

# AGENDA

## Health & Social Care Overview and Scrutiny Committee

Date: **Friday 11 October 2013**

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Time: **10.00 am**

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Place: **The Council Chamber, Brockington, 35 Hafod Road,  
Hereford**

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Notes: Please note the **time, date** and **venue** of the meeting.

For any further information please contact:

**David Penrose, Governance Services**

Tel: 01432 383690

Email: [dpenrose@herefordshire.gov.uk](mailto:dpenrose@herefordshire.gov.uk)

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If you would like help to understand this document, or would like it in another format or language, please call David Penrose, Governance Services on 01432 383690 or e-mail [dpenrose@herefordshire.gov.uk](mailto:dpenrose@herefordshire.gov.uk) in advance of the meeting.

# **Agenda for the Meeting of the Health & Social Care Overview and Scrutiny Committee**

## **Membership**

**Chairman**                      **Councillor JG Jarvis**  
**Vice-Chairman**              **Councillor SJ Robertson**

**Councillor PA Andrews**  
**Councillor PL Bettington**  
**Councillor WLS Bowen**  
**Councillor MJK Cooper**  
**Councillor KS Guthrie**  
**Councillor JLV Kenyon**  
**Councillor JG Lester**  
**Councillor MD Lloyd-Hayes**  
**Councillor J Stone**  
**Councillor GA Vaughan-Powell**  
**Councillor PJ Watts**

## AGENDA

		Pages
1.	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive apologies for absence.</p>	5 - 8
2.	<p><b>NAMED SUBSTITUTES (IF ANY)</b></p> <p>To receive details of any Members nominated to attend the meeting in place of a Member of the Committee.</p>	
3.	<p><b>DECLARATIONS OF INTEREST</b></p> <p>To receive any declarations of interest by Members in respect of items on the Agenda.</p>	
4.	<p><b>MINUTES</b></p> <p>To approve and sign the Minutes of the meeting held on 12 September 2013.</p>	9 - 14
5.	<p><b>SUGGESTIONS FROM MEMBERS OF THE PUBLIC ON ISSUES FOR FUTURE SCRUTINY</b></p> <p>To consider suggestions from members of the public on issues the Committee could scrutinise in the future.</p> <p><i>(There will be no discussion of the issue at the time when the matter is raised. Consideration will be given to whether it should form part of the Committee's work programme when compared with other competing priorities.)</i></p>	
6.	<p><b>QUESTIONS FROM THE PUBLIC</b></p> <p>To note questions received from the public and the items to which they relate.</p> <p><i>(Questions are welcomed for consideration at a Scrutiny Committee meeting so long as the question is directly related to an item listed on the agenda. If you have a question you would like to ask then please submit it <b>no later than two working days before the meeting</b> to the Committee Officer. This will help to ensure that an answer can be provided at the meeting).</i></p>	
7.	<p><b>WORK PROGRAMME</b></p> <p>To consider the Committee's Work Programme.</p>	15 - 26
8.	<p><b>ADULT WELLBEING ORGANISATIONAL PRIORITIES 13 - 17</b></p> <p>To receive a presentation on the Adult Wellbeing Priorities.</p>	27 - 28
9.	<p><b>CARE AND SUPPORT BILL 2013</b></p> <p>To receive a presentation on the draft Care and Support Bill.</p>	29 - 30
10.	<p><b>TASK &amp; FINISH GROUP REPORT: SCRUTINY OF CHILDREN'S SAFEGUARDING IN HEREFORDSHIRE</b></p> <p>To consider the findings arising from the Task and Finish Review Group Report on Children's Safeguarding in Herefordshire.</p>	31 - 52



## **PUBLIC INFORMATION**

### **Public Involvement at Scrutiny Committee Meetings**

You can contact Councillors and Officers at any time about Scrutiny Committee matters and issues which you would like the Scrutiny Committee to investigate.

There are also two other ways in which you can directly contribute at Herefordshire Council's Scrutiny Committee meetings.

#### **1. Identifying Areas for Scrutiny**

At the meeting the Chairman will ask the members of the public present if they have any issues which they would like the Scrutiny Committee to investigate, however, there will be no discussion of the issue at the time when the matter is raised. Councillors will research the issue and consider whether it should form part of the Committee's work programme when compared with other competing priorities.

#### **2. Questions from Members of the Public for Consideration at Scrutiny Committee Meetings and Participation at Meetings**

You can submit a question for consideration at a Scrutiny Committee meeting so long as the question you are asking is directly related to an item listed on the agenda. If you have a question you would like to ask then please submit it **no later than two working days before the meeting** to the Committee Officer. This will help to ensure that an answer can be provided at the meeting. Contact details for the Committee Officer can be found on the front page of this agenda.

Generally, members of the public will also be able to contribute to the discussion at the meeting. This will be at the Chairman's discretion.

(Please note that the Scrutiny Committee is not able to discuss questions relating to personal or confidential issues.)

# **The Public's Rights to Information and Attendance at Meetings**

## **YOU HAVE A RIGHT TO: -**

- Attend all Council, Cabinet, Committee and Sub-Committee meetings unless the business to be transacted would disclose 'confidential' or 'exempt' information.
- Inspect agenda and public reports at least five clear days before the date of the meeting.
- Inspect minutes of the Council and all Committees and Sub-Committees and written statements of decisions taken by the Cabinet or individual Cabinet Members for up to six years following a meeting.
- Inspect background papers used in the preparation of public reports for a period of up to four years from the date of the meeting. (A list of the background papers to a report is given at the end of each report). A background paper is a document on which the officer has relied in writing the report and which otherwise is not available to the public.
- Access to a public Register stating the names, addresses and wards of all Councillors with details of the membership of Cabinet and of all Committees and Sub-Committees.
- Have a reasonable number of copies of agenda and reports (relating to items to be considered in public) made available to the public attending meetings of the Council, Cabinet, Committees and Sub-Committees.
- Have access to a list specifying those powers on which the Council have delegated decision making to their officers identifying the officers concerned by title.
- Copy any of the documents mentioned above to which you have a right of access, subject to a reasonable charge (20p per sheet subject to a maximum of £5.00 per agenda plus a nominal fee of £1.50 for postage).
- Access to this summary of your rights as members of the public to attend meetings of the Council, Cabinet, Committees and Sub-Committees and to inspect and copy documents.

## **Public Transport Links**

- Public transport access can be gained to Brockington via the service that runs approximately every half hour from the 'Hopper' bus station at the Tesco store in Bewell Street (next to the roundabout junction of Blueschool Street / Victoria Street / Edgar Street).
- The nearest bus stop to Brockington is located in Old Eign Hill near to its junction with Hafod Road. The return journey can be made from the same bus stop.

## **HEREFORDSHIRE COUNCIL**

**BROCKINGTON, 35 HAFOD ROAD, HEREFORD.**

### **FIRE AND EMERGENCY EVACUATION PROCEDURE**

In the event of a fire or emergency the alarm bell will ring continuously.

You should vacate the building in an orderly manner through the nearest available fire exit.

You should then proceed to Assembly Point A which is located in the circular car park at the front of the building. A check will be undertaken to ensure that those recorded as present have vacated the building following which further instructions will be given.

Please do not allow any items of clothing, etc. to obstruct any of the exits.

Do not delay your vacation of the building by stopping or returning to collect coats or other personal belongings.





HEREFORDSHIRE COUNCIL

**MINUTES of the meeting of Health & Social Care Overview and Scrutiny Committee held at Council Chamber - Brockington on Thursday 12 September 2013 at 2.00 pm**

**Present:** Councillor JG Jarvis (Chairman)  
Councillor SJ Robertson (Vice Chairman)

Councillors: PA Andrews, PL Bettington, WLS Bowen, KS Guthrie, JLV Kenyon, MD Lloyd-Hayes, J Stone, GA Vaughan-Powell and PJ Watts

**In attendance:** Councillors JW Millar (Cabinet Member, Children's Wellbeing) and AJW Powers

**Officers:** J Davidson (Director For People's Services), G Dean (Scrutiny Officer), P Griffiths (Divisional Business Manager), J Jones (Head of Governance), J Rzezniczek (Interim Head of Improvement) and DJ Penrose (Governance Services)

**63. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs JG Lester and SJ Robertson.

**64. NAMED SUBSTITUTES (IF ANY)**

There were no named substitutes.

**65. DECLARATIONS OF INTEREST**

There were no declarations.

**66. MINUTES**

The Minutes of the Meeting held on the 11 July 2013 were approved and signed as a correct record.

**67. SUGGESTIONS FROM MEMBERS OF THE PUBLIC ON ISSUES FOR FUTURE SCRUTINY**

There were no suggestions from members of the public.

**68. QUESTIONS FROM THE PUBLIC**

There were no questions from members of the public.

**69. HEREFORDSHIRE COUNCIL, SAFEGUARDING ARRANGEMENTS FOR CHILDREN SIX MONTH REVIEW REPORT FOR THE DEPARTMENT OF EDUCATION**

The Committee received a report on the progress of improvement planning in children's safeguarding which had resulted from the self-evaluation that had been reported to the Department of Education in July, 2013 in relation to the Herefordshire Safeguarding and Protecting Children Improvement. The Director for People's Services highlighted the following areas:

- That the changes to leadership and governance that had been made over the period had contributed to the satisfactory progress that the Department had highlighted in their letter to the Council. The Department was also taken by the evidence of the commitment and enthusiasm of staff and partner organisations.

The Interim Head of Improvement reported that this process would be undertaken every six months, and was not an inspection per se. It was possible that there could be an Ofsted inspection anytime from November 2013. She went on to say that:

- There had been significant turnover in front line and middle agency managers over the last six months. At the point of the initial inspection, the ratio of permanent to agency staff had been better. AS a result of staff turnover it had been necessary to take on agency staff in order to grow the existing workforce quickly. As a result of the newly qualified social worker assessment days, eight new staff had been taken on.
- The performance data around the timelines associated with the speed and timeliness of assessments was of concern.
- Recruitment and retention of social workers was the main issue facing the Council, as well as strengthening both the management and social worker practice.
- A social worker academy should help to ensure that they felt sufficiently trained and supported to do their jobs. A new range of practice tools was also being instigated which would help the situation and influence the ability to offer timely assessments.

