



South Gloucestershire

# Safeguarding Children Board

Annual report

2018 - 2019



## Foreword from Independent Chair – Amy Weir

In September 2019, there will be the largest change for over a decade in local working together arrangements for children with the abolition of Local Safeguarding Children Boards. The Children and Social Work Act 2017 has removed the requirement for local areas to have a LSCB. Instead the Police, Health and the Local Authority are named as the key strategic partners for safeguarding and will be required to set up appropriate arrangements to oversee safeguarding for children.

This is the final Annual Report of the South Gloucestershire Local Safeguarding Children Board. As a result of the changes to legislation, the LSCB will cease to exist at the end of September 2019 when the new Multiagency Safeguarding Arrangements will become fully operational. A great deal of consultation and planning has been undertaken in agreeing and establishing the new systems.

During this last year, there has continued to be a strong commitment towards safeguarding from all of those working with children and young people in South Gloucestershire. We have continued to raise awareness of safeguarding and to ensure that everyone has the knowledge, skills and support to keep children and young people safe.

It has been a positive year for everyone involved in safeguarding with many good examples of new developments and jointly improved practice. The Local Authority was judged by Ofsted during the year to have improved its performance and the formal improvement arrangements which had been in place by Government ended.

This South Gloucestershire Safeguarding Children Board's (SGSCB) Annual Report is a transparent assessment of the effectiveness of safeguarding and the promotion of the wellbeing of children and young people across South Gloucestershire.

This Annual Report sets out what has been done by the LSCB and its partners during the year 2018 to 2019.

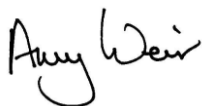
- A very successful annual practice conference was held to consider jointly with Bristol LSCB with a theme that was Communication Matters: Safeguarding disabled children – which considered how children with a disability can be protected and kept safe.
- We also held a well-attended joint safeguarding Children and Adults Boards' Learning event. We looked at the issues facing families where domestic abuse is a problem through the holistic Think Family approach.
- The LSCB has continued to seek the views of children through the Youth Board and through other activities such as the annual conference at which a group of young people enacted a storyline about this.
- Local practitioners have attended the multi-agency training and have given positive comments about its value to them
- The Board has continued to consider the quality of safeguarding work through audits and reviews and has ensured action has been taken when needed.
- The subgroups of the LSCB have met regularly and carried out a large volume of work.

I have been the Chair of the Board since March 2017. During the last two years, there has been a great deal of activity aimed to improve single and joint safeguarding locally. It is clear to me that there have been significant efforts made and that there is a strong commitment by local agencies and senior leaders to keep children safe in South Gloucestershire.

The LSCB is now, at the end of its life, better informed after specifically having challenged agencies in the last two years when previous activity had not been sufficient to address the improvements required to keep children safe. The local authority and all partner agencies are clear now that they will act promptly to remedy gaps in the safeguarding system and must inform the new arrangements about any failings and what is being done to resolve them. Over the last year, the LSCB has completed several audits and visits to local partner agencies to satisfy itself that the systems and organisational arrangements in place are keeping children safe and improving outcomes for them.

Looking forward, next year will see the implementation of the new arrangements. I am confident that all partners will continue to work together to keep children and young people safe and well.

I would like thanks to all those who have worked so hard to keep children safe and to make the LSCB succeed in providing a strong local partnership to safeguard children and young people. I would particularly like to thank Sarah Taylor for her help and support with managing the Board's business and for going the extra mile. There is always more to do and I am confident that the coming year will be even more successful for the new safeguarding arrangements. A link to these is below. Good luck and best wishes to all for the future.



Independent Chair

South Gloucestershire Safeguarding Children Board

## **Contents**

Introduction by independent chair	2
About the Annual Report	5
Glossary of Terms	6
Living in South Gloucestershire	9
Summary of Safeguarding in South Gloucestershire	12
Communication	17
Children's Voices	19
SEND	20
Domestic Abuse	22
Abuse & Exploitation	24
Joint Working	25
Other Key Board Activity & Achievements	26
Learning & Improvement	30
Child Death Overview Panel (CDOP)	43
Vinney Green Secure Children's Home	45
Childhood Injury Prevention (CHIP)	47
South Gloucestershire Children's Partnership	48
What You Need to Know	49
Appendix One: SGSCB Structure	53
Appendix Two: SGSCB Constitution	54
Appendix Three: Memorandum of Understanding	59
Appendix Four: Membership & Attendance	61
Appendix Five: Finance Report	62

*The South Gloucestershire Safeguarding Children Board's (SGSCB) Annual Report is a transparent assessment of the effectiveness of safeguarding and the promotion of the wellbeing of children and young people across South Gloucestershire.*

In line with statutory requirements and best practice the 2018-19 SGSCB annual report will be shared with:

- The Director of Children, Adults and Health
- The Chief Executive
- The Police and Crime Commissioner
- South Gloucestershire Cabinet
- Children, Young People and Families Partnership
- The Partnership Against Domestic Abuse
- The Health and Wellbeing Board
- The Safer and Stronger Communities Strategic Partnership
- The Safeguarding Adults Board

This report has been authored by Sarah Taylor, Safeguarding Board Business Manager with the assistance of several contributors including sub group chairs, performance analysts and the independent chair.

The report was approved by SGSCB on 13<sup>th</sup> September 2019 and published on the SGSCB website on 13<sup>th</sup> September 2019

Should you require the report in any other format to support accessibility please contact Sarah Taylor with your request: [sarah.taylor2@southglos.gov.uk](mailto:sarah.taylor2@southglos.gov.uk)

## Glossary of Terms

BNSSG	Bristol, North Somerset & South Gloucestershire CCG
CAFCASS	Child and Family Court Advisory and Support Service
CAMHS	Child and Adolescent Mental Health Service
CDOP	Child Death Overview Panel
CPD	Continuing Professional Development
CQC	Care Quality Commission
CSE	Child Sexual Exploitation
DA	Domestic Abuse
DBS	Disclosure and Barring Service
DV	Domestic Violence
FGM	Female Genital Mutilation
GP	General Practitioner
IRO	Independent Reviewing Officer
LA	Local Authority
LAC	Looked After Child/Children
LADO	Local Authority Designated Officer
LSCB	Local Safeguarding Children Board
MASH	Multi Agency Safeguarding Hub
MAPPA	Multi Agency Public Protection Arrangements
MARAC	Multi Agency Risk Assessment Conference
MISPER	Missing person
PREVENT	A government programme aimed at preventing radicalisation
RHI	Return Home Interview
RPI	Restrictive Physical Intervention
SCR	Serious Case Review
SERAF	Sexual Exploitation Risk Assessment Framework
SGSCB	South Gloucestershire Safeguarding Children Board
SoS	Signs of Safety
SWCPP	South West Child Protection Procedures
YCS	Youth Custody Service



## The Board

The SGSCB is the key statutory body overseeing multi-agency safeguarding arrangements across South Gloucestershire. It is governed by the statutory guidance in [Working Together to Safeguard Children 2015](#)

Section 14 of The Children Act 2004 sets out the objectives of LSCBs which are:

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*To co-ordinate what is done by each person or body represented on the Board for the purposes of safeguarding and promoting the welfare of children in the area and to ensure the effectiveness of what is done by each such person or body for those purposes<sup>1</sup>*

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The independent chair of the SGSCB is Amy Weir. Amy is accountable to the Chief Executive of South Gloucestershire Council, Dave Perry.

The South Gloucestershire Safeguarding Children Board Structure can be found in Appendix One. There are several subgroups and an executive group in addition to the main board.

The remit of the Board is clearly outlined in its constitution (Appendix 2) It has a strong commitment from most partner agencies, all of whom sign up to the Memorandum of Understanding (Appendix 3)

Board Membership and attendance for the year can be seen at Appendix 4. Attendance below 50% will be addressed by the Independent Chair. It has become practice to directly challenge partner agencies whose attendance falls below the minimum standard.

During the year the Board has maintained key relationships with the South Gloucestershire Cabinet, The Partnership against Domestic Abuse and The Safer and Stronger Communities Strategic Partnership, Children, Young People and Families Partnership, The Health and Wellbeing Board, the Safeguarding Adults Board, the Clinical Commissioning Group and the Police and Crime Commissioner. The Board also participates in the Avon & Somerset regional LSCB Consortium in working to address common safeguarding issues. During this year the regional partnership has been changing in preparation for launch of the new safeguarding arrangements.

Partner agencies continued to contribute to the SGSCB budget for 2018-19, in addition to providing other resources such as staff time and venues for meetings. The full financial report can be seen at Appendix 5.

