

**LEICESTERSHIRE COUNTY COUNCIL**  
**CHILDREN & FAMILY SERVICES**  
**Safeguarding & Improvement Unit**

**IRO Child Protection Annual Report 2013-14**

**Content**

1. Executive Summary
2. Introduction
3. Purpose of service and legal context
4. Independent Reviewing Officer Service
5. Child Protection Service
6. Child Sexual Exploitation
7. Children Using Sexually Abusive Behaviour
8. Future Development Activity
9. Annual Work Programme 2014-15

Appendices

## **Executive Summary**

- 1.1 This document sets out the Independent Review Officer (IRO) report on the performance of the child protection system during 2013-14.
- 1.2 There are strengths, challenges and areas for improvement as set out below. The report identifies some development areas and includes a work programme for 2014-15 within the appendices.
- 1.3 Strengths
  - The introduction of the Grow Safety model into Child Protection Conferences (CPC) to make clearer the concerns and allow for the child and family voice to be heard.
  - Provision of a dedicated advocacy service to support children over 10 years old in the CPC.
  - Low numbers of complaints.
  - Listening & Support Service for children who go missing.
- 1.4 Challenges
  - To ensure that the category of Emotional Abuse complies with the definition set out in Working Together 2013 and DfE guidance.
  - To ensure that families receive case conferences reports within the defined LSCB timescales.
  - Securing partnership attendance at conference to ensure quoracy.
  - Ensuring that the data input into Frameworki is accurate and on time.
- 1.5 Areas for Improvement
  - Agency representation at case conferences must be secured to ensure that conferences are quorate and can take place within timescales set out in the LSCB procedures.
  - Agency provision of accurate and concise information in the prescribed LSCB format.
  - More regular recording and monitoring of IRO challenge and escalation.
  - Return interviews must be consistently carried out with children who go missing.

## 2.0 Introduction

- 2.1 Working Together to Safeguard Children 2013 is the current guide to inter-agency working to safeguard and promote the welfare of children. The LSCB define inter-agency processes and protocols that fully comply with Working Together.
- 2.2 Where the agencies most involved judge that a child may continue to, or be likely to suffer significant harm, the local authority's Children's Social Care should convene a Child Protection Conference. The aim of the conference is to enable those professionals most involved with the child and its family to assess all relevant information and plan how best to safeguard and promote the welfare of the child.
- 2.3 This report is an opportunity to highlight areas of good practice and areas that require improvement in relation to child protection and is the second such report. The report identifies key themes and areas of work that the Safeguarding and Improvement Unit has prioritised during the year 2013-14.
- 2.4 The data used in the report represents that used by the service to track performance in relation to child protection, missing, child sexual exploitation (CSE), and children using sexually abusive behaviour (CUSAB).

## 3.0 Purpose of Service & Legal Context

- 3.1 The Child Protection Conference process is a formal meeting convened under Working Together 2013 where there are serious concerns regarding the safety of a child. Working Together 2013 p41 sets out the role and remit of the Chair of the Child Protection Case conference, in that s/he:

*Is accountable to the Director of Children and Family Services. Where possible the same person should chair subsequent child protection reviews;*

*Should be a professional, independent of operational and/or line management responsibilities for the case; and*

*Should meet the child and parents in advance to ensure they understand the purpose and the process.*

- 3.2 The Safeguarding & Improvement Unit (SIU) was restructured in 2011 to reflect the ethos of managing and developing a high quality conference and review service, ensuring the application of high quality improvement, quality assurance and internal challenge activity.

- 3.3 The work is undertaken in accordance with legal requirements and departmental policies and procedures. The SIU's key principles in relation to child protection are to:
- Deliver an efficient monitoring and review service
  - Quality assure, analyse and provide feedback in relation to best practice standards and incorporate learning from inspections and service recipient feedback
  - Provide active internal challenge in relation to cases and repeat Child Protection planning
  - Highlighting areas of improvement to senior managers
- 3.4 The Independent Reviewing Officer Service remains independent of the operational team's line management.
- 3.5 The SIU provides an independent chair (IRO) for all Child Protection Case Conferences. Where possible the same IRO chairs all the conferences for that family, unless operational issues intervene that requires an alternative IRO to chair. The IRO always introduces themselves to the family and child (if present) to explain their role, the purpose and format of the meeting, and to establish any concerns or worries the family have about the process. These meetings take place 15 minutes prior to the start Child Protection Conference, though on a number of occasions IRO's report these meetings lasting longer due to the family not having had the Social Workers report or there not being adequate preparation undertaken in advance of the meeting. Where the report has been shared and a full discussion with the family has taken place the meetings are reported by the IRO's to be shorter and used the time in a more focused way to establish the risks and develop the plan.

