



Business Plan
April 2015 – March 2016

Introduction

Welcome to the Safeguarding Board for Northern Ireland (SBNI) Business Plan for 2015-16. The SBNI is the key statutory mechanism for agreeing how relevant organisations will co-operate and work together to safeguard and promote the welfare of children and young people in Northern Ireland, and for ensuring the effectiveness of what they do. The key functions of the SBNI are to:

- To co-ordinate and ensure the effectiveness of what is done by each person or body represented on the Board for the purpose of safeguarding and promoting the welfare of children;
- To develop policies and procedures for safeguarding and promoting the welfare of children;
- Promote an awareness of the need to safeguard and promote the welfare of children;
- Keep under review the effectiveness of what is done by each person or body represented on the Board to safeguard and promote the welfare of children;
- To undertake Case Management Reviews, in order to learn lessons in cases where children have died or have been significantly harmed;
- To review information in relation to the sudden and unexpected deaths of children
- To promote communication between the SBNI and children and young people;
- Advise the Regional Health and Social Care Board and local commissioning groups in relation to safeguarding and promoting the welfare of children.

Our Key Priorities

SBNI's key priorities are contained in the Strategic Plan 2013 – 2017 which sets out the functions, purpose, vision, values, objectives and priorities of the SBNI, taking into account the duties placed on the SBNI as stipulated in the Safeguarding Board Act (Northern Ireland) 2011 (the Act). The priorities are closely aligned with the core functions of the SBNI, as defined by legislation. The annual Business Plan will provide a process by which the Strategic Plan will be delivered. The objectives set within the Business Plan derive from the Board's strategy.

The Business Plan is divided into 5 parts in accordance with the corporate objectives outlined in the SBNI Strategic Plan for the years 2013 – 2017.

1. Working in partnership to ensure children and young people are living in safety and with stability;
2. Protecting and safeguarding children by responding to new and emerging concerns;
3. Providing leadership and setting direction;
4. Driving improvements in the current child protection system and;
5. Building the capacity of the Safeguarding Board in the medium term.

This Plan should be read alongside the SBNI's Strategic Plan for 2013 – 2017. For more information please email sharon.beattie@hscni.net

Strategic Priority 1: Work in partnership to ensure children and young people are living in safety and with stability

1.1 Work with member agencies to ensure that effective safeguarding arrangements are in place for children and young people with a disability

Actions	Responsibility	Completion Date	RAG status	Update to SBNI (state month)
a. Develop multi-agency safeguarding policies and procedures in relation to safeguarding children and young people with disability (work arising out QUB research). b. Take forward SBNI actions arising out of Safeguarding Disabled Children scoping paper.	<ul style="list-style-type: none"> Policy & Procedure sub-group 	March 2016		

Strategic Priority 1: Work in partnership to ensure children and young people are living in safety and with stability

1.2 To uphold the principles of the UNCRC and support Member Agencies in their work to remove the defence of reasonable chastisement and the total prohibition of physical punishment.

Actions	Responsibility	Completion Date	RAG status	Update to SBNI (state month)
a. Use of Section 12 Audit to monitor & analyse SBNI member agencies policy in relation to the ending of physical punishment. b. Development of generic policy and guidance in relation to the ending of physical punishment	<ul style="list-style-type: none"> SBNI Board – Voluntary Reference Group 	a. September 2015 b. March 2016		

Strategic Priority 2: Protect and safeguard children by responding to new and emerging concerns

2.1 Work with member agencies to develop a coordinated strategy and working model to protect and safeguard children who go missing from their home or care and/or are at risk of sexual exploitation.

Actions	Responsibility	Completion Date:	RAG Rating	Update to SBNI (state month)
a. Complete Thematic Review into CSE in accordance with the Direction issued by the Health Minister for Northern Ireland. b. Implement Professor Marshall CSE Recommendations allocated to SBNI. c. Co-ordinate the delivery of 'Chelsea's Choice' CSE Play. d. Develop and implement Child Safeguarding App (focus on CSE & e-safety). e. Develop CSE False Freedom learning resource.	<ul style="list-style-type: none"> Chair's Business Group 	a. June 2015 b. March 2016 c. April 2015 d. June 2015 e. May 2015		

Strategic Priority 2: Protect and safeguard children by responding to new and emerging concerns

2.2 Work with member agencies to develop a coordinated strategy and working model to help children at risk of:

- Becoming criminalised through on-line activity;
- Bullying through cyber activity;
- Sexual abuse (through 'sexting' and on-line exploitation).

Actions:	Responsibility	Completion Date	RAG Rating	Update to SBNI (state month)
a. Manage e-safety sub-group and provide a resource to assist in the delivery of products from the Forum. b. Develop draft e-safety strategy for NI.	<ul style="list-style-type: none"> E-safety sub-group 	a. On-going March 2016 b. March 2016		

Strategic Priority 3: Providing leadership and setting direction

3.1 Seek to develop consistent practice across the region by reviewing the existing multi-agency policies and procedures to protect and safeguard children to ensure greater consistency and standardisation of practice

Actions	Responsibility	Completion Date	RAG Rating	Update to SBNI (month)
a. To review, update and develop the regional child protection multi-agency Regional Policies and Procedures. b. Develop an e-based platform to host regional child protection multi-agency policy and procedures. c. Review and update all multi-agency policies and procedures following the release by the DHSSPSNI of its revision of Cooperating to Safeguard Children 2003. d. Develop and publish Multi-agency Regional Guidance on Missing e. Develop and publish Child Sexual Exploitation (CSE) Policy f. Develop and publish Information Sharing Agreement	• Policy & Procedures sub-group	a. March 2016 b. March 2016 c. On-going March 2016 d. March 2016 e. September 2015 f. September 2015		

Strategic Priority 3: Providing Leadership and setting direction

3.2 Raise awareness of child protection/safeguarding issues by developing a communication strategy to ensure that children, young people, families and communities are more aware of child safeguarding issues and how to get help if concerned.

