

PROPOSAL FOR SCRUTINY REVIEW

(TO BE COMPLETED BY SCRUTINY COMMITTEE)

The purpose of this scoping document is to provide the Overview and Scrutiny Management Committee (OSMC) with information to make a decision on whether a scrutiny review could proceed on this topic. The following guidelines have been agreed as a basis for making decisions on topics for scrutiny reviews.

It is important that in-depth reviews are:-

- *deliverable within a set timetable*
- *sufficiently focused on a particular aspect of a service*
- *not duplicating other significant review activity*
- *not related to a specific individual grievance or complaint*

Reviews should also:-

- *contribute to the overall objectives of the organisation*
- *reflect community concerns*
- *lead to potential achievable outcomes or improvements for the people of Lincolnshire*

DETAILS OF PROPOSED SCRUTINY REVIEW TOPIC

Title of Review	Frontline Social Workers and Safeguarding
Committee	Children and Young People Scrutiny Committee
Purpose of the Review	<ol style="list-style-type: none"> 1. To examine the robustness of safeguarding practices. 2. To ensure sufficient support is provided to frontline social workers.
Main Lines of Enquiry	<ol style="list-style-type: none"> 1. To examine key performance indicators in relation to safeguarding. 2. To consider key documents including the Safeguarding Annual Report, Quality Audits, Self-Assessments, Peer Reviews, Evaluation of CAF/CASS+ Initiative, and Signs of Safety. 3. To hold a focus group with practitioners (e.g. social workers and family support workers). 4. To hold a focus group with frontline managers. 5. To observe the work of the Customer Service Centre (CSC). 6. To observe the duty role and read case files. 7. To observe core group meetings. 8. To attend a Child Protection Conference. 9. To attend a support panel meeting. 10. To meet with young people along with the participation officer and the Munro Champion. 11. To meet with relevant officers as appropriate.

Is there anything excluded from the review?	This review is examining the generic issues around the work of frontline social workers and the robustness of safeguarding practices. It will not investigate the work of individual social workers.	
Benefits of the Review	This review will seek to ensure the robustness of safeguarding practices and that frontline practitioners are sufficiently equipped to undertake work of this nature.	
Risks and Implications (Legal / Financial / Resource)	<p>There is a risk that the review may identify that safeguarding practices are not sufficiently robust enough and that remedial action is required.</p> <p>There is an additional risk that a requirement for increased resources may be identified.</p> <p>Due to the nature of this review:-</p> <ul style="list-style-type: none"> • health and safety implications and any visits would be subject to robust risk assessment. • all councillors and officers will need to be DBS checked and sign a confidentiality agreement. • from reviewing case files, there is the risk of identifying cases which cause serious concern, and there will be a need for an escalation process to report concerns which councillors and officers will need to be aware of. <p>There may be legal and/or financial issues identified during the course of the review and appropriate advice will be taken at the time.</p> <p>Personal data may be recorded during the review and this must be managed and reproduced in accordance with Data Protection legislation.</p> <p>Costs may arise from transport for councillors, officers and contributors and from holding meetings at alternative venues.</p> <p>The major resource during this review relates to the time committed by Councillors, County Council officers and contributors from external organisations.</p>	
Deadlines for submission to:	Scrutiny Committee: 13 June 2014	Executive: 1 July 2014
Executive Councillor Comment	I welcome and support a review of frontline social workers and safeguarding.	
Executive Director Comment	This scrutiny review is welcomed by Children's Services as it will enable Elected Members to examine the robustness of safeguarding practices and examine the level of support which is provided to frontline social workers. Children's Services look forward to receiving the findings of the review to further strengthen safeguarding arrangements in Lincolnshire.	

Any further information (including any relevant information relating to the guidelines)	Councillors and officers involved in this scrutiny review will be exposed to information relating to distressing cases. Due to the confidential nature of these cases, they will not be able to discuss these with anyone outside the review. To provide emotional support to councillors and officers, a mentoring and counselling support mechanism will be put in place during the review.
--	---

SCRUTINY REVIEW CHECKLIST

(TO BE COMPLETED BY TASK AND FINISH GROUP)

GENERAL INFORMATION

Membership of Task and Finish Group (as appointed by Group Leaders)	
Lead Member (from Relevant Overview and Scrutiny Committee)	
Co-options	
Relevant Executive Councillor(s)	
Lead Officer(s) from Theme Area	
Scrutiny Officer	
Democratic Services Officer	
Dates of Task and Finish Group Meetings (to be established as far as possible)	

RESEARCH METHODS AND COMMUNITY ENGAGEMENT

Key Documents / Best Practice Guidance	
Key Contributors (e.g. key officers, councillors, expert witnesses, and stakeholders)	

Site Visits	
Consultation (Questionnaires / Focus Groups / Workshops / Website / Public Meetings)	Consultation Team to be consulted on any relevant current or recent consultation exercises which could be utilised. (consultation@lincolnshire.gov.uk)

This page is intentionally left blank