Working Together to Safeguard Children 2015 sets out how effective information sharing between professionals and local agencies is essential for effective service provision. SGSCB plays a strong role in supporting information sharing between and within organisations and addressing any barriers to information sharing. This includes

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<sup>1</sup> Children Act 2014 Section 14

ensuring that a culture of information sharing is developed and supported as necessary by multi-agency training.

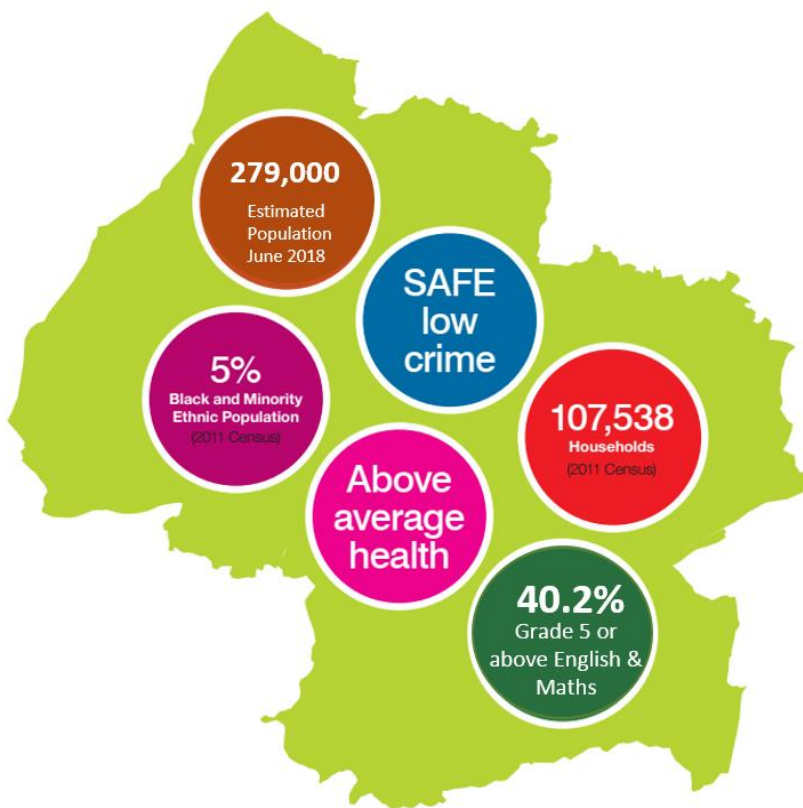
Following the publication of the Wood Review and the Social Work Act, the SGSCB has been working with neighbouring safeguarding children's boards to agree new safeguarding arrangements. By the 29<sup>th</sup> September 2019 the Safeguarding Board in South Gloucestershire will cease to exist and will be replaced by the South Gloucestershire Children's Partnership. The new arrangements have been published and are available to view [here](#). Work is underway to ensure that outstanding work for the LSCB and the other boards and groups that will form the new partnership is carried forward and safeguarding of children and young people in South Gloucestershire continues effectively.



## Living in South Gloucestershire

South Gloucestershire is a mix of long established urban communities, market towns, small villages and substantial new development. Characterised by very differing communities with individual needs and aspirations, the diversity of its landscapes and neighbourhoods contribute to a high quality of life.

South Gloucestershire's location and its proximity to the city of Bristol present a number of cross boundary opportunities and challenges which are dealt with by working in partnership with the neighbouring authorities of Bristol City, Bath and North East Somerset and North Somerset. South Gloucestershire is served by Avon & Somerset Police Constabulary and a Police and Crime Commissioner.



The Department for Education changed their secondary school performance measures in 2016. The main measures are now Progress 8 and Attainment 8. Attainment 8 is being used more generally and the South Gloucestershire 2018 Attainment 8 score was 44.8

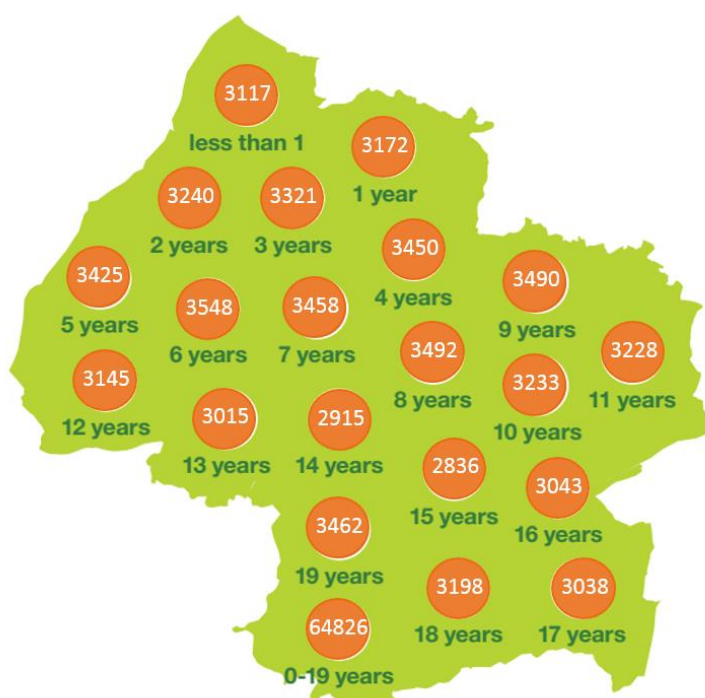
Attainment 8 measures the achievement of a pupil across 8 qualifications including mathematics and English, averaged across the school and/or local authority, the attainment 8 score for all schools in England is 44.5

## 0-19 Population

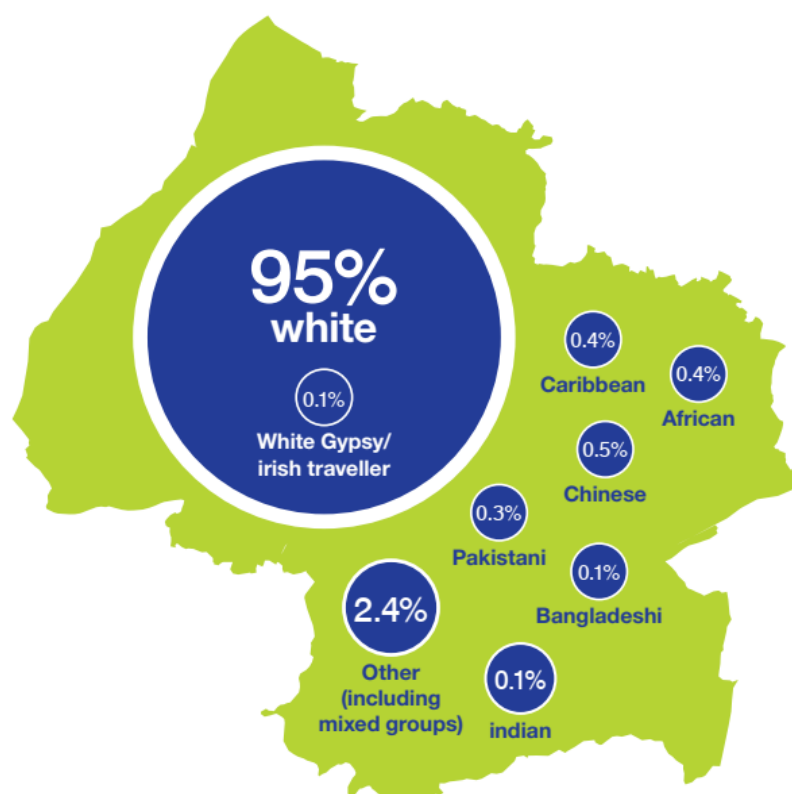
South Gloucestershire has a 0-19 population of around 64826. (ONS midyear estimate 2018)

This makes up approximately a quarter of the total population.

The latest official population projections suggest that the number of the 0-19 year olds will increase to 76,088 by 2039 (ONS 2014 – based Subnational Population Projections)



## South Gloucestershire Population Ethnic Groups (4-18)



## Number of Schools and Type



The number of families choosing to home educate their children is rising and in 2017-18 we have seen a sharp rise from 260 in 2016-17 and 146 in 2015-16.

The SGSCB have monitored this rise and receive reports from the Elective Home Education team.

Nationally it is estimated that 57,873 children and young people were being educated at home on school census day, Thursday 4 October 2018. This indicates a rise of 27% from October 2017. Numbers have been rising at approximately 20% per year.

Local Authorities reported that an average of 11% of their home schooling cohort were known to children's social care, both historic and/or current. On average, 18% of their home schooling cohort were known to wider children's services, meaning that nearly a third of the known cohort had some contact with children's services.