Actions	Responsibility	Completion Date	RAG Rating	Update to SBNI (state month)
<ul style="list-style-type: none"> a. Develop Communication Strategy. b. Establish an ad-hoc Communication sub-group. c. Develop the Communication Plan for the Thematic Review d. Develop Communications Plans for CMRs as required. e. Review the website and face book pages quarterly. f. Design and publish an SBNI bulletin. g. Tweet up to twice a week h. Facebook post once a week if required. i. Produce basic safeguarding leaflets and posters. j. Develop alternative language versions as appropriate. 	<ul style="list-style-type: none"> • Communication sub-group 	<ul style="list-style-type: none"> a. September 2015 b. September 2015 c. May 2015 d. On-going March 2016 e. On-going March 2016 f. On-going March 2016 g. On-going March 2016 h. On-going March 2016 i. On-going March 2016 		

Strategic Priority 3: Providing Leadership and setting direction				
3.4 To ensure that the SBNI Board and associated governance framework is fit for purpose.				
Actions:	Responsibility	Timescales	RAG Rating	Update to Board (state month)
a. To work with Professor Jay to facilitate the review of the SBNI. b. Annual review of membership and TOR of Sub-Groups. c. Publication and launch of Annual Report. d. Development of Chair's Business Group. e. Oversee the Business Plan and its progress in the year by receiving reports at the Chair's Business Group. f. Scrutinise the 2015-16 budget by receiving reports at each Chair's Business Group meeting. g. Review and submit annual equality and disability plan to equality commission.	<ul style="list-style-type: none"> Chair's Business Group 	a. December 2015 b. September 2015 c. July 2015 d. May 2015 e. On-going March 2016 f. On-going March 2016 g. August 2015		

Strategic Priority 3: Providing Leadership and setting direction				
3.3 Fulfil the statutory duty to promote communication between the SBNI and children and young people, and to ensure that the principle and practice of effective, rights based engagement is embedded throughout the SBNI.				
Actions	Responsibility	Completion Date	RAG Rating	Update to SBNI (state month)
a. Approve and publish the SBNI Engagement Strategy. b. Develop 12 month engagement action plan.	<ul style="list-style-type: none"> Chair's Business Group 	a. September 2015 b. March 2016		

Strategic Priority 4 Driving improvements in the current child protection system

4.1 Influence practice positively and enhance the learning from Case Management Reviews, by improving the CMR process.

Actions:	Responsibility	Timescales	RAG Rating	Update to SBNI (state month)
<ul style="list-style-type: none"> a. To review CMR process at Board and Panel level and produce procedural guidance for the commissioning of CMRs. b. Consider CMR Notifications against criteria for CMRs. c. Aim to complete each CMR within 9 months of being commissioned. d. Develop training programme for CMR Chair Leads and others including IAR Authors, CMR sub-group members of Panels and CMR Team members e. Develop a process for Safeguarding Panels to capture learning from cases where professionals and agencies have worked well together. f. Develop a system to monitor CMR action plans. g. Oversee the monitoring of CMR action plans and provide an update to Board. h. Ensure messages / learning from CMRs are widely disseminated within all agencies. 	<ul style="list-style-type: none"> • CMR Panel • Safeguarding Panels 	<ul style="list-style-type: none"> a. August 2015 b. On-going March 2016 c. On-going March 2016 d. On-going March 2016 e. December 2015 f. July 2015 g. On-going 2016 h. On-going 2016 		

Strategic Priority 4: Driving improvements in the current child protection system

4.2 Initiate a child death overview panel in order to understand trends in child deaths and where possible take preventative action to reduce occurrences in the future.

Actions:	Responsibility	Timescales	RAG Rating	Update to SBNI (state month)
<ul style="list-style-type: none"> a. To assist the DHSSPS in their deliberations in relation to the legislative and policy issues needed to bring this panel into existence. b. Scope and address the gaps in multi-agency information required for the establishment of a CDOP. c. Understand the number of young people who die by suicide d. Complete and publish infant death research in conjunction with PHA and Queens University. e. Disseminate the learning from SBNI/PHA/QUB research into infant death. 	<ul style="list-style-type: none"> • CDOP Panel 	<ul style="list-style-type: none"> a. December 2015 b. August 2015 c. March 2016 d. September 2015 e. December 2016 		

Strategic Priority 4: Driving improvements in the current child protection system

4.3 To keep under review the effectiveness of the safeguarding panels' in terms of meeting the SBNI core functions.

Actions:	Responsibilities	Timescales	RAG Rating	Update to Board (state month)
<p>a. Support good multi-agency governance around the CMR process at panel level and ensure there is a clear and common understanding from referral to dissemination of learning, and accountability of action plans.</p> <p>b. Panels to work with local Outcomes Group to develop the local performance requirements for 'living in safety and with stability.'</p> <p>c. Work with partners to ensure effective learning from CMRs is disseminated at panel level.</p> <p>d. Review of panel membership and TOR.</p> <p>e. Develop local safeguarding panel work plan based on local needs.</p>	<ul style="list-style-type: none">• Safeguarding Panels	<p>a. On-going March 2016</p> <p>b. December 2015</p> <p>c. On-going 2015</p> <p>d. December 2015</p> <p>e. September 2015</p>		