#### **4.0 Team Structure & Profile**

- 4.1 The team has undergone some changes in personnel during 2013-14 as a result of maternity leave, one member of staff leaving and new staff commencing to replace. The team during this period has been at the level of 9.8 FTE represented by 11 individual IRO's.
- 4.2 The Service Manager SIU has lead responsibility for the IRO Service. Three Team Managers have lead responsibilities within the SIU for children in care, quality assurance, and child protection, child sexual exploitation, children missing/runaways, and child trafficking. The IRO Service has developed lead roles across a number of areas.
- 4.3 In addition to chairing Child Protection Case Conferences the SIU undertakes oversight and direct chairing of:
- CSE meetings
  - CUSAB Meetings
  - Lead on interface of SIU with Growing Safety developments

- Children with Complex Care Needs
  - Regional & National IRO Developments
- 4.4 Additionally, 2 IROs have been involved with the Children in Care Council, working closely with the Participation Officer for Children in Care and Care Leavers as well as the Corporate Parenting Team and Team Manager. Links have been forged with the Corporate Parenting Board where influence is exerted, as regards the overall progress and experiences of children and young people in care and care leavers.
- 4.5 There are plans over 2014-15 to further develop the specialisms within the service and have an IRO taking the lead on Care Leavers; linking with the newly developed Care Leavers focus group SYPAC (Supporting Young People After Care). Leicestershire officially signed its commitment to the Care Leavers Charter at a launch event at the end of April 2014 and it will be vital that there is accountability for the pledge it has made to care leavers – the IRO specialism will assist in this implementation.
- 4.6 The service is configured in a way that the IRO's cover both Child Protection Conferences and Looked After Reviews. This offers a number of advantages in that there can often be continuity by having the IRO chairing the Case Conference can then be the reviewing officer should the child become a child in care following the child's journey. It helps ensure IROs retain skills useful for the reviewing process, supports the maintenance and focus on the safety and welfare of children in care and also enables the management of staffing resources across the service at times of staffing shortage or emergency. The service provided from the IRO team to Child Protection as well as Children in Care continues to be given equal priority and status.
- 4.7 At present there are no plans to make any changes to the configuration of the team by splitting the team into two functional areas.
- 4.8 Individual IRO's are involved in areas of development across Children's Social Care Services. This includes the Growing Safety strategy promoting a Signs of Safety approach to families and children, the development of the neglect tool kit and Children in Care Council. Due to fluctuations in staffing levels it has not been possible for IRO's to cover other areas of development that had been in place in previous reporting periods. As the team enters a more stable staffing situation, including the recruitment of new staff with a variety of skills and interests there will be the opportunity to re-connect with some of these areas.
- 4.9 It was the plan to develop and fully implement the Signs of Safety approach to Child Protection Conferences during 2013-14. The difficulties arising from staffing fluctuations and demand during 2013-14 meant that the SIU Team Managers were called on to cover a number of Child Protection Conferences and Looked After Children's reviews. The ground work was still kept in focus during this time. A whole team training day

was held in November 2013 to critique the proposed development. A review by the SIU Management Team of Child Protection Plans had been undertaken prior to the training day. This audit comprised an analysis of 20 plans – weighted towards Initial Case Conferences. Furthermore a number of observations of IRO chair practice were undertaken during this period, the results were used within individual reflective supervision sessions and the learning was disseminated within team meetings and team development day.

- 4.10 The results of the audit were used to inform the areas for improvement of Child Protection Plans that focused on ensuring objectives were identified as a need, clear timescales were in place as well as clear outcomes.
- 4.11 A Signs of Safety licensed trainer for Child Protection Conferences has been secured to support the developments. Further work is scheduled in 2014-15 to embed the Signs of Safety approach into Child Protection Conferences.
- 4.12 A number of the IROs have begun to introduce elements of the Signs of Safety approach. The elements include; beginning the conference with a view from the parent's as to their understanding of the concerns; engaging the parent's in a discussion about their family structure and household; framing the information sharing in ways that draw on the principles of the 3 columns; and framing objectives that look at building safety and setting clear outcomes. The initial feedback from IROs has been encouraging with family and Social Workers acknowledging the way it makes clearer the concerns and allows the family a voice.
- 4.13 There are to be further developments to the Child Protection Conference process planned to take place through 2014-15. This will be in conjunction with the Project lead Co-ordinator and with partner agencies. A whole systems approach to any developments will be undertaken. The voice of the child and parent will be embedded from the outset. The outcome will be for case conferences to be risk sensible, whilst building demonstrable safety for the child.

