

## Domestic Homicide Review Case A in Westminster

### ACTION PLAN

#	Recommendations	Scope of recommendation i.e. local or regional	Action to take	Lead Agency	Key milestones to be achieved in enacting recommendation	Target date	Completion Date and Outcome
1	Safer Westminster Partnership to monitor the implementation of the recommendations below and to keep the victims' families informed on progress	Local	Safer Westminster Partnership to receive a report every six months until the action plan is fully implemented. This report to be shared with members of the victims' families.	Safer Westminster Partnership	Six monthly reports	On-going	
2	Review local domestic abuse training to ensure that routine enquiry is advocated for high-risk groups.	Local	Incorporate this into planned review of training.	Bi Borough VAWG Strategic Board	Initial findings from Review to be discussed at November meeting	December 2023	
3	In six months time, undertake a dip sample of relevant services to ensure that routine enquiry has been embedded.	Local	Undertake dip sample	Bi Borough VAWG Strategic Board (VAWG Risk & Review Group)	Project outline to be discussed at April 2024 meeting.	May 2024	
4	Review local domestic abuse materials and campaigns to ensure that the focus is on giving examples of behaviours where some people still have doubts rather on those that are widely accepted as abusive.	Local	Incorporate this into planned review of training.	Bi Borough VAWG Strategic Board	Initial findings from Review to be discussed at November meeting	December 2023	

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5	Review local domestic abuse training to ensure that the practical application of professional curiosity is included within the content.	Local	Incorporate this into planned review of training.	Bi Borough VAWG Strategic Board (Risk & Review Group)	Initial findings from Review to be discussed at November meeting	December 2023	
6	Publicise pathways for friends and family to follow if they have concerns about someone. This should include more than making an official report and encompass gaining guidance on ways to respond.	Local	Create publicity strategy and draft documents for consultation	Bi Borough VAWG Strategic Board	Develop a draft strategy for discussion for November meeting	December 2023	
7	Learning to be shared from the two local models regarding engagement with women with multiple needs	Local	Production of a briefing paper for Bi Borough VAWG Partnership outlining lessons learned.	Turning Point and Westminster VAWG Housing First Project	Draft briefing paper to be tabled for May 2024 meeting	December 2024	

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8	Integrated Offender Management (IOM) SPOC to revisit the practice principles of IOM to the team and advise on the criteria and benefits of referral.	Local	At a team meeting, the IOM SPOC / IOM lead will provide an overview of the IOM scheme including eligible cases and the referral process.	HM Prison & Probation	Managers to review the referral rate to IOM scheme to ensure appropriate cases are being referred. Additionally, cases will continue to be reviewed via Touch Points Model and will identify potential cases.	Completed	
9	Managers to ensure oversight of any decisions relating to case transfer.	Local	In reflective supervision with Probation Practitioners, they will revisit the importance of advising managers where a case they manage proposes a new residence or is already living in another area.	HM Prison & Probation	Managers to dip sample 2 cases of each of the Probation Practitioners they manage to satisfy their current residence requires management by the Brent area.	Completed	
10	Managers to ensure that all assessments are thoroughly and in a timely manner reviewed using the Senior Probation officer (SPO) checklist under the Core Quality Framework before endorsement.	Local	Managers will examine the SPO checklist and any guidance issued by the Performance and Quality team.	HM Prison & Probation	In reflective supervision with the Head of Service, managers will provide 2 examples of cases where they utilised the SPO check list to meet the learning point.	Completed	

