

Appendix 1 - Peer Review Action Plan

Category	Recommendation	Specific Actions	Response	Lead	Timescale	RAG Rating
Governance & Business Support Structures	1 Consider deputies on Strategic Group to bring strategic /operational leads together	Strategic Partners to identify deputies who can attend the Strategic Group alongside them	Deputies are now invited and do attend Strategic Group meetings.	Strategic Partners	31st October 2020	B
Governance & Business Support Structures	2 Multi-agency Safeguarding Hub (MASH) steering group subgroup - governance through LSCP	The MASH Steering Group to become one of the LSCP Sub-Groups	Initial meeting to be held with MASH Steering Group Chair on 12.02.2021. Meeting held with Chair to discuss MASH Steering Group to become a Sub-group of the LSCP. MASH meeting held on 12.03.21 and in now a Sub group of the LSCP with reports directly to the Strategic Group	LSCP Business Manager	31st March 2021	G
Shared Priorities/ Engagement	3 Shared and agreed priorities across Partnerships in Thurrock	Produce a Priorities Outcome Booklet which shows the priorities for the LSCP, Safeguarding Adults Board (SAB), Community Safety Partnership (CSP) and Health and Well Being Board (H&WBB) - updates can be provided and the report can be shared with the different partnerships	Initial meeting to discuss 27.01.2021. Initial scoping meeting between the four boards to be agreed for February 2021, with a view a to producing a draft to be agreed by each board. Meeting with board managers held and agreement on document to be produced showing priorities for all boards. This document will be designed with input from all four boards, will be produced in the summer and shared with boards at autumn meetings.	LSCP Business Team	31st July 2021	A
Shared Priorities/ Engagement	4 Protocol to reduce duplication and streamline processes across partnership groups e.g. Safeguarding Adults Reviews (SARs)/Local Safeguarding Practice Reviews (LSPRs)/Domestic Homicide Reviews (DHRs)	Develop a protocol across the partnerships in Thurrock	Initial scoping meeting and development meetings between the Board Managers have taken place. A draft protocol is being developed to be considered for comment and final sign off by all boards.	LSCP Business Team	31st March 2021	A
Shared Priorities/ Engagement	5 Develop wider role of SET	To be agreed.	There are many SET groups with a growing amount of joint work being delivered. Currenty in place; SET Procedures Group, SET Working Group, various SET Task and Finish Groups, SET DAB, SET CE Group, SET Awareness Campaigns and SET Business Managers Group and the SET Strategic Partners Group (set up in response to dealing with issues around COVID-19). SET Independent Chairs are proposing a quarterly meeting to focus on joint work.	Business Team & Independent Chair & Scruitneer	31st May 2021	G
Learning and Improvement	6 Consider different models to involve frontline staff/schools e.g. learning hubs	Consultation to be undertaken with front line staff and then the learning hub developed following the results from this	An annual schedule of consultation of frontline staff/practitioners has been devised. A consultation will take place 4 times a year every year on various areas. The topic for 2021/22 Quarter 1 is Learning & Development and the LSCP Website. The consultation has been shared with all partners and agencies and in addition is accessible on the LSCP website. In conjunction with this the Learning Hub is being developed and will form part of the newly refreshed TLSCP website in the autumn.	LSCP Business Manager	8th February 2021	G