## **5.0 Child Protection Conference Service**

### **5.1 Conference Activity**

5.1.1 The activity of the unit in chairing both Initial and Review Child Protection Conferences in this year compared to 2012-13 has been:

2011-12	1165 (this included 5 Rutland conferences)
2012-13	1105
2013-14	1031

- 5.1.2 The number of Child Protection Conferences convened and chaired has been a small reduction over the 3 year period. This matches a downward trend over the 3 years of reducing number of children subject to plans measured at year end (31<sup>st</sup> March) from 524 (2011-12), 393 (2012-13) and increasing to 446 (2013-14).
- 5.1.3 Over the period 2013-14 Q1 and Q2 saw a decline in the number of children subject to plans that continued the trend from the last quarter of the previous period. By Q3 a rise in the number of plans reversed this downward trend. There could be a number of contributory factors so it is not possible without finer grade data to establish the determining reasons. It could be the result of local responses to national issues of publicised child deaths. This is distributed as follows:

Type of Conference	2013-14	2012-13
Initial	274	256
Initial Pre-birth	64	57
Initial Receiving -in	25	21
Initial Re-convened	2	2
1 <sup>st</sup> Review	296	284
Subsequent Review	370	485

- 5.1.4 It is interesting to note that the activity around child protection conferences increased over the later quarters with net increases being a sustained pattern on increasing plans, that spiked initially in Q3 and continued (apart a slight drop in January 2014) to increase. **See Table 1 in the Appendix**
- 5.1.5 A number of Child Protection Plans in this period ended at the first review (149 – 33%). This would indicate that either there was effective and focused intervention that managed to reduce the level of concerns, or there may have alternative approaches to manage the risks in some of these cases to prevent them entering the Child Protection process. **See Table 2 in the Appendix**
- 5.1.6 The most frequent single categories used in plans are Neglect (18%) and Emotional (15%), which demonstrates a convergence in the proportions over the period. Multiple categories continue to be a significant level, showing a determined pattern over the final 3 quarters. Multiple categories represented 57% of the total number that is where there are 2 or more categories used. Often the categories of Neglect and Emotional Abuse are used together and this is not always necessary, reference is not often made to the definition of Emotional Abuse set out by Working Together 2013 and the DfE. IROs will continue to challenge this within conferences to ensure the category of Emotional Abuse is only used when appropriate. There is also a rigorous internal challenge within SIU to challenge the use of multiple categories. **See Table 3 in the Appendix.** This will be the subject of challenge from the IRO's to all agencies to ensure coherence in planning in a way that imparts clarity for the family.

- 5.1.7 The significant factors indicated for a child being subject to a plan are in line with national figures and research. The often cited 'Toxic Trio' (Alcohol Abuse, Domestic Violence and Parental Mental Health) account for the majority of factors involved for all conferences (initial and review). These factors individually are significant but when put together illustrate the nature of the households in which children are living.
- 5.1.8 The majority of children subject to a Child Protection Plan fall predominately in the 0-9 age range (75%), with the greater proportion in the 0-4 age range (42%). **See Table 5 in the Appendix**
- 5.1.9 The ethnic profile of children subject to plans is majority white, accounting for over 80% of children on Child Protection Plans consistently across the year. Children of mixed heritage are also at a consistent level. Those children from an Asian heritage have shown a slight increase in being subject to a plan between Q3 & Q4. Those children with a Black heritage, although representing a small overall number of children of plans has shown a slight increase over the last 2 Quarters. **See Table 6 in the Appendix**

## 5.2 Conference Performance

- 5.2.1 There has been ongoing concern from the IRO's of families not receiving the case conference report within the LSCB timescales. The time prior to the conference when the report is to be received is contained in LSCB Procedures Chapter 1.4.1 Section 11.2. The parents should receive the report for an Initial Conference at least 2 working days in advance and with the chair 1 working day in advance. The report for a review case conference in accordance with Chapter 1.4.4 Section 4 is to be with the parent and the IRO at least 3 working days in advance.
- 5.2.2 In 2013-14 in more than 60% of all conferences the report was only received by the family on the day of the conference. It is not possible to report on the figure for IRO's but from anecdotal information the report is slightly more likely to be received prior to the conference. The performance has improved from 2011-12 for review case conferences where 71% of reports were received by family on the day to 67% in 2013-14. The performance on initials has however deteriorated where in 2011-12 it was 48 % in 2013-14 it was 55%. This is an area where more rigorous oversight from the SIU will be put in place.
- 5.2.3 Over this period 24 conferences were not held with timescale, 20 Initial and 4 Review. This was because in 11 cases the conference was not quorate and crucial agency representation was not present that made the conference would not have a credible level of information from a key agency. In 6 cases the Locality Team Manager had entered the date of the initial s47 episode incorrectly on Frameworki. In 4 cases the unavailability of room, clerk, IRO prevented the conference being held within timescale, and there had been a miscalculation of the review date.



