

Key points raised during the discussion:

1. The Committee were informed that the Family Support Programme concentrated on families in Surrey with complex problems and who had a variety of agencies involved in assisting them. The Programme aimed to create a more streamlined process by ensuring that agencies worked together, with the Boroughs and Districts coordinating the process.
2. The Programme was part the Government's Troubled Families initiative which aimed to turn around 1,050 troubled families in Surrey by 2015. This would be achieved with the provision of intensive support to the family for 4 to 5 hours per week for 12 weeks and the interagency Team Around the Family for up to 12 months.
3. Six Boroughs and Districts had implemented the Programme, with 358 families already participating. It was planned to be rolled out countywide from October 2013.
4. The Committee was informed that the Family Support Programme was a transformation programme which looked closely at the cost of supporting a family, with the national average currently costing around £75,000. It was felt that by working closely with families this could be lowered.
5. It was felt by the Head of Family Services that the Programme should be expanded in the future to families that did not fit the Government definition of a troubled family, so as to ensure the benefit of the Programme was wider reaching.
6. Members were concerned about the effect of the Programme on statutory services for children. The Committee was informed that although there was no new money for this initiative, the Programme

would make more efficient use of resources already being utilised. Furthermore, the Programme worked with families which agencies were already in contact with, assisting them to make savings and beneficial lifestyle changes.

7. Members raised concern that many of the behaviours of these families were embedded and that 12 weeks support would not be sufficient. The Woking Family Support Team Manager explained the process of the Family Support Programme to the Committee and stressed that the agencies worked with the family to create an action plan and that the multi-agency support continued after the 12 weeks intensive support was complete.
8. The Committee queried what happened to those who refused to be part of the Programme and were informed by officers that it was a voluntary system but the door was always open should they change their mind later and that families would not lose the support they already received.
9. Members queried whether there were specific geographical areas where there were a higher number of families requiring support, and if there was whether any specific work should be done in these localities. Officers agreed that it was important to work with specific local communities, as most families within the Programme lived in distinct areas, most of which were urban.
10. The Committee requested to know if and when savings from the Programme would be realised. Officers informed the Committee that a cost benefit analysis was being developed, for example in Woking a sample of families were having their costs assessed every 12 weeks.
11. The Committee was assured that the Family Support Programme would not duplicate work already being conducted by the Council, rather it was ensuring the multi-agency approach was more effective by moving away from the more universal approach which was previously followed. Furthermore, there was no diversion of social workers from Child Protection.
12. The Committee was presented with a case study of a family within the Programme and queried how the programme had made an improvement for the family and community. Officers stated that the family in question was at risk of being made homeless which would have caused further issues with re-homing. Officers expressed the view that the Programme was effective in stopping this escalation and turning the family around, therefore benefiting both the family and community.
13. The Committee thanked the officers for a clear report and presentation.

Recommendations:

1. That the Family Support Programme model be used to inform the development of the Early Help and Commissioning Strategy.

2. That officers consider how best to monitor savings achieved by the Family Support Programme and ensure that this information is received by the Select Committee once available.
3. The Committee notes that they have received assurances that resources will not be diverted from statutory services to support the Programme.

Actions/further information to be provided:

None.

Committee Next Steps:

None.

18/13 PUBLIC HEALTH, EARLY HELP AND THE SUPPORTING FAMILIES PROGRAMME [Item 9]

Declarations of interest:

None.

Witnesses:

- Helen Atkinson, Acting Director of Public Health, Surrey County Council
- Kelly Morris, Public Health Principal, Surrey County Council
- Caroline Budden, Deputy Director for Children, Schools and Families, Surrey County Council
- Mary Angell, Cabinet Member for Children and Families
- Michael Gosling, Cabinet Member for Public Health and Health and Wellbeing Board

Key points raised during the discussion:

1. The Acting Director for Public Health explained that the Public Health Team had moved from the NHS to Surrey County Council in April 2013 and were in the process of meeting colleagues from across the Council and seeing where Public Health delivery could link in and support projects such as the Early Help and Prevention programme. She explained that Public Health had three main functions: health improvement, health protection and improving health and social care services, and that their focus was on improving and protecting the health of Surrey residents through both universal schemes and targeted approaches to reduce health inequalities.
2. The Committee were informed that the Public Health Outcomes Framework was used as a performance tool to hold the Public Health function to account, and that the overarching target was to reduce the life expectancy differences across Surrey. The team were concentrating on the mandatory services which transferred with them, which included substance misuse, alcohol, and drugs, and this was a universal approach. Additionally, there was the targeted approach

through the Supporting Families Programme, and a proposal for staff to be trained to identify the best time to discuss health issues with the families.

3. It was important for Public Health to work with the Family Support Programme as they already had contact with hard to reach families. It was also important for the success of Public Health for them to achieve a targeted approach early so as to ensure long term health benefits.
4. The work of School Nurses was discussed by the Committee, and it was explained their work was both universal and targeted, in that they assessed all children in schools but offered targeted support when there was an identified need.
5. The Committee discussed the issue of behaviour change as it was felt there was enough information available which informed the public of the health risks of smoking, drinking alcohol, not exercising etc. The Acting Director of Public Health agreed there was an abundance of information on healthy living, but that targeted programmes which worked with families were important as it gave people the support they required to make behaviour changes. She went on to explain that the information available was having an effect as there had been an increase in the number of mothers breastfeeding and having their children immunised, in addition to a drop in the number of people smoking.
6. Public Health had begun collaborating with teams across the County Council, with a small team working with the Early Help programme, as it was felt there would be a long term health benefit and they were working towards the same aim – assisting people before there was a crisis. The Public Health team would ensure, when contracts were being re-procured, that the new contracts would deliver the key aims of the Early Help Programme.
7. The Acting Director explained that decreasing the number of people who smoked was multi-stranded, with both education, regulation and legislation playing a part. It was important to recognise that young people experimented with risk taking behaviour but there needed to be enough deterrents such as restraints on the sale of cigarettes to young people. Additionally, it was stated that there was the universal offer of the Stop Smoking service across Surrey which was monitored closely and payment was by results.
8. The Committee were informed that Surrey had the fourth lowest rate for teenage pregnancy in the country, with around 22.5 young people per 1,000 per year. The evidence showed that there was a higher probability of teen pregnancy if parents had themselves been teenage parents. Additionally self esteem was a contributor which linked with other youth services across Surrey. Finally access to contraception was often an issue, and so the Public Health team were working with the Children, Schools and Families directorate to ensure contraception was readily accessible.

9. The Acting Director explained that currently Public Health commissions school nursing services for 5 to 19 year olds. However, from 2015 they would also be commissioning health-visitor services for 0 to 5 year olds.
10. It was important to evaluate the health outcomes of the work with the Family Support Programme to ensure long term health benefits were being realised. The Head of Family Services stated that they were unclear of the health outcomes of the Family Support Programme at the present time, but were in the process of starting to evaluate the long-term health outcomes.

Recommendations:

1. That the Public Health team ensures all commissioned services have a universal and targeted element.
2. That the Public Health team designs a support programme for the Early Help system which mirrors the core offer being developed for the Family Support Programme.

Actions/further information to be provided:

None.

Committee Next Steps:

None.

19/13 RECOMMENDATION TRACKER AND FORWARD WORK PROGRAMME [Item 10]

Declarations of interest: None.

Witnesses: None.

Key points raised during the discussion:

1. The Chairman explained an updated version of the Forward Work Programme had been circulated to Members at the meeting, along with copies of outstanding recommendations from the now decommissioned Education Select Committee and the Children & Families Select Committee. Members were informed that the vast majority of outstanding recommendations from these Committees had been incorporated into the Children & Education Select Committee Forward Work Programme.
2. Members of the Committee and the Cabinet Member for Schools & Learning requested that the workshop on School Place Planning be rearranged as many could not attend a meeting on 2 October 2013. The Chairman requested officers look into finding an alternative date for this session.

3. The Cabinet Associate for Children, Schools and Learning suggested the Committee may wish to look at budget monitoring more in the future.
4. Officers explained that they were in discussion with the Head of Commissioning and Development on how the Committee could pursue a piece of work on improving careers information, advice and guidance, as recommended at the last meeting. Members would be updated once more information was known.
5. The Committee discussed organising a Member Reference Group to contribute in the development of Surrey's strategy for improving the outcomes for Gypsy, Roma and Traveller children and young people.

Recommendations:

None.

Action/further information to be provided:

None.

Committee Next Steps:

1. The Committee set up a Member Reference Group to contribute to the development of a strategy to improve outcomes for Gypsy, Roma and Traveller children and young people in Surrey. The membership of this Member Reference Group would be as follows:
 - Robert Evans
 - Mike Goodman
 - Zully Grant-Duff
2. The Committee would continue to review its Forward Work Programme at each meeting.

20/13 DATE OF NEXT MEETING [Item 11]

The Committee noted that the next meeting of the Children & Education Select Committee would be on 28 November 2013 at 10am. Members were reminded that there would be a private pre-meeting beginning at 9.30am.

Meeting ended at: 1pm

Chairman

CABINET RESPONSE TO CHILDREN AND EDUCATION SELECT COMMITTEE**Increasing the Employability of Young People in Surrey
(considered by Select Committee on 31 July 2013)****SELECT COMMITTEE RECOMMENDATION:**

That Cabinet consider how students who are unlikely to be eligible for a combined plan will be supported following the introduction of Education, Health & Care Plans (EHCP) and the cessation of School Action and School Action Plus, so as not to jeopardise their chances of post-16 participation in Education, Training and Employment.

RESPONSE

Cabinet recognises the concerns of the Children and Education Select Committee in relation to the introduction of Education, Health & Care Plans (EHCP) and the cessation of School Action and School Action plus. New legislation in the Children and Families Bill will replace the School Action and School Action plus categories with a new single category: Additional Special Education Need Support (ASENS). In Surrey, the ASENS category of children will be supported through their school's local offer.

We are expecting schools to be able to demonstrate that their local offer will meet the requirements of pupils with Special Educational Needs and Disabilities (SEND) who do not meet the threshold for an EHCP. Surrey is supporting schools through this process by providing training in provision management tools which will enable the school to evaluate and describe the effectiveness of a range of SEND interventions. This will lead to provision which is more effective and better targeted at needs. Training will also be provided to SEN Coordinators to ensure they are able to support pupils' SEND needs appropriately.

The changes brought about by the Children and Families Bill will not result in an overall funding reduction for the Surrey pupils who are currently covered by School Action and School Action plus, although funding will be allocated differently in the future. This new model of distribution will place a greater emphasis on the relationship between funding and attainment, with those schools where pupil attainment is lowest receiving a higher proportion of funding than they do currently.

This will mean that there will be some changes in the funding allocated to individual schools. Officers and the DfE recognise that some schools with large numbers of high cost SEND pupils, but few low attaining pupils, may find it difficult to secure funding from the delegated sources. In response to these concerns, and where this is a particular issue for schools, we are proposing to allocate a proportion of the additional high needs funding outside the delegated formula.

While these changes are taking place, Services for Young People will continue to commission work to support participation after age 16 and ensure that young people with SEND can make successful transitions from Year 11 onwards. The Pathways Team's work with SEND young people, to support their transition to college or employment, will continue for students from Year 9 to Year 11 and beyond, up to the age of 25. Additionally, Year 11/12 provision will continue to identify and support 'at risk' young people who will fall into the ASENS category following the changes.

The service also commissions a range of local interventions, such as Centre Based Youth Work and the Local Prevention Framework. These commissions are focused on young people aged 14 to 19 and will continue to support participation in Education, Training and Employment post 16. As with Year 11/12 provision, a significant proportion of this work

supports those young people who will fall into the ASENS category.

5

In order to ensure that this provision continues to meet the needs of young people following these changes, Officers are carrying out research to establish why SEND young people have a higher propensity to become NEET. The findings from this research will feed directly into the Services for Young People commissioning process, to ensure that these groups receive support into education, training or employment which is closely matched to their needs.

Mrs Linda Kemeny
Cabinet Member for Schools and Learning
24 September 2013



Children and Education Select Committee
28 November 2013

Chairman's Introduction

Purpose of the report: This report provides the Committee with an introduction to substantial items on this agenda, which all relate to the theme of Safeguarding.

Introduction:

1. On 28 November 2013 the Children & Education Select Committee scrutiny meeting will be on the theme of Safeguarding and Child Protection, and how the County Council and its key partners are working to ensure the safety of Surrey's children.
2. In accordance with the Children Act (1989 & 2004), the County Council retains the lead role for safeguarding children in Surrey and this is therefore an important area of focus for the Select Committee.

Meeting Structure

3. The meeting will consist of four sessions, during which Members of the Committee will focus on a specific issue in detail as outlined below:

- **Session 1:** Surrey Safeguarding Children's Board Annual Report 2012 – 2013

The purpose of this session will be to consider and review how all partners within Surrey worked together to fulfil their statutory duties for the period April 2012 to March 2013, whilst providing context for the following sessions.

This report will be introduced by Julian Gordon-Walker (Head of Safeguarding, Surrey County Council) and Alex Walters (Chairman of the Surrey Safeguarding Children Board).

- **Session 2: Surrey County Council's Safeguarding Role**

The purpose of this session is to consider the County Council's Safeguarding role.

This report will be introduced by Julian Gordon-Walker (Head of Safeguarding).

- **Session 3: Safeguarding and Schools**

The purpose of this session will be to consider safeguarding arrangements within Surrey's schools.

This report will be introduced by Ian McGraw (Education Safeguarding Co-ordinator, Surrey County Council) and Liz Griffiths (Safeguarding Lead, Babcock 4S)

- **Session 4: Safeguarding and the Health Service**

The purpose of this session will be to consider safeguarding arrangements within Surrey's Health Service.

This report will be introduced by Vicky Stobbart (Director of Quality and Safeguarding, Guildford & Waverly Clinical Commissioning Group) and Clare Stevens (GP lead, Guildford & Waverley CCG Governing Board)

Additional Witnesses

4. As well as the officers listed above, a small number of additional witnesses have been invited to assist the Select Committee in its scrutiny of this area. Members will be provided with details of the witnesses prior to the Committee meeting.

Further Information

5. If you require further information regarding the meeting please contact the scrutiny team using the contact details below.

Report contacts:

Damian Markland, Scrutiny Officer, Surrey County Council

Contact details: 020 8213 2703



Children & Education Select Committee
28 November 2013

**SURREY SAFEGUARDING CHILDREN BOARD (SSCB)
ANNUAL REPORT 2012-2013**

Purpose of the report: Scrutiny of Services and Budgets

The purpose of this session will be to consider and review how all partners within Surrey worked together to fulfil their statutory duties for the period April 2012 to March 2013, whilst providing context for the following sessions.

Introduction:

1. The Surrey Safeguarding Children Board (SSCB) is a statutory, multi agency board, chaired by an independent chairman, Mrs Alex Walters.
2. The Annual Report 2012/2013 reports upon the effectiveness of safeguarding and child protection practice by partner organisations in Surrey. It was presented to Cabinet for information on 22 October 2013.

Recommendations:

1. The Committee is asked to note the report and makes recommendations to officers or Cabinet as appropriate.

Report contact: Julian Gordon-Walker, Head of Safeguarding, Surrey Children Schools and Families

Tel: 01483 519275

Amanda Quincey: Partnership Support Manager, Surrey Safeguarding Children Board

Tel: 01372 833378

Annexes:

SSCB Annual Report 2012-2013

Sources/background papers:

- Working Together to safeguard Children; A guide to inter-agency working to safeguard and promote the welfare of children; DFE March 2013 www.education.gov.uk/aboutdfe/statutory/g00213160/working-together-to-safeguard-children

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Surrey Safeguarding Children Board

Annual Report April 2012 - March 2013

7



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Foreword

I am delighted to present the Surrey Safeguarding Children Board (SSCB) annual report for the period April 2012 to March 2013.

The period covered by this report has been one of considerable change both for the board and for all partner agencies, involving budget constraints and major organisational restructures, which continue in the current year. These changes present safeguarding practitioners and agencies with real and complex challenges which the SSCB must monitor to ensure there is no adverse impact.

The SSCB support team has been restructured to enable an increase in capacity to carry out its statutory functions under Regulation 5 of the local safeguarding child board (LSCB) regulations and to enable it to achieve its objectives under Section 14 of the Children Act 2004, which are to co-ordinate and ensure the effectiveness of what is done by each person or body represented on the board, for the purpose of safeguarding and promoting the welfare of children within Surrey.

The review of the full SSCB structure and governance was implemented, which meant we no longer had an executive group. There is now a revised membership of the SSCB full board, with the operations group becoming more focused on driving the business plan and ensuring the links between the board and its sub groups and area groups. A second stage review of the area groups and their effectiveness commenced and will report in 2013-14.

During 2012-13 there were a number of continuing and ongoing serious case reviews (SCRs) and partnership reviews and two SCRs were published. SSCB has pro-actively piloted a number of different methodologies in approaching reviews, adopting the systems approach, as detailed in the Munro Report 2011. This was in anticipation of this becoming a recommendation as part of The Department for Education's (DfE) revised 'Working Together' 2013 guidance.

The 'Working Together' guidance demonstrates the Government's commitment to strengthening the role of LSCBs to ensure and monitor the effectiveness of all partner agencies in safeguarding children. In its monitoring capacity during 2012-13, the SSCB commissioned an external review of the SSCB quality assurance arrangements, to ensure that they were fit for purpose in the light of the revised DfE performance framework and revised processes and procedures are gradually embedding.

The SSCB has undertaken a Section 11 audit of statutory agencies in 12/13 and is providing bespoke support to partner organisations to support improvement in their safeguarding arrangements. The SSCB has also begun a comprehensive piece of work to review the arrangements for the commissioning and delivery of safeguarding training including a comprehensive training needs analysis, which will report in 2013-14.

This annual report clearly demonstrates the significant amount of effective safeguarding activity undertaken by all partners within Surrey. My thanks to all those who chair or are members of the various groups which make up Surrey Safeguarding Children Board, who demonstrate their commitment and passion to protecting children and to improving practice.

The challenge for the Surrey Safeguarding Children Board as it moves forward is to begin to demonstrate and evidence the impact of this activity on children's outcomes.

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Alex Walters

Independent Chair, Surrey Safeguarding Children Board



Background

Surrey's children

There are approximately 272,800 children and young people, aged 0-19 living in Surrey. The majority are safe, well educated and cared for, experience good health and have good leisure and employment opportunities.

Surrey has one of the lowest rates of child deprivation in the UK, with the most recent data indicating that there are approximately 23,090 children and young people in Surrey, aged 0-19, living in low-income households. This equates to 11.8% of the 0-19 population.

Birth rates in Surrey have risen by 20%, with a projected peak in 0-5 year olds of 73,600 in 2020. Projections predict that overall the Surrey 0-19 population will grow by 3.7% by 2015 increasing demand on universal services.

In Surrey more than 190 languages are spoken.

The Joint Strategic Needs Analysis (JSNA) for Surrey acknowledges the significant impact that a positive parenting experience has upon a child's emotional wellbeing and development. Conversely the impact of a negative parenting experience can hinder the development of positive outcomes.

The JSNA identifies four key interrelated issues which can adversely impact upon the lives of children and young people:

- parental mental health
- parental substance and alcohol abuse
- domestic abuse
- living in poverty and hardship.

Within Surrey some families have been identified as having multiple needs and require additional support:

- 2012-13 saw a 7% increase in children in need (CIN) with referrals relating to safeguarding concerns rising by 4%.
- At 31 March 2013, 890 children were subject to a child protection plan compared with 794 at 31 March 2012. Whilst this represents a significant increase from the previous year, it is a decrease from a mid-year peak of 936 in August 2012. Previous years indicate a peak is reached in this month of a reporting year.
- During 2012/13, the number of children who had been subjected to more than one child protection plan decreased by 2.8%. In 2012/13 8.8% of children were in this position. This would indicate that plans are being concluded more effectively, either through the success of plans to reduce risk and put in place appropriate support, or escalation to more intensive intervention.
- The numbers of children whose plans ended after being the subject to a Child Protection Plan for more than two years was 3.4% in comparison to 6.7% in March 2012.
- At 31 March 2013 there were 831 looked after children (LAC) within Surrey compared with 807 on 31 March 2012. Whilst still an increase in the numbers of children needing to be looked after; it represents a decrease in the rate of increase compared to the previous year. In April 2011, the number of children looked after was 737.

The role of Surrey Safeguarding Children Board

Surrey Safeguarding Children Board (SSCB) was established in April 2006 and is chaired by an independent chair, Alex Walters, who is independent of any organisation working within Surrey. Alex Walters was appointed to the SSCB in September 2011.

The SSCB is the key statutory mechanism for agreeing how the relevant organisations in Surrey will cooperate to safeguard and promote the welfare of children and ensure the effectiveness of what they do and provide strategic oversight.

The objectives of the SSCB as set down in 'Working Together to Safeguard Children 2013' are:

- to coordinate what is done by each person or body represented on the board for the purposes of safeguarding and promoting the welfare of children in their area; and,

- ensure the effectiveness of what is done by each such person or body for that purpose.

This entails a wide range of responsibilities across the Surrey area including:

- establishing and monitoring thresholds for the provision of services by partner agencies
- developing policies and procedures
- commissioning and evaluating single and multi-agency training
- establishing specific, local protocols to reflect local priorities
- communicating and raising awareness
- monitoring and evaluating the activities of partners through S11 and auditing activity
- reviewing child deaths and conducting serious case reviews.

In the wider Surrey context the SSCB has a statutory scrutiny and monitoring role in relation to the newly established Children and Young People's Partnership (CYPP) and the themed partnerships working within the CYPP and holds them to account in their work to improve outcomes for children and young people. This scrutiny function applies to the Health and Wellbeing Board and the other statutory partnerships i.e. the Public Safety Board where there are issues that impact on children.

The SSCB business plan for 2012-13 agreed **three priority areas** of focus and the progress towards these is reported on throughout this annual report. The priority areas are:

1. to work with partner agencies to reduce incidences of domestic violence and the impact this has on children, young people and families
2. to ensure sufficient timely and effective early help for children and families who do not meet the thresholds for children's social care
3. to ensure professionals and the current child protection processes effectively protect those children identified in need of protection.



Progress in 2012-13

Targeted priority 1: To work with partner agencies to reduce incidences of domestic violence and the impact this has on children, young people and families

Progress towards the achievement of this priority has been slower than anticipated. From an evaluative position it is disappointing that a draft domestic abuse strategy has not been agreed and will be further delayed until September 2013. The SSCB has engaged in the process and provided evidence and information through audit recommendations of some of the gaps in services for children and families and area groups have focussed their activities in improving outcomes for children relating to this priority.

However there has been some progress. Following a domestic abuse rapid improvement event (RIE) in June of 2012 the Community and Public Safety Board requested that the Surrey County Council community safety team take the lead in developing a multi-agency domestic abuse strategy for Surrey. Since then the team has undertaken a) research to explore what other localities do, capture effective practise, and understand the different responses, resource allocations and commissioning models, b) completed focus groups with victims, and c) run a series of workshops for health, local authority, third sector, police and army staff. The information gathered from these activities will form the basis of the development of a new strategy. This will be drafted over the summer period of 2013 and following a consultation period it is expected that a report will be submitted to the Community and Public Safety Board meeting in September 2013 proposing adoption of the new draft strategy. The new strategy will then form the basis of future work for the next three to five years and will be supported by a detailed action plan.

The themes of the new strategy are likely to be prevention, early intervention and response.

The role of children's centres and the early years and childcare service is significant and effective in providing support to families where domestic abuse is a concern. However the SSCB has particularly raised concerns that wider specialist support work, directly supporting children affected by domestic abuse across the region, is

very limited and geographically disparate with in many cases support not being provided directly to children until a family moves into a refuge. All children affected by domestic abuse do not therefore have access to specialist support. Audit has highlighted some very significant concerns about the extent of and level of understanding of the support that is available

Statistical data

The SSCB report card was updated to provide six month data relating to support for children and young people living in households with domestic abuse

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	Q3 – Oct 12/Dec 12	Q4 – Jan 13/Mar 13
New contacts /referrals to Surrey Domestic Abuse Outreach Services	718	768
Children living in households that receive support from Surrey Domestic Abuse Outreach Services	159	144
Number of young people accessing Surrey Domestic Abuse Outreach Services : Under 17	2	8
and 17 to 24	145	109

In 2012-13 there were 12,567 incidents/crimes of domestic abuse reported to police representing 15.6% of total incidents/crimes reported; 3625 of these incidents were a repeat incident.

The number of perpetrators who live in households where there are children, who are charged with domestic abuse offences between January and March 2013 was:

Detection type	Total incidents	Repeat incidents
Charged and bailed	34	19
Charged and detained	9	5
Other force dealing - charged	1	0

Challenges for 2013-14

Domestic abuse and the impact upon children clearly remains a priority for 2013-14.

- The delay in a draft domestic abuse strategy being developed and launched linked with evidence of a wide range of activities being undertaken independently, within organisations and not within a coherent and robust framework, leads to a lack of strategic planning, evaluation and monitoring of county-wide activities.
- The development of specialist support services for children experiencing domestic abuse represents a significant challenge particularly in times of austerity, when agencies have competing priorities with limited funding.

Targeted priority 2: To ensure sufficient, timely and effective early help for children and families who do not meet the thresholds for children's social care

Partnership agreement has been achieved in principle to the components of the 'Surrey Partnership Early Help Strategy 2013-2017' and the draft strategy and the multi-agency threshold document will now be presented for comment with recommendation for sign off, through the Surrey children and young people's partnership structure in the autumn of 2013. The SSCB has engaged in its development and will be monitoring its effectiveness in its work programme for 2013-14.