The Director went on to say that, in the longer term, workload and morale issues would be addressed. There was a mix of both high and low morale at the moment and work was in hand to find ways to bring down the casework load for all areas. This was not just for social workers, but also for all family support workers. The biggest cause for concern was the quality of practice decision making, which would have to be improved. She added that there would be a peer review of the Council's work in October, and colleagues from around the country would be invited to Hereford in order to provide fresh insight and suggest alternative solutions to issues.

In reply to a comment from a Member regarding staff retention, she concurred that newly qualified Council staff were paid adequately, but within a competitive market, the higher end managerial staff were not remunerated as well in the County as they were in the rest of the country. As a result, there were more agency than permanent managerial staff. Front line management levels of pay would be increased in order to help solve this problem.

In reply to a comment from a Member, the Director went on to say that the comments made in paragraph 8.27 and 8.28 of the report before the committee were a fair summation of the position that the Council was in. Whilst there was much to be done, the peer review process would be very helpful to this end.

In reply to a further comment, she went on to say that there had been changes to the probation services, and the Youth Offending Service had been replaced by the West Mercia Youth Offending Service, and a discussion was underway between the partners as to who should host the service. She undertook to provide Members with a briefing paper on the matter.

**RESOLVED:**

**THAT:**

- (a) The report be noted; and**
- (b) A further update report be provided to the Committee in three months time.**

**70. HEALTHWATCH**

The Committee received a presentation on Healthwatch Herefordshire. The Divisional Business Manager said that procurement for the service had begun in September 2012. There had been a public consultation with guidance from Healthwatch England, and it had been decided that a local service which would be locally delivered should be commissioned with a 2 year contract in order to create a sustainable service. A full procurement process had been undertaken in December 2012, and the contract had been awarded to HVOSS (Herefordshire Voluntary Organisations Support Service) in March 2013. The service had needed to be operational by 1 April, and partnership working had been undertaken in order to ensure that this had been possible.

The Chief Executive of HVOSS reported that the end of the first six month development phase had been reached, and there was now a joint partnership between HVOSS and Herefordshire Carers Support in place. The model that was being used in the County sought to maximise opportunities to access local networks and make the best of local resources. He went on to say that:

- The Healthwatch Board was now in place, and was supported in its work by three staff.
- That an independent brand for Healthwatch had been built, separately from either HVOSS or Herefordshire Carers Support.

The Chairman of Healthwatch commented that:

- It had been 56 days since he had taken up his post, and in that time the organisation's Board and staff had been also been appointed.
- The next phase of activity was a series of planned community engagement events in order to raise public awareness.
- There was strategic involvement with the Health and Wellbeing Board.
- He expected Board members to be actively involved in activities within the community.
- That the organisation would be open and transparent with its conversations with healthcare and care providers and, as a professional service for evidence gathering, would refer issues to the Care Quality Commission where appropriate. Healthwatch would not hesitate to raise issues of concern regarding organisations, providing concrete evidence had been provided.
- The public were confused about the current health and social care landscape in the County, and Healthwatch would be as supportive to organisations as possible

In reply to a question from a Member, he said Healthwatch Board Members were remunerated, and that this had been a decision taken by the commissioners.

**RESOLVED: That Healthwatch would be invited to attend every meeting of the Committee, and would provide formal reports on a six monthly basis**

**71. TASK & FINISH REVIEW GROUP REPORT ON THE ADULT SOCIAL CARE NEXT STAGE INTEGRATION PROJECT (TO FOLLOW)**

The Committee considered the findings arising from the Task & Finish Review Group – Adult Social Care Next Stage Integration Project.

The Chairman thanked the Members of the Group for the work that they had put into the report. He said that there was now a good working relationship between the Council and the Wye Valley NHS Trust which, together with the general improvement in relationships between partners that had been noted throughout the Review, was encouraging.

One of the key issues was that of consultation, which had been perceived as being less than effectual and a recommendation had been included which addressed this issue.

Following a discussion, it was agreed that the Recommendation 7 should be changed to widen it to read that ‘a Council Member should be named as an advocate for those with learning difficulties’.

**RESOLVED:**

**That:**

- (a) The Committee considered the report of the Task & Finish Group – Adult Social Care Next Stage Integration Project, in particular its recommendations, and agreed the findings for submission to the Executive;**
- (b) Subject to the Review being approved, the Executive’s response to the Review including an action plan should be reported to the first available meeting of the Committee after the Executive had approved its response.**

**72. TASK & FINISH REVIEW GROUP REPORT ON RESIDENTIAL AND NURSING HOME FEES INCLUDING THE OPEN BOOK REVIEW (TO FOLLOW)**

It was noted that as the consultation period for the Open Book Review had been extended, the report would be brought to the meeting of the Committee on the 6<sup>th</sup> December 2013.

**73. FRAMEWORKI DEVELOPMENT PLAN FOR CHILDREN'S WELLBEING DIRECTORATE**

The Committee noted a report on the Frameworki development plan for Children’s Wellbeing Directorate.

The Interim Head of Improvement reported that Frameworki was first implemented as an electronic record system in 2008. A governance structure was put in place to manage its development. In January 2013, these arrangements were reviewed and more robust arrangements have since been put in place within the financial resources available. Since January 2013, and taking on board the recommendations from Ofsted of the inspection of local authority arrangements for the protection of children, a number of developments had taken place, including the design, testing, training and implementation

of a combined Contact and Referral process for the new Multi-Agency Safeguarding Hub (MASH) and the new 'Corius' reporting tool which would provide service and senior managers with a range of reports to effectively manage the service.

There were a number of areas that were still awaiting development. These included Single Assessment which, in line with the new Working Together Guidance, would replace the former Initial and Core Assessments. Social workers and managers were involved in the design and testing of these developments and were trained in the use of the system. However, due to recent staff turnover, it had been challenging to ensure all staff were supported to understand and work effectively and efficiently with new developments in the system.

In reply to a question, she went on to say that the service experience had encountered issues which would need to be resolved. Frameworki was one of the market leaders in this area and whilst the Council might have been behind in the development of the system, issues could be resolved with an upgrade.

The current configuration and support for Frameworki was not aligned with the Adult Social Care transformation programme, following which an assessment of the future needs of electronic record keeping systems would be undertaken. Deliveries of Adult Services improvements were dependent upon a fit for purpose infrastructure. Whilst progress was being made, this did pose a risk to the maintenance of robust systems.

In reply to a question, the Interim Head of Improvement said that the licence for the on-going system was £114k, and the upgrade would cost an additional £80k.

**RESOLVED: That the report be noted.**

#### **74. WORK PROGRAMME**

The Committee noted its Work Programme. The Chairman reported that as the intention was to move to bimonthly meetings, it would be increasingly important to ensure that the Work Programme reflected the issues that the Committee needed to address. The item would be raised up the Agenda for the next meeting and would be considered as the first item. In addition, it would be necessary for Members to become up to speed on issues addressed by the Committee, and they would be expected to spend more of their time outside meetings ensuring they were aware of these issues.

At the next meeting, Members would be expected to have identified three areas that they wanted to look at either individually or as a Committee.

**RESOLVED: That the report be noted.**

The meeting ended at 4.30 pm

**CHAIRMAN**





<b>MEETING:</b>	<b>HEALTH AND SOCIAL CARE OVERVIEW &amp; SCRUTINY COMMITTEE</b>
<b>MEETING DATE:</b>	<b>11 OCTOBER 2013</b>

<b>TITLE OF REPORT:</b>	<b>COMMITTEE WORK PROGRAMME</b>
<b>REPORT BY:</b>	<b>HEAD OF GOVERNANCE</b>

## 1. Classification

Open

## 2. Key Decision

This is not an executive decision

## 3. Wards Affected

County-wide

## 4. Purpose

4.1 To consider the Committee's work programme.

## 5. Recommendation

**THAT: The work programme as appended be noted, subject to any comments the Committee wished to make.**

## 6. Alternative Options

It is for the Committee to determine its work programme as it sees fit to reflect the priorities facing Herefordshire. Any number of subjects could be included in the work programme. However, the Committee does need to be selective and ensure that the work programme is focused on the key issues, realistic and deliverable within the existing resources available.

## 7. Reasons for Recommendations

7.1 The Committee needs to develop a manageable work programme to ensure that scrutiny is focused, effective and produces clear outcomes.

## 8. Key Considerations

The Committee is asked to note its work programme and to note progress on current work.

## **9. Community Impact**

- 9.1 The topics selected for scrutiny should have regard to what matters to the County's residents.

## **10. Equality and Human Rights**

- 10.1 The topics selected need to have regard for equality and Human rights issues.

## **11. Financial Implications**

- 11.1 The cost of the work of the Scrutiny Committee will have to be met within existing resources. It should be noted the costs of running scrutiny will be subject to an assessment to support appropriate processes.

## **12. Legal Implications**

The Council is required to deliver an Overview and Scrutiny function.

## **13. Risk Management**

- 13.1 There is a reputational risk to the Council if the Overview & Scrutiny function does not operate effectively. The arrangements for the development of the work programme should help mitigate this risk.

## **14. Consultees**

- 14.1 Following initial consultations on topics for scrutiny with Directors and Members of the Cabinet, all members of the Council were invited to suggest items for scrutiny.

## **15. Appendices**

- 15.1 An outline work programme for the Committee.

Executive Rolling Programme (as at the time of going to print).

## **16. Background Papers**

- 16.1 None identified.