## Summary of Safeguarding Activity in South Gloucestershire

### Looked After Children

A child is looked after by a local authority if he or she has been provided with accommodation for a continuous period of more than 24 hours, in the circumstances set out in sections 20 and 21 of the Children Act 1989, or is placed in the care of a local authority by virtue of an order made under part IV of the Act.

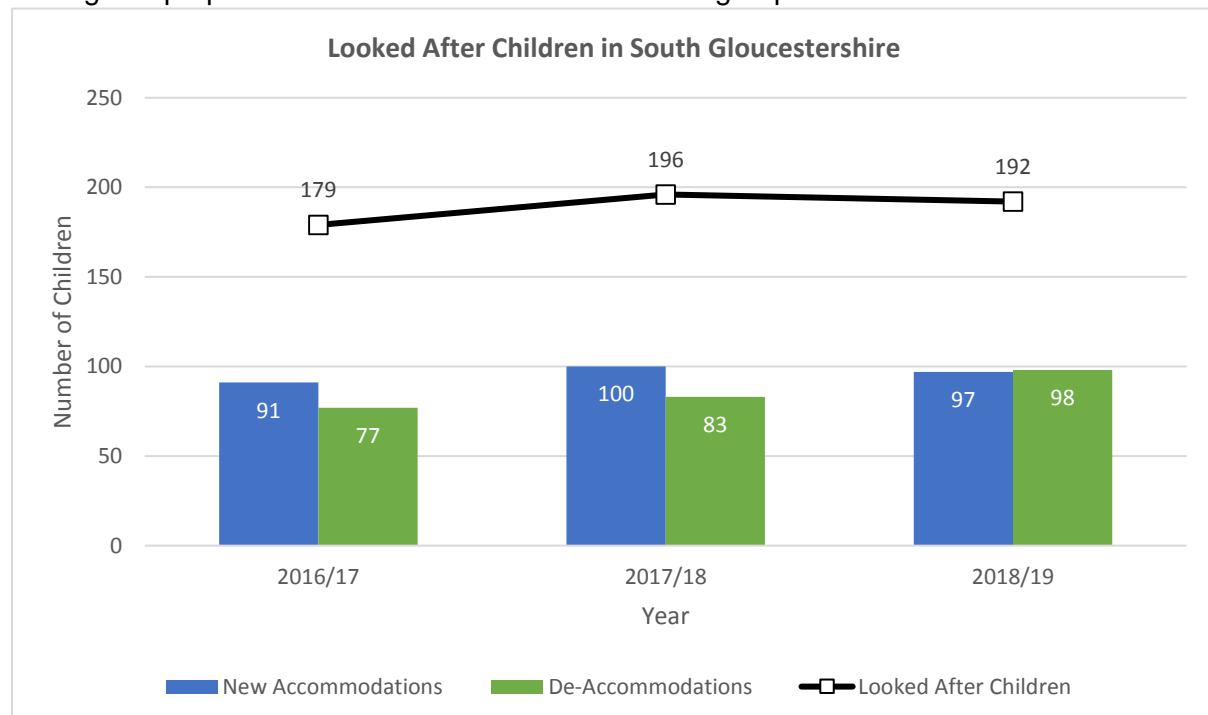
The majority of children who are looked after by the local authority are placed with foster carers as it is believed to be best for children to live within a family environment. For some children however, residential care may be more appropriate.

The number of Looked After Children has fallen this year this by 2%. At the end of 2018/19 there were 192 Looked After Children in South Gloucestershire, an decrease of 4 on the previous year. 97 children and young people became looked after in the year (an decrease of 3 compared to 2017/18) and 98 children and young people who had previously been looked after ceased to be (compared to 83 in 2017/18).

More males are looked after than females, this is also the case for children and young people becoming looked after in the year, 52 Male and 44 Female. 35.4% of children and young people looked after were aged between 12 and 15, with 32% of children becoming looked after in the year aged 0-4 years.

17.2% of Looked After Children were recorded as disabled, with 16.5% of children newly looked after in 2018/19 having a disability.

13.4% of Looked After Children were from ethnic backgrounds other than White British (where ethnicity was known), with children from Any Other Mixed background accounting for the highest proportion of those from non-White British groups.



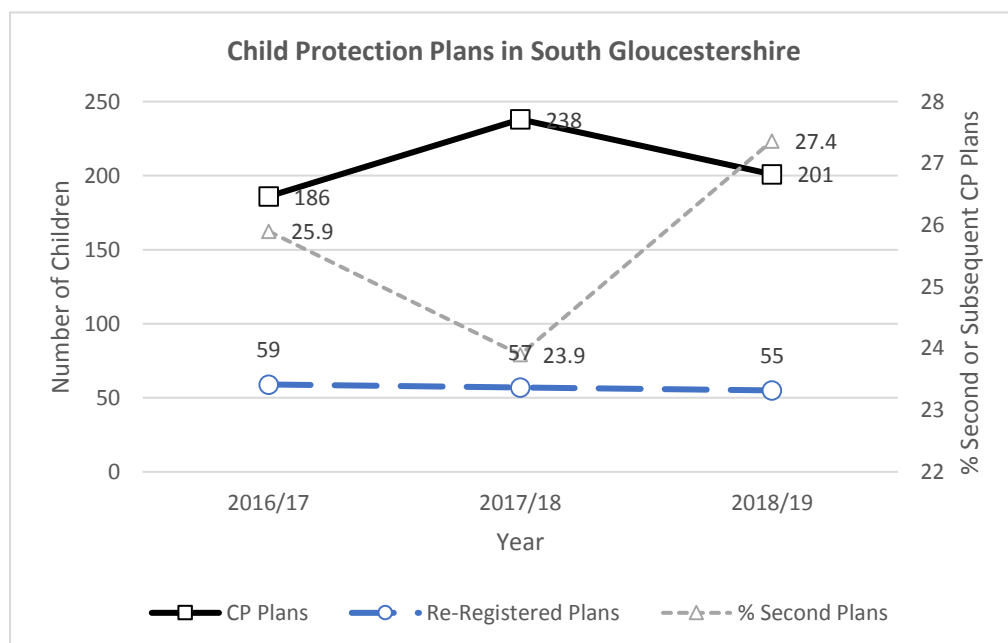
## Child Protection Plans

There has been a decrease in the number of children and young people subject of Child Protection plans. 201 children and young people were subject of a Child Protection Plan during the year 2018/19 a decrease of (15.5%) on the previous year.

The number of children and young people becoming subject of a second or subsequent child protection plan, has decreased by 3.5% on the previous year.

There were slightly less males than females subject to Child Protection Plans; the percentage of children and young people who had a disability was 16.4%. Age ranges for children and young people subject of a Child Protection plan varied with the smallest group being 16+ yrs (5%) and the largest 5 - 11 years (32.3%). The largest number of children and young people subject of a Child Protection plan for a second/subsequent CP plan was in the 5 - 11 year group (47.3%).

80.1% of those subject of Child Protection were from White British backgrounds (where ethnicity was known), decreasing to 76.2% of those becoming subject of a second or subsequent Child Protection Plan. Those from non-White British groups who were subject of Child Protection were from a varied range of ethnic backgrounds, with no, one significant group.



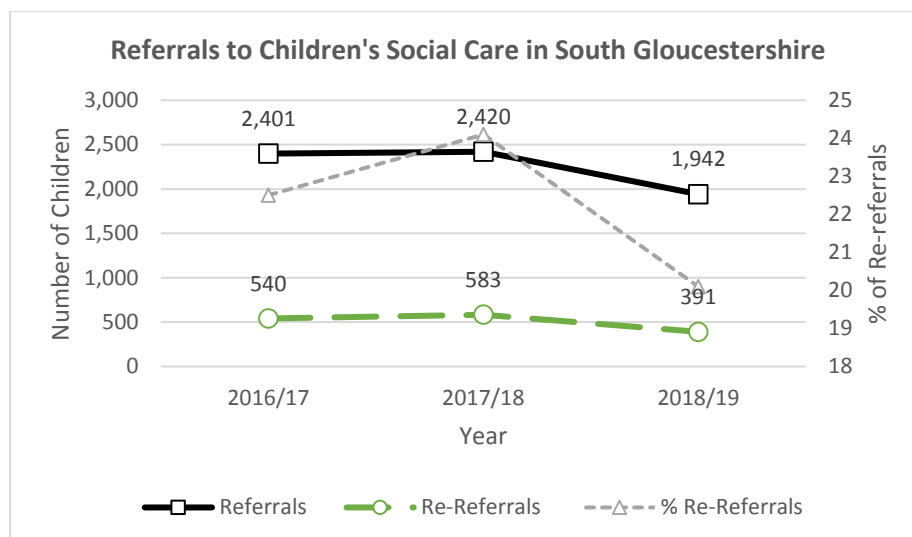
## Referrals to Children's Social Care

Over the course of 2018/19, 1,942 children and young people were the subject of a referral to social care, a decrease of 19.8% on the previous year, the lowest recorded figure.