Statistical data

CAF**s completed by agency 1 April 2012 to 1 April 2013	
Schools	238
Education Support Service	117
Health	538
Early Years	414
Other agencies**	56

* Common Assessment Framework

**Other agencies includes Youth Support, Youth justice, police, housing, social care, voluntary organisations

Challenges for 2013-14

- Until the early help strategy is launched, and its impact measured, the effectiveness and how robust the arrangements are for step up/step down into and out of children's social care of young children and families receiving early help is not fully understood. Regular reporting to the SSCB provides updates on progress. Challenges that arise are identified and discussed.
- The SSCB will continue to monitor how all partner agencies are providing early support and preventing cases from escalating.

Targeted priority 3: To ensure professionals and the current child protection processes effectively protects those children identified in need of protection and who are looked after

SSCB audits of files and individual case reviews and the 2012 Ofsted inspection demonstrate that children are being safeguarded by effective multi-agency practice. Improvements through robust monitoring of action plans have been identified and implemented. Reports are routinely provided to the SSCB on a four monthly basis which demonstrate the effectiveness of child protection conferences and performance data is collated and monitored to ensure that wherever possible statutory time-scales are adhered to. The effectiveness of partner agencies in child

protection conferences is reported upon by independent chairs on a four monthly basis. Looked after children processes are monitored and reported upon annually to the SSCB in the independent reviewing officer report.

Challenges for 2013-14

- Auditing activity has demonstrated that there are challenges to overcome in making audits truly multi-agency; these include resource availability, access to files, information technology issues etc. Further work is being undertaken to encourage wider participation in audit by partner agencies and for the benefit of multi-agency audit to be fully understood to enable broader reassurance to the Board of the effectiveness of child protection processes.
- Engagement by partner agencies in child protection processes, i.e. the submission of reports and attendance at child protection conferences and core groups will continue to be monitored.

Progress against the three recommendations in the SSCB annual report 2011-12:

- To request that the Children and Young People's Partnership (CYPP) develop a partnership plan for children, young people and their families which is informed by the Joint Strategic Needs Analysis (JSNA) and sets out the strategic priorities for the partnership and how they will be addressed to improve children's outcomes.

The children's strategic partnership arrangements have been reviewed and re-launched and the CYPP Partnership plan is in development.

- To request that the CYPP clarifies the governance arrangements for domestic abuse and develop a multi-agency strategy which sets out how services will work together to reduce the impact of domestic abuse on children.

The children's strategic partnership has confirmed the governance as residing with the Community and Public Safety Board and work has been undertaken throughout 2012-13 but the domestic abuse strategy is not expected until September 2013.

- To ensure that the children's strategic partnership develops and publishes a multi-agency strategy which sets out the early help arrangements and services available which are able to intervene effectively and prevent escalation of cases to children's social care.

The council have led the development of an early help strategy in 2012-13 which will be endorsed in autumn 2013 and the implementation will be monitored by the SSCB.



Effectiveness of local safeguarding arrangements and outcomes for children

How safe are children and young people in Surrey?

In September 2012, Ofsted conducted an unannounced 'Inspection of Local Authority Arrangements for the Protection of Children'.

The overall effectiveness of the arrangements to protect children and young people was judged to be 'adequate', which means that services meet minimum requirements.

The inspection examined multi-agency arrangements for identifying children who are suffering, or likely to suffer harm, and the provision of early help. It also considered the effectiveness of the local authority and its partners in protecting these children if the risk remains or increases.

The SSCB was found to meet its statutory requirements.

Ofsted in September 2012 found that 'children who are at risk of harm are protected through effective and prompt action by the county council and the police'.

Recommendations for improvements, made by Ofsted, are contained in a detailed action plan, which is regularly monitored by SSCB and includes progress against some of those key recommendations, for example the development of a central referral unit, an early help strategy and a multi-agency threshold document.

The SSCB measures the effectiveness of safeguarding arrangements in a number of ways including:

- monitoring single and multi agency training
- Section 11 safeguarding self assessment by all statutory partners
- individual case analysis including child deaths, serious case reviews and partnership reviews and multi-agency audits

- review of performance management information
- multi-agency reporting from area sub groups.

Serious case reviews and partnership reviews 2012-13

The SSCB is absolutely committed to undertaking reviews to identify and respond to the learning to support improvements in practice. During the year seven reviews were commenced of which three were serious case reviews (SCR). One SCR completed in 2011 child L, was published and a further two have been completed and are awaiting publication following conclusion of criminal proceedings and further engagement with the families. In the interim action plans to instigate improvements in services have been implemented by SSCB and partner agencies.

Progress in respect to the learning from serious case reviews includes:

- the development of a multi-agency early help strategy to support the identification of support and timely help to families
- the creation of a central referral unit where police and social workers are working together more closely to respond to concerns
- the safe sleeping campaign
- detailed analysis of barriers to engaging fathers/male carers
- joint supervision arrangements piloted for social care and health professionals
- specific work/raising awareness with boroughs and districts in relation to their housing functions.

SSCB jointly conducted one review with a local authority in London, the Social Care Institute for Excellence (SCIE) methodology was used and the feedback from the staff involved was positive. It is anticipated that this approach will be further developed in 2013-14.

Case reviews/partnership reviews started 01.04.2012 – 31.03.2013

Case number	Month commenced	Month reported/to be reported
1	Sept 12	June 13
2	Dec 12	July 13
3	Sept 12	April 13
4	Dec 12	Aug 13

Serious case reviews commenced 01.04.2012 – 31.03.2013

Initials	Month commenced	Month reported/to be reported
Child S	Oct 12	May 13
Children U & V	Oct 12	May 13
Child X	Dec 12	September 13

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Published during 2012-2013	Not yet published
Child I	Children J & K
Child L	Child Q
	Child S
	Children U & V
	Child X

Challenges/priorities for 2013-14

- Develop a learning and improvement framework to encourage a proactive approach to learning, improving the quality of frontline delivery, identifying emerging and entrenched problems whilst cultivating a culture of reflective practice and professional expertise.
- Ensure that the recurring themes arising from recent reviews are used to inform the development of SSCB work plans, the work of SSCB sub groups, audit activities and training programmes.

In the past twelve months the following themes have been identified:

- lack of information/assessment of fathers/ male carers
- poor communications within maternity services
- misuse of alcohol not being given adequate weight in assessment
- failure to give priority to children's needs/over-focus on the problems presented by adults
- inadequate assessment of a child's needs
- inadequate recognition of the significance of interacting risk factors
- lack of recognition of the significance of bruising/injuries in non-mobile babies
- failure to access historical information/ records
- difficulty in working with resistant families
- poor record keeping
- failure to revise judgements in light of new information/human bias in reasoning
- lack of reflective and challenging supervision.

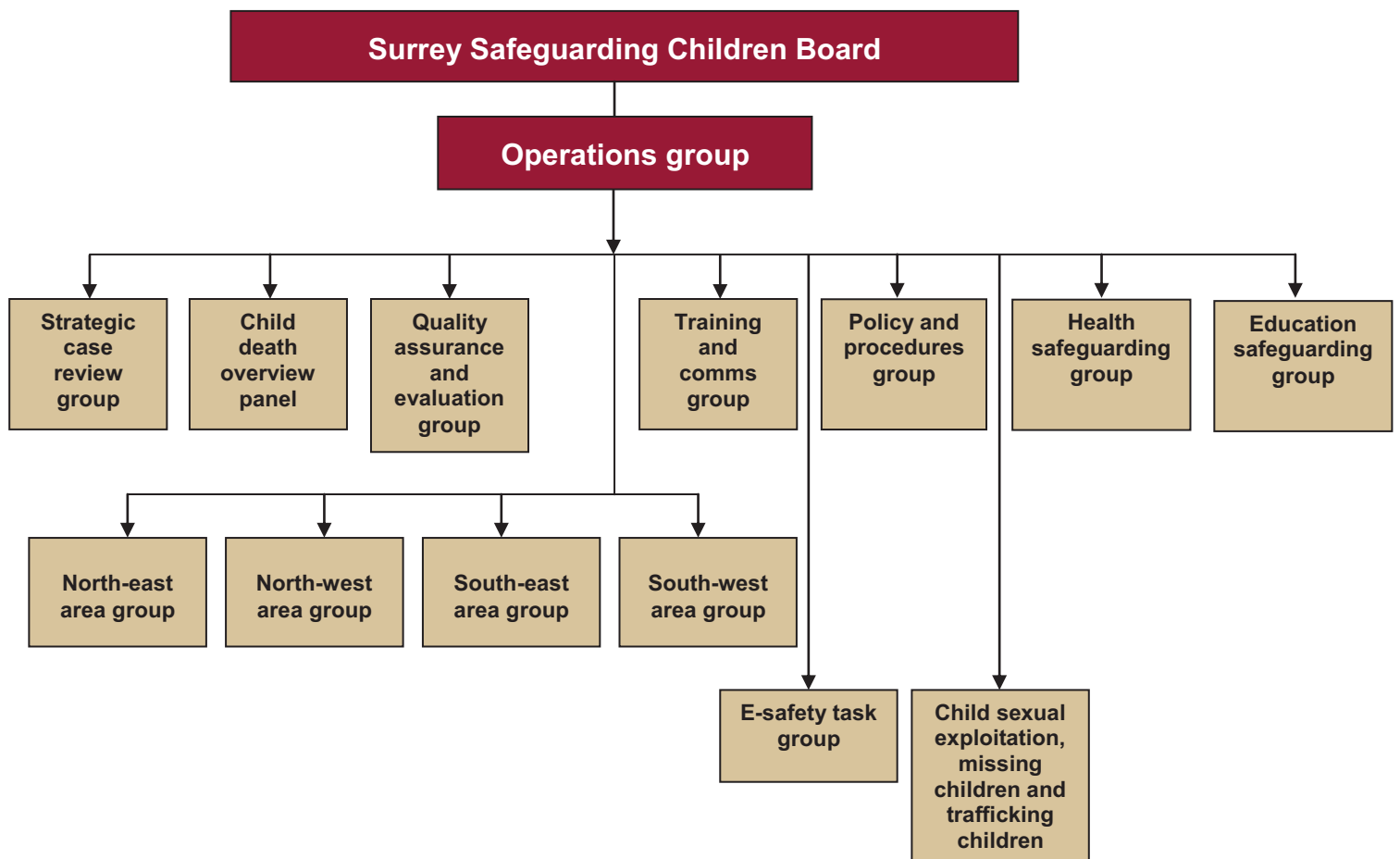
These findings have been shared with all partner organisations and have directly informed the planned 2013-14 audit activities of the quality assurance and evaluation group and the four area groups to monitor practitioners understanding and embedding of learning into practice.

Achievements and challenges for Surrey's safeguarding groups

Surrey Safeguarding Children Board sub group structure

The Surrey Safeguarding Children Board structure reflects a diverse membership of partner organisations, which are represented in sub groups and in the membership of the full board. The structure reflects the infrastructure of the Surrey area and the complexities of services provided to young people and families throughout the county.

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Surrey safeguarding operations group

Achievements/progress in 2012-13

- The role of the operations group was formally reviewed as part of a wider review of LSCB governance in autumn 2012.
- Contribution to the performance management framework – the Surrey safeguarding children’s report card upon which the full board receives four monthly reports.
- Bi-monthly reporting of all sub-group and area group activities to facilitate two way communication with the SSCB.
- Dissemination of key learning from SCR/case reviews and auditing activity.
- Monitoring the SSCB business plan.

Multi-agency reporting from SSCB area group activities 2012-13

The four Surrey area groups comprise of operational managers from partner agencies, lay members and members of the voluntary and community sector. The purpose of the area groups is to:

- receive information from the board and translate this into local practice
- develop cross-agency delivery and performance review
- be responsible for ensuring that the SSCB business plan is delivered locally at a strategic level
- form the outward face of SSCB promoting inter-agency working and learning
- receive lessons from serious case reviews and analyse performance data pertinent to the local area
- undertake learning and improvement opportunities.

SSCB area sub groups have completed progress reviews on behalf of their respective agencies, detailing localised activity towards the achievement of the SSCB business plan priorities 2012-2013. Ofsted, in September 2012,

acknowledged that the area groups are becoming increasingly influential in their localities.

In the wider context of the achievement of SSCB business plan priorities there is a significant amount of local development work being undertaken which is reflected in targeted localised activities.

Achievements/progress in 2012-13

- Review of area groups undertaken to assess effectiveness and to ensure that they remain representative of local agenda's and priorities. Membership and chairing arrangements have been reviewed.
- The development and implementation of joint supervision frameworks, across health providers, including Child and Adolescent Mental Health Services (CAMHS) teams and Children's Services, have been very successful in providing opportunities for individual case reviews and in enabling signposting of the most effective support services to families.
- Pro-active work around engaging fathers and male carers including the delivery of workshops to professionals involved in assessment, to develop professional curiosity and effectively assess risk factors.
- Local family support programmes working with the most complex families.
- A very strong focus on professional development and shared learning with agenda items structured to capture thematic approaches to current work, learning from audit findings and case reviews.
- Significant progress towards SSCB business priority 1 and a wide range of initiatives evidenced to identify, respond to, and support children who are living within families where domestic abuse is an issue.

Challenges/priorities for 2013-14

Priorities for 2013-14 have been identified by co-chairs and partner organisations as:

- Development of multi-agency audit work to ensure that there is wider participation and shared learning between the area groups.
- Professional multi agency workshops/ learning events to be delivered to support the findings and actions from audits SCRs and partnership reviews.
- Development work linked to CSE.
- Engagement of fathers and male carers.
- Risk assessment and risk management for children particularly affected by the impact of alcohol and drug abuse by parents and carers.



Quality assurance and evaluation group

Achievements/progress in 2012-13

In the past 12 months, the quality assurance and evaluation group (QA&E) group have achieved some significant successes in developing the work of the board:

- A quality assurance and evaluation officer and an administrator have been appointed, enabling a more efficient and co-ordinated approach to quality assurance work and building on the external review of quality assurance commissioned by SSCB.
- The board undertook and completed Section 11 audits on statutory partners. Overall compliance levels have improved. However, these are minimum standards and there is opportunity for ongoing improvement which the Board is supporting.
- Serious case review (SCR) action plans have been effectively monitored and learning has been disseminated throughout partner organisations.
- Audits have been completed on the multi-agency referral form (MARF); the multi-agency public protection arrangements (MAPPA); multi-agency risk assessment conference (MARAC) processes; supervision of workers; core group meetings and child protection conference reports.
- Analysis has been undertaken to identify the key themes from the auditing activity and from the SCR/Partnership Reviews undertaken and this has been shared with all partners and will be used to inform the auditing work programme for 2013-14.
- A revised report card on performance and quality assurance for the SSCB has been developed providing data and narrative to board members on the impact that partners are having on the lives of children in Surrey. This is reported upon on a four monthly basis to SSCB.

Challenges/priorities for 2013-14

- Through workshops involving statutory partners to refine audit questions and develop the Section 11 audit tool to improve data quality for the 2014-15 audit.
- Reviewing the process whereby SCR action plans are monitored and implemented to ensure they meet the implementation timescales and provide evidence to monitor impact.
- Develop methods to demonstrate the impact quality assurance work is having on promoting improved outcomes for children. The QA&E group will be focusing upon themes raised by serious case reviews to establish whether learning has been fully embedded into practice.

The four multi-agency audits identified to be undertaken in 2013-14 are:

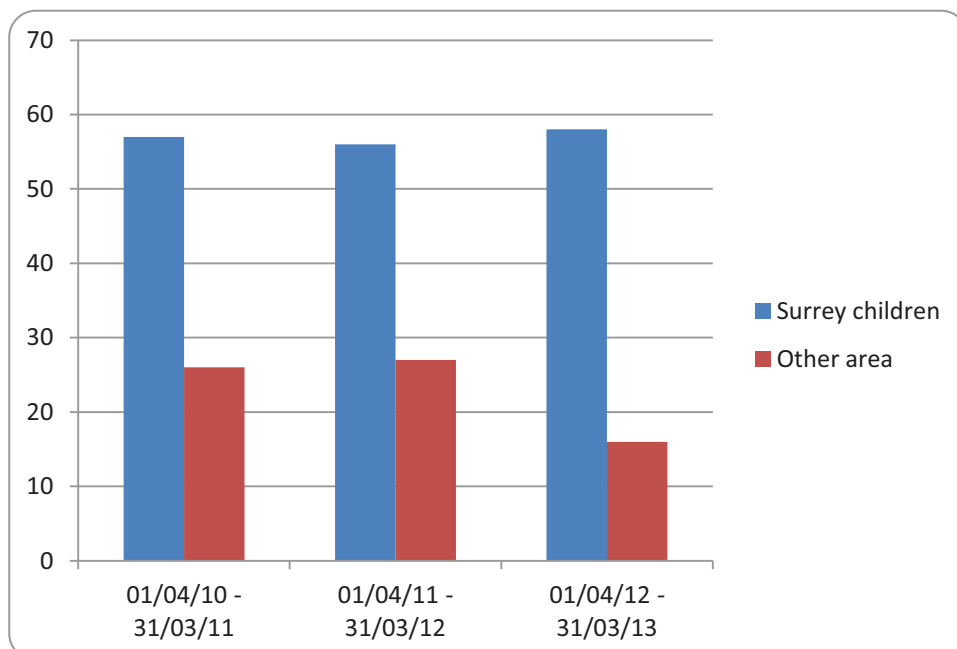
- working with families where substance misuse is an issue
 - assessment of risk where there is lack of engagement by parents
 - the quality of multi-agency supervision
 - the management of cases involving bruising of non-mobile children.
- The QA&E group will be working with the training and communications group and lead officer to audit the impact of training and the extent to which it has contributed to improvements in practice.
 - Develop more creative and inventive ways of getting feedback from service users and staff so that their feedback can inform the future practice and delivery of services by partner agencies.



Child death overview panel

Between 1 April 2012 and 31 March 2013 the Child death overview panel (CDOP) was notified of 58 deaths of children who were resident in Surrey, and 16 children from outside the area, compared with 56 and 27 respectively in 2011-12. A significant number of the reported deaths are neo-natal, being within 27 days of birth.

Chart 1 - All deaths notified to CDOP from 1 April 2010 to 31 March 2013



Achievements/progress in 2012-13

- CDOP has reviewed a total of 28 deaths during 2012-13 which included some deaths from previous years. There will always be a delay between the date of a child's death and the CDOP review being held because a review cannot be completed until all processes including inquests and serious case reviews are finalised. Between 2010 and 2013 117 deaths were reviewed. Of these 14 were deemed to be potentially preventable, and nine to have had modifiable factors.
- The appointment of an independent chair of CDOP in September 2012 provided the opportunity for the panel to review its processes.
- CDOP continues to work closely with the Coronial Service.
- A safe sleeping campaign was launched by Surrey Police and supported by Surrey CDOP to raise awareness amongst parents, mothers and carers of the increased risk of infant death through overlay when alcohol consumption, drug use and tiredness are prevalent.

Challenges/priorities for 2013-14

- A review of the CDOP systems, which will be completed by September 2013, looking at rapid response processes and administrative procedures to identify where these can be improved.
- Recruitment of a rapid response nurse to ensure that parents are able to input to the CDOP process and are provided with sufficient support and assistance during a very difficult time.
- Review process for parental engagement.
- Upgrade of database to improve recording and reporting.



Training and communications group

Achievements/progress in 2012-13

- Recruitment of a training commissioning and development officer.
- Development and delivery of a multi-agency training and development plan based upon the training work plan, SSCB business plan and multi-agency training needs analysis.
- Recognising the need for a comprehensive county wide training needs analysis.
- Delivering training to 2117 participants including delivery of specialist training courses to 433 participants.
- Throughout 2012-13 key messages from the SSCB in terms of both local and national developments were communicated through the development and distribution of the SSCB newsletter.
- Monitoring and evaluating of single agency training courses.
- Delivering learning outcomes from case reviews.

Challenges/priorities for 2013-14

- Completion and interpretation of the training needs analysis to inform future planning and programme delivery and updating the SSCB training strategy, last published in 2011-12.
- Developing tools to measure and evaluate courses and the impact of training upon practice.
- Develop the SSCB training delivery including introduction of a 'back up' rota to secure trainers to each course, to cover in the event of unavoidable absences and avoid cancellations of training.
- To ensure that the quality of training meets expectations, evaluations of trainers who deliver multi-agency training will be introduced.



Policy and procedures group

The work of the policy and procedures group was re-aligned following the autumn 2012 change in sub group structure.

Achievements/progress in 2012-13

- The inaugural meeting of the revised policy and procedures group was held on 15 February 2013. Membership and terms of reference were reviewed and approved.
- SSCB procedures and guidance were reviewed during autumn 2012 and with Tri.x in May 2013, which is commissioned by SSCB to update LSCB websites to reflect changes in legislation. This resulted in the identification of some out of date procedures and guidance.

Challenges/priorities for 2012-13

- A multi-agency task and finish group will lead a project in 2013-14 to ensure that SSCB procedures and guidance is current and reflects statutory requirements and meets the needs of practitioners.
- The need to refresh SSCB procedures and guidance documents is as a result of changing legislative requirements, the publication of Working Together and the emerging learning from case review work. In the interim, briefing notes have been prepared and shared with partner organisations relating to Disclosure and Barring Service changes and Working Together 2013.



Education safeguarding group

Achievement/progress in 2012-13

- Section 11 audit was completed and submitted through the education safeguarding group to the SSCB.
- Raising awareness of e-safety issues through the delivery of presentations to pupils, teachers and parents at primary and secondary schools, independent primary and secondary schools, maintained and independent special schools.
- Local authority led safeguarding inspections in non maintained special schools group have been carried out in schools which have received adverse Ofsted inspection outcomes or where serious allegations have been made and the schools have not followed safeguarding procedures. As a result of these inspections, robust action plans have been drafted and given to head teachers and principals. Placements to these schools have been suspended until all aspects of the action plans have been implemented.
- Education representatives attend safeguarding meetings where safeguarding concerns have been raised involving children placed by Surrey in schools out of county.
- Child sexual exploitation champions have been identified and trained within Education.
- An up to date exemplar child protection policy has been developed for schools to adopt as a template.

Challenges/priorities for 2013-14

- Further awareness raising of issues relating to child sexual exploitation (CSE) including training to schools and the roll out of a theatre production 'Chelsea's Choice', to all Surrey secondary schools is planned.
- Further development of regional child protection liaison officer (CPLO) network meetings to include those from the Independent sector. A survey will be completed during 2013-14 to establish how many independent schools attend meetings.
- Engagement with children's centres and pupil referral units and identification of the most vulnerable children in education such as children with special educational needs (SEN) will continue to be a priority of the education sub group.
- Consider implementation of Section 11 audits in all schools.



Health safeguarding group

Achievement/progress in 2012-13

- Two-way communication between all Surrey health providers, commissioners, other key agencies and the SSCB.
- Effective sharing of best practice and lessons from SCRs and individual management reviews (IMRs).
- Learning from SCRs and action plans were regularly reviewed and updated and shared with County wide health trust named professionals meetings to promote a cohesive approach between strategic and operational issues.
- Key health issues have been identified and discussed, for example in case reviews such as improving processes for information sharing between GP's, midwives and health visitors in the antenatal period.
- Provide responses to issues raised in CDOP meetings.
- Looked after children (LAC) team updates are provided.
- Consideration of the interface between the safeguarding and looked after systems.
- Commissioned capacity review of designated and named professionals role and responsibilities given the significant changes within the health economy.

Challenges/priorities for 2013-14

- Ensuring capacity and clear governance arrangements within the new health landscape following the creation of six clinical commissioning groups operating within Surrey.
- Providing assurance to the SSCB that there is sufficiency in the new systems.



Child sexual exploitation, missing children and trafficking children group

Missing children

Achievements/progress in 2012-13

- Multi-agency missing and exploited children's conferences (MAECC) are held on a six weekly basis focusing upon the 'top 6' missing children as well as those at high risk of CSE and those at risk of human trafficking.
- Effective multi-agency risk assessments in place.
- Patterns/trends and risks are identified to allow preventative work and support to be put in place.
- A team of five volunteers have been set up within the Youth Support Service to work with repeat missing persons.

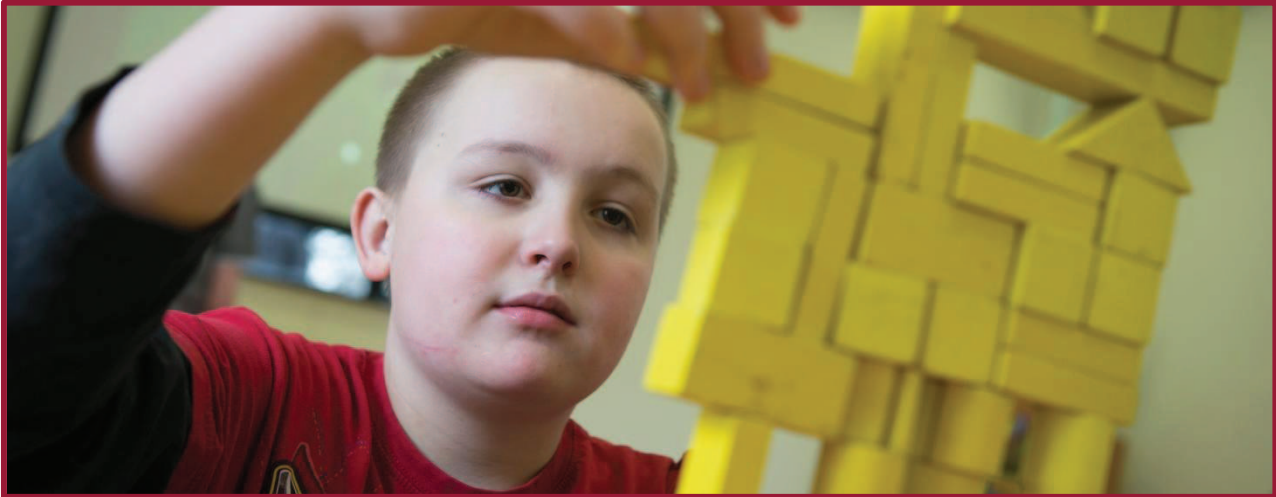
Child sexual exploitation task group

Achievements/progress in 2012-13

- Data collection systems in place.
- CSE awareness days that have been attended by approximately 400 professionals from a variety of agencies. Two 'champions' training sessions have been held.
- Publicity campaign – an awareness campaign is being planned to be rolled out in October 2013 to raise the awareness of CSE/help prevent it/promote options highlight the risk indicators of CSE to the wider community.