**HEALTH AND SOCIAL CARE OVERVIEW & SCRUTINY COMMITTEE  
ITEMS IDENTIFIED FOR INCLUSION IN THE WORK PROGRAMME**

**DRAFT WORK PROGRAMME**

<b>6 DECEMBER 2013</b>	
Recovery Plan for Children Safeguarding	To receive a progress report on the Action Plan.
Task & Finish Review Report – The Open Book Review	To consider the Review Group's report.
Task & Finish Review Report – Adult Social Care Next Stage Integration Project	To receive a response on the report from the Executive and an Action Plan.
Work Programme	To consider the Committees Work Programme
<b>14 FEBRUARY 2014</b>	
Recovery Plan for Children Safeguarding	To receive a progress report on the Action Plan.
Work Programme	To consider the Committees Work Programme
<b>4 APRIL 2014</b>	
Recovery Plan for Children Safeguarding	To receive a progress report on the Action Plan.
Health Watch	To receive a progress report on Health Watch
Work Programme	To consider the Committees Work Programme
Task & Finish Review Report – Adult Social Care Next Stage Integration Project	To monitor the Action Plan.

<b>UNALLOCATED ITEMS</b>
Children's health and wellbeing (a focus on Childhood obesity)
National Health Policies
On-line bullying
Herefordshire Clinical Commissioning Group Virtual Wards
Transport across the County for those with special needs

**The following issues are suggestions from the public for inclusion**

the impact of housing developments in Herefordshire on Hereford hospital and other social services
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Executive Decisions to be taken – October 2013

<b>DECISION MAKER CABINET</b>				
Meeting / Decision Date (on or after)	Issue Type	Purpose & Report Title	Portfolio Holder	Directorate, Lead Officer & Contact information for documents/report to be submitted to Decision Maker
TBC	<b>KEY</b>	Waste Contract	Major Contracts – Councillor H Bramer	Economy, Communities & Corporate / Andy Tector <a href="mailto:aet@herefordshire.gov.uk">aet@herefordshire.gov.uk</a>
24/10/13	Non Key	POSTPONED – Awaiting new date Budget Monitoring Report  To report the financial position for both Revenue and Capital	Corporate & Assets – Councillor PM Morgan	Economy, Communities & Corporate / David Powell <a href="mailto:dpowell@herefordshire.gov.uk">dpowell@herefordshire.gov.uk</a>
24/10/13	Non Key	Public Health Annual Report  To inform Cabinet of progress in public health as set out in the Annual Report of the Director of Public Health which looks at three key areas of activity around alcohol, carers and community engagement; and  To seek support from Cabinet that the recommended approach and actions highlighted in the report will inform service development and commissioning aimed at improving health and wellbeing of the population of Herefordshire.	Health & Wellbeing – Councillor GJ Powell	Public Health Team / Elizabeth Shassere <a href="mailto:elizabeth.shassere@herefordshire.gov.uk">elizabeth.shassere@herefordshire.gov.uk</a>
24/10/13	Non Key	Local Account  To approve the Local Account relating to Adult Social Care Performance.	Health & Wellbeing – Councillor GJ Powell	Adults Wellbeing / Peter Sowerby <a href="mailto:peter.sowerby@herefordshire.gov.uk">peter.sowerby@herefordshire.gov.uk</a>
24/10/13	<b>KEY</b>	Halo Leisure Prudential Borrowing Programme  To support Halo Prudential Borrowing for investment programme at Hereford Leisure Centre, Hereford Leisure Pool, Leominster Leisure Centre, Ledbury Swimming Pool, Ross-on-Wye Swimming Pool and Photo-voltaic investment. To approve in principle the allocation of capital expenditure funded by prudential borrowing for a capital investment and improvement programme at leisure facilities managed by Halo Leisure.	Major Contracts – Councillor H Bramer	Economy, Communities & Corporate / Mick Ligema <a href="mailto:miligema@herefordshire.gov.uk">miligema@herefordshire.gov.uk</a>

<b>DECISION MAKER CABINET MEMBER CHILDREN'S WELLBEING: COUNCILLOR JW MILLAR</b>				
Decision Date (on or after)	Issue Type	Purpose & Report Title	Directorate, Lead Officer & Contact information for documents/report to be submitted to Decision Maker	
TBC	Non Key	Herefordshire School Improvement Partnership Strategy and Framework  To endorse the new strategy and framework for school improvement in Herefordshire	Children's Wellbeing / Chris Baird <a href="mailto:cbaird@herefordshire.gov.uk">cbaird@herefordshire.gov.uk</a>	
07/10/13	<b>KEY</b>	Managed and Secure Printing for Multi-Functional Devices (Printers)  To obtain approval for new contractual arrangements for the supply of Multi-Functional Devices (Printers)	Directorate, Lead Officer & Contact information for documents/report to be submitted to Decision Maker  Economy, Communities and Corporate / Wayne Welsby <a href="mailto:wwelsby@herefordshire.gov.uk">wwelsby@herefordshire.gov.uk</a>	
16/10/13	<b>KEY</b>	The Master's House, Ledbury  To provide an update on the progress of the Master's House, St Katherine's, Ledbury capital project and to approve an	Directorate, Lead Officer & Contact information for documents/report to be submitted to Decision Maker  Economy, Communities & Corporate / Andy Tector / Mairead Lane <a href="mailto:mlane@herefordshire.gov.uk">mlane@herefordshire.gov.uk</a>	

				increase in the budget for the scheme.	
<b>DECISION MAKER</b>					
<b>CABINET MEMBER HEALTH &amp; WELLBEING (and part Environment, Housing &amp; Planning – Housing, Planning):</b>					
<b>COUNCILLOR GJ POWELL</b>					
<b>Decision Date</b> (on or after)	<b>Issue Type</b>	<b>Purpose &amp; Report Title</b>	<b>Directorate, Lead Officer &amp; Contact information for documents/report to be submitted to Decision Maker</b>		
TBC	Non key	Planning Services Cost Reductions (Conservation & Archaeology) To agree a package of measures to reduce costs in the regulatory services/conservation/archaeology function.	Economy, Communities & Corporate – Andrew Ashcroft <a href="mailto:aashcroft@herefordshire.gov.uk">aashcroft@herefordshire.gov.uk</a>		
TBC	Non key	Local Development Scheme – Annual Review	Economy, Communities and Corporate		
		To seek approval the annual review of the Local Development Scheme, September 2013 prior to its submission to the Secretary of State.			
<b>DECISION MAKER</b>					
<b>CABINET MEMBER HIGHWAYS &amp; TRANSPORTATION:</b>					
<b>(and part Environment, Housing &amp; Planning – Drainage/Floods, Toilets, Core Strategy):</b>					
<b>COUNCILLOR PD PRICE, DEPUTY LEADER OF THE COUNCIL</b>					
<b>Decision Date</b> (on or after)	<b>Issue Type</b>	<b>Purpose &amp; Report Title</b>	<b>Directorate, Lead Officer &amp; Contact information for documents/report to be submitted to Decision Maker</b>		
TBC	<b>KEY</b>	Increasing income from parking – On Street Charging in Hereford	Economy, Communities & Corporate / Steve Burgess <a href="mailto:sburgess@herefordshire.gov.uk">sburgess@herefordshire.gov.uk</a>		
<b>DECISION MAKER</b>					
<b>CABINET MEMBER MAJOR CONTRACTS:</b>					
<b>(and part Environment, Housing &amp; Planning – Gypsies and Travellers):</b>					
<b>COUNCILLOR H BRAMER</b>					
<b>Decision Date</b> (on or after)	<b>Issue Type</b>	<b>Purpose &amp; Report Title</b>	<b>Directorate, Lead Officer &amp; Contact information for documents/report to be submitted to Decision Maker</b>		

Other Meetings – October 2013

<b>DECISION MAKER</b>					
<b>COUNCIL</b>					
<b>Meeting / Decision Date</b> (on or after)	<b>Issue Type</b>	<b>Purpose &amp; Report Title</b>	<b>Portfolio Holder</b>	<b>Directorate, Lead Officer &amp; Contact information for documents/report to be submitted to Decision Maker</b>	
18/10/13	Non Key	Treasury Management Strategy Report	Corporate Strategy & Finance/Leader Councillor AW Johnson	Economy, Communities & Corporate /	
18/10/13	Non Key	Leader's Report	Corporate Strategy & Finance/Leader – Councillor AW Johnson	Economy, Communities & Corporate / Annie Brookes <a href="mailto:ab1@herefordshire.gov.uk">ab1@herefordshire.gov.uk</a>	
18/10/13	Non Key	To receive the Leader's report, which provides an overview of the Executive's activity since the last Council meeting.			
18/10/13	Non Key	Monitoring Officer's Annual Report	Corporate & Assets – Councillor PM Morgan	Economy, Communities & Corporate / John Jones <a href="mailto:ijones4@herefordshire.gov.uk">ijones4@herefordshire.gov.uk</a>	
18/10/13	Non Key	Hereford and Worcester Fire and Rescue Authority Report		External Report	
18/10/13	B&PF	Youth Justice Plan	Children's Wellbeing – Councillor JW Millar	Children's Wellbeing / Jo Davidson <a href="mailto:jdavidson@herefordshire.gov.uk">jdavidson@herefordshire.gov.uk</a>	
18/10/13	Non Key	To approve the Youth Justice Plan			
18/10/13	Non Key	Appointment of s.151 Officer	Corporate & Assets – Councillor PM Morgan	Organisation Development Team / Jenny Lewis <a href="mailto:jlewis3@herefordshire.gov.uk">jlewis3@herefordshire.gov.uk</a>	

<b>AUDIT &amp; GOVERNANCE COMMITTEE</b>		
Meeting Date	Purpose & Report Title	Portfolio Holder
15/10/13	Whistle Blowing Policy – Biennial Review	Corporate Strategy & Finance/Leader – Councillor AW Johnson
15/10/13	Counter-fraud and Corruption Policies – Biennial Review	Corporate Strategy & Finance/Leader – Councillor AW Johnson
		Directorate, Lead Officer & Contact information
		Economy, Communities & Corporate /
		Economy, Communities & Corporate /