As the number of referrals have decreased so has the proportion of re-referrals; with a fall of 33% when compared to re-referral rates in 2017/18. The number of re-referrals is the lowest recorded figure.

Referrals were split equally between males (50%) and females (48.4%) where gender was known, with 38% of referrals being made for children aged 5-11 and 27.1% of referrals being for young people aged 0-4.

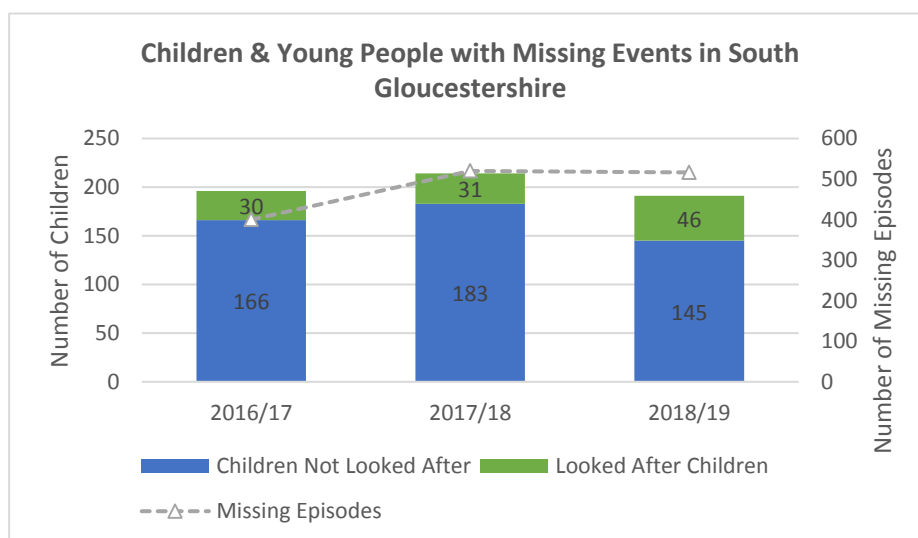
85.3% of all referrals (where ethnicity was known) were for children and young people from White British backgrounds. Referrals for those from non-White British groups were from a varied range of ethnic backgrounds, with no, one significant group.



## Children and Young People with Missing Events in South Gloucestershire

2018/19 there were a total of 191 South Gloucestershire children and young people reported as missing throughout the year. 145 children and young people (76%) were not looked after, 46 (24%) were looked after children. There were a total of 516 missing episodes reported, with 68 (35.6%) young people having more than 1 missing episode in the year.

78% of children and young people reported missing were from White British backgrounds with the other 22% from other or unknown ethnic backgrounds. 140 (73.3%) of children and young people reported missing were of secondary school age, with 42.41% aged 14-16 years and 20.4% aged 17-18 years.



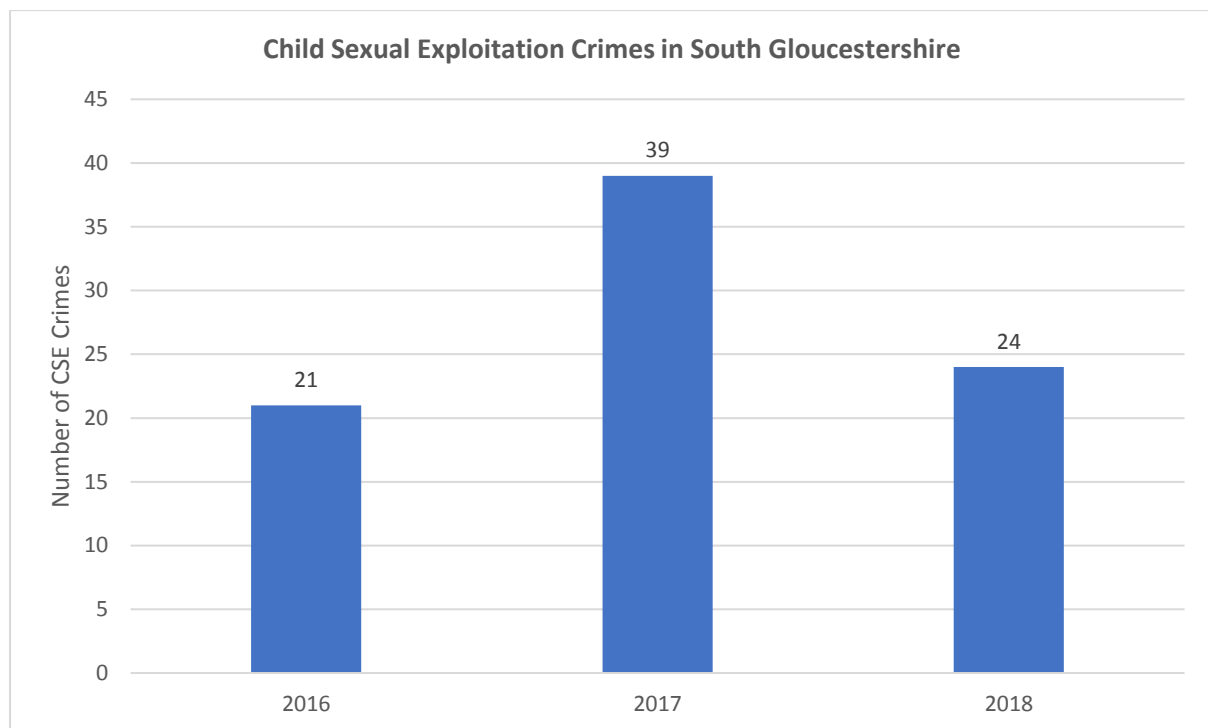


## Child Sexual Exploitation Crimes in South Gloucestershire

This data is provided to the South Gloucestershire Safeguarding Children's Board by Avon and Somerset Constabulary as part of the multi-agency approach to safeguarding children.

The Child Sexual Exploitation crime tag was introduced which, in addition to providing safeguarding and investigation benefits, allows the monitoring of crimes that fall within the national definition of CSE.

Recorded CSE tagged crimes in South Gloucestershire decreased to 24 CSE tagged crimes recorded in 2018/19, compared with 39 crimes in 2017/18. There were 257 recorded CSE tagged crimes Force-wide. It is important to note that the distribution of recorded CSE tagged crimes, both geographically and over time, can be skewed by a relatively small number of investigations identifying comparatively large numbers of victims, perpetrators and offences.



Safeguarding Activity

## Equality Impact Assessment



# Equality Impact Assessment

### Gathering Data & Monitoring

The previous pages (12-15) include information that has been collected throughout 2018-19 that relates to equalities.

Each quarter the SGSCB receives a performance report which also includes this information.

### Analysis

For Looked after Children, 13.4% are recorded as being Black/Black British. Last year this figure was 25.5%. The population in South Gloucestershire is 0.9% Black British. This shows that Black/Black British children are over represented in care when compared to the South Gloucestershire population, however the proportion is falling.

For Children with Child Protection Plans, 20% are BME (Black & Minority Ethnic) and this shows an over representation as the population data indicates 8.1% BME community in South Gloucestershire although this proportion has significantly fallen over this year.

The same is true in the number of referrals to Children's Social Care, where 14.7% of referrals are for Non-White British children rather than the expected 8.1% based on the population of South Gloucestershire.

For children who have missing events, 22% are from non-white or unknown ethnic backgrounds, again this shows an over representation when compared to the population of the local authority.

### Action

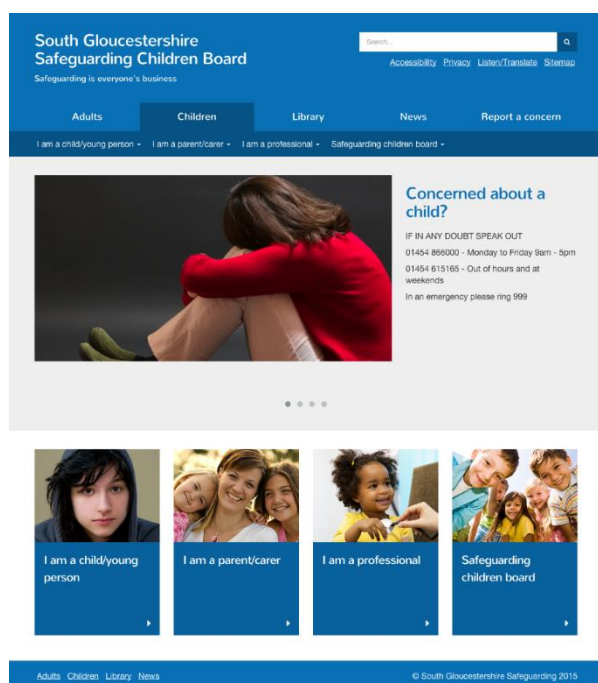
Future performance reports will be received by the Seniors Officers Group of the South Gloucestershire Children's Partnership and they will be responsible for monitoring and taking action about any trends identified.

