



Bath & North East Somerset
Local Safeguarding Children Board

Minutes from the Meeting on Tuesday 2nd June 2015

Present:-

Reg Pengelly (Independent Chair)
Ashley Ayre (B&NES Council, People and Communities, Strategic Director and DCSS)
Richard Baldwin (B&NES Council, Divisional Director, Children and Young People, Specialist Services)
Mike Bowden (B&NES Council, Deputy Director for Children, Young People and Health Strategy and Commissioning)
Sally Churchyard (B&NES Council, 11-19 Prevention Service Manager, Youth Offending Service)
Fiona Finlay (Sirona Care and Health, Designated Doctor)
Bruce Laurence (B&NES Council, Director of Public Health)
Judy Lye Forster (City of Bath College, Head of Learning)
Roz Lambert (First Steps (Bath), Children and Young People's network representative)
Lesley Hutchinson (B&NES Council, Head of Safeguarding and Quality Assurance)
Sarah McCluskey (B&NES Council, LSCB Business Support Manager)
Michelle Maguire (Oxford Health, Head of Service)
Rachel Williams (Avon & Somerset Constabulary, Detective Superintendent, Head of PPU)
Dr William Bruce-Jones (Avon and Wiltshire Mental Health Partnership Trust, Clinical Director)
Duncan Stanway (Barnardos, Assistant Director Midlands and South West)
Sophia Swatton (B&NES NHS CCG, Designated Nurse Safeguarding)
Jenny Daly (Royal United Hospital NHS Trust, Safeguarding Lead) substitute for Helen Blanchard (Director of Nursing)
Mark Everett (Writhlington School, Head Teacher, Secondary Heads representative)
Nicola Smith (St Nicholas CoE Primary School, Head Teacher, Primary Heads representative)
Julie Fisher (Curo Housing Group, Safeguarding Lead)
Melanie Holt (B&NES Council, Children and Young People Specialist Services, Principal Social Worker)
Andy Thomas (B&NES Council, Strategy and Performance, Group Manager)
Jackie Deas (B&NES Council, Deputy Safeguarding Lead: Children and Quality Assurance)
Liz Spencer (National Probation Service)

Apologies: Julie Kerry (NHS England), Dawn Clarke (B&NES NHS CCG, Director of Nursing) and Helen Blanchard (RUH)

WELCOME AND INTRODUCTIONS

The Chair welcomed everyone to the meeting. Members made introductions.

68 EMERGENCY EVACUATION PROCEDURE

The Democratic Services Officer drew attention to the emergency evacuation procedure.

69 PRESENTATION BRITISH TRANSPORT POLICE

The Chair introduced this item to the Board. He informed them that a Safeguarding Manager had now been appointed within the British Transport Police and that a Memorandum of Understanding had been drafted between the Association of Independent Local Safeguarding Children Board Chairs and the British Transport Police. He recommended that the Board gives their approval to the Memorandum of Understanding.

He added that Charlie Hedges was developing a scheme to harness resources around train stations and that this was due to be piloted in the East of England.

The Board approved the Memorandum of Understanding as printed.

70 DECLARATIONS OF INTEREST

There were no declarations of interest.

71 MINUTES, ACTION LOG AND MATTERS ARISING

The minutes of the last Board meeting of 3rd March 2015 were agreed.

The Chair went through the Minutes and the Action Log for any matters arising. The Action Log was read out as there had been an administrative error and the minutes and Log had not been disseminated. There were queries over the version of the Action Log being discussed though actions were updated. The Chair asked for a current version to be circulated to the Board. **(Action)**

The Head of Safeguarding and Quality Assurance informed the Board that interviews for the position of LSCB Business Support Manager were due to take place on Thursday.

72 SCHOOLS SAFEGUARDING AUDIT

The LSCB Business Support Manager introduced this item to the Board. She explained that the self-evaluation audit was designed to be a learning process and a mechanism by which strengths and areas for development would be identified by schools. She added that a few schools had not returned the audit.