The later issue has been resolved in the unit by the clerks having a reference sheet that calculates the correct date by which the conferences is to be held. In 2 cases the invite list prepared by the Social Worker was poor and resulted in the incorrect professionals being invited. In one case the Social worker was in a road traffic collision it was not possible to proceed as the report was not available nor any staff to cover.

- 5.2.4 The availability of IRO's and members of the SIU Management to offer consultation has been publicised. This has resulted in the preparation for conference being more effective, particularly with planning for conferences with multiple parents. There have also been occasions where advance consultation has been able to offer an alternative to a conference and managing the safety and risks in a different way. The further use of this approach may offer a way forward in identifying cases where an alternative approach to building safety for the child.
- 5.2.5 There was an action plan introduced that addressed the delay in the distribution of minutes. This has seen some improvements and systems have been put in place to monitor the turn-around of minutes. This is through tri-angulation of information collected from the conference clerk team and the IRO's to ensure that any delays are identified. The SIU Managers review workflow on a weekly basis.
- 5.3 Agency Contribution & Participation
- 5.3.1 It is expected that agency representatives provide accurate and concise information to conference in the agreed format. The observation from the IRO's is that continues to be rarely provided by some agencies. Primary Health practitioners do provide comprehensive reports in a timely way for conferences. The reports received from the Child Protection Co-ordinators of Leicestershire Police are often received in advance, though the presence of representatives to speak to the information is often variable. It is an area where further discussion with Police colleagues is to be progressed. Reports are rarely provided from GP's in the agreed format. The information when provided is often as a letter containing the factual information but rarely with a view or analysis. Information from schools are also received in a variety of formats, and rarely in the prescribed LSCB format.
- 5.3.2 The reports from agency representative have not been the subject of such detailed scrutiny as those of Social Workers. There is also not the same level of data available as receipt of agency reports are not monitored outside of the record of the meeting. Suffice to say that information from agency representative is most frequently provided verbally and that adds to the amount of information that needs to be recorded contemporaneously within the Case Conference, and from the observation of practice by SIU Team Managers contributes to the length of the meetings.

#### 5.4 The Child Protection Advocacy Service

- 5.4.1 The provision of a dedicated advocate to support young people in the child Protection conference process began on 3<sup>rd</sup> June 2013.
- 5.4.2 The service is offered to every young person over 10 years old who are subject of a Child Protection Conference.
- 5.4.3 The referral system is managed by the SIU clerical team who identify young people aged 10 and over at the time when a booking is made for a CP conference. The advocate is then notified by e-mail and makes contact to set up a meeting with young person if they wish to use the service. This contact is initially in collaboration with the parents.
- 5.4.4 Over the period since it began operating directly there have been 102 referrals to the service. The service was provided to 53 young people with the advocate representing or supporting them in 54 conferences. In addition a further 6 young people aged between 7- 9 years were supported as they were the younger siblings.
- 5.4.5 A more detailed report is being prepared by the CP Advocacy Service.

#### 5.5 Complaints & Appeals

- 5.5.1 In the reporting period the SIU dealt with 8 complaints from parents. Of these 6 were resolved by contact with the complainant either by a meeting or letter. Two complaints also involved Locality activity and had to be handled at Stage 2. The areas of issue were of the main dissatisfaction with the contents of minutes where the complainant was of the view that there was a misrepresentation of information. In all cases the matter was investigated and the complaint was not upheld.
- 5.5.2 One appeal against a Child Protection Conference decision was heard through the revised Appeals procedure. The appeal was not upheld, though learning points around the way in which the involvement of an absent father is supported was noted for Locality Social Work practice.
- 5.5.3 There were no instances of professional disagreement or dissension in relation to a Child Protection Conference outcome during this reporting period.

#### 5.6 Challenges & Escalation

- 5.6.1 The SIU has a role in identifying areas of concern in practice and undertaking challenge where it is required. In this reporting period it is known that IROs have had a number of lower level practice discussions on cases. Where there have been more serious concerns there has been a professional discussion. This has been recorded on 9 occasions over the period. A system to escalate was in place prior to Q2 but needed

strengthening and by Q3 this was in place. During the subsequent period it identified 9 cases where there was a need to escalate to Team Manager. The concerns were in the main around the sufficiency of the Social Workers report to conference (3), significant delay in completing objectives (1), lack of Social Work visits (1), lack of management oversight resulting in a conference being scheduled to recommend a Child in Need Plan (1), significant delay in invite list being sent out (1), not seeking legal advice and professional meeting on a case of possible child abduction.