## Communication

A multi-agency communications group, with representatives from both the Safeguarding Children and Safeguarding Adults boards, meets quarterly. The group is accountable to the boards and works to an agreed annual communications plan, supporting the board's objectives and planning and delivering effective communications to:

- Ensure that safeguarding is everybody's business
- Deliver the common message of "if in doubt – speak out" across all safeguarding services
- Proactively raise awareness of safeguarding issues and the role members of the public can play to create a safer community and enable them to be more likely to recognise and report abuse
- Promote creative and engaging safeguarding campaigns that address the issues identified within our community
- Promote the welfare of people at risk whether they are children, young people or adults, and their rights to be free from abuse.
- Reassure children, young people, adults at risk and their families and the general public that they will be listened to and to give details of what happens if a safeguarding concern is reported.

### Key achievements



Significant work has been undertaken by the SGSCB to develop its digital capabilities to communicate with all stakeholders. The website is central to this work.

The SGSCB website is accessible, mobile device friendly, easy to navigate and well used. The SGSCB website has received 24,290 page views over the last year.

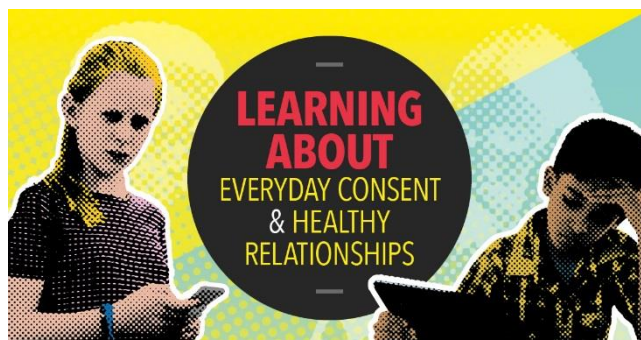
The most visited page on the SGSCB website for 2018/19 has remained consistent through the year and is the [Safeguarding Guidance, Procedures and Plans](#) page.

The website also hosts a range of interactive content such as YouTube videos to highlight key issues such as CSE.

Communication

## CSE Campaign

Local schools and the Local Safeguarding Children Board member organisations have continued to help us raise awareness of Child Sexual Exploitation (CSE) among children and young people and their parents and carers. Our ongoing local campaign is being coordinated by the SGSCB and South Gloucestershire Council.



Feeding back on the assembly plan we launched in 2018, local secondary schools asked us for more age-appropriate resources for younger children, focusing on 'everyday consent' and healthy relationships.

To mark Child Sexual Exploitation Awareness Day 2019, the Designated Safeguarding Leads in all our primary and secondary schools received an email from SGSCB, pointing them to specially created resources to help them prepare for and run a group/class session or assembly after the Easter break.

The resources for younger age children in years 6 and 7 aim to raise awareness in the following areas of relationships:

- the characteristics of all sorts of relationships (romantic, family, friendships), including mutual respect, truthfulness, trustworthiness, loyalty, trust, sharing interests and experiences and support with problems and difficulties
- that healthy relationships (and friendships) are positive and welcoming towards others, and do not make others feel lonely or excluded
- the importance of permission-seeking and giving (consent) in relationships with friends, peers and adults.

The campaign materials for schools include a [presentation with notes](#), [posters](#) to display in school and a [toolkit](#) with suggested text and images to help schools communicate messages to parents and carers through their school channels.

The social media posts for the CSE Awareness Day reached a high number of people. A post on the council Facebook page highlighting the campaign reached 5,377 people and a similar post on twitter 4,926. There were a further 1551 people reached with the post on the LSCB twitter feed.

## Children's Voices

### What does this mean?

We will continue to make sure children are central to the work of the SGSCB. We will find ways to listen better to what children say, and to include children in our plans and decisions.

### What does this mean for children?

You will be asked to tell us what is important to you about being safe. You will be listened to and your views included in the work we do as a board.

On 29<sup>th</sup> May 2018 a group of young people attended the policy and procedure sub group, to report back about their review of the Domestic Abuse Toolkit and to bring the ideas they had for inclusion in the toolkit.



The group designed a 'pizza wheel' that practitioners can use with children who have experienced domestic abuse and this has been included in the toolkit as a resource. The toolkit was published in October 2018 and you can find a copy [here](#)

This year each board meeting has begun with a safeguarding story about a child's experience, which helps to bring the voice of children into the board meetings and focus and centre the meetings on children.

Each sub group had a work plan that included ensuring they capture children's voices in the work of the sub group.

The Safeguarding Children Board created an award this year that was awarded to children engaging in safeguarding projects in the community. This was co-ordinated through the Communication and Engagement Sub Group and nominations were invited for children who have contributed to safeguarding in some way. This year a safeguarding superhero award was presented to four children who attend St. Pauls' catholic Primary School in Yate. The children were all volunteers on the Children's Health & Safety Committee worked with governors to improve safety and wellbeing at school. Alongside certificates the children were given cinema vouchers.



## Special Education Needs & Disability (SEND)

### What Does this Mean?

Meeting all the needs, including safeguarding, of Children with Special Educational Needs and Disability including:

Children open to the 0-25 service; Children with additional needs who access specialist support from agencies; Children with additional needs who do not receive any formal support.

### What does this mean for children?

You will be listened to by professionals who have an improved understanding. Action about bullying you told us about will be agreed.

A new SEND sub group was established which reports directly to the SEND Partnership Board, and also send quarterly reports to the Safeguarding Children Board Executive. This group undertook a self-assessment of organisations that work with children in South Gloucestershire.

The self-assessment aimed to gain information about safeguarding in relation to Special Education Needs and Disability (SEND) based on six identified vulnerabilities:

1. Communication
2. Isolation
3. Dependency on others
4. Inadequate response to disclosure
5. Missing the signs
6. Lack of education about staying safe

Recommendations included

1. Availability of specific and targeted training should be further promoted to ensure it is widely known and accessed. In particular:
  - a. Safeguarding Disabled Children
  - b. Communicating and engaging with children with disabilities
  - c. Mental capacity Act Training
2. Information about useful tools and resources available for practitioners, in particular those working in universal and main stream settings should be produced to help practitioners access the information they need from a single source.
3. This should also include information about the Local Offer and services practitioners can signpost children and their families to in South Gloucestershire.
4. Consider production of a model child friendly complaints policy that can be adapted by organisations



5. Consider further ways (in addition to promotion of training) of increasing practitioner awareness of the Mental capacity Act
6. Provision of model policies for settings about anti-bullying and peer to peer abuse

Many of these recommendations have been part of the work of the board since the publication of the findings in November 2018 and some continue to be progressed.



In February 2019 new multi-agency guidance was published called [Safeguarding Children, Young People and Young Adults with Disability](#). This guidance was formally launched at our annual LSCB conference which focussed on children with additional needs. The conference 'Communication Matters: Safeguarding Disabled Children' included keynote speaker Juliette Francis from In-Trac Training and Consultancy, alongside a wide selection of workshops.

The conference was attended by over 100 professionals. A selection of feedback is given below

*I will ensure voice of the child (verbal and non-verbal) is included within reports*

*I am going to be more creative about getting voice of disabled children*

*I came away with tools I can use tomorrow*

*I am better informed*

*A helpful and balanced day*

Part of the conference was delivered by young people and focussed on their experiences.

The feedback given about this section is shown below:

The presentations were brilliant! I thought that they were very brave to present to a 100+ people. They were inspirational, very motivated and insightful. I was extremely impressed by their contribution.

Thank you for sharing your experiences so clearly to us

Informative and positive. As always relationships and effective communication make a difference.

Really brave and engaging - thank you

All of the young people gave very impactful input - excellent

Fabulous to hear from young person's perspective. They were clear and well prepared. Huge thank you for allowing us to hear about their feelings and issues.

Excellent, confident and well presented.

I think they were all brave and spoke with confidence.