The Chair asked for the view of the Strategic Director on the schools that had not responded. He replied that a letter should be written to the Governors and Headteachers asking them to submit a view.

Sophia Swatton commented that they should at least give their reasons for not completing the audit.

The LSCB Business Support Manager explained that the audit would be carried out every Autumn and was willing to issue additional guidance on the next occasion.

DCI Rachel Williams suggested that the letter be written supportively by saying that most schools had completed the audit.

Nicola Smith commented that she was surprised that schools did not have to provide an action plan.

The Chair said that he would prepare a letter that states that the integrity of the Board must be upheld. **(Action)**

Nicola Smith commented that it was very easy for participants to simply tick box A.

DCI Rachel Williams asked how do the risks to school get prioritised / notified.

The Head of Safeguarding and Quality Assurance replied that this could be done through the CP Schools Forum.

The Strategic Director added that he held termly meetings with Headteachers and on June 17th there was to be a meeting where Head Teachers and Governors would also be in attendance. He said that he would raise the matter then. **(Action)**

He added that a report was also likely to be presented at the above meeting relating to the provision of additional funding to schools that have above average numbers of pupils involved in Child Protection Plans.

Roz Lambert asked if Early Years settings could also be considered within this proposal?

73 SECTION 11 AUDIT (TRAINING)

The LSCB Business Support Manager presented the report. Michelle Maguire opened the debate by asking if any discussions had taken place with the organisations that had received amber ratings. The LSCB Business Support Manager replied that there had not yet been time to talk to colleagues within the organisations. She added that the report seeks agreement with the neighbouring partner authorities North Somerset, Bristol and South Gloucestershire to combine the next three planned audits covering the themes of CSE, Safer Recruitment and Voice of the Child into one which would be sent out in Sept/Oct 2015 and would be presented to the Board at the Dec meeting.

The 11 – 19 Preventions Service Manager said that from the audits that had been returned she felt that some services had not been included.

Duncan Stanway asked if the audit had been sent to commissioned services. The LSCB Business Support Manager replied that it had not.

Recommendation:

The LSCB noted that several agencies had found the audit questions challenging and somewhat repetitive and over complicated.

The LSCB recommends that:

- (i) The LSCB Business Support Manager seeks agreement with the neighbouring partner authorities North Somerset, Bristol and South Gloucestershire to combine the next three planned audits covering the themes of CSE, Safer Recruitment and Voice of the Child into one which would be sent out Sept/Oct 2015 and would be presented to the Board at the Dec meeting. **(Action)**
- (ii) The next full Section 11 audit (covering 2015/2016) would be sent out in the new year and undertaken in April 2016, in partnership with North Somerset, Bristol and South Gloucestershire.

At the conclusion of this item the Chair, on behalf of the Board acknowledged that it was Sarah McCluskey's last meeting in her role as LSCB Business Support Manager and thanked her for all the work she had done.

74 THEMED REVIEW: PARENT EXPERIENCE

The Divisional Director for Children & Young People, Specialist Services explained the nature of this item to the Board. He introduced a parent, Nicky to discuss what it feels like to be part of a live Child Protection Plan. He explained that the Child Protection Plan had been in place since January 2014 and involved five children between the ages of 1 – 12 years. He said that support had been provided to the family through the Family Intervention Team, Bath Area Play Project and other agencies.

He asked Nicky to describe her current situation. She replied that as part of the Protection Plan she had to take part in conference meetings and was receiving ongoing help through various groups.

He asked how many visits she received each week. Nicky replied that some weeks were busier than others.

He asked who she felt was the most helpful to her. Nicky replied that the staff from the Family Intervention Team and her Social Worker gave her the best support as they were always able to give her advice and help to set up rotas for tasks to do around the house.

He asked how much the current situation affects her children. Nicky said that it doesn't really affect her younger children, but that sometimes she has had to talk about things more with her older ones to explain the situation.

He asked if the Council could help with that in any way. Nicky said that would be helpful as the children are worried to some degree about possibly being apart.