- 5.6.2 It is recognised that this is an area where more regular recording and monitoring is needed.
- 5.6.3 In Q4 a log of conferences that had been stood down began to be recorded.
- 5.6.4 The development of Thematic reports each Quarter will be implemented to assist in managing the performance of the SUI and that of Locality activity. This will be supported by the IRO Challenge Meeting with the Assistant Director.
- 5.6.4 IRO's have been able to record on Frameworki from 2012. This has developed within the LAC process but has not been as developed in Child Protection cases.

## **6.0 Children who go Missing**

- 6.1 The established multi-agency monthly meetings continued through 2013-14.
- 6.2 The SIU remain the area to which reports are sent where a young person has been missing from care for more than 24 hours and/or there is cause for concern. Over 2013-14 the SIU received the following number of reports.

Total Number of missing episodes reported to SIU	30
Number of young people reported missing	15
Number reported missing from foster care	5
Number reported missing from residential home	10
Number of return interviews recorded as completed with the young person after each episode	15

- 6.3 The oversight offered from SIU on this reporting is to ensure that appropriate safeguards are in place for these vulnerable young people. Return interviews are not consistently completed with the young person

on return. This results in the young person not being able to speak about the issue that prompted them running away, it also means that services and interventions cannot be identified that could reduce or remove this risk taking behaviour. In addition important intelligence around the incident is not collected that may offer insight into patterns of behaviour.

- 6.4 It must also be noted that all the episodes of missing that fall under the reporting requirements are not received. This is highlighted from the data obtained from Leicestershire Police within the monthly meetings. This results in a follow up contact with the allocated Social Worker to ensure the information is received and logged.
- 6.5 From 4<sup>th</sup> November, 2013 the Youth Service developed the project for undertaking work with children and young people who run away from home (Listening & Support Service). The service is countywide, receiving its referrals for the most part from Leicestershire Police. The service works with children and young people who run away from home and are not Looked After, though they may be subject to a child protection plan. They offer a confidential contact that offers signposting to other services.
- 6.6 The Listening & Support Service has received from the start of its operation to 31<sup>st</sup> March 96 referrals on 76 young people as follows:

Number of times referred to service	1	2	3	4
Number of Young People	61	11	3	1

Of these young people referred 38 received support from the service, and 25 did not accept the service. Of this latter figure 16 were either receiving support from other agencies or the family had resolved the problem. A further 9 did not respond after being contacted by the service. 4 were not allocated to the service as there was already Social Work involvement.

- 6.7 There is a close link between the Listening & Support Service and the CSE leads located in the SIU.

## **7.0 Child Sexual Exploitation**

- 7.1 The responsibility for the co-ordination of meetings in regards young people who are believed to be subject to CSE remains with SIU. One Team Manager and an IRO are involved in the management of this service as part of their other duties. The process of referral, assessment and co-ordination of meetings has continued in the format that has been in place for the past 3 years. During 2013 the initial development of a multi-agency co-located team was begun in acknowledgment of the need for a more robust response to this issue. The experience of other Local

Authority areas that had experienced serious and organised CSE was an important consideration in developing the team. A number of visits to these Local Authorities took place alongside attendance at national and regional conference.

For 2013-14 the following data has been collated on the level of activity:

Number of referrals	85
Number of Females	78
Number of Males	7
Initial meetings	21
Review meetings	13
Review meetings on previous referrals (2012/13)	12

This compares to 54 referrals made to the SIU in 2012-13

- 7.2 The outcomes from these meetings are incorporated in the Multi-Agency CSE and Missing monthly meeting. The spreadsheet is updated contemporaneously and distributed to attendees. The actions are then reviewed at each subsequent meeting. There has been a significant reduction in the number of young people in the care of Leicestershire who are reported missing being discussed at the meetings. There have been concerns identified around young people placed in Leicestershire by other Local Authorities that required contact to address risk management.

## **8.0 Children Using Sexually Abusive Behaviour (CUSAB)**

- 8.1 The specialist IRO continues to co-ordinate referrals and offer consultation around young people where there is a concern regarding their behaviour.
- 8.2 When a child or young person is considered to have used sexually abusive behaviour, it should initially be identified as a child protection concern. Children's Social Care, in conjunction with Leicestershire Police, will make a decision as to whether or not the behaviour described meets the criteria of sexually abusive behaviour requiring intervention. When it does not meet the threshold criteria for a Child Protection Conference, but concerns remain regarding the child's sexually abusive or inappropriate behaviour, they will be considered as a Child in Need and a (CUSAB) meeting will be convened by the SIU. This co-ordinated approach will bring together information to establish an initial risk management plan and will allocate the various agencies roles and responsibilities.
- 8.3 On completion of the assessment, a meeting will be convened to consider the outcome and review the current needs of the children or young people involved. The plan will support any investigation being undertaken by Children's Social Care and Police, as well as balancing the needs of the 'alleged perpetrator' and the needs of the 'victim'. It is imperative that the

identification of support services is available for both the children, parents and/or carers.