Challenges/priorities for 2013-14

- Have a joint risk assessment procedure that is agreed with both police and Children's Services.
- Secure funding to employ a third sector to work with potential victims and to integrate within a police or Children's Services team whilst investigating CSE, to provide continuity of care to a child identified to be at risk of CSE.
- Continue to pro-actively identify hot spots/locations within Surrey, where CSE is prevalent.
- Continue to conduct awareness raising activities, in particular to engage within the wider community.
- Develop a prevention strategy.



Overview of progress

Key achievements of the SSCB 2012-13

Overall 2012-13 has seen a step up in the performance of the SSCB, with increased capacity to support partner agencies in their work towards achieving the key priorities of the board. This has led to improved partnership working, more robust quality assurance and evaluation of activities and has provided a greater understanding of the challenges faced by partner agencies as they move through a period of austerity, budget cuts and re-structuring. The existing business plan for 2012-15 has been robustly reviewed and this is attached at appendix B with evidence of progress and an updated action plan for 2013-14 has been developed.

In measuring the success of the SSCB in delivering its core business objectives there has been significant progress in 2012-13:

- In the completion of Section 11 audits by all statutory partners and a robust and comprehensive understanding of the activities of partners in optimising effectiveness of arrangements to safeguard and protect children.
- A detailed quality assurance framework and audit work programme has been developed and agreed and a number of audits undertaken. The themes from these audits and case reviews have been identified and disseminated and used to inform the quality assurance and training work programmes for 2013-14.
- Specific awareness raising work with the boroughs and districts in relation to their roles and responsibilities particularly in relation to housing functions.
- A performance scorecard has been developed and is being increasingly populated by data/information from partner agencies.
- CDOP have undertaken reviews of child deaths appropriately and ensured that key public health messages have been identified and are supporting dissemination.
- SSCB has commissioned three serious case reviews and four partnership reviews in 2012-13. This demonstrates an ongoing commitment to learning. These reviews have used a variety of methodologies and have involved frontline staff and practitioners.

- A comprehensive training needs analysis is currently being undertaken to determine the future training needs of partners and to inform decision making as to whether the SSCB should continue to deliver training or move to a commissioning model in 2014-15. Benchmarking against other LSCB's is also being adopted to measure the quality and relevance of SSCB training programmes.
- Safer recruitment and disclosure barring services changes have represented a significant change to the vetting of individuals working with children and the Board has pro-actively responded to these changes by producing a briefing note and hosting a learning workshop for HR professionals.

In addition the SSCB has provided robust scrutiny of some specific issues within Surrey which have included:

- An independent provider of mental health service for young people where there were safeguarding concerns.
- Jointly commissioned a capacity and capability review of the current arrangements for designated and named health professionals.
- Increased reporting to SSCB on the performance of the processes which support children subject to a child protection plan and the engagement of partner organisations.
- A continuing focus on the evolving children's trust arrangements and the development of a children and young person's plan with shared strategic objectives.
- A continuing focus on the early help strategy and that this is a partnership owned approach.
- The effectiveness of area groups to support improved safeguarding practice.
- Informing the domestic abuse strategy with the findings from auditing activity.
- Supporting the need to develop a CSE strategy with a clear action plan.

The SSCB had identified three key strategic priorities. During 2012-13 there is evidence of satisfactory progress being made against these priorities. A multi agency threshold document has been developed and there has been considerable work to develop the early help strategy. The domestic abuse strategy is in the latter stages of development and is expected to be launched in autumn 2013.

It is therefore too early to reflect fully upon the impact of this ongoing work in improving the experience for children and young people requiring early help and in safeguarding children from the adverse impact of domestic abuse. However, in the wider context the SSCB is driving forward the expectation that the relevant partnership bodies develop and implement strategies that will improve outcomes for children and receive regular reports of progress, providing opportunity for discussion and challenge to inform progress.



Looking forward

Priorities for Surrey Safeguarding Children Board in 2013-14

1. The SSCB, as part of its review of the business plan in 2012-13 identified a fourth strategic priority; to develop and agree the implementation of a CSE strategy identifying key priorities and monitoring procedures to measure impact and effectiveness.
2. To actively engage with the voluntary, community and faith sectors across Surrey to raise awareness and to begin the process of assuring the quality of safeguarding processes.
3. To improve formal participation by children, young people and their families in the work of SSCB to ensure the priorities are appropriate and that services are of good quality.
4. A learning and improvement framework together with supporting quality improvement processes need to be developed to measure, as a direct result of learning, workforce understanding and confidence to improve practice with children. This learning and improvement framework will also measure the sufficiency and impact of single agency and multiagency training.
5. Consideration of a strategy to engage the independent health sector and maintained and non maintained schools in the Section 11 process.

Recommendations for 2013-14

1. SSCB would like to see continued urgency and a relentless focus by partners on reducing the impact of domestic abuse on children.
2. SSCB would like the implementation of the early help strategy by all partners to be able to demonstrate that children and families receive timely and appropriate support and prevent the need for escalation. To ensure the step up/step down procedures to children's services are robust and reduce the need for children to become subject to child protection plans.
3. To ensure that all organisations have mechanisms to listen to the voice of children and young people and their families.
4. To ensure that all organisations are informed by feedback from their staff on the effectiveness of safeguarding arrangements.
5. To ensure that senior managers and all partner organisations continue to invest resource in safeguarding through continued commitment to the work of the SSCB and in particular support to the scrutiny and quality assurance functions.
6. To ensure that the significant organisational and structural changes within the NHS and health economy do not impact upon the quality of strategic and operational engagement by health partners in safeguarding.

Financial resources

Demand and capacity issues throughout partner organisations has been evident throughout 2012-13; however during this period of significant change partners have remained committed to the SSCB and this is demonstrated in their ongoing contributions to the SSCB pooled budget.

Contributions to the budget for the financial year 2012-13 remained the same as the previous year, totalling £310,177.00, with significant contributions from all agencies, including the boroughs and districts and acute health trusts.

The board support team restructuring was agreed and implemented during 2012-13 to support the key functions of the board. The support team consists of a partnership support manager, quality assurance and evaluation officer, training development and commissioning officer, a case review officer (from May 2013), a child death coordinator, plus administrative support.

Contributions to 2012-13 budget

Organisation	Contribution £	Percentage of Total
PCT	131,852	42.52
Surrey Children's Services	115,195	37.14
Surrey Police	27,765	8.95
NHS trusts	13,500	4.35
District and boroughs	11,000	3.52
Probation Service	7,315	2.36
Youth Support Service	2,000	0.64
Early Years	1,000	0.32
Cafcass	550	0.18
Total	£310,177	

Expenditure 2012-13

Cost Heading	Expenditure £
Employee related costs	240,287
Staff expenses	3,844
Training	58,191
Other costs	9,669
Independent reviews/case reviews	51,076
Independent chair	19,000

Appendix A Attendance data

Full board

05.09.2012	20/35 (57%)
15.11.2012	18/35 (51%)
30.01.2013	16/24 (66%)
21.03.2013	14/24 (58%)

Executive group

26.04.2012	8/11 (72%)
11.07.2012	7/11 (63%)
05.09.2012	8/11 (72%)
08.11.2012	11/11 (100%)

Strategic case review group

26.04.2012	6/7 (85%)
21.08.2012	6/7 (85%)
16.10.2012	5/7 (71%)
29.11.2012	5/7 (71%)
22.02.2013	6/7 (85%)

Quality assurance and evaluation group

30.05.2012	10/15 (66%)
08.08.2012	11/14 (78%)
26.09.2012	8/15 (53%)
28.11.2012	11/14 (78%)
05.02.2013	8/14 (57%)

Operations group

17.05.2012	10/20 (50%)
29.08.2012	7/19 (37%)
22.11.2012	11/19 (58%)
28.02.2013	12/19 (63%)

CP conference dissent group

29.10.2012	9/13 (69%)
04.01.2013	5/12 (41%)
25.02.2013	9/12 (75%)

Training communications and procedures group

30.04.2012	12/20 (60%)
04.07.2012	11/18 (61%)
19.09.2012	11/18 (61%)
15.02.2013	12/18 (66%)

Health safeguarding group

05.04.2012	17/25 (68%)
05.07.2012	15/25 (60%)
04.10.2012	15/26 (57%)

North-east area group

05.04.2012	10/35 (28%)
04.05.2012	14/35 (40%)
06.07.2012	16/36 (44%)
28.09.2012	15/40 (37%)
06.12.2012	16/41 (39%)
05.03.2013	16/34 (47%)

North-west area group

10.05.2012	14/40 (35%)
01.08.2012	16/39 (41%)
06.11.2012	11/37 (30%)
07.02.2013	19/41 (46%)

South-east area group

15.05.2012	20/40 (50%)
25.06.2012	16/38 (42%)
27.09.2012	21/43 (49%)
13.11.2012	21/41 (51%)
15.02.2013	Workshop
26.03.2013	17/42 (40%)

South-west area group

22.05.2012	18/33 (54%)
31.08.2012	16/34 (47%)
20.11.2012	16/36 (44%)
05.03.2013	23/39 (59%)

Education safeguarding group

01.05.2012	12/17 (70%)
02.10.2012	10/18 (55%)
06.03.2013	11/18 (61%)

CDOP

23.05.2012	10/13 (77%)
25.07.2012	7/12 (58%)
19.09.2012	11/14 (78%)
21.11.2012	10/13 (77%)
23.01.2013	8/13 (61%)
20.03.2013	8/13 (61%)

Appendix B

2012-2013 SSCB business plan review

Surrey Safeguarding Children Board (SSCB) was established as a statutory board under Section 13 of the Children Act 2004, Working Together to Safeguard Children (March 2013). Section 14 of the Children Act sets out the objectives of the local safeguarding children board (LSCB):

- i. To co-ordinate and,
- ii. ensure the effectiveness of,

what is done by each person or body represented on the board for the purpose of safeguarding and promoting the welfare of children in the area.¹

The LSCB provides a strategic framework for partner agencies in order to maintain a focus on their responsibilities to safeguard and promote the wellbeing of all children and young people.

This document is designed to summarise SSCB's strategic business plan priorities, desired outcomes for children and young people and some associated measures of success for the coming three years with annual review (i.e. April 2012 to March 2015).

The LSCB is committed to working closely with other themed partnerships (including Community Safety Partnerships, the Health and Wellbeing Board and Surrey Children and Young People's Partnership) to ensure strategic co-ordination around common priorities and effective use of limited partnership resource.

Regulation 5 of the Local Safeguarding Children Boards Regulations 2006 sets out the functions of the board in relation to its objectives set out above.

¹ Working Together to Safeguard Children, 2013 Chapter 3.

1. Overarching priority:

To ensure the SSCB is able to deliver its core business as identified in Working Together 2013. In order to do this it has five core business objectives:

- optimise the effectiveness of arrangements to safeguard and protect children and young people
- ensure clear governance arrangements are in place for safeguarding children and young people
- oversee Serious case reviews (SCR`s) and Child Death (CDOP) processes and ensure learning and actions are implemented as a result
- to ensure a safe workforce and that single-agency and multi-agency training is effective
- to raise awareness of the roles and responsibilities of the LSCB and promote agency and community roles and responsibilities in relation to safeguarding children and young people.

Targeted priorities: In addition to the delivery of core business the LSCB has identified three areas of need on which to focus its attentions and resources which are reported upon in this review:

- **Targeted priority 1** – to work with partner agencies to reduce incidences of domestic violence and the impact this has on children, young people and families
- **Targeted priority 2** – to ensure sufficient, timely and effective early help for children and families who do not meet the thresholds for children's social care
- **Targeted priority 3** – to ensure professionals and the current child protection processes effectively protects those children identified in need of protection and who are looked after

As a result of high profile and emerging cases relating to child sexual exploitation a further priority has been identified for 2013-2014 requiring additional support from the board

- **Targeted priority 4** – to work with partnership agencies to develop, agree and implement a multi-agency child sexual exploitation strategy capturing and developing the significant work undertaken during 2012-13 as part of the CSE/missing children work plan.

1	To ensure the LSCB is able to deliver its core business as identified in Working Together 2013.
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1.1		
	Action	Progress to 17 July 2013
1.1.a	<p>Ensure there is a robust process in place for multi-agency audit and case review informed by SSCB review of current QA arrangements. These should link with SSCB strategic priorities:</p> <ul style="list-style-type: none"> a) domestic abuse b) impact of early help c) children who are subject to CPP/LAC. 	<ul style="list-style-type: none"> • processes have been reviewed and engaging with the workforce is at an early stage • the QA agenda has been reviewed in light of the outcomes of serious case reviews and work undertaken in the SE LSCB independent chairs group • domestic abuse audit has been undertaken leading to recommendations being made to the DA strategy group and QA and area groups • early help strategy is to be launched in September 2013. Regular updates are provided to the board and sub groups • the QA work plan has been revised to reflect changing priorities and the work on CPP/LAC and children with disabilities has been changed • SSCB report card Q4 measures outcomes • It has been agreed that a limited number of more in depth audits will be undertaken in 2013-2014 picking up the themes from case reviews/serious case reviews: <ul style="list-style-type: none"> - bruising in non mobile children - supervision - impact and management of Substance Abuse - the assessment of risk.
1.1.b	<p>To develop an effective performance management framework to measure outcomes and impact of the work of the SSCB through agreed partnership data and the performance information/measures identified in this business plan.</p>	<ul style="list-style-type: none"> • SSCB report card a multi-agency data set is being developed and is reported upon four monthly to the board. • challenges include getting data from partners in a timely manner • collation and sharing of data across agencies • work with families and children is in the early stages of development as the views of service users are critical and provide a balance to data set analysis.
1.1.c	<p>To complete the 2012 Section 11 audits and ensure this process is robust and pro-active in its responses to partner organisations and supports continuous improvement.</p>	<ul style="list-style-type: none"> • 2012 S11 audit completed and was reported upon in November 2012 to the board • action plans in place from partner agencies • review of under-performing partners to be undertaken in 2013.

7

1.2		
	Action	Progress to 17 July 2013
1.2.a	Partner agencies and sub group chairs to submit reports to the SSCB as and when required and at least annually. A proportion of these will be those identified in Working Together (e.g. CDOP, MAPPA) but in addition annual IRO reports, complaints reports etc	<ul style="list-style-type: none"> SSCB is informed of activity being undertaken by partners which supports the overarching priority of ensuring effectiveness a report calendar has been developed and agreed with partners to ensure regular updating against priorities.
1.2.b	SSCB produce an annual report for submission to the Surrey Children and Young People's Partnership and other identified agencies/partnerships in accordance with Working Together guidance	<ul style="list-style-type: none"> annual report is being produced which provides an assessment of the local arrangements to safeguard and promote the welfare of children and young people, and accounts for progress in the previous year for reporting to the July 2013 board report is able to make recommendations to Surrey Children and Young People's Partnership and other relevant bodies to inform wider strategic planning and development.

1.3		
	Action	Progress to 17 July 2013
1.3.a	Oversee and monitor the implementation of serious case review process and the CDOP processes	<ul style="list-style-type: none"> serious case reviews and partnership reviews take place in accordance with the relevant guidance in Working Together chairs of CDOP and SCR groups report quarterly to the operations group board review recommendations of Serious case reviews and agree actions and media publications.
1.3.b	Ensure that learning from the review processes is: <ul style="list-style-type: none"> shared with the children's workforce. 	<ul style="list-style-type: none"> learning from reviews informs ongoing practice and policy development. learning events and learning from serious case review leaflets are utilised to share learning via the SSCB newsletter. National and local learning informs training programmes and audit activities.
	Action	Progress to 17 July 2013
	Monitored through quality assurance processes to ensure that workforce understanding and confidence and subsequent support to children is improved as a direct result of the learning. Public health messages are effectively disseminated to the wider population.	<ul style="list-style-type: none"> measurements of the impact of improved learning and policy development as a result of serious case reviews/partnership reviews is not yet in place measurements of the impact of serious case reviews on the broader safeguarding agenda and reducing safeguarding risks in respect of public health messages is not yet in place.

1.4		
	Action	Progress to 17 July 2013
1.4.a	To move to a training commissioning model and monitor and review the implementation of the full SSCB training programme.	<ul style="list-style-type: none"> a multi agency training needs analysis is being undertaken and the findings and recommendations will be reported to the full board in September 2013.
1.4.b	Introduce a framework to monitor the impact of training on workforce competence & confidence and support to children and families.	<ul style="list-style-type: none"> measurement of the sufficiency and impact of single agency and multi-agency training is not yet in place models to monitor quality and impact of training have been identified and will be piloted on two programme areas.
1.4.c	To ensure the effectiveness of the role of the local authority designated officer (LADO) and current procedures for dealing with allegations against the workforce	<ul style="list-style-type: none"> senior officers in partner agencies have been identified as first contact with enquiries of workforce allegations LADO role will be clear and understood by all partner agencies, CPLO training is in place and is delivered by Babcock 4S and externally commissioned agencies. The impact of this training is not yet monitored. policy and procedure will be clear and understood by all partner agencies.
1.4.d	To review the impact of safer workforce training on agency practice.	<ul style="list-style-type: none"> SSCB will be able to determine whether the training is informing safer workforce practice and whether minimum standards are being met; monitoring and measurement is not yet in place and is a priority for development in 2013-14 training, development & commissioning officer in post from February 2013 to lead on this area of work.

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1.5		
	Action	Progress to 17 July 2013
1.5.a	<ul style="list-style-type: none"> To plan and deliver regular newsletters and updates to all staff To agree a mechanism to ensure engagement of children, young people and their families in measuring the effectiveness of safeguarding arrangements. To agree a mechanism to enable staff to measure the effectiveness of arrangements in safeguarding services. 	<ul style="list-style-type: none"> newsletters raise awareness of key issues however the regularity of publication needs improvement. work to engage with children and families is in early stages and is a key priority for the SSCB QA officer in 2013-14 key agencies and service providers working with children and young people develop more responsive policy and practice informed by needs, views and wishes of young people children and their families inform and influence quality and effectiveness of safeguarding so that they feel more safe staff inform understanding and monitoring of effectiveness of safeguarding services.

TP 1	To ensure sufficient work with partner agencies to reduce incidences of domestic abuse and the impact this has on children, young people and families.
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	Action	Progress to 17 July 2013
7	TP 1.1 To ensure all children and young people affected by domestic abuse have access to sufficient specialist service provision that meets their needs and this is demonstrated through audit activity.	<ul style="list-style-type: none"> • no specific specialist service is provided to children; children in refuges have an allocated child worker funded by Surrey County Council • area group work reflects the local initiatives to support victims and survivors of domestic abuse, in one area a specific post of outreach support worker for children is funded • sufficiency of capacity to support families particularly children is not fully understood by the SSCB review and mapping of services is part of the work of the domestic abuse development group.
	TP 1.2 To ensure a consistent holistic approach to children and young people affected by domestic abuse through the development of a skilled workforce.	<ul style="list-style-type: none"> • SSCB do not deliver domestic abuse training; this is to be a priority for the training, development and commissioning officer/partnership support manager to forge stronger links between the SSCB and the domestic abuse development group • local meetings have taken place with agencies delivering training and observation of training have taken place - capacity is an emerging issue • training needs analysis specifically addresses domestic abuse • externally delivered domestic abuse training will be included in the SSCB training programme which will be broadened to capture other multi agency delivery of partner organisations.
	TP 1.3 To monitor the domestic abuse strategy to identify if there are ways in which partners can work together more effectively to intervene early and mitigate the impact of domestic abuse on children and young people.	<ul style="list-style-type: none"> • partnership support manager sits on domestic abuse development group • strategy is due to be published in September 2013 - presentation to the board will be requested and partners asked to work together to develop an implementation plan.

TP 2	To ensure sufficient, timely and effective early help for children and families who do not meet the thresholds for Children's Social Care
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	Action	Progress to 17 July 2013
TP 2.1	To monitor the effectiveness of the Surrey Children and Young People's Partnership arrangements for early help through audit of cases which are subject to CAF/TAC processes and children subject to child protection plans.	<ul style="list-style-type: none"> • CAF manager reports to the QA group • area group audit has taken place – recommendations and actions are monitored through the QA group and reported upon in area sub groups and quarterly at the operation groups • QA officer working in the development of the e-caf • SSCB report card details activity, quality and timeliness of decision making.
TP 2.2	To undertake survey of children, parents/carers on their experience of early help provision to inform commissioning of appropriate services.	<ul style="list-style-type: none"> • the experience of children and families is not yet fully understood. The participation agenda is a priority area of work for the QA group in 2013-14.
TP 2.3	To comment on the early help strategy as it is developed to ensure that it has an effective needs analysis and sufficient services to meet need.	<ul style="list-style-type: none"> • 'Surrey Partnership Early Help Strategy 2013-17' • partnership agreement in principle to the components of the strategy (green/complete - 14 June 2013) • production of a draft strategy and family friendly version (amber, timeframe tbc) • sign-off of strategy through: SSCB, Health and Wellbeing Board, Children and Young People's Partnership Trust, and Public Value Programme Board (amber, timeframes tbc).

7

TP 3

To ensure professionals and the current child protection processes effectively protects those children identified in need of protection and who are looked after.

7

	Action	Progress to 17 July 2013
TP 3.1	To monitor the effectiveness of arrangements by CSC and partners when children are subject to child protection plans or LAC through rigorous single and multi-agency audit activity to include quality of practice, management oversight, care planning etc.	<ul style="list-style-type: none"> • single-agency and multi-agency case file auditing demonstrates that children are being safeguarding by effective multi-agency practice and identifies where improvements are necessary • audits have been undertaken and reported back to the commissioning group • outcome of audit has led to the development of a practitioners guide to Core Group working • recommendations have been made to inform planning of training.
TP 3.2	To monitor the effectiveness of the arrangements for the conferencing of CP and LAC reviews and evidence of the quality of challenge and decision making	<ul style="list-style-type: none"> • child protection reports are provided to the board on a regular basis • issues and challenges are considered • SSCB report card data provides information relating to number, timing, and duration of activities including early help.
TP 3.3	To monitor the effectiveness of key partner agency professionals in the CP and LAC processes through IRO annual report, corporate parenting panel annual report etc.	<ul style="list-style-type: none"> • auditing activity demonstrates some challenges in the effective engagement by partner agencies in CP and LAC processes • reports are provided to the board as part of the reporting calendar.
TP 3.4	To monitor the effectiveness of SCC's contact and referral arrangements and thresholds for children's social care.	<ul style="list-style-type: none"> • CSMT receive regular reporting and updates that inform practice • QA audit on multi-agency referral forms (MARF) completed and form amended to reflect findings • central referral unit (CRU) being established (goes live in July 2013) • Children's Services consultation on threshold document concluded and threshold document published • multi-agency threshold document being developed as part of early help work (approved June 2013) • regular update reports are provided to the board.

	Action	Progress to 17 July 2013
4	To develop and agree the implementation of a child sexual exploitation strategy	<ul style="list-style-type: none"> development of multi-agency CSE strategy agreed and communication plan agreed budget implications and roll out of strategy discussed and priorities agreed at July 2013 board multi-agency training plan to be developed.
4.1	Implementation of strategy - key priorities identified and monitoring procedures agreed	<ul style="list-style-type: none"> implementation plan agreed and multi-agency communication plan developed impact monitoring procedures to be agreed.

Performance data review

The data set and performance measures identified in the business plan have been superseded by the development of the Surrey Safeguarding Children’s Board report card. The quarter 4 2013 report was presented to the board in May 2013 and includes data collected against key performance criteria to 1 April 2013.

Commentary contained within the report card provides an analysis of the data and the findings which informs future work plans within the support team.

Quality assurance and contribution to consultations has highlighted the need for data to be collated and added to the data set for 2013-14, to record the:

- number of pre-birth assessments undertaken to inform risk assessments
- data relating to young people who sexually harm
- data relating to child sexual exploitation and trafficking.

Report contributors:

SSCB independent chair
SSCB partnership support manager
SCC head of safeguarding
SSCB quality assurance & evaluation officer
Designated nurse safeguarding children
Director of quality and governance, Guildford and Waverley CCG
Chair education safeguarding group
Surrey Police public protection unit
SSCB training & development officer
Director Surrey & Sussex probation trust
SSCB area group members

Communication/publication of the SSCB Annual Review

Review and approval SSCB 17 July 2013

Publication by SSCB September 2013

Presentation of report to:

Cabinet 22 October 2013

Children & Young Peoples Partnership 3 October 2013

Health & Wellbeing Board October/November 2013

Select Committee November 2013



Children and Education Select Committee
28 November 2013

Purpose of the report: Scrutiny of Services

To provide an introduction to the responsibilities of Safeguarding and Child Protection.

Introduction:

1. Safeguarding Children – “the action we take to promote the welfare of children and protection from harm – is everyone’s responsibility. Everyone who comes into contact with children and families has a role to play” – Working Together 2013. Safeguarding in its wider sense refers to those matters that impact on a child and young person’s health and wellbeing in a way that could or would adversely affect their future life opportunities.