Brilliant - best bit of the day!

Impressed by the resources which had enabled them to overcome challenges and given them the confidence to achieve.

Great to have direct experience from young people - well done!

I think the young people were really inspiring and as a parent of 2 disabled children inspire me that many things are possible and that there are amazing people helping our children.

## Domestic Abuse

### What Does this Mean?

Children growing up in families and are exposed to domestic abuse and violence. Ensuring partnership approach and response to Domestic Abuse including adoption of a joint strategy and new tools for practitioners to use

### What does this mean for children?

You will know who to tell when you are worried, you will be listened to by professionals who have an improved understanding.

The LSCB has worked closely with the Partnership against Domestic Abuse (PADA) as the Domestic Abuse Strategy for South Gloucestershire has been created. The strategy is now published. In December 2018 the LSCB dedicated half of its development session to planning how to carry forward actions from the strategy.

The [Domestic Abuse Toolkit](#) has also been published this year and this followed a consultation and pilot trial by practitioners from all agencies prior to the final version being agreed.

The SGSCB has continued to commission training to support practitioners as they work alongside families and children impacted by domestic abuse.



In November 2018, the LSAB and LSCB in South Gloucestershire worked together to host a half day conference on the theme of Think Family. The focus of the event was on identifying and celebrating collaborative working approaches in supporting the whole family, for example in working with domestic abuse, substance misuse and mental health. This included performance of

'Lady in Red' by Certain Curtain Theatre Company which focused on a theme of coercive control. The event was attended by over 100 practitioners from across the children's and adult workforce in South Gloucestershire.

There has been a review of the Multi-Agency Risk Assessment Conference (MARAC) process in South Gloucestershire. The board has received quarterly updates at full board meetings throughout this process. The new process is now held within the Access and Response Team and has been designed around a virtual platform and meetings are virtual on a fortnightly basis and are based around SMART actions. The new process went live just outside the timescale of this report at the start of May 2019.

A joint working group has been established to support communication about Domestic Abuse. This includes raising awareness of Domestic Abuse within the community, as well as improving understanding of Domestic Abuse for professionals and communication between agencies.



## Abuse and Exploitation

### What Does this Mean?

This includes all forms of exploitation of children including

Sexual Exploitation, Criminal exploitation, Trafficking, Gang involvement, Child Abuse

### What does this mean for children?

You and your parents will have more awareness about exploitation and know who to tell if you are worried.

Children will be safer because practitioners work more effectively together to identify and support children at risk of exploitation

A conference 'Exploring Exploitation' was hosted in South Gloucestershire in February 2019 in partnership with The National Working Group and Research in Practice. This was attended by over 160 professionals from across the South West. During the day presentations were made regarding; research into adolescence and how to best safeguard young people, a public health approach to youth violence, county lines, disruption of perpetrators and research and practice on supporting young men who have experienced sexual exploitation. The feedback for the event was extremely positive and it was a great achievement for South Gloucestershire to host such a large scale and well received event.



Regular multi-agency audits are undertaken about exploitation and the findings and recommendations of these are reported to the Exploitation and Missing Sub group.

As mentioned earlier in this report a large piece of work was undertaken to coincide with CSE Awareness day in March 2019, and a package of materials sent out to all schools in South Gloucestershire to support them with awareness raising across the local authority.

Fact sheets for professionals have been produced to help them quickly identify and know what action to take about [Trafficking](#) and [Cuckooing](#).

Tools have also been created to help identify what good looks like when working with [CSE](#) and [Missing](#).



## Joint Working

### What Does this Mean?

Everyone who works and volunteers with children in South Gloucestershire should be focussed on wellbeing and safeguarding, keeping children in the centre of all that they do.

Everyone should be following multi-agency guidance including the child's journey of need and ensuring they work well with people in other organisations.

### What does this mean for children?

You won't have to keep retelling your story and adults who work with you will always put your needs first

The multi-agency quarterly audits undertaken by the board now specifically look for the use of tools and application of multi-agency guidance as part of the review of records from each agency. During this year the Threshold Tool – [A Child's Journey of Need](#) was reviewed and updated.

A short life working group was established by the LSCB to review joint working in terms of referrals to the 'front door' of children's services and to look at the quality of referrals and responses received across agencies.

A new sub group was established this year which spans both the LSCB and LSAB in South Gloucestershire specifically to look at working alongside the prisons in South Gloucestershire. The creation of this sub group has enabled opportunity for information sharing and advice and development of policy and training. One of the prisons in South Gloucestershire, Eastwood Park, has a Mother and Baby Unit and this group has helped to strengthen the links between the unit and the LSCB.

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*From HMP Eastwood Park's perspective this has enabled positive changes and a recent Her Majesty's Inspection of Prisons (H.M.I.P) inspection noted our good safeguarding arrangements.*

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The LCSB has continued to be involved with the development of the Early Help Strategy and has received regular updates. The new strategy has now been agreed and published and the document is available [here](#).

Joint Working

## Local Authority Designated Officer (LADO)

Working Together to Safeguard Children 2015 required Local Authorities to have in place a Designated Officer to be involved in the management and oversight of allegations against people who work or volunteer with children.

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*“The Designated Officer provides advice and guidance on how to deal with allegations against people who work with children to employers and voluntary organisations; liaise with the police and other agencies to monitor the progress of cases and ensure that they are dealt with as quickly as possible, consistent and with a thorough and fair process”.*

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The Local Authority Designated Officer should be alerted to all cases where it is alleged that a person working with children has

- Behaved in a way that has harmed or may have harmed a child
- Possibly committed a criminal offence against a child or related to a child
- Behaved towards a child in a way that indicates they may pose a risk of harm to a child.

In Working Together 2018, this guidance was revised to stipulate that

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*“Any new appointments to such a role, other than current or former designated officers moving between local authorities, should be qualified social workers.”*

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Since early 2017 the LADO service has increasingly been contacted by agencies correctly identifying a concern about an adult’s actions, which might require intervention by the employing organisation, but do not meet the LADO threshold. This is a growing area of LADO work and this year there are 43 recorded referrals which have warranted discussion before it was determined that the concern did not meet threshold. There were also a considerable number of contacts which are recorded simply as advice and consultation. The department has identified this growing demand and allocated significant new resources to meet this need. As would be expected, employment areas which have most contact with children are those where most allegations are made against adults, so schools, nurseries, foster homes and residential care homes provide most referrals to the LADO service.

Indeed in South Gloucestershire last year more than 75% of allegations recorded as such by the LADO came from these four areas. There were 64 in total :-

- 19 allegations were made about foster carers
- 18 allegations in relation to school staff (teaching and non-teaching)
- 7 allegations in relation to Early Years staff and 5 staff in residential care homes.

Allegations



The Allegations Management process allows for a number of possible outcomes:

- Substantiated
- Unsubstantiated
- Unfounded
- Malicious

At this point in time the outcomes known for the allegations above are as follows:

- Substantiated 12, Unsubstantiated 12 and Unfounded 9
- A large number of investigations remain incomplete or notification of the final outcome has not yet been given to the LADO service in time for this report.
- In the normal cause of events, there would be a great deal less of these outcomes outstanding, because the LADO would have progress chased many of them. A combination of increased workload in the Quality Assurance Unit itself and staff sickness has meant that there has been insufficient capacity to undertake much of this follow up work in the second half of the year. This situation has been recognised by the authority and significant new resources are available in the new financial year, including a defined LADO post, such that a greatly improved allegations management service is anticipated by the second half of 2019.

*Allegations*

# PREVENTING RADICALISATION

## Introduction

Radicalisation involves persuading others of a world view that rejects society and encourages the use of violence to change society.

The *Prevent* programme is part of the national counter-terrorism strategy and involves identifying individuals being radicalised and drawn into terrorism or violent extremism, and working with those individuals – on a voluntary basis – giving them support and guidance to turn them to a different path.

The Counter Terrorism and Security Act 2015 places a statutory duty on local authorities such as South Gloucestershire Council to assess the risk of radicalisation in their local area and to take appropriate action in response to that risk.

At the end of the 2018/19 financial year the national threat level from terrorism is 'Severe', meaning a terrorist attack is highly likely. South Gloucestershire is classed as a low-risk area. As such it receives no Home Office funding to deliver its Prevent work. However that does not mean there is no risk in South Gloucestershire.

The Prevent Board for South Gloucestershire co-ordinates work between key organisations operating locally. There is a formal relationship between the Prevent Board, the Local Safeguarding Children Board and the Safeguarding Adults Board which includes the Council's Strategic Safeguarding Service Manager being a member of the Prevent Board. The Prevent Board's detailed Annual Report is presented each year to the Local Safeguarding Children Board and the Safeguarding Adults Board.