He asked how it feels to be involved in a Child Protection Plan. Nicky replied that it makes her feel low and at times not a good parent. She described some of the initial meetings as prison like and feeling enclosed. She added that she felt that she was slowly making progress and that she felt that the children had more respect for home and their lives together.

He asked her to describe how a case conference feels. Nicky said that it feels enclosed, a bit like you are being picked on. She added that they are a very big meeting to take part in.

He asked how those meetings could change for the better. Nicky replied that she felt that some of the bodies represented at the meeting could have met with her beforehand.

He asked how it felt when professionals visit her. She said that it was quite horrible at first and then you realise that they are all trying to help you.

He asked how she felt about the Core Group meetings. Nicky replied that they were ok as feedback was available from them to work out what needs to be done.

He asked if there was any way in which the professionals could work better with you. She replied that her relationship with her Health Visitor and Social Worker were fine, but that she would like the teachers at school to contact her directly rather than the Social Worker in the first instance. She added that they could phone her directly or speak to her at the end of the school day. She said that one of her children has a helper in class and they have a good dialogue.

Judy Lye Forster asked which representatives from school attended the Core Group meetings. Nicky replied that it was attended by the Headteacher, Senco and School Nurse. Judy Lye Forster suggested that it might be an idea for the actual Class Teacher to attend if possible.

Duncan Stanway asked if she could explain a little more the good relationship that she has with the Health Visitor. Nicky said that she was very nice and always rings prior to visits which she finds really helpful. She added that she has also helped a great deal with making appointments for the children.

The Deputy Director for Children, Young People and Health Strategy and Commissioning asked if she felt that all the stages of the process were explained well enough to her. She replied that she had had meetings prior to the official ones taking place to explain the process clearly.

DCI Rachel Williams asked what could be done to help the meetings feel less enclosed. Nicky said that to have less people in the meetings would make it feel easier.

The Strategic Director commended Nicky for attending the meeting and asked if she required any further practical help? She replied that she was aware of what she needed to do to keep things improving and that the help she had received so far had been brilliant.

The Chair thanked Nicky for taking the time to speak to the Board.

75 ANNUAL REPORT

The Head of Safeguarding and Quality Assurance introduced this item to the Board. She explained that the Board normally approves a one year business plan, however this report had moved to a three year planning cycle in line with other Boards plans. She asked for the Boards thoughts on the content of the report and to approve the priorities for 2015-16 in section 13 and Appendix 10. She said that she was also willing to receive comments via email outside of the meeting.

The 11 – 19 Preventions Service Manager asked if a specific priority on FGM was to be set. Sophia Swatton replied that compulsory reporting had been discussed.

The Divisional Director, Children and Young People, Specialist Services added that each sub-group was to be given their own priority.

The Head of Safeguarding and Quality Assurance commented that a few pieces of data remain outstanding and that the Chair would be completing the foreword and executive summary once the content was approved by the Board. She added that a check on the use of the photos within the report was required.

Jenny Daly asked for the accuracy of agency information to be checked.

The Head of Safeguarding and Quality Assurance added that the Council's Communications and Marketing team had gone through the report. She added that it was the intention for the report to also be shared with the relevant Scrutiny Panel, the Health & Wellbeing Board and the Chief Executive.

DCI Rachel Williams asked if Legal Services should approve the report.

The Strategic Director replied that he would ask Rebecca Jones, Principal Solicitor to read the report. **(Action)**

The Head of Safeguarding and Quality Assurance asked to be notified of any further comments within two weeks of the meeting. **(Action)**

Fiona Finlay commented that she would lead on proofreading the report. **(Action)**

Recommendation:

The LSCB recommends that:

- The content of the draft report be approved
- The priorities for 2015-16 in section 13 and Appendix 10 be approved
- Subject to comments and additional information the report will be shared with Scrutiny and the Health and Wellbeing Board

76 LSCB WORK PROGRAMME 2014-15 – Q4 UPDATE

The Head of Safeguarding and Quality Assurance introduced this item to the Board.