4

3

2

2

3

3

Learning and Improvement	7	Revise Learning and Improvement Framework	The Learning and Practice Review Group to revise the Learning and Improvement Framework	The TLSCP Learning & Improvement Framework has been devised, taken through our governance structure for comment and has been approved and signed off by Strategic Partners. Work from the framework has begun and is on-going. The framework will be revised and refreshed on an annual basis to ensure it is relevant and current.	Learning and Practice Review Group	31st January 2021	G	3
Quality Assurance and Data	8	Agree a multiagency dataset based on priority areas, plus regular reporting on safeguarding proxy indicators with analysis.	Look at collating a small selection of data across the Partnership - this can then be built on and developed further	A pilot Data Set has been designed and agreed by a multi-agency Task and Finish group. The Data SET has been through the governance structure for comment and has been approved and signed off by the Strategic Partners. Multi-agency data will be collected and analysed on a quarterly basis to inform current work with children, young people and families and inform future partnership decision making. The pilot Data Set will be reviewed at the end of the first year and annually for improvement.	LSCP Business Team	30th April 2021	G	3
Quality Assurance and Data	9	Develop different audit models - consider different types e.g. questionnaires following implementation of new policies/processes, deep dives, quality conversations, single agency safeguarding audits, scrutiny topics	This can be started by - Undertaking surveys in different areas, the first one could be around the Threshold Document. - Ask agencies to provide information in relation to single agency audits within specific areas and produce a booklet of the learning which can be shared with staff. - Have deep dive audits twice a year, to involve front line staff.	An annual audit schedule identifying a range of audit models/tools has been devised. Audit areas include the Threshold Document, the SET Bruising Policy, Learning from Reviews and the Escalation Policy. for 2021/22. A new schedule will be planned each year. This will be developed and incorporated into the Learning and Improvement Framework for 2022.	LSCP Business Manager & Strategic Partner for Essex Police	30th April 2021	G	3
Quality Assurance and Data	10	Review process Section11/Section175 - online, strategic and operational/alternating	In relation to Section157/175s - a front line survey be undertaken with education staff. In relation to the submission of the 157/175 - a consultation to be held with Senior Members of the Schools as to any changes they wish to make to update the audit request	The Section 11 Audit has been reviewed, refreshed and will be requested by SET. This is a joint activity by SET (linking to Recommendation 5). A schedule is in place to send out requests to all partners/agencies across SET with the same deadline. This is a coordinated approach to reduce duplication and increase efficiency for all. Requests will be sent out in June 2021 (delayed to include data collection on Peer on Peer Abuse). Section 157/175s Audit requests will be sent late September 2021 with a deadline for return end of November 2021. Analysis of returns will be carried out and a consultation of Senior Leaders and Frontline staff is planned.	LSCP Business Manager	30th April 2021	G	3
Quality Assurance and Data	11	Agree an audit schedule - re-audit some areas on annual basis for evidence of impact on priority areas	- Prepare an audit schedule for agreement by the Strategic Partners. - Following each audit, look at showing the outcomes from these audits. At the end of the audit cycle, the outcomes than be reviewed.	An annual Audit Schedule for 2021/22 has been agreed and signed off by Strategic Partners. Annual audit schedules will include re-audits and be undertaken on an annual basis.	LSCP Business Team	31st March 2021	G	3

Shared Priorities/Engagement	12	Ensure children and young people, families and practitioners involved in audits.	Audit Group to agree a way that this can be taken forward.	Various methods/tools are used to ensure children, young people, families and practitioners are involved in audits (linked to Recommendation 11). The Young People's Participation Officer (CSC) is involved in the current audit process to ensure the inclusion of children, young people and families. New and innovative methods are to be used on an ongoing basis.	Audit Group	31st March 2021	G	2
Finance	13	Agree budget needed including contingency for Local Child Safeguarding Practice Review (LCSPR)	Strategic Partners to discuss and agree budget.	Strategic Partners agreed the budget in their January 2021 meeting.	Strategic Partners	28th February 2021	G	3
Finance	14	Consider bid to schools forum for contribution towards partnership	Strategic Partners to discuss and agree a way forward.	Strategic Partners met in December 2020 to consider a bid to Schools Forum. Further discussions have taken place at Strategic Group meetings. Strategic Partners have taken a decision to submit a bid to Schools Forum for a contribution towards the Partnership in summer 2021.	Strategic Partners	31st January 2021	G	2
Finance	15	Health and Police gradually increase their contribution over next two years to ensure equity of funding	Strategic Partners to discuss and agree a plan around this.	Strategic Partners met in December 2020 to discuss contribution increase over the next 2 years, where Partners will equally contribute 33.3% towards the LSCP budget by 2022/23. Request letters to all three agencies were sent in January 2021. Follow-up request letters were sent in March 2021. Thurrock CCG have responded positively and have been invoiced. Essex Police have positively responded and an invoice is to be sent.	Strategic Partners	31st January 2021	G	2
Governance & Business Support Structures	16	Review functions of business unit	Business Manager to review the current roles within the team against future work expectation/delivery plan. Bench mark activity with similar sized LSCPs in the Eastern Region and produce a Review of the Business Team Report.	The LSCP Business Team functions have been reviewed and a refreshed team structure has been discussed with HR to progress changes. The proposed structure is 1x Business Manager, 1x Project Officer, 1x Business Support Officer, 0.6 Training Coordinator and 1x Business Administration Apprentice. Recruitment of the apprentice is in process. The current Training Administrator has left her post. Strategic Partners have agreed recruitment to this post and the process has started.	LSCP Business Manager	31st March 2021	G	3
Learning and Improvement	17	Training - consider developing across SET sharing costs	Initial discussions with SET Business Managers January 2021. Consider joint training to be delivered across SET February 2021. Prepare and share proposal for joint training with Strategic Partners March 2021.	SET have developed delivering joint training. These include Violence and Vulnerability webinars, CYP First Training packages and a CE E-learning Tool Kit package has been developed and is on offer. Training has been agreed and is planned on Contextual Safeguarding, CE and Gang Related Violence (GRV). A podcast is due to be available in the autumn term with new joint training resources launched on an ongoing regular basis. (Linked to Recommendation 5).	LSCP Business Team	31st March 2021	G	3