## Approach to Prevent in South Gloucestershire

While the national and media coverage of *Prevent* focuses on referrals, the philosophy in South Gloucestershire is that in order to reduce the risk of dangerous extremism we need to deal with the causes of this such as hate, discrimination, or alienation, not just the symptom of radicalisation.

Our local approach is therefore about building relationships and community confidence, to get local communities to develop the confidence to be involved, as well as about identifying and supporting individuals of concern.

## Activity in 2018/19

The Prevent Board began a series of meetings to focus on Prevent in particular settings, and during 2018/19 explored this topic within prisons and the secure unit for young people; and in local Colleges & Universities

Training in *Prevent* and its practical operation continues to be provided across a range of organisations in South Gloucestershire, with a focus on those working with people who may be vulnerable to radicalisation.

There continues to be a focus on improving community cohesion to address causes of radicalisation as well as symptoms:

- Five safe space conversations were held with various communities (including faith communities) to understand their ideas and concerns regarding community cohesion. Further investment has been secured to hold more safe space conversations in 2019/20, with a particular focus on engaging with Muslim communities.
- A drop-in for refugees and asylum seekers was set up in partnership with a Kingswood Church and the first sessions will be held in May 2019. These have been well attended.
- A 'Kingswood Welcomes You' video was released and launched along with a new Discover Kingswood map, in order to engage with new residents.
- A Diwali celebration was held with 5 primary schools and 2 community groups having Diwali workshops to help them understand more about the festival and the faith. Participants created lantern and a lantern parade and community meal in Patchway was attended by over 150 people.
- Southern Brooks Community Partnerships securing Building a Stronger Britain Together funding to run a project in partnership with Avon and Somerset Police to deliver work to support cohesion in 25 primary and 7 secondary schools across Bristol and South Gloucestershire.



Material produced and circulated by the Board to help people recognise and report far right symbolism was well received both within South Gloucestershire and across the West of England. This guidance is promoted on the local safeguarding websites.

## Prevent Referrals

Referrals remain low for a local authority of this size.

## Looking forward

The major development in *Prevent* is the transfer of responsibility for case management from the Police to local authorities. This system, known as Dovetail, has been piloted across the North-West and the Home Office have said it will next be rolled out in the South-West (including South Gloucestershire) with an aspiration this can be achieved in the autumn of 2019.

## Learning & Improvement



*'Local Safeguarding Children Boards should maintain a local learning and improvement framework which is shared across local organisations who work with children and families. This framework should enable organisations to be clear about their responsibilities, to learn from experience and improve services as a result'*

*Working Together to Safeguard Children 2015*

### Reviews of Practice

#### Serious Case Reviews and Case Reviews

South Gloucestershire Safeguarding Children Board has not published any Serious Case Reviews during 2017-18. Two Serious Case Reviews have begun, but were not yet completed within the scope of this report.

The serious Case Review sub group supported two reviews about children in South Gloucestershire that did not meet the criteria for an SCR

- Freddie – a three year old boy
- A twelve year old boy who died in South Gloucestershire

These are important opportunities to learn from practice, and for where needed a summarised Learning Brief is been produced and circulated to Board members for wider dissemination in their organisations and agencies. They are also published on the Board Website [here](#).

The learning brief about Freddie is on the next page.

The Board continues to have oversight of Serious Case Reviews undertaken regionally and nationally and a quarterly list of summaries of learning from these is disseminated to board members for circulation quarterly via the board manager bulletin and can be found on the website [here](#).



- The Children's Centre and Health visitor worked well together, sharing information and arranging joint visits
- Verbal and written handover from B&NES Family Nurse Partnership to Health Visitor
- Referral to Children's Centre following first Health visitor visit and assessment
- Freddie's mum was open with practitioners
- This openness was also assessed through observations
- Freddie and his mum were seen very regularly
- Professionals shared information
- There were some appropriate and timely multi agency responses to incidents
- Good attempts to engage with Freddie's Dad by children's social care

- Previous concerns from Family Nurse Partnership were not transferred to new Health visitor as they were felt to have been dealt with
- Moving house/area led to a false sense of security that life would improve for Freddie and his mum
- History of Freddie and his mum, and mum's childhood, prior to arriving in South Gloucestershire was not actively sought
- Focus on Domestic Abuse and not other areas of concern
- No one explored Freddie's sleeping pattern (12-14 hours) reported by Mum in the light of other information known
- Did we normalise alcohol use, binge drinking?
- There were 5 changes of social worker and a change of social work team



## What Worked Well?

In May 2018 a telephone referral reported that Freddie had been admitted to Hospital having consumed a quantity of alcohol. Freddie also presented with injuries to his head, lips and mouth. In the ambulance Freddie had reported to paramedics that he had been hit by his mum. Freddie's mother stated that Freddie had only consumed a very small amount of alcohol after taking a bottle out of the fridge, however blood testing showed that he had ingested a significant amount of alcohol. There were no children's fingerprints on any bottles in the house. Although Freddie had experienced harm, there is no evidence that there is any lasting impact of this, and Freddie has made a full recovery

## Learning Brief Freddie

### Concerns

- There is no evidence this incident was predictable or preventable
- When practitioners are working with families regarding managing behaviours/ speech and language ensure the root cause is considered as well.
- Practitioners should take account of the impact of domestic abuse, drug and alcohol misuse, mental health and neglect prior to birth (antenatally)
- Assessments need to be made of parental understanding of child development, attachment and of the impact of domestic abuse by practitioners
- Police delayed a call to the property at night due to sleeping child, when there was a marker on the address and both adults were known to be intoxicated
- All practitioners should be addressing alcohol use, safe storage etc. when this is appropriate
- Once at CP threshold social care can get follow up about parental engagement with services, eg Mental health, Drug & Alcohol, but this can be challenging with non CP work.

## Incident

Freddie is a three year old child who moved to South Gloucestershire, in 2016. He lived with his mother. Following referrals about Domestic Abuse to Children's Social Care beginning in July 2017, Freddie was made subject of a child protection plan in October 2017.

All agencies who worked with Freddie were invited to take part in this review. There was good sign up to this, but it was disappointing that Freddie's nursery did not engage with the process

## Findings

- ✓ The neglect toolkit has been updated in the Spring of 2018 and a Domestic Abuse toolkit has been launched in October 2018 for use by practitioners from all agencies
- ✓ South Gloucestershire is now working towards becoming an 'ACE' aware local authority, with practitioners increasingly recognising the impact of adverse childhood experiences. Trauma informed practitioners, working with this agenda may interact differently with families going forward as this approach is embedded
- ✓ Police to review whether their powers of protection should have been used at either of the call outs to the property
- ✓ SGSCB to provide alcohol related tools, checklists for practitioners to use
- ✓ Ensure FNP undertake a risk assessment when their involvement is due to end. This will enable any support that may be required, to be in place particularly when there may be additional factors, such as moving house or life events
- ✓ Ensure training includes antenatal impact of the trigger trio
- ✓ Health Visiting and Early Years to share these findings with practitioners

## Next Steps



## External Learning



### Ofsted Inspection of Children Services

Children's Services in South Gloucestershire were visited at the start of March 2019 for a full Inspection of Local Authority Children's Services (ILACS) inspection. The outcome of this inspection was that the local authority came out of external intervention.

<b>Overall</b>	Requires Improvement to be Good
<b>Help and Protection</b>	Requires Improvement to be Good
<b>Children Looked After and Care Leavers</b>	Requires Improvement to be Good
<b>Leadership</b>	Requires Improvement to be Good

*'Emerging strengths are evident in the quality of direct work with children and a greater focus on achieving early permanence for children'*



### North Bristol Trust: Inter Agency Walkabout

North Bristol NHS Trust had one inspection in 2018/19. This was a Section 11 walkabout of maternity services as a joint visit by Bristol Local Safeguarding Children Board, First Response and the Bristol North Somerset & South Gloucestershire Clinical Commissioning Group. We welcomed a team of 4 who met with named professionals, managers and maternity staff and reviewed the safeguarding policy, procedures and training within the department. We were pleased to note that the report confirmed that we were already targeting the right areas of the service for training and development and positive feedback was received from staff across the department.