Sophia Swatton commented that all the training elements within the Work Programme should now be shown as green, those showing as Amber will move into the new work programme.

The Chair commented that he was pleased to see the continuous improvement of the Board and that the main reason for this was the staff and groups involved.

77 TRAINING & WORKFORCE DEVELOPMENT SUB-GROUP – 6 MONTHLY REPORT

Sophia Swatton introduced this report to the Board. She explained that the purpose of the report was to provide an update from the Training & Workforce Development (T&WFD) sub-group to the LSCB.

She said that a draft work plan for 2015-16 had been developed, but due to quoracy issues at the following T&WFD sub-group meeting, the work plan still requires sign off by the sub-group and it will then be presented to the Board. She added that a focus for the work plan were the issues of CSE and FGM.

She added that as part of its role the sub-group also considers any safeguarding workforce development issues that might adversely affect an organisations capacity to meet their safeguarding obligations and that Board members are asked to ensure that any such issues are brought to the attention of the T&WFD sub-group Chair.

Bruce Laurence asked how far down the line we were with the training that is required.

Sophia Swatton replied that as far as competencies goes that it is not a case that one course would fit all people. She added that in this next year they would look to carry out a more 'deep dive' approach.

DCI Rachel Williams suggested the training should be evaluated and reported back through the Section 11 Audit.

Recommendation:

The LSCB notes the key issues raised within the report.

78 POLICY, PROCEDURE & PERFORMANCE MONITORING SUB-GROUP – 6 MONTHLY REPORT

The Deputy Director for Children, Young People and Health Strategy and Commissioning introduced this item to the Board. He explained that the PPP sub-group had received and reviewed the latest Safeguarding Performance report and Police CP Performance report and noted a number of highlights.

- The majority of indicators show consistent and positive performance.
- The timeliness of responses, both using the indicator of Children seen within 5 days and timeliness of completion of single assessments remain the biggest priority areas for further focus.
- Whilst it is positive that at the end of Q4 only 1 open CP Plan had been in place for more than 2 years, the profile of duration of plans suggests an increasing number in the 6-12 month and 12-24 month categories, which will require ongoing review to ensure performance is not slipping.

Nicola Smith asked if children who go in and out of Plans are monitored.

The Deputy Director for Children, Young People and Health Strategy and Commissioning replied that they are.

Recommendation:

The LSCB recommends:

- i. To note the performance highlights set out within the report and the key areas of follow up work underway
- ii. To note the findings from the audit of Strategies not proceeding to Conference
- iii. To note the approval of the Quality Standards and Practice Guidance for CP Chairs

79 SERIOUS CASE REVIEW SUB-GROUP – 6 MONTHLY REPORT

The Head of Safeguarding and Quality Assurance gave a verbal update to the Board regarding this item. She said that a review of the rapid response into the Lansdown Lane crash had taken place. She added that a Suicide / Self Harm flow chart had been drafted by the sub-group.

Michelle Maguire asked if this was the same document that had been drafted by Sam Shrubsole. Sophia Swatton commented that CAMHS may also have a brochure with this info within it and so it would need to be the same.

The Head of Safeguarding and Quality Assurance replied that she thought that these were two separate documents and would arrange for it to be discussed further at a future meeting of the sub-group. **(Action)**

80 PREVENT AND CHANNEL

The Group Manager for Partnership Delivery introduced this report to the Board. He explained that the “Prevent” strategy is part of the broader counter-terrorism strategy that was launched by the government in 2011. He added in April 2015, section 26 of the Counter-Terrorism and Security Act 2015 came into place. This meant that for the first time, the Prevent guidelines became a statutory requirement for all “specified authorities” (ie; Councils, Police, Health Trusts, Probation, Universities and many others) have a duty to have “due regard to the need to prevent people from being drawn into terrorism”. “Specified authorities” must demonstrate an awareness and understanding of the risk of radicalisation.