Working Together 2013 is the overarching multi-agency statutory guidance outlining definitions, roles and responsibilities in relation to the safeguarding of children. It defines safeguarding and promoting the welfare of children as:

- Protecting children from mal-treatment
- Preventing impairment of children’s health or development
- Ensuring that children grow up in circumstances consistent with the provision of safe effective care; and
- Taking action to enable all children to have the best outcomes.

Although safeguarding is everyone’s business, organisations have specific accountabilities and responsibilities in relation to vulnerable children and young people and those at risk of significant harm. The Local Authority has a lead responsibility in assessing need and determining where services are required under Section 17 of the Children Act 1989 and in the making of decisions about action to be taken to protect children under Section 47 of the Children Act 1989.

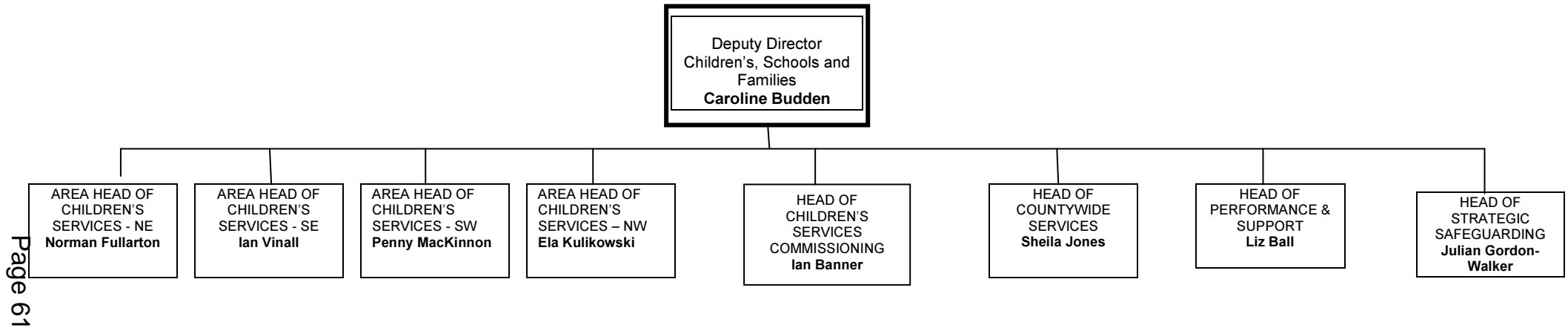
Context

2. In accordance with the Children’s Act 1989 and 2004 Local Authorities retain the lead role for safeguarding children in their area including ensuring that there is a local Safeguarding Children’s Board in place. It is

the Board's role to ensure that individual agencies and/or bodies provide effective safeguarding services.

3. Within Surrey County Council, the Children and Family's Directorate has a lead function for the well-being of children and young people. The Children's Services and Safeguarding Division are responsible for the lead child protection functions of the local authority. The key functions are delivered through eight service arms, four being the geographical Area team model with responsibility for operational matters and the other arms having County wide and strategic lead responsibilities. This is illustrated at Appendix A.

Appendix A



We operate an area model of assessment and intervention services based on four geographical quadrants within the county. Each area being made up of:

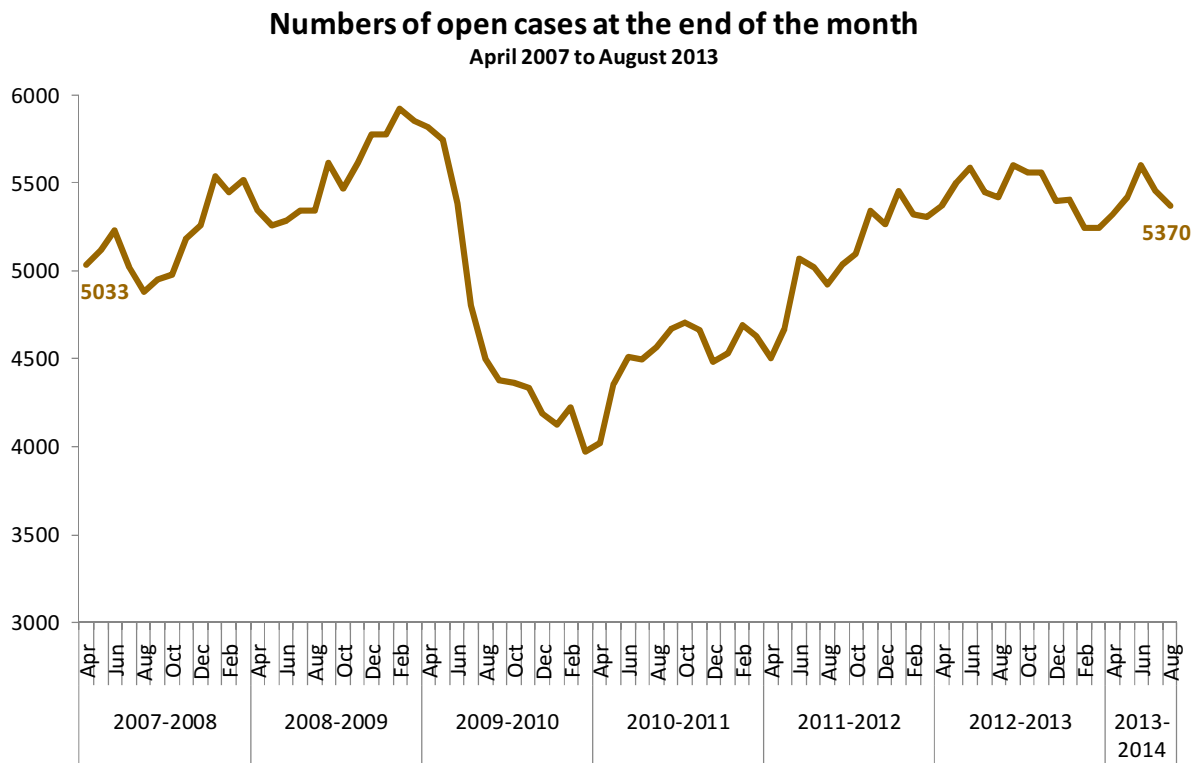
- Duty and assessment Team
- Child in Need team
- Child Protection and Proceedings Team
- Looked After Children's Team.

3. DEMAND

All partners are experiencing a sustained increase in high need and complex cases as families present with a multitude of challenges and difficulties. However, demand needs to be thought about as something more than just numbers, the 'ins and outs'. The figures below very easily tell a story of numbers going up and down and volume in terms of numbers of open cases in the safeguarding system that have changed and been reshaped significantly since 2007/8 but actually in terms of total number are now not dissimilar (Graph 1). What is more helpful is to consider the volume in relation to the types of cases that were and are now open within the system most notably looked after children (Graph 2), and those subject to a CP Plan (Graph 3) the latter demonstrating the most stark upward trend changing from a starting position of 437 children subject to a plan in 07/08 to 915 in August 2013. So that although technically there are only 37 more open cases in the system now than there was in 2007/08, there is a far greater number of children with a higher level of need and complexity being worked with by the Service and its Partners.

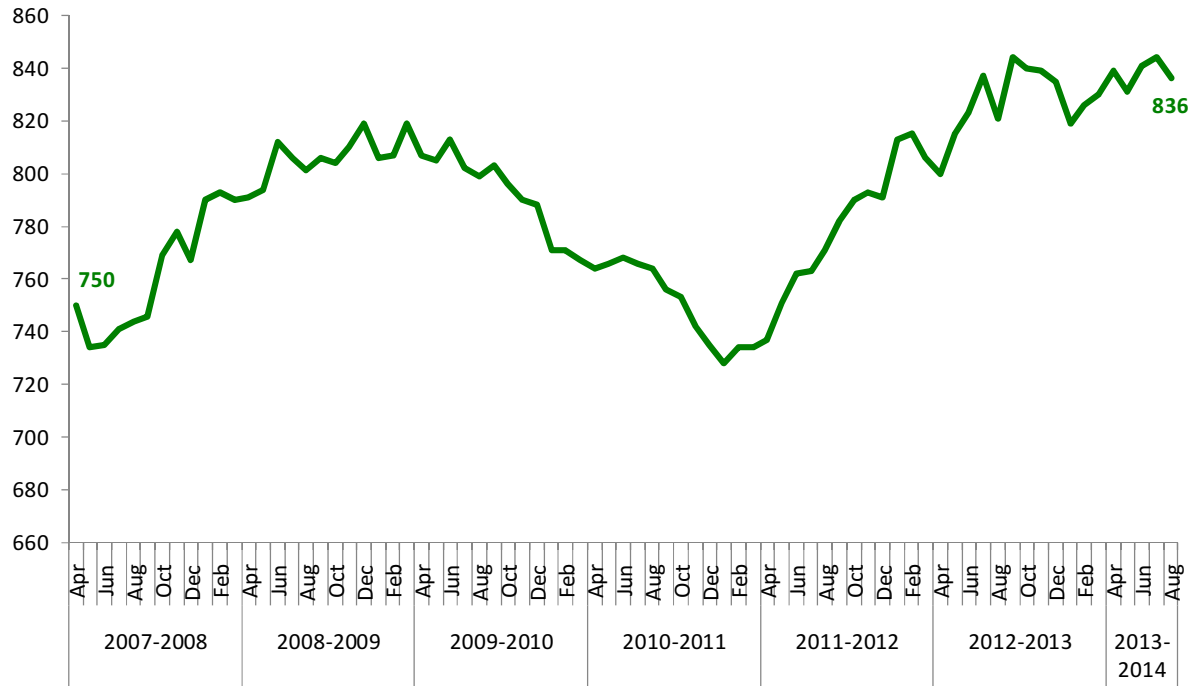
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Graph 1



Graph 2

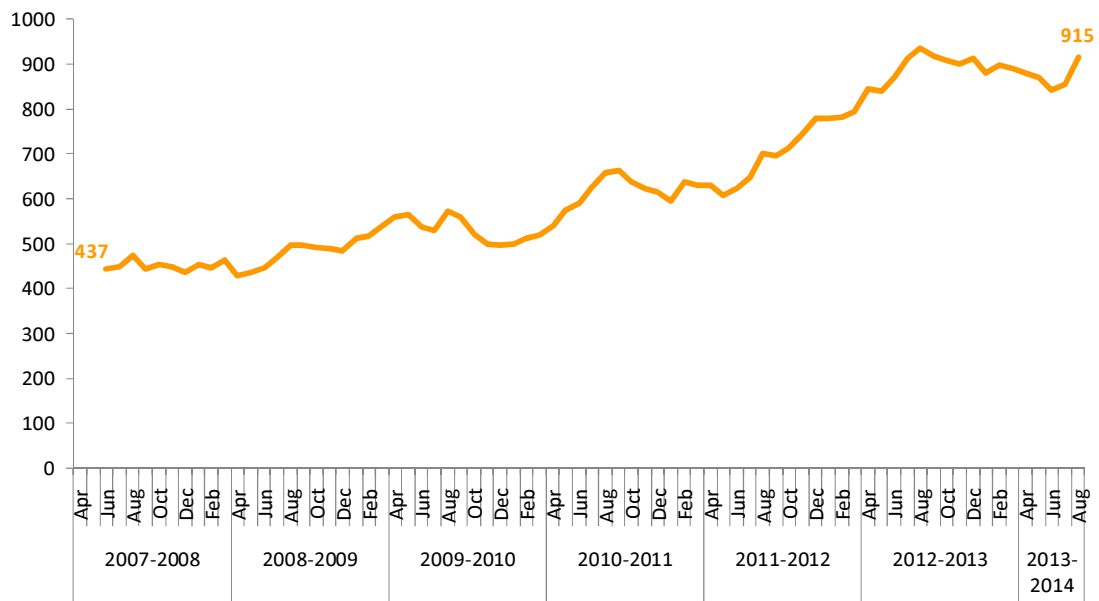
Looked after children numbers at the end of the month
April 2007 to August 2013



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Graph 3

Numbers of children who are the subject of a child protection plan at the end of the month
April 2007 to August 2013



4. PROCESS

Statutory guidance, Working Together 2013 provides the legislative requirements and expectations on individual services to safeguard and promote the welfare of children. It reinforces the premise that safeguarding is everybody's business and the importance of early assessment and early help. The Early Help Assessment should be undertaken in collaboration with families and the lead professional can come from a range of sources. Children and families may need support from a range of local agencies and services to prevent needs escalating to a point where intervention would be needed via a statutory assessment (Children Act 1989). Early help should form part of a continuum of help and support.

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Where need is more complex, assessment and or support may be provided under Section 17 of the Children Act 1989 and where there are child protection concerns the local authority must investigate under Section 47. The Local Authority, with the help of other organisations, as appropriate, have a duty to make enquiries under Section 47 Children Act 1989 if they have reasonable cause to expect that a child is suffering or is likely to suffer significant harm, to enable them to decide whether action needs to be taken to safeguard and promote a child's welfare. Where following an investigation and assessment it is viewed that there are on-going child protection concerns, then a multi-agency child protection conference will be held. The purpose of this conference is to determine whether there needs to be a multi-agency child protection plan to ensure actions are identified and agreed that will bring about improvement of the child's circumstances.

The management of children and young people who are subject to a Child Protection plan will be led by a social worker although the Child Protection plan is a multi-agency plan of action with the family. The social worker who undertakes the role of lead professional will be based within one of the four area teams.

All children subject to a Child Protection plan will have regular reviews. These reviews are managed by Independent Child Protection Conference Chairs that are located within the strategic safeguarding arm of the Service. They, with others, undertake reviewing functions and contribute to the quality assurance system of the service.

The reports that follow are from this part of the Service.

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Children and Education Select Committee
28 November 2013

Safeguarding Unit Report

Purpose of the report: Scrutiny of Services and Budgets/Performance Management/Policy Development and Review

To provide the Select Committee with an Overview of the work of the Safeguarding Unit for 2012/13, with specific emphasis upon the work of the Child Protection Conference Service and Quality Assurance (QA) Service

Two Appendices are provided to this report to provide greater detail of the work carried out by the Unit

Introduction:

1. The Children's Services Safeguarding Unit is one of the eight arms of Children's Services. Its role is not operational, but provides a quality assurance role for the work carried out by the operational teams in the areas and in countywide services. It does this partly, through the monitoring function it has in scrutinising Care Plans for children in care in Looked After Children reviews and through the independent chairing of Child Protection Conferences: and partly through its dedicated quality assurance programme. The Safeguarding Unit comprises of 5 teams:
 - The Child Protection Conference Service – this offers independent chairs to monitor and review children that have been made the subject of a Child Protection Plan (CPP)
 - The Independent Reviewing Service – this offers independent reviewing and monitoring of the care planning for all Looked After Children
 - Quality Assurance Team – this undertakes to scrutinise the work of the area social work teams, evaluating the effectiveness of intervention with children and families in producing positive outcomes. It provides advice on how this can be improved and monitors the implementation of changes.

- Social Work Reform – a manager has been appointed to lead on the Learning and Development Agenda to improve the skills and quality of social work performance
- Child Employment Team – this deals with the provision of licences to employers wanting to offer opportunities to young people in employment and the licensing of venues for entertainment involving children and young people.

Child Protection Conference Service
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2. The Child Protection Conference Service organises and chairs Child Protection Conferences for all children subject to a CPP. Currently, there are 900 children subject to CPP in Surrey. Although, there has been a marked increase since June 2013, when the number subject to a CPP was 844.
3. A Child Protection Conference is held when Children's Services have received a referral expressing concern that a child, or young person is being significantly harmed; whether physically, sexually, or through their basic needs are being neglected. If upon investigation, these concerns are confirmed, then all the professionals involved with the child will be invited to attend a meeting to discuss the concerns and agree a plan to address the safety and wellbeing of that child. This would be the Initial Child Protection Conference. Subsequently, the agreed plan will be reviewed by the same professionals at a Review Child Protection Conference
4. The Annual Child Protection Conference Service's Report outlines the major issues that confronted the service over the past year, since the September 2012 Ofsted Inspection. (Annex 1)
5. The Safeguarding Unit have been able to make progress on a number of these issues and address the key targets for improvement identified in the Ofsted report:
 - The concern regarding the timeliness of Initial Child Protection Conferences has been addressed with performance raised from 45% at the end of the reporting year for 2012/13 to the current performance of 77%. This not only reaches the performance target, but is above the average for our statistical neighbours.
 - The quality of care planning in CP cases has improved as a result of the changes made; firstly to the format of the plan, the clarification on the appropriate use of Child Protection category and the guidance and training provided to chairs. Children can be made the subject of a CP Plan under four categories:
 - Physical Abuse – where a child has suffered a physical injury and there is a significant risk that they may do so again

- Sexual Abuse – where a child is known, or suspected to have been sexually abused and there is a significant risk of further abuse.
 - Neglect – where a child’s basic needs of for a safe and healthy environment are not being met through the parenting that they are receiving
 - Emotional Abuse – where a child’s emotional and mental wellbeing are affected by their living environment, such as witnessing parental domestic abuse, lack of parental emotional warmth, or scapegoating
- There has been progress in the greater involvement by partner agencies in Child Protection Plans. The attendance by certain groups of professionals has been consistently high and reports are regularly received for conferences. The area for concern is the involvement of GPs in the process. The Head of Safeguarding is aware of this and a series of meetings have been organised with the child protection GP lead and the CCG lead for Safeguarding.
6. There remain a number of challenges facing the CP Conference Service:
- To prepare the CP Conference Chairs for the challenges posed by the Family Justice Review (FJR), specifically in respect of court timescales. The FJR is a response to the lengthy court proceedings and the negative impact that this is having upon finding permanent care solutions for children. The Family Justice Review requires all court proceedings to take no longer than 26 weeks; that all the necessary investigations and assessments are carried out by Children’s Services prior to issuing proceedings as far as this is possible, and a reduction in the numbers of expert assessments to be carried out during proceedings. The FJR will come into effect on the 1st April 2014. CP Chairs will have a crucial role in monitoring the effectiveness in progressing cases at the appropriate pace to the child and family
 - Develop close working relationships with partner agencies working with adults. In order to impact upon the high prevalence of domestic abuse and substance misuse in CP cases, there is a need to work closely with those services working with adults to involve them in developing early help services and integrating them further into CPP. In particular there is a need to build on the work carried out with Adult Mental Health Services, Drug and Alcohol services and Probation.
 - Provide a response to Working Together to Safeguard Children 2013, so that the service is fully integrated into the Early Help and Safeguarding system.

Quality Assurance Team

7. The Quality Assurance Team (QA Team) comprises a Team Manager, (also responsible for the Child Employment Team) and four Quality Assurance Officers.

8. The Quality Assurance Officers work with the Area Teams and undertakes specific audits on themes identified through Inspections, Learning from Serious Case Reviews and through Service User Feedback. In the past year, the QA Team have concentrated on carrying out audits into Child in Need Plans, quality of supervision, the quality of Core Groups in progressing Child Protection Plans and in engaging Partner agencies and the implementation of changes in the way that we use Family Support Workers in Care Planning, as recommended by a recent Case Review.
9. Annex 2 outlines the elements of good practice identified through audit. In the past year, a six monthly audit of supervision has shown improvement in the quality of provision, with staff receiving clear guidance on the management of cases. In Child Protection Cases, there has been significant progress in the quality of Care Plans and in the attendance and involvement of professionals from Health and Early Years. Audit has shown that plans are focused on improving outcomes for children, identify specific tasks and actions for professionals working with children and closer scrutiny in review of the progress against targets.
10. Nevertheless there remain challenges for the service in ensuring that improvements are maintained and built upon:
 - The service needs to build upon the successes of the past year in improving the quality of work in the service, by working with the areas to spread good practice in assessment, care planning and user involvement consistently throughout all teams and all areas.
 - Support the work of the Looked After Children and Adoption teams in achieving permanence for children through Adoption, or Special Guardianship Orders.
 - Work with the teams and the SSCB to help develop the understanding of Neglect by professionals and the effectiveness of intervention in such cases. It is important that professionals working with families are able to understand the long-term effects of neglect in children and be able to recognise these early, so that children are not left in situations that will cause long-term harm to their health and wellbeing. They need to be able to identify when this is due to poor parenting at an early stage and intervene with preventative action and support swiftly and in a timely fashion.

Social Work Reform

11. Surrey Children's Services have invested significantly in workforce development. This has led to:
 - The establishment of a Children's Social Work Reform Board with the brief to drive forward strategic priorities for professional learning

- The recruitment of a dedicated Social Work Reform Manager with responsibility for reviewing the training offer, learning and development pathways for all staff, and supervision of managers in the NE Social Work Academy
 - Creation of Four Consultant Senior Practitioners who will lead the areas in improving skills and social work practice in the operational teams.
12. The Social Work Reform Board has met and established clear priorities for future commissioning of training of Children’s Services staff. These are:
- Review and revision of the preparation, induction and training of front-line managers
 - Alignment of the Learning and Development Programme with the Professional Capabilities Framework
 - Commissioning of specialist training for staff in critical areas of work: planning for permanency; implementation of the single assessment; the training for managers in the Assessed and Supported Year in Employment (ASYE) for newly qualified social workers, and preparation of social workers for implementation of the Family Justice Review.

Conclusion:

- 13. The past year has seen progress in the unit in improving performance in line with the issues identified by Ofsted.
- 14. In conjunction with the Area Teams the service has made significant progress in responding to the Agenda set by the Munro Report in developing social worker skills and learning; with a particular emphasis on that of newly qualified social workers.
- 15. The unit has reviewed its approach to Quality Assurance and introduced a programme of audit that is linked closely to the priorities of the service identified through inspection.

Recommendations:

- 15. The Committee is respectfully asked to endorse the proposals:
 - Develop working protocols and agreements with the adult services regarding their role in Child Protection Planning: this to be measured by increasing attendance at Child Protection Conferences.
 - As part of the work being carried out on raising understanding of neglect, the Quality Assurance audit to focus over the next year on cases subject to CP Plans for 18 months plus, many of whom are subject to plans under the category of Neglect. The purpose will be to identify the

services and approaches required by professionals to improve the timeliness achieving change.

- The Social Work Reform Board (SWRB), in conjunction with the Social Work Reform Project, to have in place by April 2014 a Learning and Development Pathway for staff integrated with the Professional Capabilities Framework (PCF), and a robust programme for the development of Assistant Team Managers.
- The Child Protection Conference Service will increase its efforts in engaging the CCGs in improving the involvement of GPs in Child Protection Conferences and Child Protection Plans.

Next steps:

16. The service has recently agreed joint working protocols with Adult services and Mental Health services. The Safeguarding Unit to set up joint training events to raise awareness of the process.
17. The PCF/Learning and Development Pathway will be completed by December Meeting of the SWRB and the review of the training for first line managers will be completed by the end of January 2014.

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Sources/background papers:

Annex 1 – Annual Child Protection Conference Service Report

Annex 2 – Quality Assurance Manager's Report

Children, Schools and Families – Safeguarding Children Unit

Child Protection Conference Service Report

8

Introduction

The Child Protection Conference Service is part of Surrey Children's Services Safeguarding Unit. Its role is to provide review and monitoring of all children subject to a Child Protection Plan (CPP), through an Independent Chair. There are 12 Independent Chairs accountable to a Service Coordinator, who are not responsible for the operational case-management. In the period from October 2012 to September 2013 the service held c.1, 900 conferences.* These consist of initials – when a child is first referred for a conference and subsequently reviews. A CPP review takes place within three months of the Initial Child Protection Conference (ICPC) and then subsequently every five months.

Issues

Following the September 2012 Ofsted Inspection and a number of Serious Case Reviews (SCRs), the service were faced with a number of challenges:

- Child Protection Plans lacked clear tasks and engagement of all partner agencies
- ICPC timelines was poor, and significantly out of step with our statistical neighbours
- Surrey's use of category was inconsistent with that of our statistical neighbours
- High prevalence of domestic abuse, mental ill-health and substance misuse in cases leading to a child protection plan
- Level of engagement by fathers and with fathers in CPPs
- Involvement of all partners in child protection planning

Child Protection Planning

The Ofsted of 2012 identified that some of the Child Protection Plans lacked clear, timely and outcome-focused actions. Despite this it concluded that children in Surrey were kept safe, but that in some cases, plans could be more specific and targeted. Linked to this was concern that the role of the Family Support Worker was not adequately defined in CPP; this was also an issue highlighted in a case review.

The Unit in conjunction with the areas has made improvements in this regard. A major contributory factor was the change in the format of the Child Protection Plan on the ICS record system. This provides an opportunity to specify more clearly the outcome to be achieved; how this relates to identified risks, and what action professionals and families will take.

* Owing to a change in the way statistics were measured, there is no data for March 2013 but on average 150 conferences are held each month.

In respect of the role of the Family Support Workers, (unqualified staff who undertake work directly with families under the guidance and instruction of social workers), the findings of the inspection and the agency's case review has led to a significant change in practice. This was acknowledged by Ofsted in June 2013 when they visited Surrey for the thematic audit on Neglect. The inspectors reported that they found the role of Family Support Workers in Child Protection Plans to be clearly outlined, focused and task-centred.

The majority of children remain the subject of a CPP for under 16 months. There are a small percentage that remain on a CPP for longer periods of time with a small percentage 6.7% continuing for more than 24 months (see Fig 1&2).* Whilst this represents an increase on the total in the previous reporting year 2012/13 of 3.4%; this is the result of efforts made to progress children that had been subject to CPPs in April and May 2013. This was achieved through escalation to the Court arena, or identifying early help solutions to enable 'step-down' from a CPP.

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ICPC Timescales

According to Working Together, an Initial Child Protection Conference should be held within 15 working days of the first strategy meeting. Surrey's performance had been poor in comparison to our statistical neighbours. Surrey's average performance level for 2012/13 was 45% as opposed to 68% for similar Local Authorities.

