



LSCB Members

November 2013

Dear LSCB Members

I have been asked to write to you in relation to multi-agency responsibilities and commitment to the Child Protection Process.

Findings from the recent Multi-Agency Safeguarding Practice Inspections and the IRO Annual Report have highlighted that agency reports to Child Protection Conferences are often not shared with family members prior to the meeting. Our safeguarding procedures state that any such report should be shared with family members at least 48 hours prior to the meeting; unless there are confidentiality issues or sharing the information would put the child at further risk. There are also some concerns that written reports are not always provided by agencies, which is also contrary to the procedures. Attached is a template agency report (not social worker) which has been trialled with success in Pendle District. It would be beneficial if agencies could consider adopting this report template to provide a level of consistency.

At our last Safeguarding and looked after children inspection Ofsted also recommended that agencies should provide written reports to Core Group Meetings and again from the above Multi-Agency Safeguarding Practice Inspections it would appear that this is not always taking place. Furthermore our procedures also state that the same professional (usually a Social Worker) should not both chair and take the notes/minutes at Core Groups Meetings, which again is not always being adhered to.

I would respectfully urge all members to raise these issues within their agency and request that appropriate action is taken to resolve these issues. Future practice inspections and audits may be focussed on this area to ensure the issues are not recurring.

Thank you in advance for your cooperation and commitment to resolving these important issues.

Yours Sincerely

A handwritten signature in black ink, appearing to read "Nigel Burke".

Nigel Burke  
Chair of Lancashire LSCB