- 8.4 A CUSAB Meeting may be required for a young person returning to the community following a custodial sentence or time in secure accommodation due to sexually abusive behaviour or serious incidents such as sexual assault.
- 8.5 The meetings are convened in line with the LSCB procedures but it is not possible to identify the extent of the level of referrals as they are currently not coded on Frameworki. Not all referrals come through to SIU as practitioners do not appear to be familiar with the process. The majority of meetings chaired by the specialist IRO are in relation to children in care.
- 8.6 As identified in the previous period (2012-13) there is a need to update the process and procedures in line with recent research on practice.

Initial Meetings	21
Review Meetings	15 (+ 19 from Initials conducted in 2012-13)
Age Range	5 - 17
Gender	95% Males

## 9.0 Developments for 2014-15

### 9.1 Child Protection

Continue with the developments made in aligning the process with the Growing Safety approach in Leicestershire. This will include conducting a re-modelling of the whole conference process; embedding new skills in the IRO's delivering the conferences; working with partner agencies in setting out expectations around attendance and participation; and rigor in regards clear SMART child protection plans.

Implement a thematic quarterly report that illustrates the performance of the service in relation to areas of practice.

### 9.2 CSE

Recruit, establish and progress the multi-agency operational team with CSC staff co-located with Leicestershire Police. Put in place the required operational protocols and monitor the effectiveness.

### 9.3 Missing

Review the present process introduced in 2012 to ensure that there is a robust oversight to young people going missing.

Review the process of reporting with Leicestershire Police and the use of the 'absent' response category.

#### 9.4 CUSAB

Review the protocol and procedure in relation to children using sexually abusive behaviour. This will incorporate recent research and practice. A new proposed process will be developed for adoption across CSC.

**Martin R Wilson**  
Team Manager  
**Safeguarding & Improvement Unit**  
June 2014

**Performance of IRO Service against 2013-2014 Annual Child Protection Work Programme**

<b>ACTION</b>	<b>WHO</b>	<b>WHEN</b>	<b>RAG</b>	<b>COMMENTARY</b>
Improve the level of attendance by Leicestershire Police at child protection conferences	SIU Service Manager (Victor Cook)	March 2014	A	An initial meeting has taken place with CAIU and further developments to improve attendance and reports are planned through 2014/15. Attendance has not significantly increased, but reports have now begun to incorporate analysis and risk assessment
Improve the timeliness of social work reports to conference	SIU Service Manager (Victor Cook)	March 2014	A	The introduction of the Single Assessment Form is anticipated to lead to improvement on this issue. There is to be a system of recording the receipt of Social Workers report and monitoring this on a quarterly basis.
Ensure a QA system is built in to ensure regular feedback to social work teams	SIU Team Managers (Donna Benjamin/Martin Wilson)	March 2014	A	The development of Thematic Quarterly report will be used to prepare feedback to Locality Services.
Launch Children's Right Officer Child Protection service	SIU Team Managers (Judith Jones/Donna Benjamin/Martin Wilson)	June 2013	G	The CP Advocacy Service is in place and providing a service to young people. Further developments are being considered for 2014-15



Develop Growing Safety Conference process	SIU Team Managers (Donna Benjamin/Martin Wilson)	September 2013	A	Some development has been made with training for the IRO's and a review of the CP Conferencing process. Further work will be progressed in 2014-15
Develop conference minutes distribution process	SIU (Donna Benjamin/Trish Hoyle)	September 2013	G	Completed. This process will be subject to review during 2014-15 to ensure that progress is maintained. The introduction of the Signs of safety Case Conference approach will require some changes to the distribution process.