The Unit has worked hard to address this issue and the current performance for the service is 77% of conferences held within timescales. These were the measures taken:

- Switch to single contracts for all staff in the Unit, so that Chairs were dedicated Conference Chairs, or Independent Reviewing Officers – this ensured a dedicated service free from competing demands
- Creation of 15 dedicated slots per week for initial Child Protection Conferences
- Revised tracking process to ensure requests and invitations were received promptly
- Performance management discussions on a monthly basis to address practice issues

As a consequence of these measures performance improved in the second half of the 2012/13 reporting year with the figures from February 2012 onwards being consistently comparable to and often exceeding those of our statistical neighbours and often exceeding

Use of Category

Surrey Children's Services use of category for Child Protection Plans was identified as inconsistent with that of other similar local authorities. In particular, the use of Emotional Abuse was disproportionate – over 50% of children subject to a CPP were categorised as such. The Safeguarding Unit carried out an audit of 100 cases to analyse the reasons for the disparity. Two factors were found to be affecting this statistic:

- The prevalence of domestic abuse as a major factor in cases. The effect of domestic abuse upon children caught in such dysfunctional parental relationship is one of emotional harm
- A reluctance on the part of some CP Chairs to 'name' the concern as Neglect out of concern that this would alienate families. Emotional Abuse was seen in these cases as implying less blame on parents and encouraging them to engage

* All tables and graphs are in Appendix A.

The service and the Quality Assurance (QA) Team however, found this reasoning flawed. Firstly, domestic abuse was often accompanied by other problems such as parental substance misuse, or mental ill-health. In these circumstances the domestic abuse was a symptom of poor parenting and care. In these circumstances Neglect would be a more appropriate category.

Secondly, by labelling the abuse as Emotional the true underlying cause and the resulting impact upon the child can be missed. If poor parenting, neglect, or substance misuse is clearly identified as risk factors, then they can be addressed through concrete plans. They allowed the workers to confront parents with the specific needs that have to be addressed and changes to be made.

The result of this work and the subsequent guidance issued to CP Chairs has been a shift in the decision-making at conferences, so that our use of category corresponds more closely to that of our statistical neighbours (Fig 3).

High levels of Domestic Abuse, Substance Misuse, Mental Ill-health.

Consistently over the past few years, the above factors have been the most prevalent in those cases that have led to a Child Protection Plan (Fig 4). In many cases the issues are inter-related, with Domestic Abuse (DA) linked to either alcohol, or drug misuse, or with mental ill-health. In these cases, DA is a symptom of the underlying issues. The focus of work has subsequently shifted away from outreach DA to tackling its causes within families. Whilst on the positive side, this indicates the success of partner agencies in identifying and sharing information; it also points to the need for earlier intervention to address the problems associated for children's life experiences.

The Directorate has led in the development of an Early Help Strategy to help ensure that services are available to tackle these problems, before they require statutory intervention. The partnership under Children's Services leadership has devised a level of needs document and gained agreement on the building of a wider Early Help, Safeguarding and Wellbeing system that ensures targeted and early intervention when needs are first identified.

Level of Engagement by Fathers

A number of Serious Case Reviews (SCRs) have raised the need for Social Workers to include fathers / male partners in the Child Protection process. This means ensuring that their role in the family is thoroughly assessed; that their potential as a protective influence, or risk is fully understood, and that they are fully participating in the work of the CPP.

This was an area of our work that was examined by Ofsted in the thematic inspection in June. They fed back that had found good evidence of engagement with fathers, or male partners. The data from the CP Chairs quality assurance forms presents a moderate picture with in most quarters over 50% (Fig 5) attending all, or part of a conference.* However, there is room for improvement. There are two concerning areas: the first is the high level of fathers not invited; where data is available for this (Fig 5) almost 25% of conferences report no father invited. There are some cases where this is appropriate or unavoidable: whereabouts unknown, mother unwilling to pass on details and in some cases father is in prison.

The second indication that we could improve the level of involvement is provided by the fact that fathers engagement with partner organisations is higher than that of attendance at conference, with over 60% of fathers engaging with at least one agency (see Fig 6).

* In cases where there is violence in a relationship a conference can be split to allow each partner to attend separately.

There is a need to build upon the progress made in including male partners, or fathers and improve attendance at conference. The findings of serious case reviews have shown that they can be a protective factor, or key to the work needed as part of a CPP.

Involvement of Partner Agencies

The involvement of partner agencies in CPPs is very variable, (Fig 7&8) with certain professionals demonstrating a much higher level of engagement than others. Police attendance at ICPC is almost 100%, dropping to approximately 20% at reviews. This shows a clear commitment and allocation of resource to the initial decision-making and ensuring they contribute to the analysis or risk. The lower level of attendance at reviews reflects a view that they have less involvement with most families as part of a CPP. They will usually attend only where there has been a further contact. The Police continue to show a strong commitment to reviews by providing reports to the conference in their absence; in 80% of review conferences a report is received from the Police.

Health agencies are usually involved in conferences and attend in the majority of cases. Health Visitors and School Nurses attend in the majority of cases. The former attend virtually all reviews to which they are invited and in the majority of cases – 88%. School Nurses attend 74% of conferences to which they re invited providing reports in 92% of these cases.

GP attendance is particularly poor, attending in only 2% of cases and providing reports in just 2% of cases. It is understandable that GP attendance to ICPCs is problematic, given the short-notice that is likely for conferences and the commitment to surgeries. It is however disappointing that so few reports are received for conferences, which is a lower percentage than any other professional group. In order to find a way of improving these figures a meeting has been arranged between the Head of Safeguarding and the Named GP.

Schools involvement in conferences remains consistently high, with attendance at 90% to reviews, dropping to 70% for initials. There has been an improvement in attendance due to the agreement reached by schools with Schools & Learning on attendance during school holidays.

Future Challenges:

In addition to carrying out its statutory functions, the CPC Service will face a number of challenges in the coming year. These have been identified within its Business Plan for 2013/14:

Respond to the challenge of the Family Justice Review in ensuring that cases are progressed in a timely fashion and children are protected.

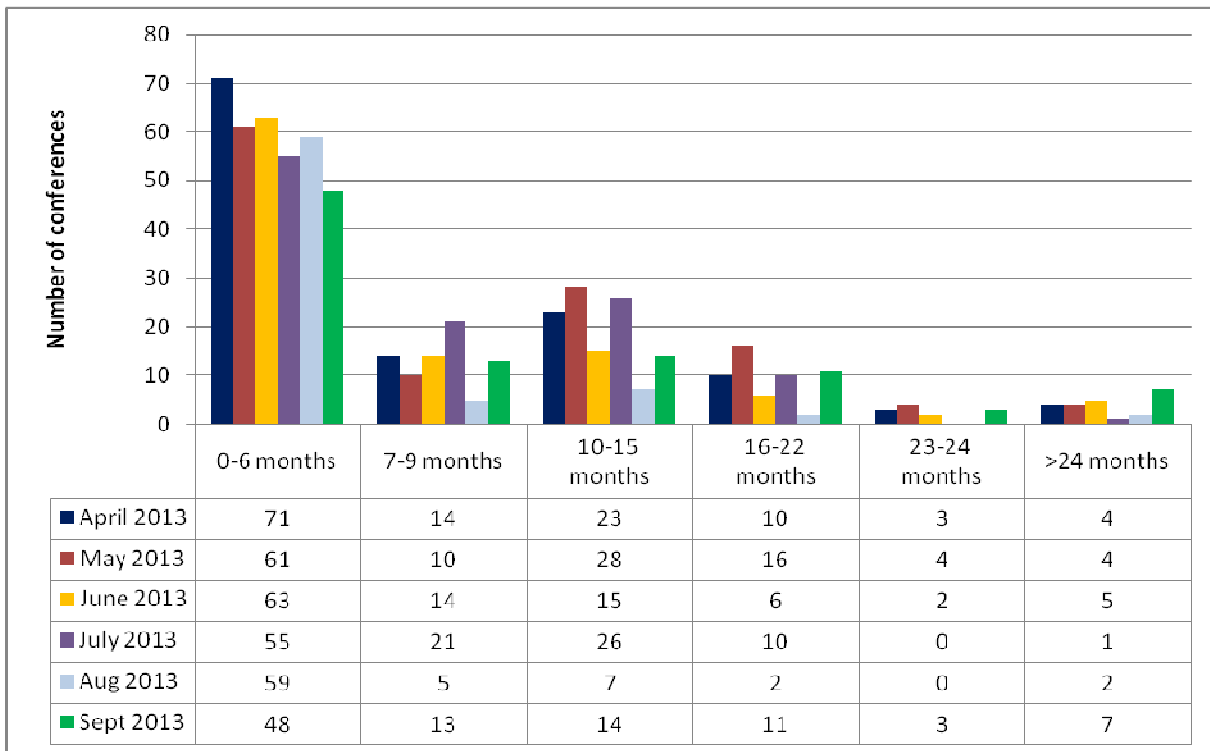
Respond to the changes in Working Together 2013. The service needs to incorporate the change to the Single Assessment, advice on timeliness of conferences and the requirement to provide a smooth transition from a CPP into targeted services that prevent re-referral.

Develop closer partnership working with adult services, particularly substance misuse and mental health workers to achieve greater engagement in Child Protection Planning.

Develop the CP Conference Service, so that it is integrated into the Safeguarding and Wellbeing System that enables a clear and robust “step-down” process from a CPP.

Appendix:

Fig 1: How long has the child been on a Child Protection Plan?



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Fig 2:

Percentage of child protection cases ceasing after 2 years

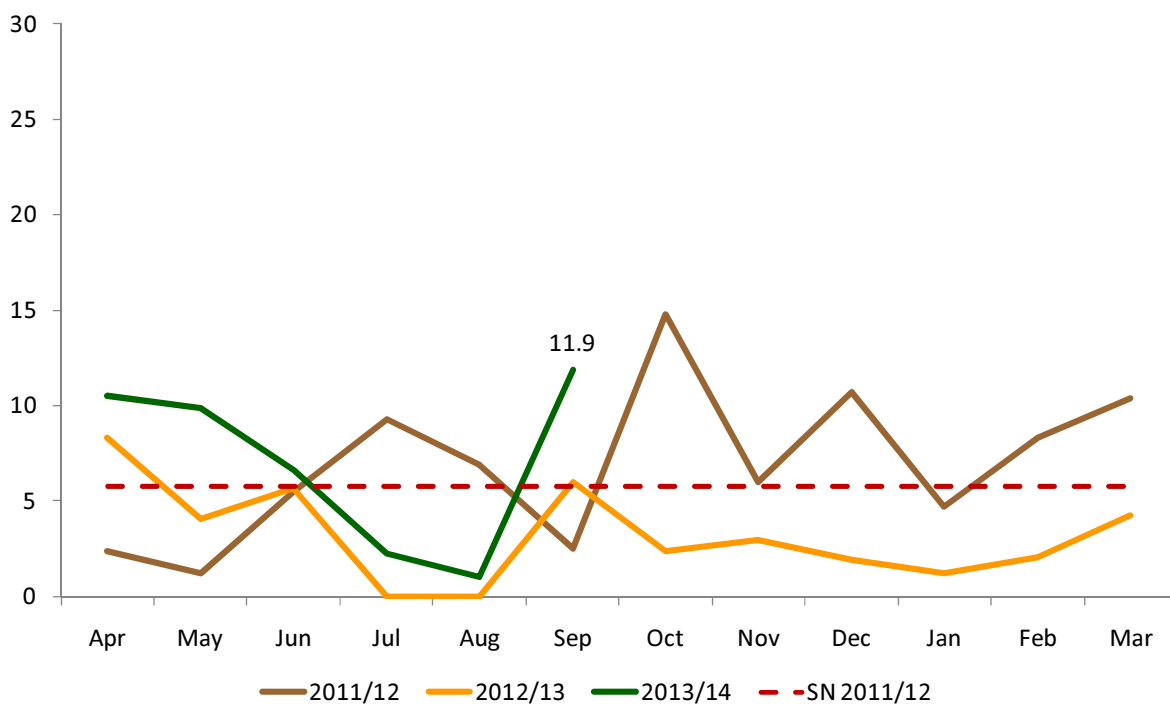
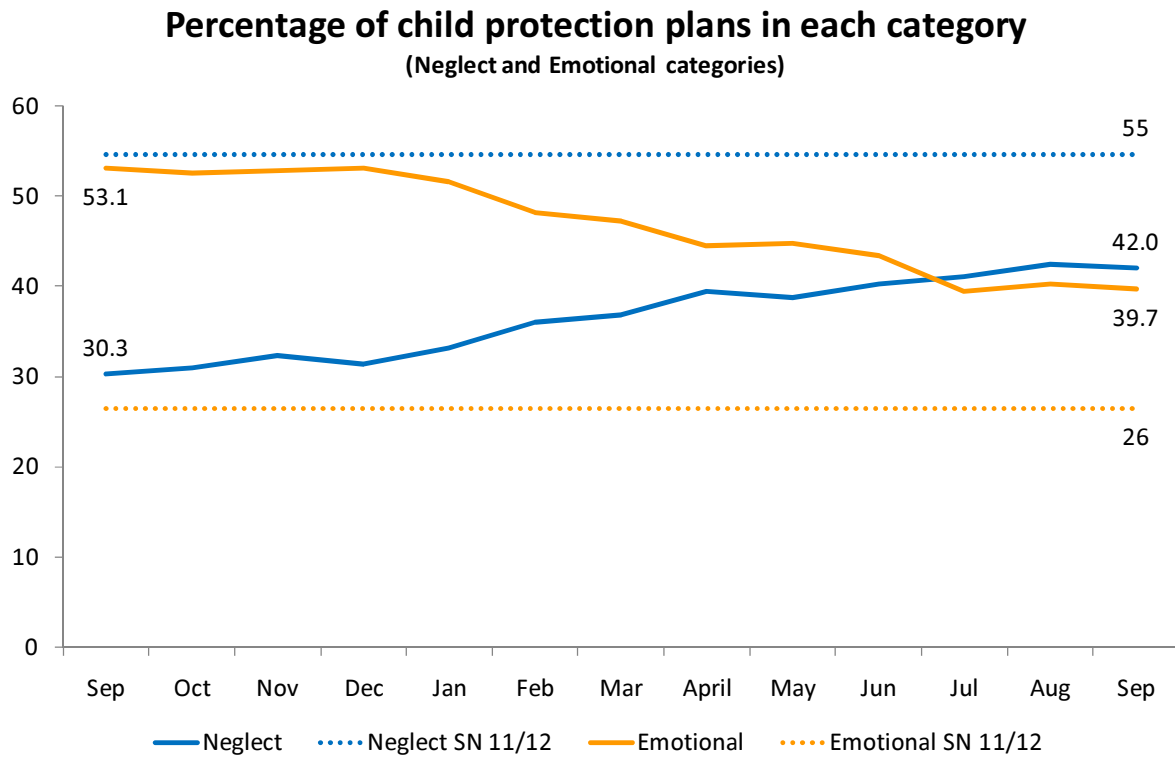
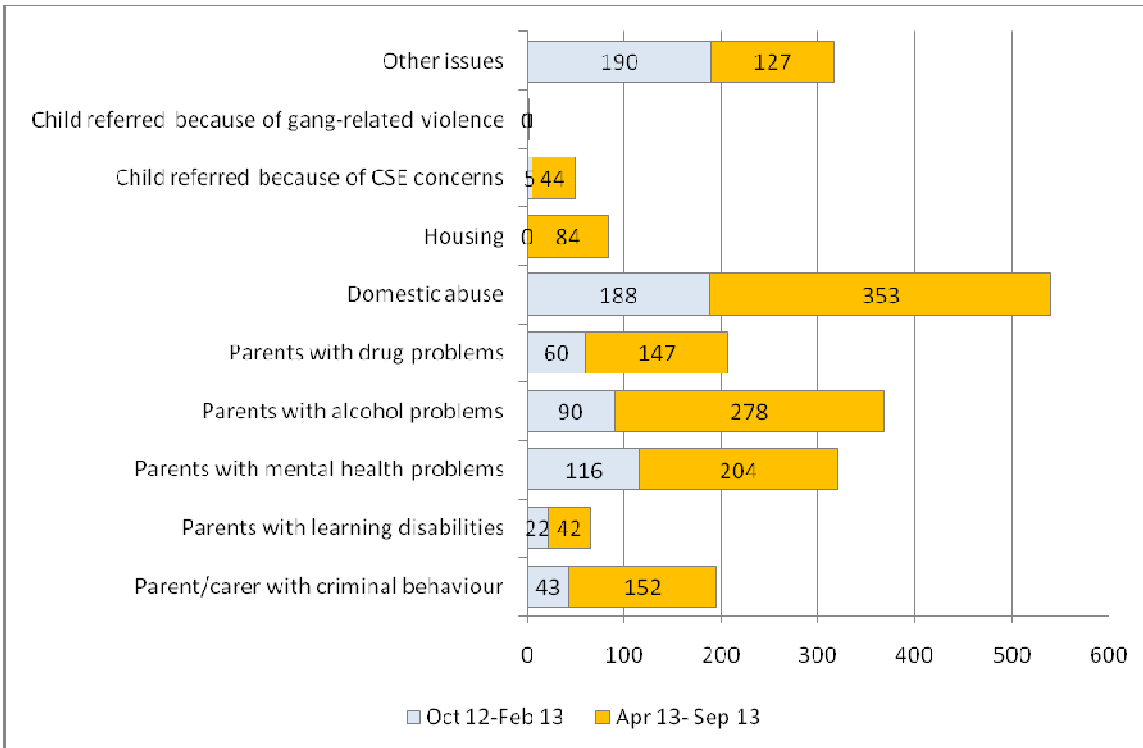


Fig 3:



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Fig 4: Issues Identified in Child Protection Plans



*The above figures do not match the numbers of children subject to a plan, as more than one issue may be identified in a single child protection case.

+The increase in the numbers of issues identified in the second six month period is due in part to the change in the format of the Child Protection Plan, which enabled greater clarity in identifying issues and improved reporting by partner agencies.

Fig 5: Attendance by fathers/male partners at Child Protection conferences

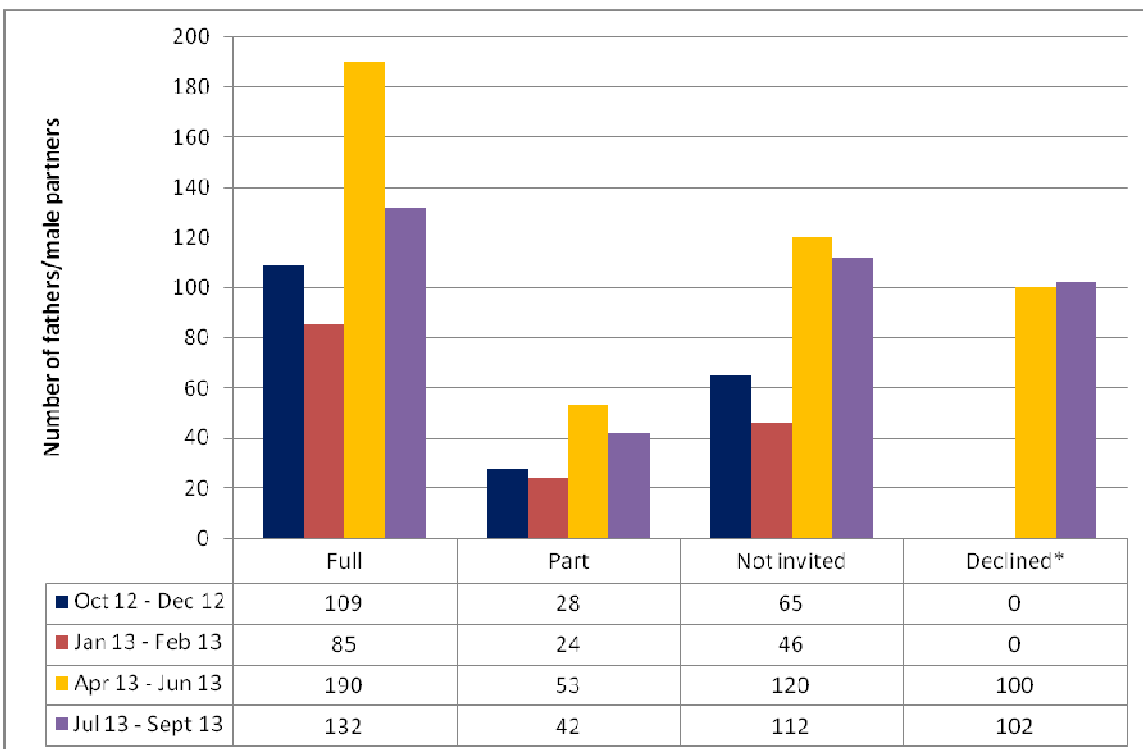


Fig 6: Fathers/male partners engagement with key agencies April – Sept 2013

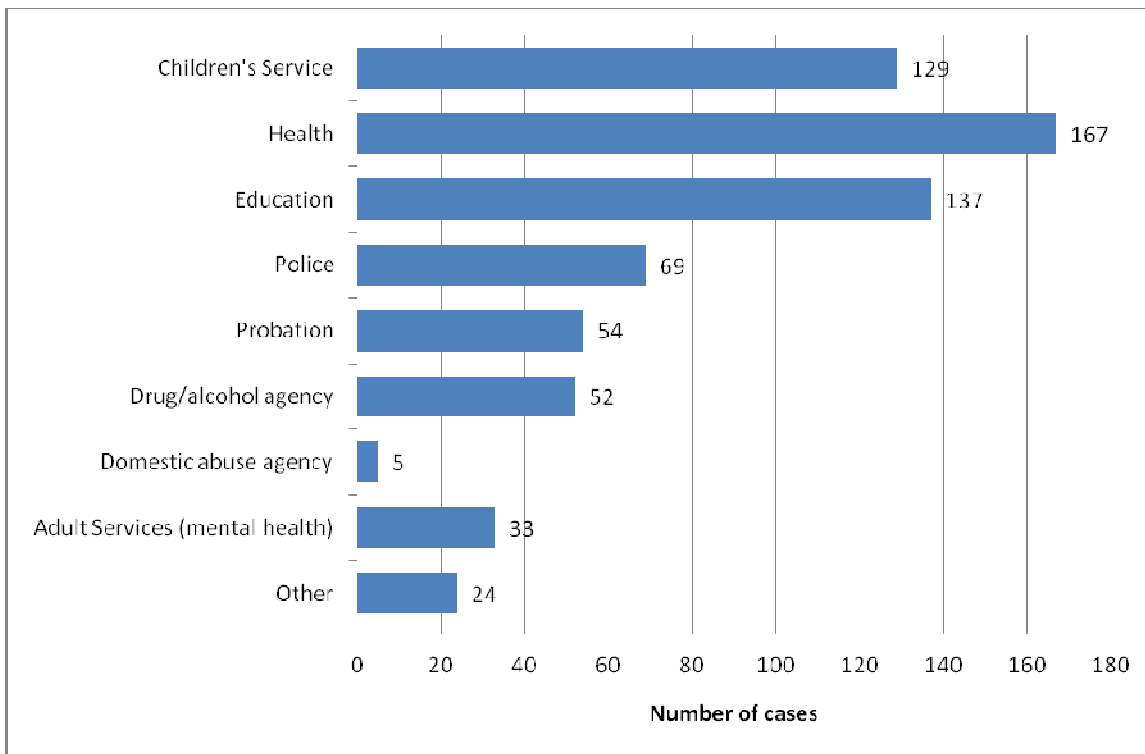


Fig 7: Which key agencies attended the initial child protection conferences (Apr-Sept 2013)