## Scrutiny Work Programmes – October 2013

<b>GENERAL OVERVIEW AND SCRUTINY COMMITTEE ITEMS – OCTOBER 2013</b>		
MEETING/ BRIEFNG DATE	ITEM	PURPOSE
1 October 2013	Waste Contract update	To receive an update on the Waste Contract prior to consideration by Cabinet
		O&SC PRE-DECISION PRIOR TO: A&G Committee Cabinet Council

<b>HEALTH AND SOCIAL CARE OVERVIEW AND SCRUTINY COMMITTEE ITEMS – OCTOBER 2013</b>		
MEETING/ BRIEFNG DATE	ITEM	PURPOSE
11 October 2013	Task and Finish Group – Scrutiny of Children's Safeguarding	To consider the findings and recommendations of the task and finish group.
11 October 2013	Strategic Plan for Delivering Adult Services	To consider a quarterly report containing a schedule of performance reports outlining the savings that are being achieved through the Strategic Plan. (July12)
11 October 2013	Work Programme	To consider the Committees Work Programme
		O&SC PRE-DECISION PRIOR TO: A&G Committee Cabinet Council

Executive Rolling Programme: **November 2013**

Executive Decisions to be taken – November 2013

<b>DECISION MAKER CABINET</b>		
Meeting / Decision Date (on or after)	Issue Type	Purpose & Report Title
21/11/13	Non Key	Integrated Corporate Performance Report Q2
21/11/13	Non Key	Budget Monitoring Report
21/11/13	<b>KEY</b>	To report the financial position for both Revenue and Capital. Transport and Travel Review – Preferred Network Option
21/11/13	<b>KEY</b>	To agree a preferred arrangement for public transport and education transport service integration. Children with Disabilities: Short Breaks and Respite Service Provision
		To approve funding commitment over £500,000 to new contracts
		Portfolio Holder
		Corporate & Assets – Councillor PM Morgan
		Corporate Strategy & Finance – Councillor AW Johnson, Leader of the Council
		Highways & Transportation – Councillor PD Price, Deputy Leader of the Council
		Children's Wellbeing – Councillor J Millar
		Directorate, Lead Officer & Contact information for documents/report to be submitted to Decision Maker
		Economy, Communities & Corporate /
		Economy, Communities & Corporate /
		Economy, Communities & Corporate / Steve Burgess <a href="mailto:sburgess@herefordshire.gov.uk">sburgess@herefordshire.gov.uk</a>
		Children's Wellbeing / Philippa Granthier <a href="mailto:pgranthier@herefordshire.gov.uk">pgranthier@herefordshire.gov.uk</a>



<b>DECISION MAKER</b>		
<b>CABINET MEMBER CHILDREN'S WELLBEING: COUNCILLOR JW MILLAR</b>		
Decision Date (on or after)	Issue Type	Purpose & Report Title
		Directorate, Lead Officer & Contact information for documents/report to be submitted to Decision Maker
<b>DECISION MAKER</b>		
<b>CABINET MEMBER CORPORATE &amp; ASSETS (and part Environment, Housing &amp; Planning – Common Land, Cemeteries): COUNCILLOR PM MORGAN</b>		
Decision Date (on or after)	Issue Type	Purpose & Report Title
		Directorate, Lead Officer & Contact information for documents/report to be submitted to Decision Maker
<b>DECISION MAKER</b>		
<b>CABINET MEMBER CORPORATE STRATEGY &amp; FINANCE: COUNCILLOR AW JOHNSON, LEADER OF THE COUNCIL</b>		
Decision Date (on or after)	Issue Type	Purpose & Report Title
		Directorate, Lead Officer & Contact information for documents/report to be submitted to Decision Maker
<b>DECISION MAKER</b>		
<b>CABINET MEMBER ENTERPRISE &amp; CULTURE (and part Environment, Housing &amp; Planning – Environment Sustainability, Fair Trade and Local Produce, Environmental Protection, Conservation): COUNCILLOR RJ PHILLIPS</b>		
Decision Date (on or after)	Issue Type	Purpose & Report Title
		Directorate, Lead Officer & Contact information for documents/report to be submitted to Decision Maker
<b>DECISION MAKER</b>		
<b>CABINET MEMBER ENVIRONMENT, HOUSING &amp; PLANNING:</b>		
Decision Date (on or after)	Issue Type	Purpose & Report Title
		Directorate, Lead Officer & Contact information for documents/report to be submitted to Decision Maker
<b>DECISION MAKER</b>		
<b>CABINET MEMBER HEALTH &amp; WELLBEING (and part Environment, Housing &amp; Planning – Housing, Planning): COUNCILLOR GJ POWELL</b>		
Decision Date (on or after)	Issue Type	Purpose & Report Title
		Directorate, Lead Officer & Contact information for documents/report to be submitted to Decision Maker
<b>DECISION MAKER</b>		
<b>CABINET MEMBER HIGHWAYS &amp; TRANSPORTATION (and part Environment, Housing &amp; Planning – Drainage/Floods, Toilets, Core Strategy): COUNCILLOR PD PRICE, DEPUTY LEADER OF THE COUNCIL</b>		
Decision Date (on or after)	Issue Type	Purpose & Report Title
		Directorate, Lead Officer & Contact information for documents/report to be submitted to Decision Maker
<b>DECISION MAKER</b>		
<b>CABINET MEMBER MAJOR CONTRACTS (and part Environment, Housing &amp; Planning – Gypsies and Travellers): COUNCILLOR H BRAMER</b>		
Decision Date	Issue Type	Purpose & Report Title
		Directorate, Lead Officer & Contact information for documents/report to be submitted to Decision Maker

(on or after)		
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### Other Meetings – November 2013

AUDIT & GOVERNANCE COMMITTEE		
Meeting Date	Purpose & Report Title	Portfolio Holder
26/11/13		Directorate, Lead Officer & Contact information

### Scrutiny Work Programmes – November 2013

GENERAL OVERVIEW AND SCRUTINY COMMITTEE ITEMS – NOVEMBER 2013		
MEETING/ BRIEFNG DATE	ITEM	PURPOSE
11 November 2013	Contract Management	To examine the arrangements in place by Herefordshire Council for managing contracts. This shall include contracts with third parties.
11 November 2013	Task & Finish – Income & Charging - Projected additional Income	O&SC 19 March 2012 added to the T&F Report that a report be made in Oct 2013 setting out how much of the projected additional income had been achieved and reviewing the intended and unintended consequences of new/additional charges.

### HEALTH AND SOCIAL CARE OVERVIEW AND SCRUTINY COMMITTEE ITEMS – NOVEMBER 2013

MEETING/ BRIEFNG DATE	ITEM	PURPOSE
7 November 2013	Recovery Plan for Children Safeguarding	To receive a progress report on the Action Plan
7 November 2013	Work Programme	To consider the Committee's Work Programme

### Executive Rolling Programme: **December 2013**

### Executive Decisions to be taken – December 2013

DECISION MAKER CABINET		
Meeting / Decision Date (on or after)	Issue Type	Purpose & Report Title
19/12/13	<b>KEY</b>	Open Book Review of Residential and Nursing Home Fees for Older People
19/12/13	Non Key	Budget Monitoring Report
19/12/13	Non Key	To report the financial position for both Revenue and Capital. Herefordshire Council Safeguarding Arrangements for Children: Nine Month Review Report for Department for Education  To inform members on the progress of improvement planning in children's safeguarding resulting from the self-evaluation undertaken and reported to the Department of Education in July, 2013 in relation to the Herefordshire Safeguarding and Protecting Children Improvement Plan.
19/12/13	<b>KEY</b>	Adults Wellbeing Transformation Programme 2014/15  To gain approval from Cabinet for the Adults Wellbeing transformation programme, its scope of work and its structure

<b>DECISION MAKER</b>		
<b>CABINET MEMBER CHILDREN'S WELLBEING: COUNCILLOR JW MILLAR</b>		
Decision Date (on or after)	Issue Type	Purpose & Report Title
		Directorate, Lead Officer & Contact information for documents/report to be submitted to Decision Maker
<b>DECISION MAKER</b>		
<b>CABINET MEMBER CORPORATE &amp; ASSETS: COUNCILLOR PM MORGAN</b>		
Decision Date (on or after)	Issue Type	Purpose & Report Title
		Directorate, Lead Officer & Contact information for documents/report to be submitted to Decision Maker
<b>DECISION MAKER</b>		
<b>CABINET MEMBER CORPORATE STRATEGY &amp; FINANCE: COUNCILLOR AW JOHNSON, LEADER OF THE COUNCIL</b>		
Decision Date (on or after)	Issue Type	Purpose & Report Title
		Directorate, Lead Officer & Contact information for documents/report to be submitted to Decision Maker
<b>DECISION MAKER</b>		
<b>CABINET MEMBER ENTERPRISE &amp; CULTURE: COUNCILLOR RJ PHILLIPS</b>		
Decision Date (on or after)	Issue Type	Purpose & Report Title
		Directorate, Lead Officer & Contact information for documents/report to be submitted to Decision Maker
<b>DECISION MAKER</b>		
<b>CABINET MEMBER ENVIRONMENT, HOUSING &amp; PLANNING: COUNCILLOR RB HAMILTON</b>		
Decision Date (on or after)	Issue Type	Purpose & Report Title
		Directorate, Lead Officer & Contact information for documents/report to be submitted to Decision Maker
<b>DECISION MAKER</b>		
<b>CABINET MEMBER HEALTH &amp; WELLBEING: COUNCILLOR GJ POWELL</b>		
Decision Date (on or after)	Issue Type	Purpose & Report Title
		Directorate, Lead Officer & Contact information for documents/report to be submitted to Decision Maker
<b>DECISION MAKER</b>		
<b>CABINET MEMBER HIGHWAYS &amp; TRANSPORTATION: COUNCILLOR PD PRICE, DEPUTY LEADER OF THE COUNCIL</b>		
Decision Date (on or after)	Issue Type	Purpose & Report Title
		Directorate, Lead Officer & Contact information for documents/report to be submitted to Decision Maker
<b>DECISION MAKER</b>		
<b>CABINET MEMBER MAJOR CONTRACTS: COUNCILLOR H BRAMER</b>		
Decision Date (on or after)	Issue Type	Purpose & Report Title
11/12/13	<b>KEY</b>	Countryside Service Review
		Economy, Communities and Corporate / Steve Burgess <a href="mailto:sburgess@herefordshire.gov.uk">sburgess@herefordshire.gov.uk</a>
		<i>To agree proposals to generate income and move towards a financially sustainable service.</i>