Learning and Improvement	18	Develop more immediate models of practice reviews	The LSCP to explore what is being done in other areas and collate examples of good practice - January 2021. Discuss at Eastern Region meeting February - 2021 Deliver a Practice Review learning event - March 2021	Initial ideas are learning events, Learning Review Author Presentations, learning videos, short briefings, podcasts, briefing on a page and review summary booklets. A podcast sharing the learning from the last three SCR/LPRs has been published on the TLSCP website and shared with partners and relevant agencies along with summary booklets for each case. A learning event is on hold to be delivered following the lifting of restrictions. A SET podcast on learning from practice reviews in relation to 'Think Family' is being designed to be available in September 2021 (linked to Recommendation 17).	LSCP Business Team	31st March 2021	G	3
Learning and Improvement	19	Embedded in system/video/induction packs	Explore, collate and consider training topic and suitable trainers - January 2021. Produce an agreed list of videos to be recorded - February 2021. Videos to be created and shared with agencies - March 2021.	The LSCP is currently designing training briefings that will also form part of new starters induction packs across agencies. Discussions have taken place and the Learning Practice Review Group will support to cascade and reassure that training and induction packs are used within induction processes across agencies. The Learning Hub hosted on the refreshed LSCP website will be launch in autumn 2021. Podcasts, 7 minute briefings on a page and videos are being designed.	LSCP Business Team	31st October 2021	A	2
Quality Assurance and Data	20	Monitoring recommendations and agencies actions/ audit outcomes and actions	Initial discussions at Practice Standards Group - February 2021. Develop and finalise draft with monitoring grid - April 2021 Share with PSG for feedback and agree final ready for implementation - May 2021	A Composite Action Matrix has been created to track all agency actions - reviews and audit outcomes. This is to be reviewed and developed further on an ongoing basis. The Composite Matrix is to be monitored by the newly established Practice Standards Group (PSG).	LSCP Business Team	31st May 2021	G	2
Learning and Improvement	21	Explore learning across SET	Links with 17	This is linked closely with recommendations 5 and 17 and will be achieved in line with those recommendations.	LSCP Business Team	31st March 2021	G	3
Shared Priorities/ Engagement	22	Use existing structures - school groups, young peoples council to promote engagement with C&YP	Initial meeting with Lead for the Youth Council, Children in Care Council, Inspire and Youth Participation Officer to scope ideas February 2021.	The LSCP is collaborating with the Youth Council, Children in Care Council, Inspire Hub and CSC Participation Officer to deliver a number of summer engagements events to Young People.	LSCP Business Team	31st July 2021	A	2
Shared Priorities/ Engagement	23	Questionnaire - 'you said, we did'	Initial meeting with Lead for the Youth Council, Children in Care Council, Inspire and Youth Participation Officer to scope ideas February 2021.	The summer engagement events will ascertain wishes and feelings which will be taken forward by the Practice Standards Group. Recommendations 22 & 23 are closely linked.	LSCP Business Team	31st July 2021	A	2

Shared Priorities/ Engagement	24	Recruit community voice as lay member	Explore and gather information on where and how this has been done well in Eastern Region/other areas - February 2021 Produce literature/JD on expectations and benefits of being a Lay/Community Member - March 2021 Launch recruitment project for Lay/Community Member - March 2021. Lay Member recruited and in post April 2021.	A job description and information leaflet on the role has been devised and published on the TLSCP website. This has not resulted in any interest to date. Discussions will be held with Community Engagement and Governors Services on how this can be promoted further.	LSCP Business Manager	30th April 2021	A	2
Shared Priorities/ Engagement	25	Specific work on faith group/community outreach	Start with a basic survey in libraries and Community Hubs. Do a survey with the Faith Forum - possibly linked with Adults	Essex Police are are engaging with communitny groups including Empower Initiative, Leaders Unlocked and groups that represent the vulnerable, women, and Black, Asian and Minority Ethnic groups about the work of the partnership. A meeting with the Community Engagement Manager has taken place to explore existing faith and community groups with a view to developing outreach work. TLSCP have a list of Community Forums, initial introduction information on the LSCP has been sent with a view to requesting a short agenda item to talk about the work of TLSCP, future joint work and shared events. As restrictions ease and COVID recovery is underway outreach work will continue and develop.	LSCP Business Manager & Strategic Partner for Essex Police	30th June 2021	A	2
Governance & Business Support Structures	26	Thurrock LSCP to consider the appointment of an Independent Chair and Scrutineer	Strategic Partners have initial discussions.	Nicky Pace has been recruited to the role of Interim Independent Chair Scutineer for a period of 6 months and has started in the role. Interviews are planned for July 2021 to recruit to the permanent position.	Strategic Partners	31st March 2021	G	3

The following index indicates how the rating is decided:

Blue	Action complete.
Green	Action on track and progressing to plan.
Amber	Action commenced, some delay will recover to completion.
Red	Action experiencing threatening problems and issues, behind schedule and not expected to recover.