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11	The Court team to ensure that the necessary case allocation screening is completed in a timely manner to ensure swift allocation to the relevant local delivery unit.	Local	At a Court team meeting, the Court manager to revisit the case allocation screening process to ensure all staff are clear on what is required and the timescales for completion.	HM Prison & Probation	Administration staff and managers will track performance on weekly basis and review at team meetings be assured that practice is embedded.	Completed	
12	Probation Practitioners at Brent to ensure that pre-release work is undertaken in all relevant cases and that Effective Proposal Framework (EPF2) is utilised by all probation practitioners when proposing additional licence conditions.	Local	Practitioners at Brent will either individually or via a team meeting to watch a 24-minute film on the Effective Proposal Framework (EPF) 2 film on the my learning platform. The EPF process is designed to <i>'assist Offender Managers with the decision process involved post sentence, in deciding what to include on somebody's licenses and provides advice on both licence conditions and possible interventions.'</i>	HM Prison & Probation	Managers to monitor the usage of EPF2 via performance data on MiS / issued via Performance and Quality team. Managers to dip sample 6 licence cases across the team to satisfy that the EF2 tool was used and the pre discharge (PD1) form completed accordingly with accompanying reporting instructions.	Completed	
13	Offender Manager (OM2) to recognise when to bring matters to the attention of a manager for oversight and resolution.	Local	OM2, in supervision with SPO2 will discuss examples of when to escalate concerns to a manager.	HM Prison & Probation	Cases discussed in supervision and at relevant Touch Points in the case will meet the learning point.	Completed	

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14	Former CRC probation practitioners to develop use of the clients appointments system called, the 'Check in, Review, Implement/ intervention, Summarise, Set tasks, Appointments' (CRISSA) to provide a full account of the session and utilise relevant interventions from the Offender Manager Toolkit	Local	Quality Development Officer (QDO) and / or Manager to revisit the principles of CRISSA. Practitioners can refer to the relevant Summer 2020 Head of Operations Briefing (HoOP) briefing on the Offender Manager toolkit that was held in the legacy NPS.	HM Prison & Probation	In line with the Skills for Effective Engagement and Development (SEEDS) managers will undertake 1 observation with a probation practitioner under their supervision to satisfy the CRISSA convention is used to structure sessions and interventions delivered.	Completed	
15	Offender Manager (OM2) to demonstrate professional enquiry in his approach to offender management including liaison with significant partner agencies.	Local	OM2 to engage with a Quality Development Officer (QDO) to the principles / strategies to develop an investigative approach to case management.	HM Prison & Probation	Cases reviewed in supervision, OASys Quality Assurance, and other case reviews indicate practice improvements to meet the learning point	Completed	
16	Probation Practitioners at Brent will refer to drug treatment services in all relevant cases	Local	At a team meeting, Probation Practitioners will share best practice of when to refer to drug treatment services, and the provision in the local area.	HM Prison & Probation	Managers will dip sample 6 cases across the team to check for sufficiency.	Completed	

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	OM2 to improve the quality of OASys assessments and ensure these are completed in line with the timescales expected.	Local	<p>OM2 to complete OASys assessments, identifying criminogenic needs that impact on risk of re-offending and serious harm to a sufficient standard, and follow this through to the risk management plan and sentence plan objectives to manage and reduce risk.</p> <p>OM1 to evidence in Delius that Sentence Plan objectives drive the work in sessions with service users.</p>	HM Prison & Probation	QASys quality assured by SPO2 using the SPO checklist and OASys assessments reviewed during supervision.	Completed	
17	Managers at Brent to share best practice in effective management oversight to embed the use of the Touch Point model.	Local	Managers at Brent to familiarise themselves with the Touch Points Model guidance.	HM Prison & Probation	In regular supervision with the Head of Service, managers should demonstrate that they have audited / dip sampled cases by providing the evidence documented in the supervision record of offender managers that they line manage.	Completed	

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18	OM2 to ensure that Delius reflects the frequency and mode of reporting with a clear rationale.	Local	SPO2 in supervision with OM2 to revisit the practice principles reflecting the frequency and manner in which a service user will be required to report on Delius.	HM Prison & Probation	SPO2 to dip sample 2 cases per month until satisfied that practice is embedded.	Completed	
19	Consistency in a multi-agency approach	Local	Safeguarding processes are in place which are inclusive of multi-agency working. Multi-agency working can also be discussed within the partnership meetings. GPSC workers are integrated within the DAWs service.	Turning Point	Review every 6 months, monthly within supervisions	Completed.	
20	Partnership review to take place with GPSC surgery to review clients engaged with both services, inclusive of safeguarding clients.	Local	Partnership meeting every 6 months currently in place, any learning can be mainstreamed.	Turning Point	6-month reviews	Completed	
21	Learning to be shared from the two local models regarding engagement with women with multiple needs	Local	Production of a briefing paper for Bi Borough VAWG Partnership outlining lessons learned.	Turning Point and Westminster VAWG Housing First Project	December 2024		