Other Meetings – December 2013

Meeting / Decision Date (on or after)	Issue Type	Purpose & Report Title	Portfolio Holder	Directorate, Lead Officer & Contact information for documents/report to be submitted to Decision Maker
13/12/13	N/A	Annual Report – Corporate Plan	Corporate & Assets – Councillor PM Morgan	Organisation Development Team / Jenny Lewis <a href="mailto:jlewis3@herefordshire.gov.uk">jlewis3@herefordshire.gov.uk</a>
13/12/13	Non Key	Leader's Report To receive the Leader's report, which provides an overview of the Executive's activity since the last Council meeting.	Corporate Strategy & Finance/Leader – Councillor AW Johnson	Economy, Communities & Corporate / Annie Brookes <a href="mailto:ab1@herefordshire.gov.uk">ab1@herefordshire.gov.uk</a>
13/12/13	<b>B&amp;PF</b>	Review of Gambling Act Policy <i>To consider implementing new policy</i>		Economy, Communities & Corporate / Claire Corfield <a href="mailto:clcorfield@herefordshire.gov.uk">clcorfield@herefordshire.gov.uk</a>
13/12/13	N/A	Review of Licensing Act Policy <i>To consider implementing new policy</i>		Economy, Communities & Corporate / Claire Corfield <a href="mailto:clcorfield@herefordshire.gov.uk">clcorfield@herefordshire.gov.uk</a>
13/12/13	N/A	Introduction of a Sex Establishment Policy <i>To consider implementing new policy</i>		Economy, Communities & Corporate / Claire Corfield <a href="mailto:clcorfield@herefordshire.gov.uk">clcorfield@herefordshire.gov.uk</a>
13/12/13	N/A	Review of Gypsy and Traveller Policy <i>To consider implementing new policy</i>		Economy, Communities & Corporate / Claire Corfield <a href="mailto:clcorfield@herefordshire.gov.uk">clcorfield@herefordshire.gov.uk</a>
13/12/13	N/A	Waste Contract	Major Contracts – Councillor H Bramer	Economy, Communities & Corporate / Andy Tector <a href="mailto:aet@herefordshire.gov.uk">aet@herefordshire.gov.uk</a>
13/12/13	Non Key	Appointments to Council Committees	Corporate & Assets – Councillor PM Morgan	Economy, Communities & Corporate / John Jones <a href="mailto:jjones4@herefordshire.gov.uk">jjones4@herefordshire.gov.uk</a>

Scrutiny Work Programmes – December 2013

GENERAL OVERVIEW AND SCRUTINY COMMITTEE ITEMS – DECEMBER 2013			
MEETING/ BRIEFNG DATE	ITEM	PURPOSE	O&SC PRE-DECISION PRIOR TO: A&G Committee Cabinet Council
9 December 2013	Financial Inclusion	To consider how payday loans and changes to the council tax regime are affecting financial inclusion. To include an update on Moneybox Credit Union.	
9 December 2013	School Examination Performance	To consider the examination performance in Herefordshire Schools.	
9 December 2013	Task and Finish Review	To consider the findings and recommendations from the task and finish group review into cultural services.	
HEALTH AND SOCIAL CARE OVERVIEW AND SCRUTINY COMMITTEE ITEMS – DECEMBER 2013			
MEETING/ BRIEFNG DATE	ITEM	PURPOSE	O&SC PRE-DECISION PRIOR TO: A&G Committee Cabinet Council
6 December 2013	Work Programme	To consider the Committee's Work Programme	





<b>MEETING:</b>	<b>HEALTH AND SOCIAL CARE OVERVIEW &amp; SCRUTINY COMMITTEE</b>
<b>MEETING DATE:</b>	<b>11 OCTOBER 2013</b>

<b>TITLE OF REPORT:</b>	<b>Adult Wellbeing Organisational Priorities 13 - 17</b>
<b>REPORT BY:</b>	<b>Interim Director for Adults Wellbeing</b>

**1. Classification**

Open

**2. Key Decision**

This is not an executive decision

**3. Wards Affected**

County-wide

**4. Purpose**

4.1 To receive a report on the Adult Wellbeing Organisational Priorities 13 - 17

**5. Recommendation**

**THAT:** The report be noted

**6. Alternative Options**

There are no relevant alternative options.

**7. Reasons for Recommendations**

7.1 To ensure that Committee are fully informed about the organisational priorities

**8. Financial Implications**

8.1 There are no financial implications to this report.

**9. Legal Implications**

9.1 There are no legal implications to this report.

**10. Background Papers**

10.1 None identified.





<b>MEETING:</b>	<b>HEALTH AND SOCIAL CARE OVERVIEW &amp; SCRUTINY COMMITTEE</b>
<b>MEETING DATE:</b>	<b>11 OCTOBER 2013</b>

<b>TITLE OF REPORT:</b>	<b>Care and Support Bill 2013</b>
<b>REPORT BY:</b>	<b>Interim Director for Adults Wellbeing</b>

**1. Classification**

Open

**2. Key Decision**

This is not an executive decision

**3. Wards Affected**

County-wide

**4. Purpose**

4.1 To receive a report on the Care and Support Bill 2013

**5. Recommendation**

**THAT: The report be noted**

**6. Alternative Options**

There are no relevant alternative options.

**7. Reasons for Recommendations**

7.1 To ensure that Committee are fully informed about the Care and Support Bill 2013

**8. Financial Implications**

8.1 There are no financial implications to this report.

**9. Legal Implications**

9.1 There are no legal implications to this report.

**10. Background Papers**

10.1 None identified.





<b>MEETING:</b>	<b>HEALTH AND SOCIAL CARE OVERVIEW &amp; SCRUTINY COMMITTEE</b>
<b>MEETING DATE:</b>	<b>11 OCTOBER 2013</b>

<b>TITLE OF REPORT:</b>	<b>TASK &amp; FINISH GROUP: CHILDREN'S SAFEGUARDING IN HEREFORDSHIRE</b>
<b>REPORT BY:</b>	<b>Task &amp; Finish Review Group</b>

**1. Classification**

Open

**2. Key Decision**

This is not an executive decision

**3. Wards Affected**

County-wide

**4. Purpose**

- 4.1 To consider the findings arising from the Task & Finish Group – Children's Safeguarding in Herefordshire

**5. Recommendations**

**THAT:**

- (a) The Committee considers the report of the Task & Finish Group – Children's Safeguarding in Herefordshire, in particular its recommendations, and determines whether it wishes to agree the findings for submission to the Executive;
- (b) Subject to the Review being approved, the Executive's response to the Review including an action plan be reported to the first available meeting of the Committee after the Executive has approved its response.

**6. Alternative Options**

The Committee can agree, not agree or can vary the recommendations. If the Committee agree with the findings and recommendations from the review, the attached report will be submitted to the Executive for consideration. It will be for the Executive to decide whether some, all or none of the recommendations are approved.

**7. Reasons for Recommendations**

- 7.1 This Committee commissioned a Task & Finish Group on Children's Safeguarding in Herefordshire. The Task & Finish Group has completed its task and its report is required to be submitted to this committee for approval. The recommendations also set out how the report should be progressed in accordance with the Council's Constitution, if approved by the Committee.

## **8. Key Considerations**

A scrutiny Task & Finish Review has been undertaken into the Council's Safeguarding Arrangement for Children.

The findings and recommendations of the Review Group are contained in the attached report.

## **9. Community Impact**

- 9.1 If the Committee agree with the findings of the Task and Finish Group, the report will need to be considered by the Executive and, depending on their decision, community impact will need to be assessed.

## **10. Equality and Human Rights**

- 10.1 If the Committee agree with the findings of the Task and Finish Group, the report will need to be considered by the Executive and, depending on their decision, equality and human rights issues will need to be assessed.

## **11. Financial Implications**

- 11.1 If the Committee agree with the findings of the Task and Finish Group, the report will need to be considered by the Executive and, depending on their decision, the financial implications of any of the recommendations will need to be assessed.

## **12. Legal Implications**

If the Committee agree with the findings of the Task and Finish Group, the report will need to be considered by the Executive and, depending on their decision, the legal implications of implementing any of the recommendations will need to be assessed.

## **13. Risk Management**

- 13.1 If the Committee agree with the findings of the Task and Finish Group, the report will need to be considered by the Executive and, depending on their decision, the risk management implications of implementing any of the recommendations will need to be assessed.

## **14. Consultees**

- 14.1 As part of the review, interviews were held with following Councillors (titles are correct at the time of interview): Councillor PM Morgan (then Cabinet Member for Health and Wellbeing) Councillor JW Millar (Cabinet Member - Children's Services). The Task and Finish Group also heard from officers and children in care.

## **15. Appendices**

- 15.1 Appendix 1 - Task and Finish Review Group Report – Children's Safeguarding in Herefordshire

## **16. Background Papers**

- 16.1 None identified.





# **Task & Finish Group Report**

**Scrutiny of Children's  
Safeguarding in Herefordshire**



# **The Scrutiny of Children’s Safeguarding in Herefordshire – Review Report**

## **Chairman’s Foreword**

I am pleased to present this report on behalf of the Health and Social Care Scrutiny Committee, Task and Finish Review Group who worked with myself and officers to ensure that we completed a fair and transparent report. This review was borne out of Herefordshire Council’s inadequate Ofsted inspection report and focuses on how the scrutiny function can be improved to ensure that our children and young people are protected and that they receive an effective and excellent service.

