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| Report To: | HSCB Executive |
| Date: | 22 nd November 2011 |
| Author: | Tracey Holyhead, HSCB Business Manager |
| Report Title: | Revised Scope and Terms of Reference of Independent Research and Analysis of Referrals to Children's Social Care |
| Report Status | Final |

1.0 Purpose of the Report

- 1.1 To present to the Executive Board revised terms of reference for the independent research and analysis of the increase in referrals to Children's Social Care.

2.0 Recommendation(s):

- 2.1 That the Executive Board considers the scope and terms of reference within this report.

3.0 Background

- 3.1 Following the HSCB Chair's quarterly meeting with the HBC Chief Executive and the Lead Member for Children & Young People it was agreed that an analysis of referrals to Children's Social Care would be undertaken and reported to the Main Board meeting in September 2011.
- 3.2 A report on the analysis of referrals to Children's Social Care was presented to the Main Board by Vicky Buchanan, Divisional Manager Children in Need. The report recommended a more in depth piece of research be commissioned by the Board.
- 3.3 Following discussion at the Main Board it was agreed that the Board should commission research and that the Executive Board would agree the terms of reference and manage commissioning of the research.

4.0 Proposed Scope and Terms of Reference for Research to be Commissioned Analysing Referrals to Children's Social Care

- 4.1 Terms of reference:

- 4.2.1 In reference to the following strategic plans, needs assessments and case records
- Joint Strategic Needs Assessment , Health & Wellbeing in Halton 2010-11
 - Children & Young People's Plan 2011-13

- State of the Borough Report 2010
- Contact, Referrals & Assessment Reports 2009-11
- Early Help & CAF Reports 2011
- Primary Care Provider Workforce Capacity Report 2010 -11
- Commissioned Services Report 2009-11
- Case Records

- 4.2.2 To examine the demographics of the borough over time to assess the impact this may have had on the identification of Children in Need and Children in need of Protection.
- 4.2.3 To examine the impact of any changes to the children's workforce and commissioned services and to make recommendation to HSCB as to how practice and procedures should be improved.
- 4.2.4 To examine and scrutinise the year on year increase of referrals to Children's Social Care of children under 5 years old to identify any themes or consistent issues and to make recommendation to HSCB as to how practice and procedures should be improved.
- 4.2.5 To examine why there is such a low percentage of cases referred to Children's Social Care that have had a robust early help plan around CAF or single agency assessments, and to make recommendation to HSCB as to how practice and procedures should be improved.
- 4.2.6 To case track a selection of referrals to Children's Social Care to examine the child's journey to see whether there were any missed opportunities for intervention, and to make recommendation to HSCB as to how practice and procedures should be improved.
- 4.2.7 To examine which agencies make referrals to Children's Social Care and which do not, and to make recommendation to HSCB as to how practice and procedures should be improved.
- 4.2.8 To examine whether the increase in referrals reflects an increase in a particular need or category of abuse, and to make recommendation to HSCB as to how practice and procedures should be improved.
- 4.2.9 To case track referrals to Children's Social Care Duty Team in order to identify why only 46% of Initial Assessments progress to a Core Assessment, and to make recommendation to HSCB as to how practice and procedures should be improved.
- 4.2.10 To examine the timeliness of decision making at the point of referral, and to look at the quality of information provided at referral, and to make recommendation to HSCB as to how practice and procedures should be improved.