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22	HSS will be required to renew their DAHA membership and should certainly do so to ensure best practice in response to domestic abuse is maintained.	Local	Ongoing action to monitor all aspect of DA procedures and case audits, this also includes maintaining the completed action plan that was set by Standing Together.	Westminster Housing Needs	Review all elements of the assessment annually  Achieve Renewal	April 2025 is the renewal date.  Subject to change if wider Westminster Services are incorporated	
23	Housing service will continue to seek DAHA accreditation to ensure that the service meets nationally recognised standards in the housing sector	Local	Achieve required standard in all eight priority areas: <ol style="list-style-type: none"> <li>1. Policies and procedures</li> <li>2. Staff development and support</li> <li>3. Partnerships and collaboration</li> <li>4. Safety led case management</li> <li>5. Survivor led support</li> <li>6. Intersectional and anti-racist practice</li> <li>7. Perpetrator accountability</li> <li>8. Publicity and awareness raising</li> </ol>	WCC Housing management service	Meeting all steps in DAHA accreditation manual 2022-23.	September 2025	



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24	ASC Learning and Development Team and Safeguarding Team to review the content of the 'Safeguarding and Domestic Abuse' training to ensure it covers issues relating to the interface with other risk areas, including substance misuse and insecure housing.	Local (Bi-borough)	ASC Learning and Development Team and Safeguarding Team to review the content of the 'Safeguarding and Domestic Abuse' training.	Adult Social Care  Westminster City Council	Review to be completed by November, ahead of commissioning new learning and development for 2024.	30 <sup>th</sup> November 2023	
25	To review and update domestic abuse training to ensure it covers issues relating to the interface with other risk areas, including substance misuse and insecure housing.	Local (Bi-Borough)	ASC Learning and Development Team and Safeguarding Team to review the content of the 'Safeguarding and Domestic Abuse' training.	Principal Social Worker, Bi-Borough Adult Social Care	As above, to review to be completed by November, ahead of commissioning new learning and development for 2024.	30 <sup>th</sup> November 2023	
26	To prioritise domestic abuse training in line with the ASC Workforce Strategy	Local (Bi-Borough)	ASC Learning and Development Team to work with ASC Heads of Service to consider if domestic abuse training should be made mandatory and consider mechanisms which can be implemented to monitor and evaluate this.	Principal Social Worker, Bi-Borough Adult Social Care	Decision to be taken by end of November, in line with the development of new learning and development opportunities.	30 <sup>th</sup> November 2023	

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27	To prioritise domestic abuse training in line with the ASC Workforce Strategy	Local (Bi-Borough)	ASC Learning and Development Team and Safeguarding Team to promote domestic abuse training opportunities across the department.	Principal Social Worker, Bi-Borough Adult Social Care	Promotion of new materials and opportunities to be undertaken once decision is made about making them mandatory.	30 <sup>th</sup> November 2023	
28	To improve understanding of the needs of carers within the context of safeguarding enquiries.	Local (Bi-Borough)	ASC Safeguarding Team to hold a reflective practice workshop, which explores principles of professional curiosity and supports practitioners to develop their practice and confidence to explore what may be 'difficult conversations' with adults who are in an informal carer role, but whereby they may have their own vulnerabilities. This workshop should also include guidance around the importance of including relevant commissioned services within multi-agency professionals' meetings to share information and approaches to managing risks.	Operational Safeguarding Team, Bi-Borough Adult Social Care	Deliver practice forum on carers and safeguarding.	27 <sup>th</sup> September 2023	Completed – 27/09/23.