He said in order to meet the new statutory requirements the LSCB will need to ensure that staff from across other agencies receive awareness training and understand what to do should they become concerned about an individual or group that may be at risk of radicalisation.

He informed the Board that in April this year it was agreed that monies would be identified to fund training and awareness raising initially for a 12 month period but with an acknowledgement that further funding for an additional period might be needed in order to ensure that all agencies have benefitted from this training. He added that he had since negotiated with South Glos Council to provide to scope and potentially deliver this training from their full time “Prevent” trainer. He said it was likely that this training would commence in September and details of the training would be disseminated to agencies ahead of the training.

He stated that it will be important that this training and awareness raising is linked into existing partnership work such as the Community Safety Partnership, Early

Help Strategy and the CSE strategy, and included within the remit of the Child Protection Forum for Schools.

He explained that when individuals are identified as being at risk of radicalisation, the concerns must be dealt with via the governments "Channel" process.

The Channel process is used to identify;

- a) Individuals at risk of being drawn into extreme terrorism
- b) Assess the nature and extent of that risk
- c) Develop the most appropriate support for the individual concerned.

The Head of Safeguarding and Quality Assurance commented that the Police were working on a profile document and that one Channel Panel had been held within the area to date.

Bruce Laurence asked how effective has the current work been.

The Group Manager for Partnership Delivery replied that early intervention projects such as Community Cohesion have been very helpful. He added that there have been a low number of incidents locally.

The Chair asked how the Board should monitor this area of work.

The Group Manager for Partnership Delivery suggested that a report be given to the Board every six months. **(Action)**

DCI Rachel Williams suggested that the Board receives a Counter Terrorism presentation at a future meeting regarding the profile document. **(Action)**

81 INDEPENDENT REVIEWING OFFICERS REPORT

The Deputy Safeguarding Lead for Children and Quality Assurance introduced this report to the Board. She explained that Independent Reviewing Officers are required to produce an annual report to the Corporate Parenting Board and the Strategic Director for consideration and that this report is also submitted to the LSCB. She added that the report will be submitted to the Corporate Parenting Board in September 2015 in accordance with the guidance in the Independent Review Officer Handbook.

She highlighted some of the key issues from within the report.

- The continuing strong performance in timeliness of reviews on time and the audit of Process reviews
- The need for a Protocol with Children's Social Care and Legal and Democratic Services for Court Care Plans
- The steps being taken to ensure the requirement for independent legal advice is met.

- The contribution of the IROs ongoing challenge to the positive practice changes on Care Plans, Pathway Plans and Short Breaks
- The audits the team has taken and to note the work undertaken on the Issues Resolution Protocol and processes for challenge with Children's Social Care

Duncan Stanway commented that it was good to see the Voice of the Child at the centre of the review process.

The Chair asked if Jackie Deas and Sophia Swatton could develop a report linking the work of the IRO and Health Assessments. **(Action)**

The Strategic Director suggested that this report could also be shared with the Children & Young People Scrutiny Panel. **(Action)**

Recommendation:

The LSCB approves the priorities for 2015-16 within the report.

82 LOCAL AUTHORITY DESIGNATED OFFICER REPORT

The Deputy Safeguarding Lead for Children and Quality Assurance who is also the LADO introduced this report to the Board. She highlighted some key issues from within the report.

- The ongoing work of the LADO and evolving level of analysis of this work that is now available
- To consider the proposal in the work plan for 2015-16 regarding recording of cases on completion on to Liquid Logic
- To consider the development of a named link with Social Care
- The LSCB is asked to consider a making a contribution to the National LADO Conference 2016.

The Chair thanked her for a very thorough report.

83 WORKING TOGETHER 2015 – UPDATE

The Head of Safeguarding and Quality Assurance introduced this report to the Board. She explained that on 26th March 2015 the new statutory guidance *Working Together to Safeguard Children - A guide to inter-agency working to safeguard and promote the welfare of children* was published by the DfE (WT2015).