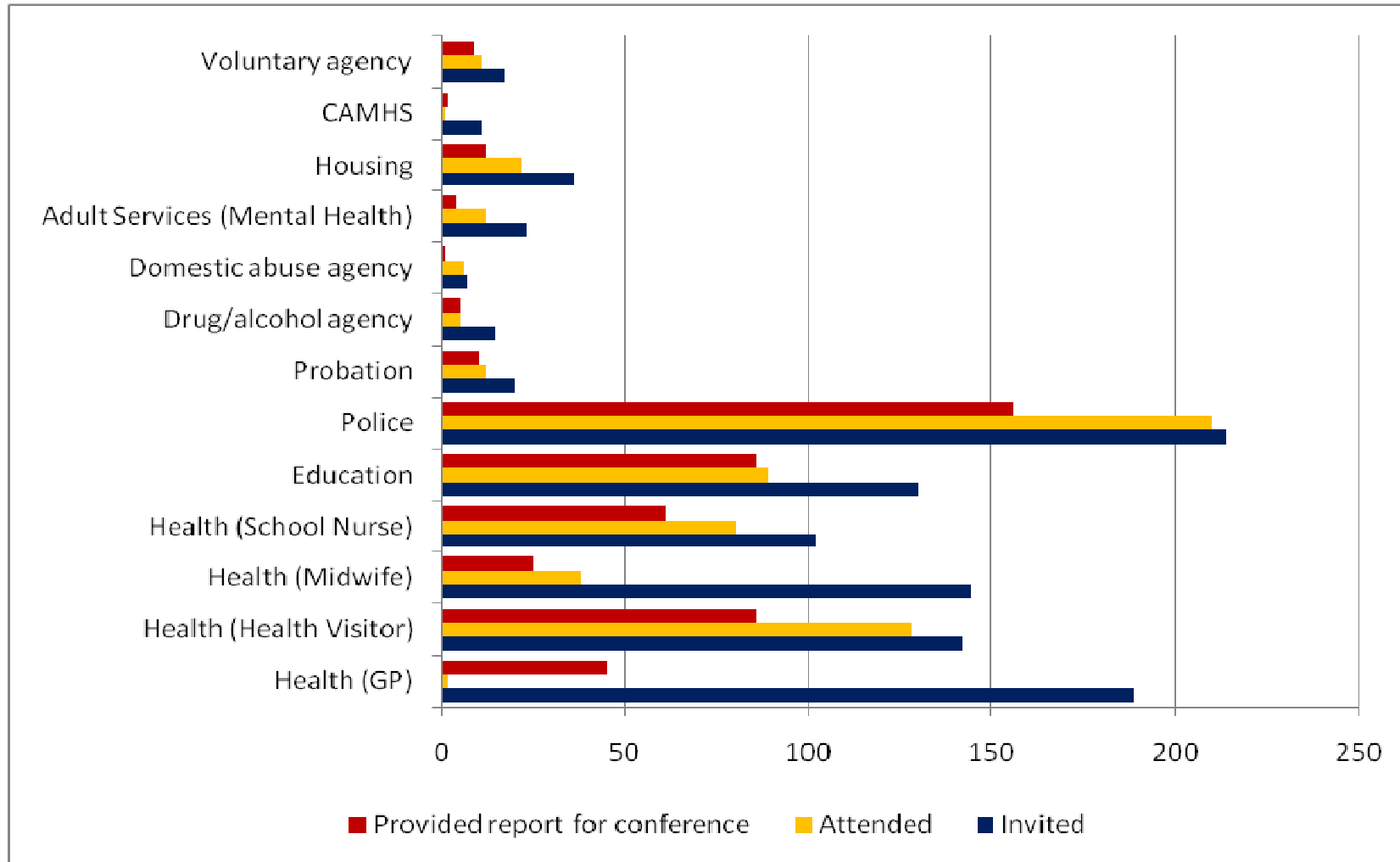
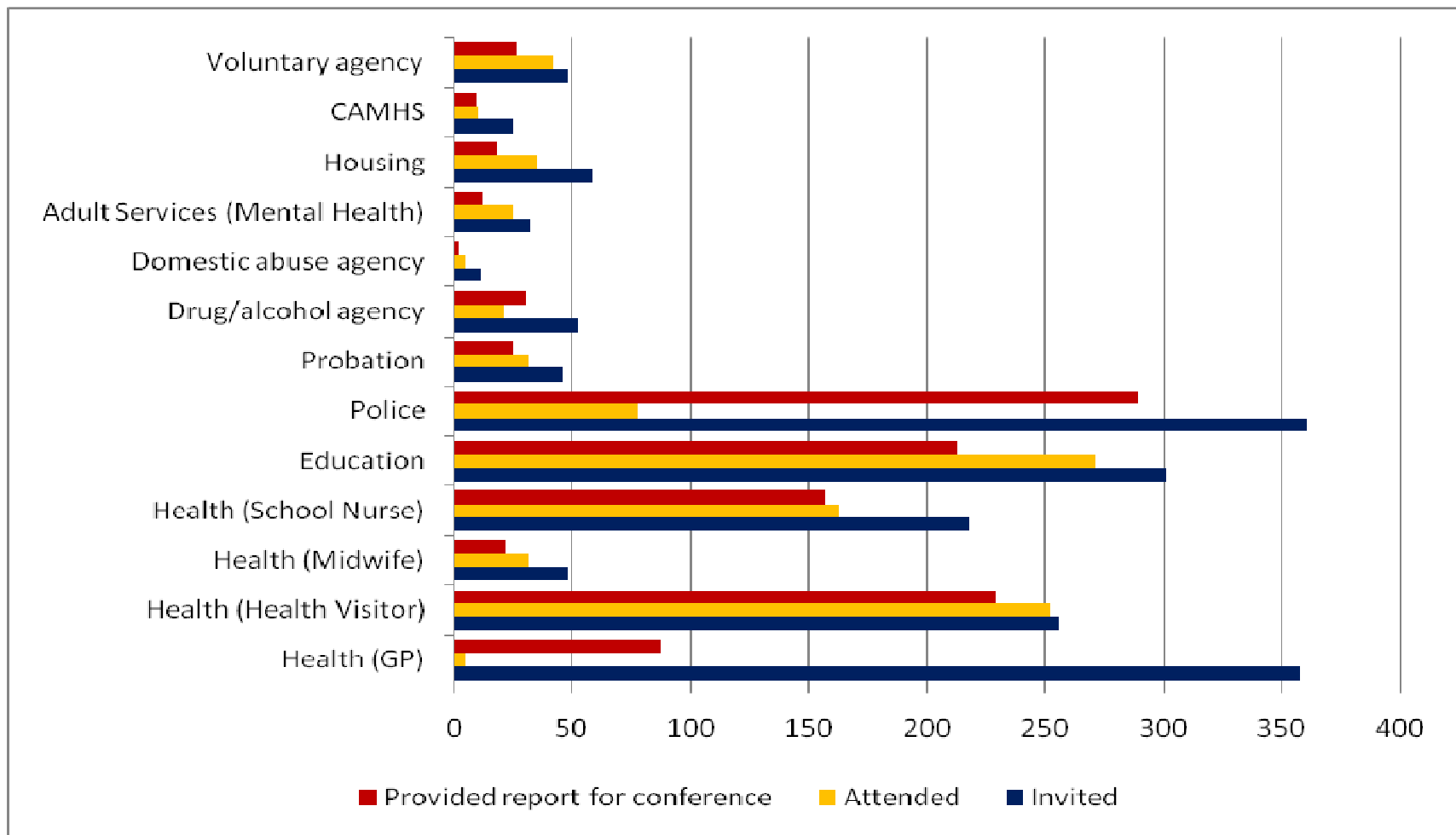


Fig 8: Which key agencies attended review child protection conferences (Apr-Sept 2013)



Children, Schools and Families – Safeguarding Children Unit

Select Committee Report – Quality Assurance

1 Introduction

‘One County, One Team: Quality Management Framework’ sets the guiding principles in how the County Council manage the quality of our services and the activity we undertake to continue improving as an organisation. It is County Council approach to self-regulation, and within Children’s Services it has been developed into an Annual Quality Assurance programme. The Quality Assurance activity is based on an agreed set of standards which describe good quality social work practice within Children’s Services.

The purpose of the quality assurance framework is to:

- Improve outcomes for vulnerable children
- Design quality into our services through practice standards
- Ensure services are achieving consistently high standards
- Engender an organisational culture committed to learning and continual improvement
- Improve the level of feedback on quality of services from children, their families and staff
- Support the continuous improvement and development of the children’s workforce

2 Quality Assurance Framework

2.1 The following Quality Assurance activity forms the basis of the framework:

- Supervision
- Senior management oversight of cases
- Monthly self evaluation
- Themed audits
- Multiagency audits
- User feedback
- Deep Dives
- Regular data analysis in key areas – for example Missing children and children at risk of sexual exploitation
- Data provided by the Independent Chairs of Child Protection Conferences
- Themed practice development workshops

2.2 The topics are chosen following feedback from Inspections, actions arising from Serious Case Reviews, changes in Legislation Learning from Research and in response to

Performance Data.

- 2.3** Service Improvement Plans are agreed following outcomes of audits and provide a focus for management development work. These are followed up by re-audits.
- 2.4** The emerging themes and learning points from the above activity are presented to the Learning and Development Group for integration into the Training Programme.
- 2.5** Any changes required to procedures are made and communicated to staff.
- 2.6** The activity is most effective when the Quality Assurance Officers work together with the front line managers and this approach is promoted.

3 Impact of the Quality Assurance activity

- 3.1** It is important to note that the above activity has highlighted both good practise and areas for improvement, and the emerging themes below reflect this. It should not be assumed that in such a large County any poor practise is reflected across all teams

3.2 Service Improvement – evidence of good practice

The quality assurance activity is evidencing good quality social work and family support practice, for example:

- Analysis of risk factors based on evidence gathered
- Good communication between partner agencies
- Improved focus on the importance of the child's race and culture
- Regular supervision and support to staff
- Seeking the views and wishes of the child and seeing them on their own
- Child in Need plans and Child Protection plans are focused and regularly reviewed
- Clear systems to promote multi-agency intervention with children who go missing and children who are at risk of sexual exploitation.

3.3 Service Improvement – ongoing work

The quality assurance activity has highlighted key aspects of social work practice that require ongoing focus and are being addressed in the Service Improvement plans. For example:

- Building upon the elements of good practice in analysis and assessment identified in case file audits and Deep Dives and embedding this consistently across the county.
- Working closely with partner agencies to support early help for parents
- Develop further the role of children and young people in the improvement of our service, begun with the Service User Surveys carried out quarterly
- Building upon the work in producing clear outcome-focused Child Protection Plans

- across all care planning, particularly to Child in Need Plans.
- Addressing neglect at an early point to prevent cyclical patterns of abuse for children
 - Continue the improvements achieved in providing permanency for children, both within their extended family and outside of their family, within clear timescales.
 - Building on all the Quality Assurance systems within Children's Services and multi-agency, for example the role of the Independent Review Officers in scrutinising plans throughout care proceedings and role of multi-agency group for missing and sexually exploited children
 - Achieving a higher level of consistency of good practice across the County, via social workers having access to a 'library' of assessment tools which address specific risk factors and a 'research bank' to inform their judgement

5 Key Challenges 2013-14

- Continuing to improve the effectiveness of the Quality Assurance Framework – the focus needs to remain on integrating Performance Data with Quality Assurance activity in order to fully understand the Performance Data, embed with managers the importance of implementing changes, the programme of audit work in 2014 to be outcome focussed and integrating the Independent Review Officers new role to scrutinise a child's care plan into the framework
- Continue to support the work to improve the quality of social work intervention with children and their parents / carers, whilst implementing the statutory changes of the revised Public Law Outline (Children and Family Bill 2013) and single assessment process (working Together 2013)

6 Conclusion

Social workers and their managers are committed to achieving continual improvement and as such contribute actively to the Quality Assurance work and implementing the Service Improvement plans.

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Children and Education Select Committee
Date of meeting: 28 November 2013

Safeguarding Children in Schools

Purpose of the report: Scrutiny of Services and Budgets

This report will explain the processes and procedures used to safeguard children in Surrey schools.

Introduction: Safeguarding and Child Protection

1. Safeguarding in education is an essential part of school life and ensures that all children are kept safe. Schools have clear responsibilities and duties under 'Working Together to Safeguard Children 2013' to ensure they take appropriate steps to put in place policies and procedures to protect children and young people.
2. 'Working Together to Safeguard Children 2013', defines safeguarding as "the action we take to promote the welfare of children and protect them from harm".
 - 2.1 It further defines promoting the welfare of children as;
 - Protecting children from maltreatment,
 - Preventing impairment of children's health and development,
 - Ensuring children grow up in circumstances consistent with the provision of safe and effective care; and
 - Taking action to enable all children to have the best outcomes.
 - 2.2 Child Protection refers to the activity that is undertaken to protect specific children who are suffering, or are likely to suffer, significant harm.'
 - 2.3 Everyone who comes into contact with children and families has a role to play.

Keeping Children Safe in Education

3. Section 175 of the Education Act 2002 requires the Governing Body of

maintained schools to make arrangements to ensure that their functions are carried out with a view to safeguarding and promoting the welfare of children.

- 3.1 New guidance will soon be issued from the Department of Education which will set out the duties of the Governing Body to ensure that the school has:
- A child protection policy, which sets out procedures for reporting allegations of inappropriate behaviour with children, concerns for a child's welfare, or other safeguarding matters,
 - A safer recruitment policy, including checks on the barred status of new staff under the Disclosure and Barring Service (DBS) guidelines,
 - Enhanced DBS checks on other members of staff or volunteers, if they believe it is necessary.
- 3.2 All schools are required to have a Single Central Record which will show details of all teachers and staff, teaching qualifications and registration numbers, dates and certificate numbers of DBS checks, whether they have the right to work in the UK, methods to prove identity, references taken up prior to employment etc.
- 3.3 At present Ofsted guidance to schools is that they do not require DBS checks to be rechecked every 3 years. A teacher would only be rechecked would be if there was a break in service or on commencing new employment.

4. The Surrey Education Structure

Surrey Schools and Learning is divided into 4 quadrants which cover the North East, South East, North West and South West and each quadrant is managed by an Area Education Officer (AEO).

- 4.1 Each AEO is responsible for joint working with local primary, secondary and special schools and for the delivery of a significant volume of local services, including those for pupils with additional and special educational needs. This is managed through the Area Lead for Psychological Assessment and a Special Educational Needs (SEN) Manager responsible for the identification, assessment, provision, placement and review of children with special educational needs resident within Surrey. The SEN Manager also advises on best practice guidance, budget and resource constraints which are appropriate to the individual child's needs.

- 4.2 Each area has an Area Lead for Pupil Support who is the lead for safeguarding and is responsible for Admissions, Access to Education and the Education Welfare Service. Each school now has a dedicated Social Worker available to be the link between the school and Children's Services.
- 4.3 Education Welfare Officers work within schools to improve attendance, work with children and families to provide support and identify safeguarding issues, and also to take actions for repeated non attendance through the criminal justice system if deemed necessary.
- 4.4 The Education Safeguarding Advisor who covers the whole of the county is able to give specialist safeguarding advice to all schools on a range of issues. Other duties include responding to safeguarding concerns raised by Area Education Teams, or schools and assist with risk assessments, Disclosure and Barring Service issues and identifying and promoting best practice supported by policies and procedures. The Education Safeguarding Advisor reports to the Head of Additional and Special Educational Needs who is also the Lead Officer for Safeguarding in Education

5. **Training**

- 5.1 All schools support their teachers and staff through training and development. Newly Qualified Teachers and other new school staff take part in a robust induction process which includes safeguarding training.
- 5.2 This training must include a 3 hour training presentation on 'Working Together to Safeguard Children', within 3 months of the start of their employment. This training will specifically look at:
- Defining safeguarding and child protection,
 - Explaining categories of abuse,
 - Identifying signs of abuse,
 - Understanding what might cause children and adults not to report abuse,
 - Knowing what to do if a child discloses abuse,
 - How to make a referral to Children's Services, or other agencies.
 - The Early Help Assessment, and
 - Escalation and whistleblowing

This training must be repeated every 3 years or more frequently as deemed necessary.

6 Child Protection Liaison Officer

Each school must have a Child Protection Liaison Officer (CPLO) which a number of other local authorities will refer to as a Senior Designated Person. A CPLO is usually the Headteacher in a Primary setting or a member of the school Senior Leadership Team in a secondary setting.

The CPLO has the following responsibilities;

- Ensuring the Child Protection Policy is up to date,
- Keeping the Headteacher up to date with child protection investigations,
- Ensuring the Headteacher is aware of all children within the school who are on Child Protection Plans,
- Maintaining Child Protection records,
- Training staff within the school,
- Having the necessary links and relationships with the local authority,
- Updating their training within recognised time scales,
- Information sharing

6.1 CPLO training is provided by Babcock 4S¹, and other independent providers. Babcock 4S, who are the recommended provider for Surrey Schools, hold “New to Role” and “Update” courses.

6.2 The New to Role course consists of:

- Roles and responsibilities in Surrey and within their schools and settings,
- Relevant Serious Case Reviews and lessons learned,
- How to review safeguarding procedures and produce an annual report to the governing body,
- Key legislation and guidance,
- SSCB child protection policies and procedures,
- How to liaise effectively with key professionals and external agencies,
- Ofsted expectations and best practice recommendations,
- Robust record keeping,
- E-Safety,
- Whistleblowing and how to deal with allegations of abuse against teachers and other staff,
- Social care eligibility and threshold guidance,
- The role of the curriculum in supporting pupils to keep themselves and others safe,
- Special considerations including private fostering, female genital mutilation, forced marriage, young carers, looked after children,

¹ Babcock 4S is a joint venture between Surrey CC and Babcock International Group. Babcock 4S is commissioned to provide school improvement and support services for Surrey schools.

child sexual exploitation, domestic abuse and grooming behaviours in adults.

- 6.3 The update course which is recommended every 2 years is a refresher on the above.
- 6.4 CPLO's must also undertake modules 1 and 2 of the Surrey Safeguarding Children Board (SSCB) training as this will enable them to then present safeguarding training in their schools.
- 6.5 The content of Module 1 and Module 2 of the Surrey Safeguarding Children Board training can be found in Appendix 1.
- 6.6 Module 3 explains the process of implementing the Child Protection Plan through a Core Group and although this is not essential is recommended to CPLO's as part of their expected work load.
- 6.7 Safeguarding training is currently being updated by the SSCB to bring it in line with recent legislation and "Serious Case Review" Lessons to be learned".
- 6.8 All CPLO's are invited to attend a network meeting in each of the 4 areas of Surrey. These network meetings are held in each term and speakers are invited to present on current topics. These meetings will also include a safeguarding update.

7. Safeguarding Audits

Babcock 4S conduct safeguarding audits in schools to give an independent analysis of safeguarding policies and procedures. These are either bought in by schools wanting to ensure that their safeguarding practices are robust, or SSCB can direct a school to receive an audit where there have been concerns raised or safeguarding issues have arisen.

- 7.1 Typically a safeguarding audit includes:
 - Looking at key policy documentation and training records,
 - Reviewing the Single Central Record which records safeguarding checks on staff,
 - Assessing the quality of child protection record keeping,
 - Interviews with the Headteacher, CPLO and the Governor who has particular responsibility for safeguarding, to assess safeguarding awareness and the rigour with which safeguarding procedures within the school are monitored,
 - A review of governing body minutes to see how effectively the governors discharge their safeguarding responsibilities,
 - Looking at recruitment files to ensure the school follows statutory requirements, and

- A discussion with pupils to assess how aware they are of key safeguarding messages e.g. e-safety awareness, whether they feel safe in school, how any incidents of bullying are managed.

7.2 Safeguarding Audits or monitoring visits of all Non Maintained Special Schools where Surrey children have been placed are being considered. This year Surrey County Council and Babcock 4S have taken part in 5 safeguarding audits of Non Maintained Special Schools.

8. Looked After Children (LAC) – Surrey Virtual School

Pupils of a Virtual School attend real school settings. Schools across the country are required to nominate a Designated Teacher for Looked After Children, who will act as a 'champion' for these children on roll in their schools. A virtual school is the local authority structure which works with these Designated Teachers. It ensures they receive appropriate training, guidance and support.

8.1 The Headteacher and/or designated teacher of each real school provide information to the Virtual School. This enables the tracking and monitoring of each pupil's progress towards achieving their potential as if they were in a single school.

8.2 This includes:

- Monitoring the attendance of pupils at their school,
- Ensuring every child has an up-to-date Personal Education Plan
- Promoting communications between individuals and services both internally and externally.

8.3 Virtual schools enable the attainment, progression, attendance, exclusion and out of school hours learning of children in care to be monitored and tracked to enable additional support to be put in place where it's needed.

9. E-Safety

E-Safety is described as the school's ability:

- To protect and educate pupils and staff in their use of technology
- To have the appropriate mechanisms to intervene and support any incident where appropriate.

9.1 The breadth of issues classified within e-safety is considerable, but can be categorised into three areas of risk:

- **Content:** being exposed to illegal, inappropriate or harmful material,

- **Contact:** being subjected to harmful online interaction with other users,
- **Conduct:** personal online behaviour that increases the likelihood of, or causes, harm.

9.2 Surrey Schools and Learning recognise the importance of e-Safety within schools and have written the e safety toolkit. This toolkit is a one stop shop for all aspects of e safety implementation within schools and has:

- An audit form and checklist to ensure all aspects of e safety are considered within schools,
- Definitions of all aspects, including grooming, cyberbullying and online exploitation of children,
- Flowcharts for managing online allegations, and
- Samples of policies for e safety and the use of photographs.

Prevention Programmes and Awareness

The National Society for the Prevention of Cruelty to Children (NSPCC) is rolling out a programme for all Primary Schools called The Childline Schools Service.

10.1 The objectives of the ChildLine Schools Service are:

- To ensure children have an understanding of abuse in all its forms, including bullying, and an ability to recognise the signs of abuse.
- To ensure children know how to protect themselves from all forms of abuse.
- To make them aware of how to get help and sources of help.

10.2 The delivery model is in two stages. Firstly, a 30 minute assembly to Year 5 and Year 6 pupils to inform children of the different types of abuse and where they can go to seek help.

10.3 The second stage, which happens approximately 1-2 weeks later, is an interactive classroom-based workshop lasting up to 1 hour, to reinforce the assembly messages and encourage discussion and questions.

10.4 The programme is being delivered across Surrey at present and so far feedback received is very encouraging. The service has also attracted substantial media interest and was the subject of a BBC News programme.

11. Child Sexual Exploitation (CSE)

The recent high profile media cases involving young girls being groomed and abused in Rochdale, Derby, Oxford and Nottingham have

lead to the government's strategy on Child Sexual Exploitation. Part of this strategy is awareness and communication.

- 11.1 Education is represented on the CSE Group which is multi agency and works with partners in Surrey police, Children's Services, health, probation and the voluntary sector. The Communications Strategy is to:
- Raise awareness of CSE and the risk indicators of CSE in Surrey,
 - Help to prevent CSE happening,
 - Signpost people experiencing CSE to support groups/help lines etc, and
 - Promote work undertaken by agencies working to investigate and prevent CSE, and agencies working to safeguard young people.
- 11.2 Preventing CSE is one of the most important aspects of the strategy and it is acknowledged that children spend a large part of their lives within an education setting. With the assistance of a grant from the Surrey Schools Educational Trust a production of a play "Chelsea's Choice" is to be offered to every Surrey Secondary School, Special Secondary School and Secondary Pupil Referral Unit in 2014.
- 11.3 'Chelsea's Choice' is an innovative Applied Theatre production that has proved highly effective in raising awareness of Child Sexual Exploitation amongst young people in the UK.
- 11.4 The play lasts for 40 minutes and is then followed by a plenary session with the actors leading a question and answer forum to discuss the play. There will also be trained professionals at hand in case of any disclosures.
- 11.5 It is hoped that every young person in a Surrey school will have the opportunity to view the play and identify the signs of child sexual exploitation to prevent it happening to them. The play will also be shown to teachers and social workers and all those professionals who work with vulnerable young people.

Conclusions:

12. Safeguarding in Schools is instrumental in keeping children safe. Schools are required to have robust policies and procedures and know what to do if a child discloses abuse, but also how to report and who to contact.
- 12.1 Safeguarding training is constantly being updated to reflect current trends and cascaded to all within schools and education. Signs of significant harm are key areas for learning and development and knowledge of the referral procedure is essential for all staff.
- 12.2 Safer recruitment procedures, background and Disclosure and Barring checks, and fully researched references need to be completed for

everyone working with children, with safeguarding being a key element of any employment interview. Schools also need to be reminded that vigilance is essential and that safeguarding is everyone's responsibility.

Recommendations:

The Committee are asked to consider making the following recommendations:

- That Surrey schools consider using a self audit tool to show how they discharge their responsibilities to safeguard and protect children and young people. This would be similar to section 11² audits for key people and bodies³.
- That an E learning package is created for 'Working Together to Safeguard Children' so that everyone who works with children can undergo online training.

Next steps:

- The revised 'Working Together to Safeguard Children' training is rolled out to all school CPLO's and others who deliver basic safeguarding awareness training Spring term 2014
- To ensure that all Non Maintained Special Schools within Surrey, or that are out of county but have Surrey children placed within them, receive a safeguarding audit or monitoring visit that includes a safeguarding focus. Schedule of visits to be agreed January 2014

Report contacts:

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² Section 11 of the Children Act 2004 places a duty on key persons and bodies to make arrangements to ensure that in discharging their functions, they have regard to the need to safeguard and promote the welfare of children.

³The key people and bodies that are covered by the duty are:

Local authorities, including District Councils; the Police; the Probation Service; Clinical Commissioning Groups; Services for Young People; Governors/ Directors of Prisons and Young Offender Institutions; Directors of Secure Training Centres; The British Transport Police.

Liz Griffiths – 07843 345328, email: liz.griffiths@babcockinternational.com

Sources/background papers:

Working together to safeguard children 2013

<http://media.education.gov.uk/assets/files/pdf/w/working%20together.pdf>

Keeping Children Safe in Education

<https://www.gov.uk/government/consultations/keeping-children-safe-in-education>

Safer Recruitment in Education

<https://www.education.gov.uk/consultations/downloadableDocs/Safeguarding%20Children%20Guidance.pdf>

Case Studies

Case Study 1

This case study relates to a child, placed in an out of county Non Maintained Special School, who made an allegation of sexual assault against another pupil. It shows the response by Surrey County Council working together with professionals from the other county, and that a set of formal reporting procedures were created to assist all agencies involved. These reporting procedures are now followed when safeguarding concerns are raised.

Case Study 2

This case study shows the response to, and implementation of, recommendations from a nationally published Serious Case Review which had implications for all schools.

Serious case reviews must be undertaken by Local Safeguarding Children Boards (LCSBs) where —

- abuse or neglect of a child is known or suspected; and
- either —
 - (i) the child has died; or
 - (ii) the child has been seriously harmed and there is cause for concern as to the way in which the authority, the LSCB partners or other relevant persons have worked together to safeguard the child.

This case relates to the North Somerset Serious Case Review of the teacher Nigel Leat who groomed and abused young girls at a First School in 2010.

