

## HSCB OFSTED INSPECTION MAY 2014 - ACTION PLAN

Key:

- HSCB is the Herefordshire Safeguarding Children's Board
- Ofsted Para Number refers to the Area of Improvement identified in the Ofsted Inspection Outcome of 30 June 2014
- **NB: COPY OF THE HSCB BUSINESS PLAN NEEDS TO BE ATTACHED TO THE ACTION PLAN BEING SUBMITTED TO OFSTED**

	Ofsted Para No	Business Plan Reference	Ofsted Area for Improvement	Lead	Action	By When	Progress	Monitoring and Evaluation
1.	149	4.1	Ensure that governance arrangements between the LSCB and the Improvement Board are clarified.	Independent Chair of HSCB	Agree protocol which sets out the governance arrangements between HSCB and Improvement Board.	October 2014	Protocol drafted.	Chairs of HSCB Strategic Board and Improvement Board
2.	150	2.2	Ensure that LSCB policies and procedures are up to date and incorporate issues specific to Herefordshire.	Chair of Policy and Procedures	West Mercia independent chairs to agree sub regional approach to policy and procedure development.	November 2014		HSCB Steering Group
3.		2.2		Chair of Policy and Procedures	In consultation with Tri-x, three year timetable to be agreed on a regional basis for a systematic review and update of bespoke policy and procedures in consultation. This should be informed by current, and known about future, national and local priorities.	October 2014		HSCB Steering Group
4.		2.2		Chair of Policy and Procedures	Priority to be given to child sexual exploitation and Children Missing procedures on the basis of Ofsted recommendations.	October 2014		HSCB Steering Group
5.	151	1.4	Ensure that the LSCB receives accurate and relevant performance information from its partners to enable it to assure itself on the quality of safeguarding work.	Chair of the QA Sub Group	Develop a multi-agency child's journey scorecard. This will clearly define what data will be received, the format and the frequency.	September 2014	Three meetings have taken place and a draft scorecard which is clear about sources and triangulation is being developed on a multi-agency basis.	HSCB Steering Group
6.		1.4		Chair of QA Sub Group	Effectiveness of audit programme to be reviewed to ensure that it provide adequate assurance on accuracy of performance data.	February 2015		HSCB Steering Group
7.	152	4.1	Ensure that the work of the LSCB operational groups is	Chair of Steering	Terms of reference for the steering group and sub groups to be reviewed to	October 2014		HSCB Strategic Board

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			manageable and prioritised.	Group	ensure appropriate governance compliance and prioritisation.			
8.		4.1		Chair of HSCB Steering Group	Establish a quarterly sub group chairs meeting to ensure that activity and priorities across the sub group are in line with business plan prioritized and steering group directives.	September 2014	Completed. Quarterly meetings have been established and the first meeting took place on 8 September 2014.	HSCB Strategic Board
9.		4.1		Chair of HSCB Steering Group	Support the chairs of the steering group and sub group to set agendas to ensure compliance with terms of reference and Business Plan / Ofsted improvement priorities.	September 2014		HSCB Steering Group
10.	153	1.4	Ensure that learning from multi-agency case audits is actioned and the impact is reviewed through repeat audits.	Chair of QA Sub Group	QA Sub Group is reviewing its work programme and the HSCB quality assurance framework, including revised data set and scorecard, to ensure focussed audit and review audits to assess progress.	October 2014	A draft data set has been finalised and the key triangulation points are being discussed.	HSCB Steering Group
11.		1.4		Chair of QA Sub Group	Learning generated through QA sub group to be reported to Steering Group who will identify the relevant vehicle for sharing the learning and action improvement activities to the appropriate sub group.	October 2014	The new governance arrangements and reporting mechanisms will ensure that learning is reported into Steering Group and SG holds the responsibility for directing next steps and who is responsible.	HSCB Steering Group
12.	154	3.2	Ensure that robust strategies and intelligence in relation to specific vulnerable groups are developed and implemented, in particular missing children and those at risk of child sexual exploitation.	Chair of Children at Specific Additional Risk	Undertake a self assessment against the requirement of the National SET Action Plan .	October 2014	The self assessment has been completed.	HSCB Steering Group
13.		3.2			Develop a new Strategic Plan and Disruption Plan for Herefordshire		Work is in progress to develop a strategic plan and disruption plan.	HSCB Steering Group
14.		3.2		Chair of Children at Specific Additional Risk	Establish a CSAR Operational Group to drive forward the SET agenda in Herefordshire through the implementation of the Strategic Plan.	November 2014		HSCB Steering Group

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15.		3.3		Head of Safeguarding and Review	HSCB is taking a leading and ensuring effective contributions across the partnership in connection with the West Mercia Joint Protocol on Missing Children and Young People.	October 2014	A number of pan West Mercia meetings have been held and the protocol is in development with a target completion date of October 2014	HSCB Steering Group
16.		3.3		Chair of children at specific additional risk	HSCB's Missing Children Action Plan to be fully implemented to ensure a high quality joined up approach to incidences of children missing from care or home.	October 2014	Work on the missing action plan will be built into the work plan for the Children at Specific Additional Risk sub group	HSCB Steering Group
17.		3.3		Chair of children at specific additional risk	Develop HSCB mechanism for the ongoing strategic oversight of co-ordinated multi-agency responses for children who go missing.	September 2014	A Children at Specific Additional Risk sub group has been established and the terms of reference agreed.	HSCB Steering Group
18.	155	4.5	Ensure that multi-agency safeguarding training is sufficient, taken up by partners and is robustly evaluated.	Chair of Training and Development	Immediate course evaluation processes, will have been developed and implemented to provide improved quality of information to HSCB to inform the development of its multi-agency safeguarding training offer.	October 2014	The training and workforce development sub group are currently progressing this and will report to the HSCB Steering Group in October 2014	HSCB Steering Group
19.		4.5		Chair of Training and Development	Impact evaluations for HSCB Training, will have been developed and implemented to provide improved quality of information to HSCB understand the impact of training on practice and to inform the development of its multi-agency safeguarding training offer.	February 2015		HSCB Steering Group
20.		4.5		Chair of Training and Development	Undertake a review of multi-agency agency training needs to assess the sufficiency of HSCB's multi-agency training offer.	April 2015		HSCB Steering Group
21.		4.5		Chair of Training and Development	The board will commit to a periodic systematic evaluation of all courses led by the Workforce Development Advisor (or equivalent post) with the process engaging workforce representatives.	March 2015		HSCB Steering Group
22.		4.5		Chair of Training and Development	A standard process for engaging the workforce in the development of HSCB training will have been implemented and used to inform the development of	March 2015		HSCB Steering Group

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					training for the education workforce and then applied to other courses later in the year.			
23.	156	4.3	Ensure that the LSCB business unit is effectively able to support the work of the LSCB.	Head of Safeguarding and Review/ Head of Adults Safeguarding	Undertake a review of the Business Unit, the expectations upon it, and the resource available to it to ensure it is able to support an increasingly effective Board	August 2014	The review has been completed and the options papers has been drafted and is currently with the Commissioning Officer (Independent Chair of the HSCB) for comment and authorisation and next steps (August 2014)	HSCB Strategic Board
24.		4.3		Independent Chair of the HSCB & Chair of HSAB	Agree the response to the report ensuring an implementation plan is in place.	October 2014		HSCB Strategic Board
25.		4.3		Head of Safeguarding and Review	Implement the agreed outcome of the review, ensuring that a developed Business Unit is in place.	February 2015		HSCB Strategy Board