

| Model transition plan from LSCB to safeguarding partnership | Year 1 - 2017 | | Year 2 - 2018 | | | | | | | | | | Year 3 - 2019 | | | | |
|---|---------------|-----|---------------|-----|-----|-------|-----|------|------|-----|------|-----|---------------|-----|-----|-----|-----|
| | Nov | Dec | Jan | Feb | Mar | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Jan | Feb | Mar |
| Governance | | | | | | | | | | | | | | | | | |
| CCG governing body sign off plans for new partnership | | | | | | | | | | | | | | | | | |
| Council sign off plans for new partnership -agree committee date | | | | | | | | | | | | | | | | | |
| Formal paper to chief executive's leadership team | | | | | | | | | | | | | | | | | |
| Formal paper to council leader | | | | | | | | | | | | | | | | | |
| Formal paper to cabinet | | | | | | | | | | | | | | | | | |
| Formal paper to children and adults overview and scrutiny | | | | | | | | | | | | | | | | | |
| Police sign off plans for new partnership | | | | | | | | | | | | | | | | | |
| Review of current partnership board membership ahead of new arrangements | | | | | | | | | | | | | | | | | |
| Review terms of reference for new partnership groups - agree overall approach | | | | | | | | | | | | | | | | | |
| Review how new transition arrangements will link to other boards | | | | | | | | | | | | | | | | | |
| | Nov | Dec | Jan | Feb | Mar | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Jan | Feb | Mar |
| Communications | | | | | | | | | | | | | | | | | |
| Monthly reports on progress | | | | | | | | | | | | | | | | | |
| Overall communications plan for transition arrangements | | | | | | | | | | | | | | | | | |
| Logo and branding for new partnership | | | | | | | | | | | | | | | | | |
| Refresh of website (future-proofing for new partnership) | | | | | | | | | | | | | | | | | |
| Publish new arrangements and send to Secretary of State | | | | | | | | | | | | | | | | | |
| Engage partners with partnership children's plan | | | | | | | | | | | | | | | | | |
| | Nov | Dec | Jan | Feb | Mar | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Jan | Feb | Mar |
| Staffing | | | | | | | | | | | | | | | | | |
| Independent scrutineer - develop role profile and recruit | | | | | | | | | | | | | | | | | |
| Confirm contract arrangements for board/partnership team | | | | | | | | | | | | | | | | | |
| | Nov | Dec | Jan | Feb | Mar | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Jan | Feb | Mar |
| Budget | | | | | | | | | | | | | | | | | |
| Reconfirm financial arrangements and partner contributions | | | | | | | | | | | | | | | | | |
| Set up monthly budget monitoring meetings with finance department | | | | | | | | | | | | | | | | | |
| Agree requirements for reporting on budget to partnership board and/or 3 partners | | | | | | | | | | | | | | | | | |
| | Nov | Dec | Jan | Feb | Mar | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Jan | Feb | Mar |
| Developing the partnership children's plan | | | | | | | | | | | | | | | | | |
| Consulting and sharing the partnership children's plan | | | | | | | | | | | | | | | | | |
| Learning and development (including training) activity | | | | | | | | | | | | | | | | | |
| | Nov | Dec | Jan | Feb | Mar | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Jan | Feb | Mar |
| Transition arrangements | | | | | | | | | | | | | | | | | |
| Work activity/progressing first priorities | | | | | | | | | | | | | | | | | |
| Shared agenda with current board | | | | | | | | | | | | | | | | | |
| Handover arrangements including budget | | | | | | | | | | | | | | | | | |
| Child death review arrangements/planning | | | | | | | | | | | | | | | | | |
| Hand over of SCRS and learning reviews | | | | | | | | | | | | | | | | | |
| Transfer of board records and online folders | | | | | | | | | | | | | | | | | |
| Partnership mailbox | | | | | | | | | | | | | | | | | |
| | Nov | Dec | Jan | Feb | Mar | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Jan | Feb | Mar |
| Forward planning | | | | | | | | | | | | | | | | | |
| Partnership board agenda planning | | | | | | | | | | | | | | | | | |
| Working group agenda planning | | | | | | | | | | | | | | | | | |

| | |
|---|-----------------|
| Key | |
|  | Time required |
|  | Key target date |