Case Studies

Initial Concern	Actions	Review	Conclusions
<p>Surrey County Council Local Authority Designated Officer (LADO) was contacted that a Special School in another county had failed to deal with an allegation of sexual assault of one pupil by another. The allegation stated that the Head Teacher had tried to deal with the matter internally without reference to Children's Services or the police. The pupil (victim) was a Surrey child who had been placed there by SCC. By this time police and Children's Services had intervened and this was a full scale police investigation.</p>	<p>Urgent meeting arranged. Present were: Head of Safeguarding, Surrey LADO and Education Safeguarding Advisor.</p> <p>Decisions:</p> <ol style="list-style-type: none"> 1. SCC would suspend all future placements until satisfied that all robust safeguarding procedures were in place. 2. Full risk assessment on whether victim could remain at school. 3. Victim and family to be visited by SCC Education Psychologist at school and at home and to keep parents fully aware of situation. 4. Consideration for other SCC pupils at school. 5. Full safeguarding monitoring visit, including care provision, to be conducted at school (but not to interfere with police investigation). 	<p>Full joint safeguarding monitoring visit of school and care provision was conducted by Babcock 4S and Care Services Manager of SCC.</p> <p>A robust and detailed action plan presented to Head Teacher and Chair of Governors with dates for completion.</p> <p>Further meeting arranged with Area Education Officer and Education Safeguarding Advisor, with Headteacher, Chair of Governors and Head of Care to monitor what progress was being made with Action Plan.</p> <p>Further visit to school made by Area Education Officer and Education Safeguarding Advisor with Head Teacher, Chair of Governors and new Head of Care to establish if all aspects of Action Plan had been completed.</p>	<p>School reviewed and implemented all points within agreed Action Plan.</p> <p>SCC lifted the suspension on placements of Surrey children. Further placements were made and children are happy and safe.</p> <p>Child victim was able to remain in school to complete education.</p> <p>Out of county LADO reported the school to Ofsted but no action taken.</p> <p>Police investigation ended with no further action.</p> <p>SCC established reporting procedures for dealing with safeguarding allegations and education concerns in "out of county" education provisions.</p>

Serious Case Review (SCR)	Concerns	Surrey CC & Babcock 4S Actions
<p>The sexual abuse of children took place in a first school over a number of years prior to disclosure by a child in December 2010. The alleged perpetrator of the abuse was a male classroom teacher who had taught at the school for 15 years. The abuse came to light when one child made a disclosure to her mother. This was reported to police and the teacher was immediately arrested. Following the arrest, a number of photos and videos were found on the teacher's computer and other digital devices. The images appeared to have been taken at school and showed the teacher abusing other children.</p> <p>At a court hearing in May 2011 the teacher pleaded guilty to 36 sexual offences, It was noted that the youngest victim was aged six. It was stated in court that when the police arrested the teacher they discovered about 30,500 indecent photographs and 720 indecent movies in his possession. The teacher was given an indeterminate prison sentence for public protection, having pleaded guilty.' (NSSCB 2012). A Serious Case Review was ordered into the failings of the school. The SCR was published nationally and sent to all Local Authorities.</p>	<p>The SCR highlighted a number of failings by the Headteacher, although concerns had been raised, no action was taken. Other concerns included:</p> <ol style="list-style-type: none"> 1. All reported concerns were treated in isolation. 2. No reports as to his behaviour were referred to Children's Services or the police. 3. There was an endemic culture of neglect. 4. Safeguarding procedures were not followed. 5. Previous incidents were not investigated thoroughly, or at all. 6. Safeguarding training did not raise awareness of grooming behaviour. 7. School policies on the use of technology in school were ineffective and inadequate. 8. School Governor training was ineffective. 	<ol style="list-style-type: none"> 1. The SCR was circulated to all agencies who were members of the Surrey Safeguarding Children Board. 2. An "Awareness of Grooming Children" presentation was delivered to Child Protection Liaison Officers, and other safeguarding professionals. 3. The "Lessons Learned" from the SCR are now included in all Child Protection Liaison Officer (CPLO) training, school staff safeguarding awareness and Governor safeguarding training delivered by Babcock 4S. CPLO training also includes guidance on managing allegations and referral procedures to the Local Authority Designated Officer⁴(LADO) anChildren's Services. 4. An e-Safety toolkit was updated for all schools giving examples of e safety policies and guidance on the use of digital technology. 5. Escalation policies updated.

⁴ All Local Authorities have a Local Authority Designated Officer (LADO) who works within Children's Services and must be alerted to all cases (from within any agency) in which it is alleged that a person who works with children has: behaved in a way that has harmed, or may have harmed, a child possibly committed a criminal offence against children, or related to a child behaved towards a child or children in a way that indicates s/he is unsuitable to work with children. The LADO provides advice, guidance and help to determine what procedures to follow. They also help co-ordinate information-sharing with the right people and will monitor and track any investigation.

Appendix 1

Surrey Safeguarding Children Board Safeguarding Training.

Module 1

- Identifying laws and national guidance relating to safeguarding children
- Describing what children and young people want and need to feel safe
- Identifying some of the main forms, signs and effects of abuse
- Explaining what multi-agency working means for individuals and their work environment
- Describing what individuals need to do about reporting concerns, including “whistleblowing” in their own work setting.

Module 2

- Considering inter-agency roles and responsibilities for safeguarding and promoting the welfare of children
- Examining the contribution they may be asked to make to the process of assessment, planning and review
- Exploring the process of decision making in the Child Protection Conference
- Developing an understanding of agency roles and contributions to inter-agency collaboration and planning including formulation of a child protection plan.

Appendix 2

Glossary of abbreviations used in report.

AEO	Area Education Officer
ALPA	Area Lead for Psychology Assessment
ALPS	Area Lead for Pupil Support
B4S	Babcock 4S
CPLO	Child Protection Liaison Officer
CSE	Child Sexual Exploitation
DBS	Disclosure and Barring Service
LAC	Looked After Children
LADO	Local Authority Designated Officer
SCC	Surrey County Council
SCR	Serious Case Review
SEN	Special Educational Needs
SSCB	Surrey Safeguarding Children Board



Children and Education Select Committee
28 November 2013

Surrey Clinical Commissioning Groups Safeguarding Children

Purpose of the report: Scrutiny of Services

This report is presented to clarify the arrangements and processes in place within the six Surrey Clinical Commissioning Groups (CCGs) to safeguard children.

Introduction:

1. Within Surrey the process of developing 6 CCGs has been achieved. As the CCGs progressed to authorisation they were required to pick up the quality and safety portfolio which includes Safeguarding Children and Vulnerable Adults.

Key roles have been established with each CCG having a lead director for safeguarding. Guildford & Waverley CCG are the host CCG for children's health and children's safeguarding, leading on safeguarding on behalf of the 6 CCGs. The countywide safeguarding professionals are either employed by Guildford and Waverley CCG or hosted within providers with a remit across the 6 CCGS in Surrey. In October 2013 Ms Vicky Stobart was appointed on a substantive basis as Executive Nurse / Director Quality and Safeguarding and it is to this post holder that the countywide safeguarding children team are accountable. Also in October 2013, Dr Clare Stevens was appointed as the clinical lead for children for Guildford and Waverley CCG.

Surrey CCGs currently commission services from 5 Surrey Hospital Trusts, 3 Community Trusts and 1 Mental Health Trust. In addition health services are commissioned by NHS England, Public Health and through joint commissioning arrangements

2. The Surrey Wide Safeguarding Children team are directly accountable to the Executive Nurse / Director Quality and Safeguarding and have the role of ensuring that CCGs discharges their statutory duties to Safeguard Children as required by section 11 of the children Act 2004.

- The service adheres to requirements of Section 11 of the Children Act 2004.
- Staff within providers delivering the safeguarding children service have access to the expertise provided by the Surrey Wide Safeguarding Children Team. All staff involved in delivery of the service comply with Surrey Safeguarding Children Board and CCG Procedures.
- The Surrey Wide Safeguarding Children Team ensure that the health contribution to safeguarding children and promoting the welfare of children is discharged effectively across the whole of the Surrey health economy through CCG's Commissioning arrangements (meeting the requirements of Care Quality Commission's summary of regulation's outcomes and judgment framework outcome 7). Outcome 7 relates to the evidence required by Care Quality Commission to demonstrate the compliance required to ensure the people who use services are safeguarded from abuse.
- Provide a credible, accessible and approachable service, which empowers staff in safeguarding children.
- Provide a holistic safeguarding service that incorporates child protection.
- Provide services to ensure staff are confident and competent and able to recognise risk of abuse and act efficiently to minimise the risk of children experiencing harm and promote their well-being.

2.1 The County Wide Safeguarding Children Team consists of:

Designated Nurse Safeguarding Children
Deputy to the Designated Nurse Safeguarding Children
Deputy to the Designated Nurse Safeguarding Children
(leading within Guildford and Waverley CCG)

Designated Dr Safeguarding Children
Named Doctor Safeguarding Child
PA to Designated Nurse Safeguarding Children

Designated Doctor for Looked After Children

Designated Nurse for Looked After Children
Coordinator for Looked After Children

Designated Doctor for Child Death Reviews
Specialist Nurse for Child Death Review

'Working Together' (DfE 2013) requires commissioning organisations to secure the expertise of a designated professional lead (or, for health provider organisations, named professionals) for safeguarding. Their role is to support other professionals in their agencies to recognise the needs of children, including rescue from possible abuse or neglect. Designated professional roles should always be explicitly defined in job descriptions. Professionals should be given sufficient time, funding, supervision and support to fulfil their child welfare and safeguarding responsibilities effectively.

Within provider organisations the named professionals ensure the supervision of health professionals including health visitors and school nurses.

Although the designated professional's team are hosted by Guildford and Waverley CCG they provide services across the 6 CCGs working closely with named professionals employed within the providers commissioned by the CCGs. The diagram below indicates which CCG leads on the commissioning of services from each provider:

10

2.2 Services Provided by the Surrey Wide Safeguarding Children Team

The service is Surrey wide and is provided by a Consultant / Designated Nurse, Designated Doctor, Named GP and a Personal Assistant for Safeguarding Children, Designated professionals for Looked After Children and Child Death Review and they will jointly:

- Provide advice to each CCG regarding how their responsibilities as defined in the Children's Act 2004, Working Together (DFES 2010) and other national and local guidance can be met
- Provide advice to each CCG regarding clear service standards for safeguarding and promoting the welfare of children within service specifications.
- Provide advice to each CCG relating to child protection investigations or allegations directly relating to a member of staff or volunteer
- Provide safeguarding children induction training to CCG staff members

- Provide supervision to Named Nurses, Midwives and Doctors for Safeguarding across Health Trusts in Surrey or where the Trust covers more than one CCG area agree with the other CCGs who should provide the supervision
- Provide advice, support and direction to Named Nurses, Doctors and Midwives for Safeguarding Children and other Safeguarding Leads
- Provide support and direction to the Named Doctors, Named Nurses, and Named Midwives for Safeguarding Children across Surrey in relation to Serious Case Reviews
- Will as part of a Serious Case Review, review and evaluate the practice and learning from all Health trusts involved in the review and provide an overview report where required
- Coordinate individual management reviews as part of a Serious Case Review across CCGs within Surrey and act as a member of the Serious Case Review Panel
- Coordinate information requested by other trusts in relation to out of area Serious Case Reviews
- Will monitor all health actions plans which are part of a Serious Case Review or Case Review, within Surrey and for those commissioned out of the area
- Provide support and expertise in the event of a professional disagreement relating to Safeguarding Children
- Provide health Safeguarding Children's advice to the SSCB (Surrey Safeguarding Children Board) and attend the Board and Standing / Tasks Groups as a representative of the CCGs
- Provide advice to Health Trusts across Surrey on Safeguarding Policies and Procedures, Training and Audits
- Provide a report to the CCG Boards four times a year with monthly exception reporting and attend to present the report, if requested
- Performance monitor services commissioned across Surrey in relation to safeguarding children and report back to the CCG in the quarterly report
- On request, attend Health Trust's Safeguarding Committees across the Health economy
- On request, participate in Named Professionals Safeguarding recruitment processes, across the health economy

- Communicate information from the Surrey Safeguarding Children Board and the Standing and Task Group to CCGs across Surrey via their Safeguarding Children Lead
- Attend the CCGs Safeguarding Governance Committees on request
- Provide level 2 and 3 safeguarding children training to GP leads and monitor training uptake within practices
- Provide advice and support to GP practices in relation to safeguarding children and child protection issues
- Provide updates to the CCG safeguarding Children procedures
- Monitor Serious Incidents in connection to safeguarding children
- Coordinate the completion of Section 11 across Surrey for CCGs and Provider organisations and advise on the monitoring of action plans
- Provide quality assurance of health assessments for looked after children
- To ensure the child death review process is followed according to the requirements of 'Working Together to Safeguard Children (DfE 2013)

2.3 Surrey Safeguarding Children Team CCG and Providers



Acute	Community
East Surrey Hospital Trust	First Community Health and Care
Royal Surrey County Hospital Trust	Central Surrey Health
Frimley Park Hospital Trust	Virgin Care Limited
Epsom and St Helier Hospital Trust	
Ashford and St Peters Hospital Trust	

Surrey Wide CCG Safeguarding Children Team Action Plan

The Surrey Wide Safeguarding Children Team has produced an action plan to enable the team to focus on key areas that need to be addressed (appendix 1). Monitoring of this plan will be done through the Designated Professionals meeting and the CCG Quality Leads meeting.

Partnership Arrangements

3. **There is strong effective partnership working between the Surrey Safeguarding Children Board (SSCB) and the Surrey Wide CCGs Safeguarding Children Team, which recognises the importance of creating meaningful partnerships nationally, regionally and locally to secure the best quality health services and improve the health and wellbeing of its population. Membership of Surrey Safeguarding Children Board meetings is outlined in appendix 3.**

3.1 SSCB Health Sub Group

The Health sub group is a standing group of the SSCB which acts as a key forum for communication across the Surrey health economy and continues to keep the high profile that it deserves and is functioning effectively. The membership has been reviewed to ensure consistent representation from the Board level leads of the all health provider organisations commissioned by CCGs and via senior representation of CCGs.

3.2 Working together with Independent providers

Alpha:

Alpha is a specialist mental health in-patient service providing services for both adults and children, commissioned by NHS England, with one facility located within Surrey. Following significant patient safety and care standard concerns and in addition questions about the appropriate use of the Mental Health Act and safeguarding issues being identified, it was agreed by NHS England that the Surrey Wide CCG Designated Nurse for Safeguarding

Performance monitoring of Surrey health providers:

- 4 **The Safeguarding Children Team provides assurance to the six CCGs through the regular reporting process and the triangulation of evidence through supervision of named professionals. CCG reports address the following key areas:**

4.1 Section 11

Section 11 of the Children's Act 2004 places a duty on key persons and bodies to make arrangements to ensure that: in discharging their functions they have regard to the need to safeguard and promote the welfare of children, and that the services they contract out to others are also provided having regard to that need. Monitoring this duty is a core function of the Surrey Safeguarding Children Board (SSCB).

In 2012 The SSCB made the decision that the Section 11 audit will take place every 2 years. In the alternate years the

SSCB will review the individual action plans submitted by all SSCB partners and undertake spot checks of the evidence provided. The action plans have also been shared with CCGs to enable monitoring through the contract process.

4.2 Dashboard CCG Reporting

The performance management tool developed by the Designated Nurse for use across commissioned services has been distributed across the health economy to obtain key performance data from all health providers.

Information requested covers:

- Leadership and workforce
- Training
- Supervision
- Partnership working
- Vulnerable groups
- Serious Incident, Serious Case Review, Case Review, Individual Management Reviews

The Safeguarding Children Team produces a quarterly report to CCG Boards with the first full board report to each CCG having been completed on 2nd September 2013 with exceptions reports provided on a monthly basis

The reporting dates are:

- 2nd December 2013
- 3rd March 2014
- 2nd June 2014
- 1st September 2014
- 1st December 2014

The dashboard is circulated to the named nurses within each provider organisations for completion, the providers asked to contribute are:

- Surrey and Borders Partnership Trust
- East Surrey Hospital
- Frimley Park Hospital
- Ashford and St Peters Hospital Trust
- Epsom and St Helier Hospital Trust
- Royal Surrey County Hospital Trust
- Central Surrey Health
- Virgincare
- First Community Health and Care

Work is in progress to finalise key performance indicators which have been drawn from the dashboard and will be included in contracts.

5 There have been a number of challenges faced by the Surrey Wide CCG Safeguarding Children Team

5.1 Safeguarding Children professionals Capacity Review

Following discussion at the SSCB in November 2012 it was agreed that there needed to be a full capacity and capability review of the CCG lead role for safeguarding, the capacity of the designated professionals for both safeguarding and Looked After Children and of the named professionals in the provider trusts and hospital trusts. It was agreed that this review could be resourced through the then Strategic Health Authority.

Stage 1 of the review was completed and presented to the Director of Governance and Quality for Guildford and Waverley CCG and the Strategic Lead for Children and Young People NHS South of England. Stage 2 of the capacity review has also now been completed. The two reports were presented to the SSCB in March 2013. The SSCB requested that further work be undertaken on both reports to include benchmarking and clear recommendations for CCGs. This phase was completed in July 2013 and was presented to the Director of Governance and Quality Guildford and Waverley CCG and was presented to the SSCB full Board on 17th July 2013.

From October 2013 in order to address some of the capacity issues a decision was made that two deputies to the designated nurse safeguarding children will be recruited and will provide support across the county, interviews are taking place on 7th November 2013. In addition the PA to the Designated nurse hours have been increased to full time.

In addition, a Project Manager has been appointed for a 6 month term contract. It is planned that this role will create additional capacity within the system, to review the overall function and responsibilities of the Surrey Wide CCG Safeguarding Children Team. The outcome being, a clearer understanding of outputs, responsibilities, function, interface issues and strategic remit of the team. Partnership working will be a central focus, as will the production of reports for the SSCB, Corporate Parenting Board.

5.2 Themes from Serious Case Reviews

Learning from serious case reviews and case reviews is a standing item on the SSCB Health Safeguarding Children agenda, discussion has taken place regarding the recurring themes. Following this designated professionals met with the Executive Nurse of Guildford and Waverley CCG to discuss key themes and

learning that have come out of serious case reviews and case reviews over the last few years and have produced an overarching action plan to promote practice change (Appendix 2).

5.3 GP Engagement

Work has been undertaken by the Surrey Wide CCG Named GP and Designated Nurse for Safeguarding Children to identify a Safeguarding Lead within every GP practice within Surrey the current figures are:

CCG	No. practices with identified lead for safeguarding children	% practices with identified lead for safeguarding children
North East Hants & Farnham CCG	5/5	100%
Guildford & Waverley CCG	20/21	95%
East Surrey CCG	19/19	100%
Surrey Heath	10/10	100%
Surrey Downs	34/34	100%
North West Surrey	43/43	100%

The named GP and designated nurse deliver a safeguarding children training programme for GP leads addressing level 2 and 3. There are 4 half day courses scheduled between now and March 2014.

Following training GP engagement has been consistently good, the Designated Nurse and Named GP have received a number of calls for advice concerning possible child protection or safeguarding issues

Conclusions:

During times of major change and with resource pressures there is clear evidence that risks are increased and there is a need to constantly monitor the arrangements put in place to safeguard children. Recent developments in terms of increasing capacity and the implementation of robust monitoring, reporting and planning processes reduces such risks for the future. Throughout the time of change participation in key multiagency processes have been maintained

Recommendations:

That the Select Committee note the report and make recommendations as

Next steps:

That Guildford and Waverley CCG as the lead for safeguarding children continue to monitor and develop the safeguarding children arrangements across the Surrey health economy.

Report contact: Vicky Stobbart, Executive Nurse, Director of Quality and Safeguarding, NHS Guildford and Waverley CCG

Contact details: Telephone: 01483 405498 Email: vicky.stobbart@nhs.net

Surrey-wide Clinical Commissioning Groups Safeguarding Children Priorities and Work plan 2013 to 2014

CCGs are statutorily responsible for ensuring that the organisations from which they commission services provide a safe system that safeguards children at risk of abuse or neglect. This includes specific responsibilities for looked after children and for supporting the child overview process.

In addition the CCG as an organisation has a statutory duty to ensure it complies with Section 11 of the Children Act 2004.

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Desired Outcome	Key Actions <small>What is to be done to achieve the desired outcome</small>	Timescale <small>When will action be completed</small>	Accountable Person <small>Who is responsible for ensuring action is completed</small>	Targets <small>How will progress be measured</small>	Monitoring <small>How will we know that the action has had the desired impact when will progress be reviewed and where</small>	Progress <small>Red/Amber/Green rating and Comment</small>
Safeguarding Children Team:						
1. CCG can demonstrate compliance with statutory guidance “Working Together to safeguard children” 2013						
1.1 Senior management commitment to the importance of safeguarding and promoting children’s welfare.	Arrangements to be made for Designated professionals to attend meetings quarterly times a year with CCG safeguarding leads to ensure safeguarding priorities are identified and actioned.	September 2013	<i>Executive Nurse, Director of Quality and Safeguarding</i>	Attendance at regular meetings	Minutes of meeting to demonstrate attendance and contribution	Designated nurse attended 1 st meeting with quality leads on September 2013
1.2 A clear statement of the agency’s responsibility towards children is available	Each CCG to have in place their own safeguarding children policy which	October 2013	<i>Executive Safeguarding Children Lead: North West CCG East CCG</i>	Updated Policy on public facing website	Updated Policy on public facing website	Safeguarding Policy has been updated and circulated to the CCG

Desired Outcome	Key Actions What is to be done to achieve the desired outcome	Timescale When will action be completed	Accountable Person Who is responsible for ensuring action is completed	Targets How will progress be measured	Monitoring How will we know that the action has had the desired impact when will progress be reviewed and where	Progress Red/Amber/Green rating and Comment
to all staff	complies with Working Together 2013. Designated Nurse has offered support to complete this action.		<i>Surrey Downs CCG Surrey Heath CCG G&W CCG Farnham & Hants CCG</i>			Safeguarding Children Leads to use as a template October 2013
1.3 A clear line of accountability within the organisation for work in safeguarding and promoting the welfare of children.	A document is developed by the lead CCG (G and W) to clearly identify accountability across the health economy and the responsibilities of all members of the county wide safeguarding children team.	December 2013	<i>Executive Nurse, Director of Quality and Safeguarding</i>	Memorandum of understanding produced		An initial document around communication between the CCG's has been produced and further work has been undertaken on a memorandum
1.4 Service development takes account of the need to safeguard and promote welfare and is informed, where appropriate by the views of children and families	The Designated professionals to provide advise throughout the contract process regarding the inclusion of safeguarding standards within contracts and evidence required during the monitoring process	December 2013	Designated Professionals	Completion of standards for inclusion in contracts	All CCG's have agreed standards included in contracts	Work is in progress in developing standards for inclusion in contracts and discussion has taken place with the designated nurse and NW surrey CCG regarding testing this process with the Virginicare contract
1.5 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	Designated professionals to offer levels 1 and 2 safeguarding training to CCG employed staff and to support CCG's in evidencing uptake.	December 2013	Designated Professionals	Monitor uptake of CCG safeguarding training	Feedback through CCG leads meeting	Designated Nurse delivered training to NW Surrey CCG in 2012 and East Surrey CCG on 24/10/13 Surrey Downs staff attended level 3 training developed by the named GP and

Desired Outcome	Key Actions What is to be done to achieve the desired outcome	Timescale When will action be completed	Accountable Person Who is responsible for ensuring action is completed	Targets How will progress be measured	Monitoring How will we know that the action has had the desired impact when will progress be reviewed and where	Progress Red/Amber/Green rating and Comment
						designated nurse 2013
1.6 Safer recruitment/ allegations management practices in place	CCG Safeguarding policies to include process to follow in the case of allegations. Designated professionals to be a source of advice when there is an allegation against a CCG employee.	October 2013	<i>Executive Safeguarding Lead for:</i> <i>North West CCG</i> <i>East CCG</i> <i>Surrey Downs CCG</i> <i>Surrey Heath CCG</i> <i>G&W CCG</i> <i>Farnham & Hants CCG</i>	Updated Policy which includes allegations to be on public facing website	Updated Policy which includes allegations to be on public facing website	Safeguarding Policy has been updated and includes the process on allegations, it has been circulated to the CCG Safeguarding Children Leads to use as a template October 2013
1.7 Effective inter-agency working to safeguard and promote the welfare of children.	The designated professionals to attend SSCB and relevant standing groups.	Ongoing	Designated Professionals	Designated professionals attendance at meetings	Minutes of meeting to demonstrate attendance and contribution	Representation on SSCB and relevant meetings by Designated professionals
1.8 Information sharing	The Designated professionals to provide quarterly safeguarding reports including a summary of the dashboard to each CCG with monthly exceptions reports. The Designated nurse to join fortnightly conference call re a private mental health provider The designated nurse to provide monthly reports to NHSE LAT regarding safeguarding with information from dashboard, local hospitals, Local Authority Designated Officer	Ongoing	Designated Professionals	Quarterly reports and exceptions reports produced for the CCG Boards on dates agreed Monthly reports completed and forwarded to the LAT		Reporting dates have been agreed 1 st full report completed and sent to each CCG on 11 th September 2013 Monthly reports completed and sent to the LAT on the 16 th of every month

Desired Outcome	Key Actions What is to be done to achieve the desired outcome	Timescale When will action be completed	Accountable Person Who is responsible for ensuring action is completed	Targets How will progress be measured	Monitoring How will we know that the action has had the desired impact when will progress be reviewed and where	Progress Red/Amber/Green rating and Comment
	and police reports.					
2. All CCG contractual arrangements with provider organisations are quality assured around safeguarding children						
<p>2.1 Contracts to include:</p> <ul style="list-style-type: none"> Requirement for each organisation to complete and comply with section 11 self-assessment Undertake safeguarding audit and contribute to LSCB audits if requested Complete Safeguarding Dashboard Requirement to notify CCG of serious safeguarding incident Requirement to notify CCG of safeguarding risks Requirement to notify CCG of any allegation against staff involving under 18 years old Have in place safe recruitment processes 	<p>Designated professionals to triangulate information reported in provider section 11 assessments through supervision.</p> <p>Designated professionals to attend or contribute to the SSCB QA&E work plan and feedback any issues regarding providers to CCG safeguarding leads.</p> <p>Dashboard to be distributed quarterly and findings included in CCG reports.</p>	Ongoing	Designated professionals	<p>Through Supervision of named professionals</p> <p>Minutes of meeting to demonstrate attendance and contribution to QA&E</p>	<p>Supervision papers</p> <p>Feed back through SSCB Health and Safeguarding meeting</p>	<p>Designated nurse delivers regular supervision with Named Nurses and Midwives</p> <p>Designated nurse has met with SSCB quality manager to finalise multi agency audit</p> <p>Dashboard has been distributed and those available were recorded in CCG reports</p> <p>Designated nurse has received 6monthly reports from Local Authority Designated Officer regarding allegations against health professionals</p>