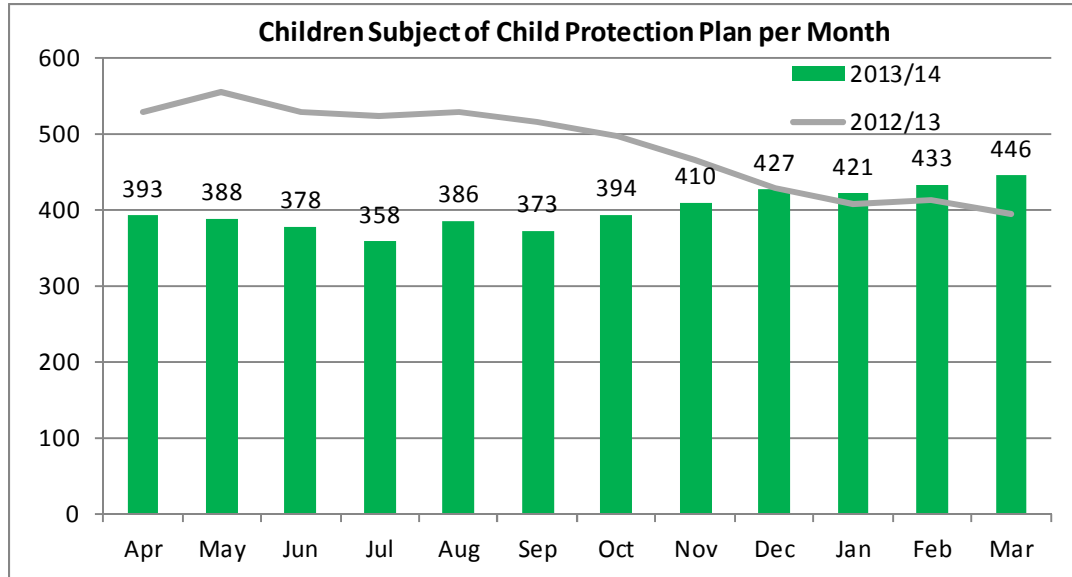
**Annual Child Protection Conference Work Programme – 2014-15**

Action	Who	When	RAG	COMMENTARY
Improve the level of attendance and report analysis by Leicestershire Police at child protection conferences	SIU Service Manager (Victor Cook)	September 2014	A	To organise meeting within Growing Safety implementation plan timetable
Implement an improved child protection conference process that delivers an approach aligned to the Growing Safety approach.	SIU Managers (Martin Wilson/Donna Benjamin/Nigel Denning)	September 2014	A	Implementation Plan to be shared with LSCB and presented to SMT
To put in place the LCC operational team within the CSE and Missing Multi Agency Team	SIU Managers/IRO (Donna Benjamin/Ayshea Dalby)	September 2014	G	Recruitment process underway and much of infrastructure in place, including operational procedures
To review and develop the process and procedures for CUSAB referrals and meetings	SIU Manager/IRO (Rebecca Watson/Martin)	September 2014	G	Designated time has been identified for Rebecca Watson (Lead IRO on CUSAB) to re-write present procedures, and develop referral process

	Wilson)			
To establish a programme of review on the child protection process that assesses the quality of the service both internally and externally (this will include CSC and partner agencies)	SUI Manager (Martin Wilson)	December 2014	G	The format for the Thematic report is in place. The development of a suite of programmes to run specific reports is to be developed over this period. This will aid data collection to assist analysis.
To review and further develop the process around missing notifications	Martin Wilson	September 2014	G	To review best practice and ensure integration with CSE. To produce regular reports to senior management and Lead Member

**Appendices – Tables of figures**

*Table 1*



*Table 2*

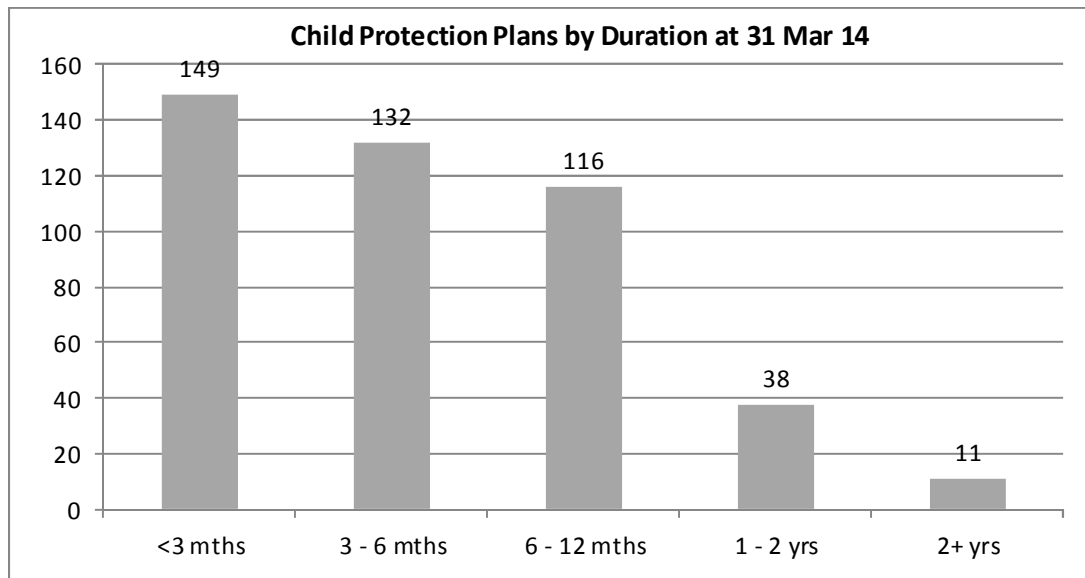


Table 3

Number CP Plans in each Category of Abuse	Q1	Q2	Q3	Q4
Neglect	80	56	60	81
Physical	22	23	36	26
Emotional	35	29	60	68
Sexual	16	13	17	14
Multiple	225	252	254	257