Since the Ofsted Inspection, there have been significant changes to the way in which Herefordshire Council delivers its safeguarding service. There has been a positive interaction between the Task and Finish Group members and the Children’s Wellbeing Directorate and it is recognised that whilst this is a Herefordshire Council report, all parties involved in safeguarding must have a consistent approach. The setting up of the new hub Multi Agency Safeguarding Hub (MASH), is a positive step forward and will ensure that people who are concerned about the safety of children, are put in touch with the right person expediently.

This report recognises the excellent job that officers are doing in the Children’s Wellbeing Directorate but also highlights areas which needs more work to be done if Herefordshire Council wishes to improve its service to the community. I would like to thank all the officers we interviewed for their participation in the review and for all they do to ensure Herefordshire children are protected from harm. A special thank you must also go to the young people we met along our journey and for their contribution to the review. One of the memories I will personally take with me from the Away Day we spent with children and young people, is that they just want a consistent and reliable service.

Along our journey, we highlighted other areas for future reviews which were outside the remit of this Task and Finish Group which we feel will compliment and support our work. All Members have received a series of Safeguarding Seminars and training and are now more aware of their responsibilities as Corporate Parents. With the additional data they will be receiving, they will be able to ensure that Herefordshire Council’s safeguarding arrangements are robust and confidently challenged when necessary.

Finally, I would like to extend my sincere thanks to the Task and Finish Group members who have worked tirelessly alongside me during this review and also to our lead officer, Julie Rzezniczek and our Scrutiny Team, Gemma Dean and David Penrose, who helped keep us “on track”. Their contribution and support has been invaluable in shaping this report.

Councillor Sally Robertson  
Chairman  
Improving Scrutiny of Children’s Safeguarding Services

## **Executive Summary**

- 1.1 In September 2012, Herefordshire Council received an 'inadequate' grading following an inspection of its arrangements for safeguarding children. One of the key areas for improvement was related to leadership and governance. Scrutiny is part of the Council's leadership and governance arrangements. As such a Task and Finish Group was commissioned in December to look into the issue of improving the scrutiny function in relation to children's safeguarding.
- 1.2 In March 2013, a final scoping statement was agreed by all Members of the Task and Finish Group (see Appendix 1). As leadership and governance arrangements were a key area for improvement, the Members of the Task and Finish Group decided to look at how children's safeguarding is scrutinized now, what information could be available to the Scrutiny Committee and finally, what best practice at other local authorities looks like.
- 1.3 Although the main purpose of the Group was to look at how the Health and Social Care Overview and Scrutiny Committee examines children's safeguarding, it became evident that the lives and welfare of children, young people and their families are impacted upon by a range of factors and services. It is for this reason that some of the recommendations place an onus on other departments or officers.
- 1.4 The Task and Finish Group found that a small number of issues raised during their interviews with officers and staff, merited further examination and have recommended that this takes place through the commissioning of spotlight task and finish groups.
- 1.5 Whilst there are a number of recommendations that have been proposed through this Task and Finish Group, there are also a number of other elements that have been raised. These are grouped into areas of:
  - Recommendations
  - Good practice guidelines where no feedback is needed
  - Good practice that is identified as already taking place
- 1.6 During the period of this exercise, a number of interim recommendations were made that were actioned and completed before the end of the review. These recommendations applied to the provision of early reports before either the Health and Social Care Overview and Scrutiny Committee.

## **Composition of the Task and Finish Group**

Members of the Task and Finish Group were:

Councillor SR Robertson – Vice Chair of Health and Social Care Committee and Chair of Task and Finish Group

Councillor WLS Bowen

Councillor MD Lloyd-Hayes

Peer mentor – Councillor David Simmonds, London Borough of Hounslow Council

Lead Officer - Julie Rzezniczek, Interim Head of Improvement

Scrutiny Officer -Gemma Dean.

Democratic Services - David Penrose.

## Context

### Why Did We Set Up The Group?

In September 2012, Herefordshire Council received an 'inadequate' grading following an inspection of its arrangements for safeguarding children. Herefordshire Council is currently subject to an Improvement Notice as issued by the Department for Education.

A key element of the Ofsted inspection focussed on Herefordshire Council's leadership and governance of children's safeguarding. Scrutiny is part of this leadership and governance function.

The Health and Social Care Overview and Scrutiny Committee is the designated scrutiny Committee to deal with all matters relating to children's safeguarding.

As a direct result of the Ofsted inspection, this Task and Finish Group was commissioned.

### What Were We Looking at?

In March 2013 a scoping statement was agreed by all Members of the Group. The full scoping statement is attached at Appendix 1. The Group's term of reference was to review the scrutiny of children's safeguarding. The Group came to this decision as it was felt that the most effective Task and Finish Group should not duplicate any other improvement work that was taking place. In accordance with Department for Education requirements, Herefordshire Council currently has an Improvement Plan and an Improvement Board therefore the Group chose to undertake a peer review to explore what improvements could be applied to the scrutiny Committee in order to strengthen progress related to the Improvement Plan.

### Who Did We Speak To?

Between March and September 2013, the Group convened meetings, interviews and visits to gather as much background information and seek as many views as were required to make recommendations. In doing this, the Group spoke to the following people:

- Young persons in care
- Councillor Patricia Morgan, then Cabinet Member for Health and Wellbeing
- Councillor Jeremy Millar, Cabinet Member for Children's Services
- Herefordshire Council Councillors
- Jo Davidson, Director of Children's Wellbeing Services
- Kathy O'Mahony, Assistant Director (Children's Wellbeing Services)
- Chris Baird, Assistant Director (Children's Wellbeing Services)
- Paul Curran, Chair of the Improvement Board
- Julie Rzezniczek, Interim Head of Improvement
- Social Workers at Bath Street and St Owens Street
- Children in Care Council
- Chester and West Chester Council

### How Did We Engage With People?

The Task and Finish Group wanted to use as many different ways of engagement with the different interviewees. The methods used were:

- Face to face interviews. These were mostly used for senior officers, Cabinet Members and Improvement Board Chair
- Site visits to Social care workers in their offices

- Attendance of a group engagement day with young persons in care
- Members questionnaire
- Email correspondence
- Visits to other local authorities

### What Did We Read?

The Group was provided with a large amount of background information to undertake this review. The documents that were used and are appended to this report are:

- OFSTED inspection report
- OFSTED Improvement Notice
- Herefordshire Council's Improvement Plan
- Herefordshire Safeguarding Protection of Children Improvement Board performance data
- Centre for Public Scrutiny guidance
- Herefordshire Council workforce report
- Herefordshire Council 'Our Expectations for Safeguarding Children'.
- Chester and West Chester – 'Our Children Matter - 39 Steps to bring some normality into their lives'.
- Local Government Association best practice guidance

## Key Themes

Throughout the interviews and research, key themes were identified by the Group.

### Scrutiny Committees

The scrutiny of children's safeguarding has undergone some significant changes over the past two years. Prior to April 2011, there had been a specific Children's Services Scrutiny Committee. However an Executive decision was made to combine five scrutiny committees into one main overview and scrutiny committee. This one Overview and Scrutiny Committee was to cover all topics and commission task and finish groups. The Group felt that prior to the combining of these Committees that they were kept more informed of children's safeguarding. This was achieved by regular reporting on performance and continual service updates. The combined Overview and Scrutiny was decommissioned in October 2012 and was replaced by two Committees: Health and Social Care Overview and Scrutiny Committee and a General Overview and Scrutiny Committee. The Group recognised that this substantial upheaval of the scrutiny committee has resulted in scrutiny Members not being up to date of safeguarding issues. The Members of the Group believe that there is an argument that a dedicated Children and Young Persons Overview and Scrutiny Committee should be re-established.

**Recommendation: That research shall be undertaken to determine whether there should be a specialised Children and Young Persons Overview and Scrutiny Committee. This research shall be undertaken within six months and reported back to the Committee.**

During the period of the task and finish review a change was made to the scrutiny function. Health and Social Care Overview and Scrutiny and General Overview and Scrutiny are now to sit bi-monthly. The Group were also concerned that due to the tightening of budgets that the support available for Members may be reduced.

**Recommendation: That the Chief Executive, or person designated by the Chief Executive, is to provide a report on the impact of the changes to the scrutiny function and the maintenance of robust scrutiny arrangements.**

As part of this task and finish review, a questionnaire was sent out to all Members on children's safeguarding. A copy of the questionnaire is attached at Appendix 2. Not including the three Members of this Task and Finish Group, 55 Members were sent the email questionnaire. Of these 55 Members only 10 responses were received. Members of the Group were disappointed at the low response rate but appreciated that this was indicative of the need for more training on safeguarding.

**Recommendation: That mandatory Members children's safeguarding seminars should be delivered to all Councillors on a rolling basis.**

During interviews it was considered by the Group that many Members were unaware of the ways in which they could deal with safeguarding issues if they occurred. Members were also largely unaware of their roles as Corporate Parents, and further investigation should be undertaken into ways to encourage Councillors to actively engage in this role.

**Recommendation: That 'one minute guides' are created by officers for Members on how to respond to children's safeguarding issues. These shall be distributed to Members and be made available on the Council's website for the general public to view.**

The Group recognised that there is a need for children's safeguarding to be more prominent in the work programme. There has been an unfair balance towards the health side of the Health and Social Care Overview and Scrutiny Committee due to the big changes that have occurred

within the health sector. The Group would like to see a balance between health and social care re-established.

Quite often the information and data being presented before Health and Social Care Committee is very complex. Members are expected to understand and interpret this data with little or no guidance. The Group recognises that there is a need for specialist training to be given on interpreting performance information.

**Recommendation: The Members of the Health and Social Care Overview and Scrutiny Committee shall be provided with training in the understanding and interrogating of children's safeguarding performance data. This shall be done at least once a year.**

At a meeting with young people in care the Members were concerned that the young people were not aware of the role of scrutiny with regards to children's safeguarding. The Members of the Group feel that it is essential that Children in Care and Looked After Children are aware of scrutiny and what they can expect from the scrutiny Members.