She informed them that WT2015 replaces the 2013 statutory guidance and sets out:

‘...the legislative requirements and expectations on individual services to safeguard and promote the welfare of children; and

a clear framework for Local Safeguarding Children Boards (LSCBs) to monitor the effectiveness of local services.’

She outlined some of the key and small changes for the Board to note within the report.

Recommendation:

The LSCB notes the changes brought about with the revision of Working Together to Safeguarding Children 2015.

84 SOUTH WEST CHILD PROTECTION PROCEDURES

The Divisional Director, Children and Young People, Specialist Services gave a verbal update to the Board. He explained that he would be attending a meeting on 3rd June in Exeter to discuss the matter further. He informed that online procedures support had ended in March and that an agreement had been put in place with a temporary supplier, Signis until September.

He said that all LSCB Chairs had been contacted regarding this and that they were happy to continue with the current system. He added that preliminary discussions had taken place over the phone with Signis and that there was likely to be an increase in cost for the service. He said that he would report back on the matter at a future meeting. **(Action)**

The Chair said that having similar procedures was welcomed by most Boards.

The Strategic Director said that this was also welcomed by other Directors.

The Chair asked if activity information of the procedures could be recorded.

The Divisional Director, Children and Young People, Specialist Services replied that he thought that would be possible.

85 REVIEW OF LSAB / LSCB DEVELOPMENT DAY – APRIL 15TH 2015

The Chair gave a verbal update to the Board. He said that the theme for the Development Day was to explore opportunities for joint collaboration between the LSAB and LSCB and to develop a set of joint values for eventual approval by both Boards.

He said that a meeting of the Sub-Group Chairs had been recommended and that the information gained through agenda setting should be shared. He added that there was a good opportunity to collaborate further as he would now be chairing both Boards.

86 CHILDREN OF PRISONERS

The 11-19 Prevention Service Manager introduced this report to the Board. She explained that the LSCB had twice received reports on this subject, most recently on 2 December 2014, when Duncan Stanway invited Polly Wright from Barnardos to make a presentation. She stated that the LSCB had agreed to promote Barnardos' i-HOP training to raise staff awareness and two courses have since been delivered.

She added that the Youth Offending Service Management Board took on this topic for its recent stakeholder event on 14 May 2015. She said that Barnardos has received additional government funding to further this work and Polly Wright has been appointed into a new regional role, including some capacity to support this work in Bath and North East Somerset over the next 12 months.

Recommendation:

The LSCB recommends to:

- (i) Adopt children of prisoners as a key priority within the LSCB’s work programme
- (ii) Include further i-HOP courses within the training programme and promote take-up across all agencies working with children and adults
- (iii) Approve the establishment of a multi-agency working group to complete and oversee delivery of an implementation plan for improving identification of and support to children of prisoners
- (iv) Request a progress report in 12 months’ time **(Action)**

82 ANY OTHER BUSINESS

The Divisional Director, Children and Young People, Specialist Services informed the Board that the Health & Wellbeing Board had requested a presentation on CSE.

The 11-19 Prevention Service Manager said that the Swindon LSCB had recently discussed the theme of Criminal Exploitation & Slavery.

Sophia Swatton asked if any posters endorsed by the LSCB were available for GP Surgeries, Nurseries, etc.

The Divisional Director, Children and Young People, Specialist Services replied that he was fairly sure that some material was available.

The Chair acknowledged the information reports that had been circulated.

The Head of Safeguarding and Quality Assurance asked for any feedback on the LSCB Terms of Reference to be given within one month. **(Action)**

The information reports were noted and signed off.

The Chair stated that there would be no new Themed Review at the next meeting and that an Assessment of Themed Reviews to date would take place.

The meeting ended at 5.05pm.

The next meeting of the Board will take place on **Tuesday 8th September 2015 in the Conference Room, 1st Floor, Civic Centre, Keynsham.**

Chair (person).....

Date Confirmed and Signed.....

Prepared by Democratic Services