Table 4

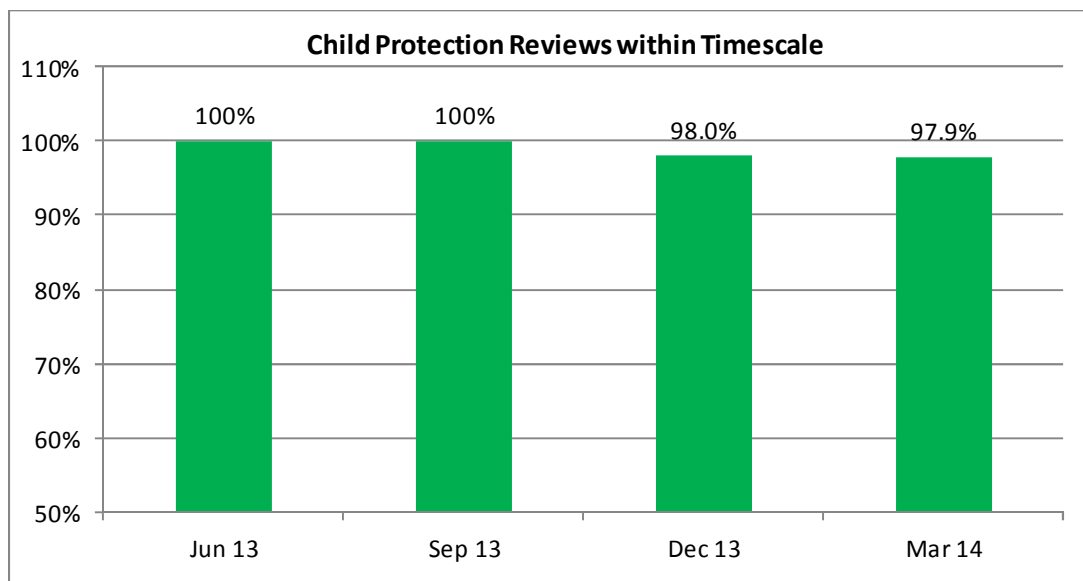


Table 5

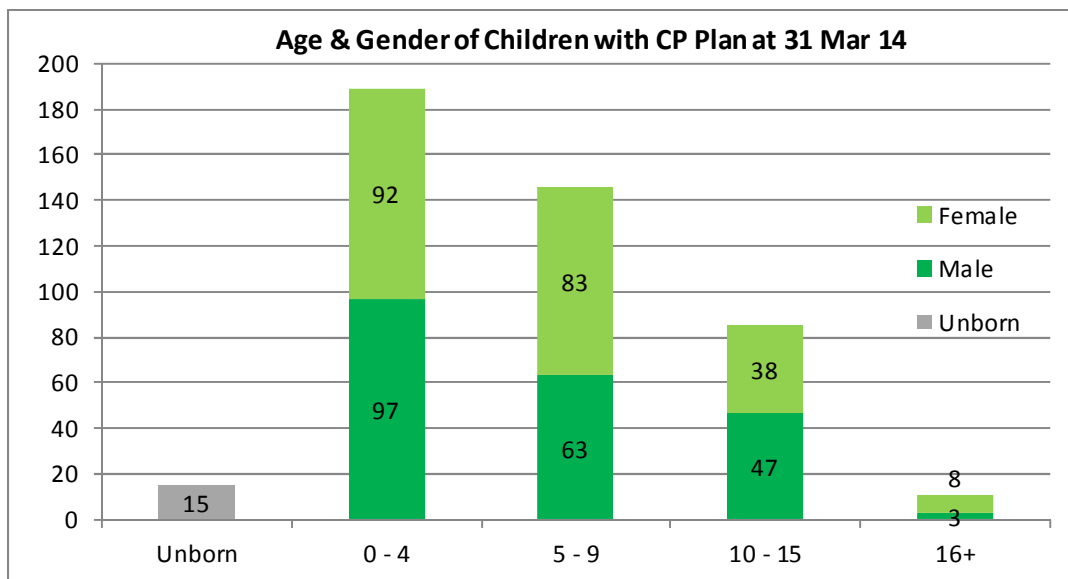


Table 6

Ethnicity of CP Plans	Q1	Q2	Q3	Q4
White	310	310	367	377
Mixed	31	28	31	30
Asian	21	15	18	27
Black	4	1	9	11
Other	3	4	1	1
Undetermined	9	15	1	0