**Recommendation: That a pledge should be created within three months that clearly identifies what Children in Care and Looked After Children can expect from Scrutiny Members. This will be available on the Council website.**

The Group heard from a number of external officers who have stated that effective scrutiny does not entail duplication of work already being carried out by others. The Group are keen to ensure that the work that scrutiny undertakes adds value to the children's safeguarding model.

The Group were keen to create and maintain effective relationships with social workers after interviewing them during the review. They were most impressed by the openness and dedication shown by the social workers whilst they are constantly under the microscope of improvement.

**Recommendation: That Members of Health and Social Care Overview and Scrutiny Committee engage with social workers on a three monthly basis. This is to gain the opinion and viewpoint of the staff on the new ways of working and whether they believe them to be effective. It will also provide staff with the opportunity to suggest any areas that they believe would benefit from scrutiny.**

### Recruitment and Retention

The Group were concerned that in every interview that they undertook, recruitment and retention was a recurring theme. Council officers, Members, external officers involved in the improvement process all stated that what is required for a good performing safeguarding children service is a good, well qualified, motivated and consistent workforce. This is also to be coupled with effective supervision and continuous improvement. Members also had the opportunity to speak to some young people in care in which the key theme of staff arose. On this occasion it was raised by young persons that they wanted consistency and reliability from their social workers. They wanted to know who was coming to see them and to avoid as many changes in qualified social workers as possible.

As a result of their findings the Task and Finish Group made an interim recommendation that a workforce report came before the Health and Social Care Overview and Scrutiny Committee. On 11<sup>th</sup> July 2013 the Health and Social Care Overview and Scrutiny Committee were able to have an overview of the approach being taken by Herefordshire Council with regards to recruitment and retention of social care workforce.

**Recommendation: That the Health and Social Care Overview and Scrutiny Committee commissions a spotlight task and finish group to look into the recruitment and retention policies. This shall be commissioned within three months.**



One final area that was raised related to the ways in which working could be supported for social workers. A large proportion of their time is spent going between the office and visits. The Group discussed ways in which this could be rectified. There is currently a review underway into the provision of mobile devices for social workers which would allow them to update records whilst out of the office. The Task and Finish Group fully supports this review and has made the following recommendation:

**Recommendation: that the findings of the review into the use of mobile devices for social workers is reported to Health and Social Care Overview and Scrutiny Committee within six months.**

Social workers also have to carry around a large amount of work with them between Council offices and visits. The Task and Finish Group were concerned that the new parking policy for Herefordshire Council now prevented social workers from being able to drop off or pick up files at Council offices. The Task and Finish Group were very aware that this could be a pressure that could be alleviated for social workers. The Group have therefore made the following recommendation:

**Recommendation: That the Executive review the staff car parking policy to allow social workers to use collection and drop off points at Council buildings.**

The Task and Finish Group recognises the fact that many staff employed by Herefordshire Council are on an interim or temporary basis. The Group feel it important to note that that they appreciate the work undertaken by interim staff, and that they bring a wealth of experience and expertise with them to the Council.

**Recommendation: That the Health and Social Care Overview and Scrutiny Committee commissions a spotlight task and finish review into the support of interim or agency staff. This purpose of this review would be to ensure that the Council is doing all that it can to ensure that such workers are fully integrated into the Council**

### Public Participation

The Members of the Group were keen to encourage public participation in scrutiny, specifically of children in care. In an interview regarding the Children in Care Council in Hereford, the Members were very heartened to hear that substantial work was underway to get this established in Herefordshire. The Group had initially wanted to commission a task and finish group to look into the relationship between Health and Social Care scrutiny and the Children in Care Council. This would effectively have meant duplicating the work that is already being completed in this area.

**Recommendation: That a report is brought before the Health and Social Care Overview and Scrutiny Committee within six months detailing the Council's progress with establishing an effective Children in Care Council. The report shall have a clear statement within it with regards to Members involvement.**

The Members were very grateful to Cheshire West and Chester Council for allowing them to see their video on the relationship between the Council and the Children in Care Council. The Task and Finish Group strongly recommend that all Members watch this video.

The Task and Finish Group were advised that there is currently a review of scrutiny's engagement with the public being undertaken by the Scrutiny Officer and the Group endorse this work. The Group were very keen that specific regard was to be given as to the use of social media to engage with young peoples and the general public.

## Multi Agency Working

The Task and Finish Group recognises that during this review they were unable to interview all partner agencies. However the Group were able to speak to Chairs of the Improvement Board and Herefordshire Safeguarding Children Board, who are part of the multi agency working. Therefore the Group identified whether this multi agency approach was working effectively.

The Group heard from a number of internal and external organisations which all form part of the safeguarding children model. The Group recognises that for an effective system of safeguarding to work then all of these organisations must work together. The Group was very pleased to hear about the Multi Agency Safeguarding Hub and supports the development in this area.

The Group was pleased to hear from the Independent Chair of the Herefordshire Safeguarding Children Board. The Group felt that the Health and Social Care Overview and Scrutiny Committee were not aware of the crucial work that the Board does. The Group were also aware that there appears to be little overview or challenge to whether the Board are fulfilling the areas within its business plan other than in the annual review of the Board's business plan.

**Recommendation: That the Health and Social Care Overview and Scrutiny Committee is provided with six monthly updates on the business plan of the Herefordshire Safeguarding Children Board.**

The Group learnt of the Chief Executive of Herefordshire Council's new arrangements for joint working with the Police, Wye Valley Trust and 2gether.

## IT Systems

The Group heard from staff that they were still experiencing problems with Frameworki. The Group were disappointed to hear that these problems were still being encountered but were pleased to hear that more work was being undertaken to improve the usage of the system.

The Group were pleased to hear of the new improvements to enable social care managers to use the reporting tools from within Frameworki.

The Group made an interim recommendation that an update report on Frameworki shall be provided to the Health and Social Care Overview and Scrutiny Committee within three months. This report is an agenda item for the 11<sup>th</sup> October 2013 Health and Social Care Overview and Scrutiny meeting.

## Performance Data

In its initial investigation the Task and Finish Group found that there was a lot of data available that scrutiny had not seen. The Group were very pleased to learn that a lot of work was going into providing data in a more strategic and user friendly way through the use of the dashboard. The Group believes that providing data in a more strategic and user-friendly way is imperative for Health and Social Care scrutiny Members. The Group also appreciates that this data is already being provided for other organisations such as the Hereford Safeguarding Children Board. Therefore to provide it to Health and Social Care Overview and Scrutiny Members would require little extra effort.

**Recommendation: That re-designed performance data is reported to Health and Social Care Overview and Scrutiny Members every three months. This shall be reported electronically. If there are any areas for concern then further scrutiny will be made available such as a briefing note or an agenda item at a Health and Social Care Overview and Scrutiny Committee.**

## Visit to Cheshire West and Chester Council

The Task and Finish Group were invited to spend a day in Cheshire West and Chester Council. This Council has an excellent Children in Care Council where children in care regularly take part in decisions that make a difference to them. Participation is the key to the success of children in care council. The Task and Finish Group were fortunate to be able to speak to two members of the Children in Care Council who stated that participation is the key to the success of a Children in Care Council.

The Task and Finish Group were particularly interested in the pledge that had been created to identify things what children in care could expect from Members and the council. The Task and Finish Group were keen that herefordshire council also adopted such a pledge.

The Children in Care Council representatives are an active part of decisions within the council.

**Recommendation: That once established the Children in Care Council should be invited to Health and Social Care Overview and Scrutiny Committee on a six monthly basis. The intention would be both to tell the Committee of their work and to raise areas for investigation by the Committee.**

**Recommendation: That research is undertaken by the Scrutiny Officer to identify whether Health and Social Care Overview and Scrutiny members could act as advocates for children in care. A report shall be brought before the Committee within six months.**

After speaking to officers, children and Members from Cheshire West and Chester Council, the Task and Finish Group have identified three areas in which they wish to prioritise scrutiny work.

- 1 Child protection - effectiveness of the system
- 2 Children in care - their education.
- 3 Early support - how are we getting underneath the factors?

**Recommendation: That the Health and Social Care Overview and Scrutiny Committee should focus on the three priorities outlined below for the next 12 months:**

- 1 Child protection - effectiveness of the system**
- 2 Children in care - their education.**
- 3 Early support - how are we getting underneath the factors?**

## **Recommendations**

**Recommendation 1:** That research shall be undertaken to determine whether there should be a specialised Children and Young Persons Overview and Scrutiny Committee. This research shall be undertaken within six months and reported back to the Committee.

**Recommendation 2:** That the Chief Executive is to provide a report on how the changes to the scrutiny function will affect the ability for robust scrutiny arrangements.

**Recommendation 3:** That children's safeguarding seminars should be delivered to all Members on a rolling basis. These shall be mandatory for all.

**Recommendation 4:** That one minute guides are created by officers for Members on how to respond to children's safeguarding issues. These shall be distributed to Members and be made available on the Council's website for the general public to view.

**Recommendation 5:** The Members of the Health and Social Care Overview and Scrutiny Committee shall be provided with training of the understanding and interrogating of children's safeguarding performance data. This shall be done at least once a year.

**Recommendation 6:** That a pledge should be created within three months that clearly identifies what Children in Care and Looked After Children can expect from Scrutiny Members. This will be available on the Council website.

**Recommendation 7:** That Members of Health and Social Care Overview and Scrutiny Committee engage with social workers on a three monthly basis. This is gain the opinion and viewpoint of the staff on the new ways of working and whether they believe them to be effective. It will also provide staff with the opportunity to suggest any areas that they believe would benefit from scrutiny.

**Recommendation 8:** That the Health and Social Care Overview and Scrutiny Committee commissions a spotlight task and finish group to look into the recruitment and retention policies. This shall be commissioned within three months.