Desired Outcome	Key Actions What is to be done to achieve the desired outcome	Timescale When will action be completed	Accountable Person Who is responsible for ensuring action is completed	Targets How will progress be measured	Monitoring How will we know that the action has had the desired impact when will progress be reviewed and where	Progress Red/Amber/Green rating and Comment
3. CCG has a statutory duty to be members of Local safeguarding children's boards, working in partnership to fulfil their safeguarding responsibilities						
3.1 Director with Safeguarding responsibility to sit on LSCB	Designated professionals to attend LSCB meeting	ongoing	Designated professionals		Minutes of meeting to demonstrate attendance and contribution to QA&E	
3.2 Designated professionals to sit on LSCB and sub groups	Designated professionals to attend LSCB sub groups	ongoing	Designated professionals		Minutes of meeting to demonstrate attendance and contribution to QA&E	
4. To have robust processes in place to learn from serious safeguarding incidents						
4.1 Communications strategy in place within CCG	Processes to be re-established to ensure CCG lead notify designated professionals and seek their advice when an SI is of a safeguarding nature. Designated professionals to advise appropriate CCG lead of any potential case review and report progress in reports to CCG's.	October 2013 Ongoing	<i>Executive Nurse, Director of Quality and Safeguarding</i> and Designated professionals Designated professionals	Flow chart of process embedded in policies Update in CCG exceptions reports and quarterly board reports	Feedback through CCG Leads meeting Update in CCG exceptions reports and quarterly board reports	Flow chart process has been produced and embedded in draft safeguarding children policy which were distributed to leads Oct 2013 Specific CCG SCR/CR/IMR information added to reports

Desired Outcome	Key Actions What is to be done to achieve the desired outcome	Timescale When will action be completed	Accountable Person Who is responsible for ensuring action is completed	Targets How will progress be measured	Monitoring How will we know that the action has had the desired impact when will progress be reviewed and where	Progress Red/Amber/Green rating and Comment
4.2 Ensure all health providers have communication pathways in place to share learning	The SSCB Health group agenda to ensure communication between SSCB, CCG's and providers	Ongoing	<i>Executive Nurse, Director of Quality and Safeguarding</i>		Minutes of meeting to demonstrate attendance and contribution	ToR being reviewed and updated, last updated May 2013
4.3 Work in partnership with LSCB and local authority to evidence outcome based learning.	Designated professionals to attend and contribute to SSCB SCR panels and Learning development and communication group.	Ongoing	Designated Professionals		Minutes of meeting to demonstrate attendance and contribution	Designated Nurse attends SCR Panels and is chair for SSCB Learning, development and Communication Group
5 Ensure there are effective NHS safeguarding arrangements across each health community						
5.1 All health providers can demonstrate compliance with "Working together to safeguard children" 2013 via self-assessment tool	Designated professionals to triangulate information reported in provider section 11 assessments through supervision. Designated professionals to include provider section 11 action plans in CCG reports to allow monitoring through contract process.	Ongoing Ongoing	Designated Professionals Designated Professionals	Through Supervision of named professionals Section11 actions plans embedded in CCG quarterly reports	Through Supervision of named professionals Feedback through CCG Leads meeting	Designated nurse delivers regular supervision with Named Nurses and Midwives Section11 action plans have been produced and embedded in draft safeguarding children reports which were distributed to leads September 2013

Desired Outcome	Key Actions What is to be done to achieve the desired outcome	Timescale When will action be completed	Accountable Person Who is responsible for ensuring action is completed	Targets How will progress be measured	Monitoring How will we know that the action has had the desired impact when will progress be reviewed and where	Progress Red/Amber/Green rating and Comment
5.2 CQC section 7 compliant	Designated professionals to triangulate information reported in provider section 11 assessments through supervision.	Ongoing	Designated Professionals	Through Supervision of named professionals	Through Supervision of named professionals	Designated nurse delivers regular supervision with Named Nurses and Midwives
5.3 SI reporting systems in place	Processes to be re-established to ensure CCG lead notify designated professionals and seek their advice when an SI is of a safeguarding nature.	October 2013	<i>Executive Nurse, Director of Quality and Safeguarding</i> and Designated professionals	Flow chart of process embedded in policies	Feedback through CCG Leads meeting	Flow chart process has been produced and embedded in draft safeguarding children policy which were distributed to leads Oct 2013
5.4 Risk reporting arrangements	Designated professionals to communicate risks identified to CCG leads advise the lead on strategies to reduce/eliminate risk.	Ongoing	Designated professionals		Feedback through CCG Leads meeting	
5.5 Managing allegations against staff & whistleblowing reporting	Designated professionals to maintain liaison with Local Authority Designated Officer and report on allegations within CCG reports. Designated professionals to attend meetings re allegations when requested by Local Authority Designated Officer.	Ongoing	Designated Professionals			6 monthly allegation report received from Local Authority Designated Officer

Desired Outcome	Key Actions What is to be done to achieve the desired outcome	Timescale When will action be completed	Accountable Person Who is responsible for ensuring action is completed	Targets How will progress be measured	Monitoring How will we know that the action has had the desired impact when will progress be reviewed and where	Progress Red/Amber/Green rating and Comment
6. Can demonstrate that the Designated clinical experts are embedded in the clinical decision making of the organisation						
6.1 Designated Nurse/Doctor attend relevant meetings	Arrangements to be made for Designated professionals to attend meetings quarterly with CCG safeguarding leads to ensure safeguarding priorities are identified and actioned.	September 2013	<i>Executive Nurse, Director of Quality and Safeguarding</i>	Attendance at regular meetings	Minutes of meeting to demonstrate attendance and contribution	Arrangements made for designated to attend 1 st meeting with quality leads September 2013 Arrangements have been agreed by attendance of the whole safeguarding children team at future meetings
6.2 Designated professionals provide reports to Directors with responsibility for safeguarding and have regular meetings	Arrangements to be made for Designated professionals to attend meetings quarterly with CCG safeguarding leads to ensure safeguarding priorities are identified and actioned.	September 2013	<i>Executive Nurse, Director of Quality and Safeguarding</i>	Attendance at regular meetings	Minutes of meeting to demonstrate attendance and contribution	Arrangements made for designated to attend 1 st meeting with quality leads September 2013 Arrangements have been agreed by attendance of the whole safeguarding children team at future meetings
7. CCG is managing and monitoring risk associated with safeguarding children across Surrey.						
7.1 Risk Management Strategy in Place	Designated professionals to communicate risks identified to CCG leads advise the lead on strategies to reduce/eliminate risk.	Ongoing	Designated Professionals		Feedback through CCG Leads meeting	

Desired Outcome	Key Actions What is to be done to achieve the desired outcome	Timescale When will action be completed	Accountable Person Who is responsible for ensuring action is completed	Targets How will progress be measured	Monitoring How will we know that the action has had the desired impact when will progress be reviewed and where	Progress Red/Amber/Green rating and Comment
8. Ensure there are robust arrangements and agreed reporting systems in place for unexpected deaths in childhood						
8.1 Designated Doctor in place with clear job description, dedicated time and service level agreement with main employer.	For designated professionals to provide advice to CCG safeguarding leads to ensure these processes are in place.	Ongoing	<i>Executive Nurse, Director of Quality and Safeguarding</i>			
8.2 Designated Doctor for Child Death and Designated Doctor and or nurse member of Child Death Overview Panel (CDOP)	Key issues around risks, SI's and SCR's arising from CDOP are alerted to CCG and LSCB and are included in designated professionals reports to CCG's.	Ongoing	<i>Executive Nurse, Director of Quality and Safeguarding</i>			
8.3 Risks, SI's and SCR's arising from CDOP are alerted to CCG and LSCB		Ongoing	<i>Executive Nurse, Director of Quality and Safeguarding</i>			

Appendix 2

Serious Case Review Themes Action Plan 2012 to 2014

Desired Outcome	Key Actions <small>What is to be done to achieve the desired outcome</small>	Timescale <small>When will action be completed</small>	Accountable Person <small>Who is responsible for ensuring action is completed</small>	Targets <small>How will progress be measured</small>	Monitoring <small>How will we know that the action has had the desired impact when will progress be reviewed and where</small>	Progress <small>Red/Amber/Green rating and Comment</small>
1. Supervision						
Consistent delivery of supervision to all named professionals to ensure that there are robust supervision arrangements to health professionals across provider organisations resulting in better outcomes for children	For designated professionals to ensure a framework is in place to monitor the implementation of safeguarding supervision	April 2014	Designated Professionals	Supervision checklist to be developed	Through feedback from named professionals at supervision and reporting to CCG boards	
2. Risk Assessment – Recognition of Risks						
Risk assessments are being carried out correctly enabling risk to be recognised and historical / current records are being routinely accessed	To develop a paper on risk assessment giving clear advise on what to look for Develop a tool/dashboard to give assurance that risk assessment takes place	April 2014	Designated Professionals	Tool / dashboard on risk assessment	Through feedback from named professionals at supervision and reporting to CCG boards	

Desired Outcome	Key Actions What is to be done to achieve the desired outcome	Timescale When will action be completed	Accountable Person Who is responsible for ensuring action is completed	Targets How will progress be measured	Monitoring How will we know that the action has had the desired impact when will progress be reviewed and where	Progress Red/Amber/Green rating and Comment
3. Professional Challenge						
Staff in all agencies are competent and confident in challenging practice in the child's best interests	To establish processes to ensure a culture that promotes professional challenge.	June 2014	Designated professionals	Designated professionals facilitate discussion through named professional meetings and evidence in relation to organisational culture is measured through the deepdive audit planned for early 2014	Minutes of meeting to demonstrate discussion	
4. Male partners						
The role of fathers or male carers is considered and information gathered and recorded and if necessary shared	Processes are in place where information is gathered and recorded on client records and shared in a timely way if appropriate	June 2014	Designated Professionals	Evidence that records show that practitioners are asking the right questions regarding fathers and male partners	deep dive audit	
5. Poor communication between GP, Maternity and Health Visitors						
Information is being shared effectively between the GP, Maternity and Health Visiting to enable staff to build a picture	Robust processes are in place which facilitate information sharing and that information is being shared in a timely way	June 2014	Designated Professionals	Evidence that information policy is available and being followed and information sharing forms are being used	deep dive audit	

Desired Outcome	Key Actions What is to be done to achieve the desired outcome	Timescale When will action be completed	Accountable Person Who is responsible for ensuring action is completed	Targets How will progress be measured	Monitoring How will we know that the action has had the desired impact when will progress be reviewed and where	Progress Red/Amber/Green rating and Comment
6. Misuse of Alcohol						
Alcohol misuse is assessed and where issues / risks are identified information is shared	Tools are being used by professionals in the assessment of alcohol misuse and information is being shared when necessary	June 2014	Designated Professionals	Evidence of tools being used and record keeping	deep dive audit	
7. Lack of Child Focus						
Assessment should be child centred. Children and their parents should be considered as individuals and that family structures, culture, religion, ethnic origins and other characteristics should be respected.	Assessments are in place that reflect that needs of the child are being recognised	June 2014	Designated professionals	Evidence that practitioners are using a child centred approach when assessing families needs	Through reflection at supervision deep dive audit	
8. Lack of recognition of the significance of bruising/injuries in non-mobile						
All professionals are aware of and understand the guidance on bruising to babies and none mobile children	SSCB guidance on bruising in children is embedded in practice and training has been attended	June 2014	Designated professionals	Evidence of training attendance	deep dive audit	

Desired Outcome	Key Actions What is to be done to achieve the desired outcome	Timescale When will action be completed	Accountable Person Who is responsible for ensuring action is completed	Targets How will progress be measured	Monitoring How will we know that the action has had the desired impact when will progress be reviewed and where	Progress Red/Amber/Green rating and Comment
9. Difficulty in Working with Resistant Families						
Staff working with hostile / threatening / and non-compliant parents/carers and those who use disguised compliance are supported and able to identify where these actions may be impacting on childcare/child protection issues	Training and support is provided to equip staff with the necessary tools to undertake work with resistant families	June 2014	Designated professionals	Evidence of training attendance	Feedback through supervision deep dive audit	

SSCB Membership

Appendix 3

Meeting:	Quality Lead	Designated Nurse	Designated Dr	Named GP	Designated Dr LAC	Designated Nurse LAC	Designated Dr CDOP	Specialist Nurse CDOP
SSCB Health Safeguarding Meeting	✓ (Chair)	✓	✓	✓	✓	✓	✓	
SSCB Learning, Development and Communication Group		✓ (Chair)				✓		
SSCB Quality QA&E Meeting		✓	✓					
SSCB Operations Group	✓	✓						
SSCB Strategic Case Review Group	✓	✓						
SSCB SCR Panel Meetings		✓						
SSCB Full Board Meeting	✓	✓	✓					
CCG Quality Leads Meeting	✓	✓						
Designated Professionals Safeguarding Children Team Meeting	✓	✓	✓	✓	✓	✓	✓	✓
Designated Nurses Meeting Local Area Team		✓						
Named Professionals Meeting		✓ (on request)	✓ (on request)	✓				
Supervision meetings of each named nurse/midwife/doctor		✓	✓					
Meetings between Designated Doctor & Designated Nurse		✓	✓					
Conference Dissent Meetings			✓					
Contract Monitoring Meetings (as required)	✓	✓	✓					
Provider Safeguarding Meetings (as required)	✓	✓	✓					
Child Death Overview Panel			✓	✓			✓	✓
SSCB Policy and Procedures Group			✓					



Children & Education Select Committee
28 November 2013

FORWARD WORK PROGRAMME & RECOMMENDATIONS TRACKER

1. The Committee is asked to review its forward work programme and recommendations tracker, which are attached.
2. The recommendations tracker allows Committee Members to monitor responses, actions and outcomes against their recommendations or requests for further actions. The tracker is updated after each Committee. Once an action has been completed and reported to the Committee, it will be removed from the tracker. The next progress check will highlight to Members where actions have not been dealt with.

Recommendation:

That the Committee reviews its forward work programme and recommendations tracker.

Next Steps:

The Committee will review its forward work programme recommendations tracker at each of its meetings.

Report contact: Andrew Spragg, Committee Assistant, Democratic Services.

Contact details: 020 8541 9122 andrew.spragg@surreycc.gov.uk

Sources/background papers: None.

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**CHILDREN & EDUCATION SELECT COMMITTEE
ACTIONS AND RECOMMENDATIONS TRACKER – UPDATED NOVEMBER 2013**

The recommendations tracker allows Committee Members to monitor responses, actions and outcomes against their recommendations or requests for further actions. The tracker is updated following each Select Committee. Once an action has been completed, it will be shaded out to indicate that it will be removed from the tracker at the next meeting. The next progress check will highlight to members where actions have not been dealt with.

Recommendations:

Date of meeting and reference	Item	Recommendations	To	Response	Progress Check On
31 June 2013	INCREASING THE EMPLOYABILITY OF YOUNG PEOPLE IN SURREY	That the Committee look to further explore the provision of careers advice and information and guidance in Surrey, with a particular focus on consistency.	Chairman/Scrutiny Officer	It is recommended that the Children & Education Select Committee commission a Member Reference Group to consider the Skills for the Future strand of the Public Service Transformation Programme, particularly proposals around future provision of Information, Advice and Guidance. A full report setting out proposals is included in the agenda.	November 2013
		That the Assistant Director for Young People clarify whether the peer review action plan meeting will take place on 4 October 2013 and that the Committee be informed of the steps taken to implement the recommendations of the review.	Assistant Director for Young People	The workshop to develop actions in relation to the findings from the peer review took place in October and the actions have been agreed. A formal document is in the process of being drafted and will be shared with the Committee once available.	TBC

Date of meeting and reference	Item	Recommendations	To	Response	Progress Check On
19 September 2013	EARLY HELP OFFER - REDUCING THE NEED FOR FAMILIES TO ACCESS HIGH SUPPORT SERVICES [Item 7]	That once available, the Committee receives the formal Early Help Commissioning Strategy and Action Plan.	Assistant Director for Children's Services	The Early Help Strategy has been published in draft format for consultation and will be shared with the Children and Education Select Committee. The partnership action plan is being developed with partners at the next Early Help Partnership Reference Group meeting on 27 November. High level partnership plan to be shared with the Children and Education Select Committee by March 2014.	February / March 2014
		That in development of the Strategy, officers give consideration as to how partner contribution and commitment can be encouraged and tracked.	Assistant Director for Children's Services	Early Help agreed joint priority by Children's Health and Wellbeing Group.	February / March 2014
		That officers also give consideration to how the intended overarching partnership outcomes will be agreed and measured with the intention that the Select Committee will revisit the progress once the formal Strategy is in place.	Assistant Director for Children's Services	Outcomes and measures to be determined by work with partners.	February / March 2014
	THE SURREY FAMILY SUPPORT PROGRAMME AND TRANSFORMING PUBLIC SERVICES [Item 8]	That the Family Support Programme model be used to inform the development of the Early Help and Commissioning Strategy.	Assistant Director for Children's Services/ Head of Family Services	Officers have acknowledged this recommendation and the Early Help and Commissioning Strategy will be developed accordingly.	February / March 2014
		That officers consider how best to monitor savings achieved by the Family Support Programme and ensure that this information is received by the Select Committee once	Assistant Director for Children's Services/ Head of Family Services	Extension of the Family Support Programme is one strand of the Council's Public Service Transformation	February 2014

Date of meeting and reference	Item	Recommendations	To	Response	Progress Check On
		available.		Programme. A full business case for this strand is currently being developed by officers for Cabinet approval in February 2014. This document will project likely future savings from a scaled up programme, and will be shared with the Committee once available.	
	PUBLIC HEALTH, EARLY HELP AND THE SUPPORTING FAMILIES PROGRAMME [Item 9]	That officers ensure all commissioned services have a universal and targeted element.	Assistant Director for Children's Services/ Director of Public Health	The Committee will be scrutinising the implementation of this as part of its future work programme.	May 2014
		That officers design a support programme for the Early Help system which mirrors the core offer being developed for the Family Support Programme.	Assistant Director for Children's Services/ Director of Public Health	The Committee will be scrutinising the implementation of this as part of its future work programme.	May 2014
	RECOMMENDATION TRACKER AND FORWARD WORK PROGRAMME [Item 10]	The Committee set up a Member Reference Group to contribute to the development of a strategy to improve outcomes for Gypsy, Roma and Traveller children and young people in Surrey.	Children & Education Select Committee/Scrutiny Officer	The group met on 14 November to input into the Council's GRT strategy. The group will reconvene in January 2014 to consider the final strategy and an update report will be submitted to the Select Committee.	January 2014

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Children & Education Select Committee – Forward Work Programme 2013/14

27 January 2014: Looked After Children in Surrey

- How is Surrey positively impacting upon outcomes for Looked After Children?
 - To include the role and work of the Corporate Parenting Board
- How is Surrey working to improve placement stability?

Why scrutinise this area?

- Surrey County Council has a legal duty to act as a 'corporate parent' for every child and young person who is looked after.
- Improving outcomes for vulnerable young people is a priority for the County Council.

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27 March 2014: Reducing the Attainment Gap in Surrey (TBC)

- How are early years informing the aspirations of young people?
- How can the attainment gap in Surrey (5+ A*-C including English and Mathematics) be improved?
- How is the School Improvement Programme helping to narrow the gap?
- How different schools using pupil premium and the impact that is having on outcomes for disadvantaged pupils?
- How does the curriculum provided improve outcomes for young people with Special Education Needs?

Why scrutinise this area?

- During 2012/13 the Education Select Committee identified that the attainment gap in Surrey was larger than many comparative authorities.

14 May 2014: Joined up support for children with disabilities and complex needs

- How is Surrey joining up support for children with disabilities?
- How prepared is Surrey to meet new legislation in this area – for example the requirement to provide and Education, Health and Care Plan (EHC)?
- How is Surrey's role as the SEN pathfinder for the SE7 informing the transition to a single assessment arrangement?

Why scrutinise this area?

- The Children and Families Bill places a duty on services involved in supporting children and young people with SEN to cooperate with each other and in particular requires local authorities and Clinical Commissioning Groups (CCGs) to make arrangements for joint commissioning.

Member Reference Groups, Task Groups, informal meetings and workshops

School Place Planning – For the Committee to receive a training session in school place planning and agree how they would like to receive updates in this area going forward.

25 November 2013 – 2pm

Meeting with the Secretary of State for Education – Michael Gove has agreed to meet with the Committee on an informal basis to discuss educational matters.

14 February 2014

Budget workshops - Two budget workshops have been organised so that the Committee is able to feed into the budget setting process for 2014/15.

14 October 2013 – 10am

22 January 2014 – 10am

GRT – The Member Reference Group met on 14 November to input into the Council's Gypsy, Roma and Traveller Strategy. The group will meet again in early 2014 to consider the final strategy.

School Performance Workshop – To look at the provisional results for early years, primary, secondary and special school phases for the academic year ending in the summer of 2013.

12 December 2013 – 10am

Children Social Care Complaint Training – To provide training on the handling of Children Social Care Complaints, to allow the Committee to better scrutinise performance.

27 January 2014 – 9.30am

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Children & Education Select Committee
28 November 2013

**Member Reference Group on Provision of Career Information,
Advice and Guidance to students in Surrey**

Purpose of the report: To recommend that the Children & Education Select Committee commissions a Member Reference Group to consider the Skills for the Future strand of the Public Service Transformation Programme, particularly proposals around future provision of Information, Advice and Guidance.

Introduction:

1. At its meeting on 31 July 2013 the Children & Education Select Committee considered how Surrey County Council was working with partners to increase the employability of young people.
2. During the discussions with officers and external partners, the importance of Information, Advice and Guidance (IAG) in schools was highlighted as a crucial mechanism by which Young People's aspirations and opportunities could be aligned.
3. Despite hearing of many positive examples where secondary and post-secondary education providers were working creatively and in partnership with one another to provide robust and tailored IAG for students, there remained a sense that the quality and level of advice varied across the County and between different institutes.
4. The Committee subsequently agreed to further explore the provision of IAG in Surrey, with a particular focus on consistency.
5. Initial work by the Scrutiny team revealed that the provision of IAG in Surrey was already being explored as part of the Public Service Transformation Programme, with a specific strand of work (entitled "Skills for the Future") seeking to transform the education and training pathways for young people in Surrey aged 14 to 25 years. This includes proposals to "integrate, reform and localise IAG".
6. This document provides an overview of the Public Service Transformation Programme, the Skills for the Future strand and recommendation as to how the Children & Education Select Committee could input into the development of proposals.

Public Service Transformation Programme

7. The Chancellor's Budget Statement in March 2013 referenced the Government's four whole place community budget pilots and announced that further support would be provided for areas interested in developing the community budget approach through the creation of the Public Service Transformation Network.
8. The Leader of the County Council submitted an expression of interest on behalf of all key public sector partners in Surrey on 12 April 2013. This set out the Council's and partners' ambition to develop a community budget approach in Surrey and become involved in the Public Service Transformation Network. At the LGA Conference on 3 July 2013 the Secretary of State for Communities and Local Government announced that Surrey had been successful and was one of nine areas that would receive support.
9. Officers were asked to develop outline business cases for each of the following strands:
 1. Emergency Services Collaboration
 2. Extending the Family Support Programme
 3. Dementia Friendly Surrey
 4. Better Use of Public Sector Assets
 5. **Skills for the Future (Appendix A)**
10. These outline business cases were considered by Cabinet in October and officers are now putting together full business cases for consideration in February 2014.

Skills for the Future Strand

11. The intention of the Skills for the Future Strand is to deliver a more efficient skills system and a better match between skills required by businesses and those of young people.
12. The provision of high quality, relevant and unbiased IAG is a key element of this vision, and the outline business case places an emphasis on 1 to 1 support, employer activity, opportunity fairs and relevant localised web-based media.
13. The document also acknowledges that the IAG received by Young People nationally has been widely criticised as being unsuitable and insufficient to prepare individuals for the world of work

Establishing a Member Reference Group

14. In October the Chairman and Vice-Chairman met with the Head of Commissioning and Development, the officer responsible for the Skills for the Future strand of the Public Service Transformation Programme.
15. It was agreed that given the Select Committee's interest in IAG provision, it would be sensible to establish a Member Reference Group to consider the proposals prior to their formal consideration by Cabinet on 28 February 2014.

- 16. A Member Reference Group is similar to a Task Group in that they consist of a small group of Members who look at an issue in-depth. Its role is to act as a consultee and input into policies currently being developed by the service.
- 16. It was acknowledged that the timing of the Member Reference Group's discussions would be crucial, as considering the proposals before they were sufficiently developed would not allow for robust scrutiny, whilst leaving it too late would limit the ability of members to influence the plans.

Recommendation:

- 17. That the Committee establish a Member Reference Group of up to 4 Members to input into the development of the Skills for the Future strand of the Public Service Transformation Programme.

Next steps:

- 18. If the Committee agree to proceed with a Member Reference Group, the Scrutiny team will make the necessary arrangements.

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Background papers: Minutes of the Children & Education Select Committee, 31 June 2013.

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