**Recommendation 9:** That the findings of the review into the use of mobile devices for social workers is reported to Health and Social Care Overview and Scrutiny Committee within six months.

**Recommendation 10:** That the Executive review the staff car parking policy to allow social workers to use collection and drop off points at Council buildings.

**Recommendation 11:** That the Health and Social Care Overview and Scrutiny Committee commissions a spotlight task and finish review into the support of interim or agency staff. This purpose of this review would be to ensure that the Council is doing all that it can to ensure that such workers are fully integrated into the Council

**Recommendation 12:** That a report is brought before the Health and Social Care Overview and Scrutiny Committee within six months detailing the Council's progress with establishing an effective Children in Care Council. The report shall have a clear statement within it with regards to Members involvement.

**Recommendation 13:** That the Health and Social Care Overview and Scrutiny Committee is provided with six monthly updates on the business plan of the Herefordshire Safeguarding Children Board.

**Recommendation 14:** That re-designed performance data is reported to Health and Social Care Overview and Scrutiny Members every three months. This shall be reported electronically. If there are any areas for concern then further scrutiny will be made available such as a briefing note or an agenda item at a Health and Social Care Overview and Scrutiny Committee

**Recommendation 15:** That once established the Children in Care Council should be invited to Health and Social Care Overview and Scrutiny Committee on a six monthly basis. The intention would be both to tell the Committee of their work and to raise areas for investigation by the Committee.

**Recommendation 16:** That research is undertaken by the Scrutiny Officer to identify whether Health and Social Care Overview and Scrutiny members could act as advocates for children in care. A report shall be brought before the Committee within six months.

**Recommendation 17:** That the Health and Social Care Overview and Scrutiny Committee should focus on the three priorities outlined below for the next 12 months:

- 1 Child protection - effectiveness of the system
- 2 Children in care - their education.
- 3 Early support - how are we getting underneath the factors?

## **Good Practice Guidelines**

During the review, the Members of the Task and Finish Group highlighted a number of areas that were not recommendations but more good practice guidelines. These are areas which need highlighting but do not necessarily require any form of response.

The following good practice guidelines are:

- There should be sufficient challenge between the Hereford Safeguarding Children Improvement Board and the Herefordshire Safeguarding Children Board
- Scrutiny should make best use of the internal teams that they have to support the function e.g. the research team and citizen engagement team
- Officers should offer training, support and information to Members. In exchange for this officers should expect informed challenge.

## **Good Practice Commendations**

The Members of the Group identified areas in which Herefordshire Council are undertaking good practice. It is essential that these areas are highlighted as part of this review so that they are maintained and set an example to other areas.

The following commendations were made:

- There are very good links made with social worker students in Worcester University. During the period of this review it was highlighted within the workforce report that Herefordshire Council is going to need to 'grow your own' and recruit newly qualified social workers. Therefore maintaining close connections with the university ensures that students at the university will be aware of Herefordshire's success in this area.
- The Department for Education in their 6 month review of the Improvement Plan have given 'green' ratings for some areas. The Group thought it very important to congratulate staff on the improvements made to date.
- Herefordshire Council have young persons on interview panels for social workers.

- Child Sexual Exploitation work undertaken by the Herefordshire Safeguarding Children Board has been received well by staff and Members.
- The Members wanted to highlight how hard the social workers work. Through their interviews with senior officers and the social workers themselves, it was very clear to the Members that, in general, they were highly conscientious and really seem to want to make a difference to young people's lives.
- There has also been a large amount of effort put in engagement with young persons. The Members would like to see this continue and are eager to support the further development of this area.
- Significant work has been undertaken to engage with young persons and Members. Members would like to see this continue and are eager to support the further development of this area.

## **Next Steps**

The timetable contained within the Scoping Statement at Appendix 1 details the dates for next steps of this review.

It is scheduled that progress on the recommendations of this review comes before the Health and Social Care Overview and Scrutiny Committee in April 2014.

<b>TITLE OF REVIEW:</b>	<b>Improving Scrutiny of Children’s Safeguarding Services</b>
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## SCOPING

### Reason for Enquiry

Following a recent Ofsted inspection, Herefordshire is currently subject to a Government Improvement Notice in relation to its arrangements for the protection of children and young people. As Leadership and Governance is a key theme in the notice for improvement, a scrutiny task and finish group will be established with the objective of improving scrutiny function in relation to the arrangements for safeguarding children in Herefordshire.

### Summary of Review and Terms of Reference

#### Summary

This review will consider how the scrutiny function can be improved so that the improvement plans for children’s child protection and safeguarding services can be supported and challenged, which in term will lead to demonstrable improvements for the people of Herefordshire.

#### Vision

A scrutiny function which promotes improvement in children’s safeguarding

#### Terms of Reference

- **Objectives** – To improve scrutiny function in relation to the arrangements for the protection of children and young people in Herefordshire.
- **Actions** – To examine how improvements are developing in the context of the improvement plan and to offer challenge to this where relevant.
- To examine the range of performance and quality assurance information that scrutiny committee should require in order to monitor and challenge improvements.
- To evidence for the Improvement Board how the scrutiny function has improved and can provide assurance of its fitness for purpose as a fundamental part of the governance arrangements of the Council
- To examine the link between workforce quality and stability; and the quality and effectiveness of frontline practice. To feed the outcome of this work into future scrutiny plans and the development of the scrutiny function for the Council.
- To utilise peer support and challenge
- To reference scrutiny guides on safeguarding and corporate parenting
- **Membership** – Cllrs SJ Robertson, MD Lloyd-Hayes and WLS Bowen
- **Timescale** – 9 months
- **Regularity of meetings** - monthly

### What will NOT be included

- **Arrangements for children’s child protection and safeguarding services**

### Potential outcomes

- **An effective and robust approach to scrutiny of children’s child protection and safeguarding arrangements.**
- **Learning for the development of effective and robust scrutiny for the Council**
- **Improved services for the children and young people in Herefordshire**



## Key questions

- How do we currently scrutinise children’s safeguarding at Herefordshire Council?
- What information is available for the scrutiny committee now?
- What does the Improvement Plan require?
- What does a good performing Local Authorities’ scrutiny function look like?
- What is in development locally and nationally?

## Cabinet Member (s)

Councillor P M Morgan (Health and Wellbeing)

## Key Stakeholders/Consultees

1. Improvement Board and constituent partners including voluntary sector
2. Other Members
3. Public representatives

## Key Elements to Scrutinising Children’s Services

- Data
- Audit
- Inspection /OFSTED reviews
- Workforce
- Service user feedback

## Potential Witnesses

- Director and Assistant Directors, relevant Heads of Service and the Improvement Service
- Social care workforce via visits to frontline teams
- Service Users
- Leads from other agencies, schools, health, education and Police
- Chair of the Herefordshire Safeguarding Children’s Board
- Chair of Herefordshire Safeguarding and Protecting Children Improvement Board
- Officers and Members from good performing Local Authorities
- Citizen Engagement Team

## Research Required

Good performing Local Authorities  
Surveys  
Face to face interviews  
Legislation and Policy  
Previous scrutiny reports  
Council scrutiny guides  
External advice and guidance  
Peer support  
Centre for Public Scrutiny advice and guidance



## Potential Visits

- Staff visits
- End users
- Other Local authorities who are successful/moving to a successful position

## Publicity Requirements

Launch of Review

During Review Bi-monthly

Publication of the Review and its recommendations November 2013

Herefordshire Matters within one month of the review

## Outline Timetable (following decision by the Overview and Scrutiny Committee to commission the Review)

<i>Activity</i>	<i>Timescale</i>
Collect current available information for circulation to Group prior to first meeting of the Group.	14 March 2013
Confirm approach, programme of consultation/research/provisional witnesses/meeting dates	14 March 2013
Create baseline survey questionnaires	April 2013
Collect outstanding information	
Analysis of information	
Final confirmation of interviews of witnesses	May 2013
Carry out programme of interviews	June 2013
Agree programme of site visits as appropriate	July 2013
Undertake site visits as appropriate	August 2013
Final analysis of data and witness evidence	September 2013
Prepare options/recommendations	September 2013
Present Final report to Overview and Scrutiny Committee	October 2013
Present options/recommendations to Cabinet (or Cabinet Member (s))	14 October 2013
Cabinet/Cabinet Member (s) response (Within 2 months of receipt of Group's report)	13 December 2013
Consideration of Executive's response by the Overview and Scrutiny Committee.	14 February 2014
Monitoring of Implementation of agreed recommendations (within six months of Executive's response)	May 2014
<b>Members</b>	<b>Support Officers</b>
<b>Councillors:</b> <b>Cllr S Robertson (Chairman of Review Group);</b> <b>Cllr M D Lloyd-Hayes,</b> <b>Cllr WLS Bowen</b>	<b>Lead Support Officer</b> (Independent of the Service) J Rzezniczek <b>Scrutiny Officer</b> Gemma Dean <b>Democratic Services Representative</b> David Penrose



**Task & Finish Group – Children’s safeguarding in Herefordshire**

**Questionnaire for Members and Officers**

1. What do you understand by the term ‘safeguarding’?
2. What were Herefordshire Council’s safeguarding arrangements rated as, by a recent OFSTED inspection?
3. Are you aware of an Improvement Plan for Herefordshire Council with regards to Children’s safeguarding?
4. If yes, how well do you understand the content of the Improvement Plan?
5. Who sits on the Improvement Board on behalf of the Council?
6. Who sits on the Safeguarding Board?
7. What is the primary prevalent category of abuse to children in Herefordshire?  
  
Either
  - a) Physical;
  - b) Emotional;
  - c) Neglect or
  - d) Abusive?
8. How many ‘looked-after’ children do we have in Herefordshire?  
  
250      200      150      100      50
9. How many children in Herefordshire are subject to a Child Protection Plan?
10. How many children’s inspections were there last year?
11. How many qualified social workers are employed by Herefordshire Council?
12. How many agency staff are employed in the area of children’s safeguarding?