### Avon and Somerset Constabulary

Avon and Somerset Constabulary was inspected for its effectiveness by HMICFRS in 2019 as part of their PEEL inspections. The inspection report is due to be published in September 2019. The 2017 PEEL Police Effectiveness report was published in March 2018. HMICFRS found that Avon and Somerset Constabulary's effectiveness at keeping people safe and reducing crime is good. HMICFRS judged Avon and Somerset Constabulary to be: 'good' at preventing crime and tackling anti-social behaviour; 'good' at investigating crime and reducing re-offending; 'good' at protecting vulnerable people; and 'good' at tackling serious and organised crime. The report highlighted that officers and staff understand how to identify vulnerable people and take positive safeguarding action, and that the force is good at identifying and supporting people who are experiencing mental ill-health.





## Frontline Intelligence

### Training Evaluation

The Quality Assurance Plan includes four key measures:

1. Immediate customer feedback
2. Impact-evaluation: all delegates are invited to give feedback on how training has changed their practice/confidence, 3 months post-course
3. Direct observation of all courses in the LSCB Training Offer
4. Monitoring of all trainers delivering LSCB courses to ensure they keep their CPD up-to-date

#### Immediate customer feedback

This data comes from forms completed by delegates at the end of the range of inter-agency courses. These forms are “bespoke” to each training course: with a number of questions specifically linked to the learning outcomes for each course. Nevertheless, it is possible to combine the overall results for certain themes which shows that across the year

**Learning Outcomes** **91%** of all  
delegates reported they felt they were now at an above average or high level in terms of their **confidence to apply their knowledge** post-course; 57% of people gave the highest rating possible for this measure.

**Confidence Levels** **91%** of all  
delegates reported they felt they were now at an above average or high level in terms of their **confidence to apply their knowledge** post-course; 57% of people gave the highest rating possible for this measure.

**The Course Trainer** **97%**  
responded that the trainer for their course demonstrated an above average or high level in terms of: **knowledge of the subject, responsiveness to their learning needs** and having the **right delivery style**; 74% of course attendees gave the highest rating possible for these measures.

This data demonstrates that course participants continue to feel that the overall quality of inter-agency training delivery is very high.

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***I will** – be more aware of the needs of young people*  
***I will** – make sure my staff have training*  
***I will** – challenge language used in assessments and reports*

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### Impact Evaluation

Three months after attending training delegates are notified that the LSCB would like them to complete a brief questionnaire to help understand the extent to which learning is being transferred into practice. Response levels from course participants prepared to give feedback in this way are still averaging around 15% of delegates across SCB inter-agency courses. This is now a steady percentage of delegates which shows this follow-up process is really becoming well embedded in the learning culture locally.

Learning & Improvement



# Learning & Improvement

A summary of this data through 2018-19:

To what extent has your <b>knowledge increased?</b> (percentage of respondents)	No increase: 1% Very little increase: 0% Some increase: 36% Quite a lot of increase: 49% Significant increase: 14%
To what extent has your <b>confidence</b> to do your job <b>improved?</b> (percentage of respondents)	No improvement: 4% Hardly any improvement: 4% Some improvement: 40% Quite a lot of improvement: 43% Significant improvement: 9%

*My reporting of suspected CP issues is much faster. I am more willing to be a part of the reporting process. I have more confidence in my ability to support the process*  
(Deputy Head)

*Better awareness of language and knowledge to implement in practice.*  
(Support Worker)

*Provided all staff with a safeguarding questionnaire to evaluate their knowledge.*  
(Nursery Owner)

## Training for Community Groups and Night Time Economy



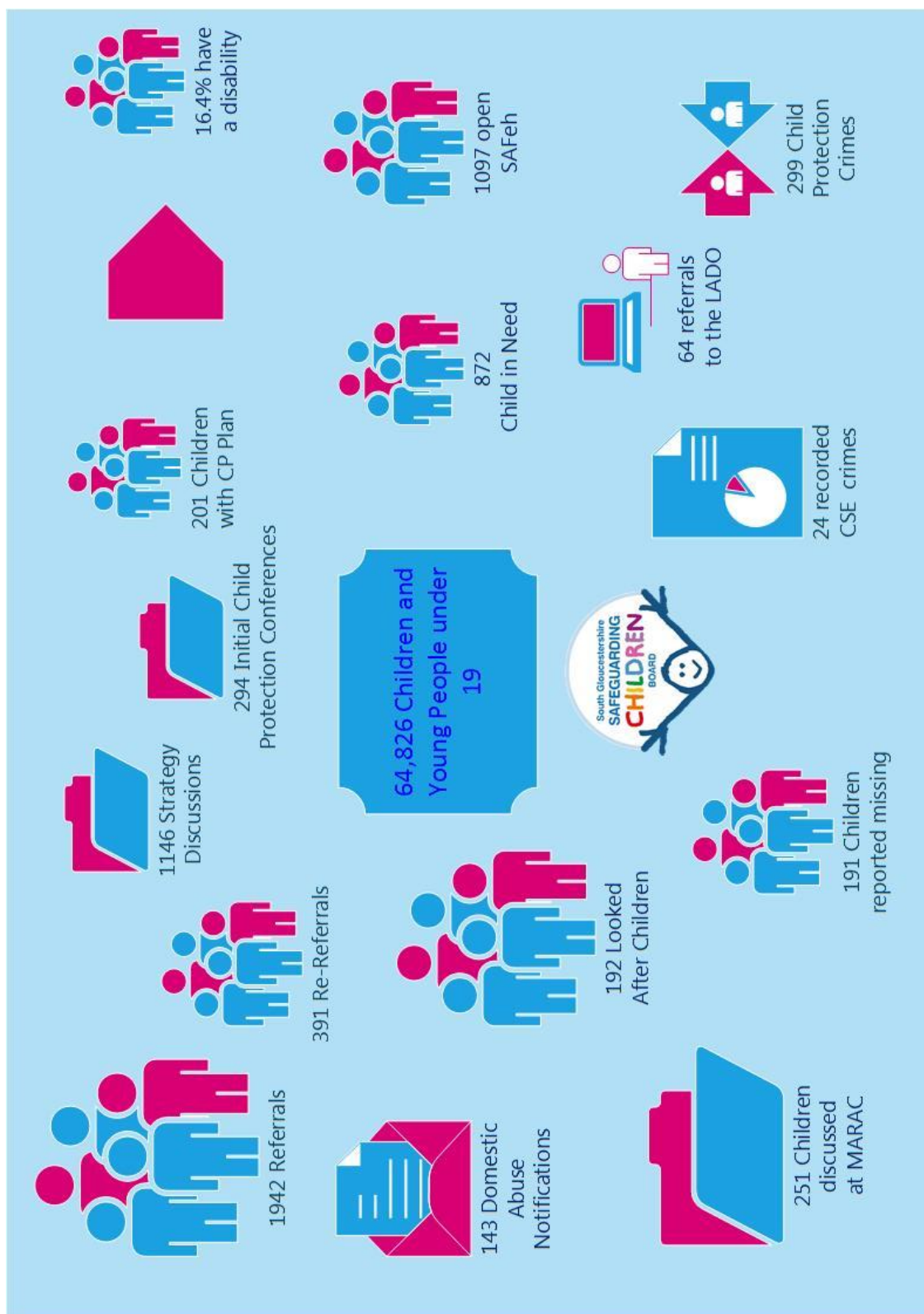
The safeguarding board commissioned a training provider, Safe in Your Hands, to deliver child protection training to people who work and volunteer in community, church and sporting groups within South Gloucestershire. 202 people were trained. An additional 127 people were trained from the Night time economy about exploitation.

Excellent – clear, knowledgeable. Thank you  
Delegate from Kingswood Heritage Museum

The pitch was personal, informative and eye opening  
Delegate from Music with Mummies

Well targeted, helpful and appropriate  
Delegate from Resound

## Performance Data



# Learning & Improvement



## Auditing

### Section 11 Auditing

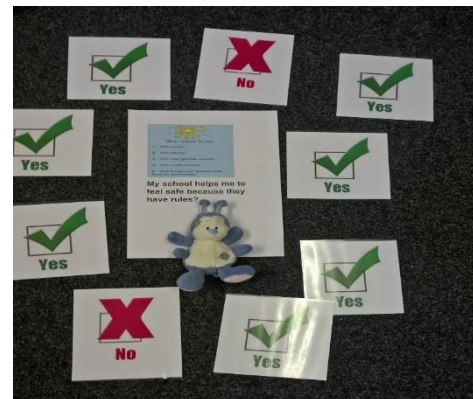
Section 11 of the Children Act 2004 place duties on a range of organisations and individuals to ensure their functions and any services that they contract out to others, are discharged having regard to the need to safeguard and promote the welfare of children.

In South Gloucestershire the Section 11 Audit for 2018-2019 was undertaken across four local safeguarding children board areas and took the form of an interagency walkabout. The LSCBs that collaborated for this audit were South Gloucestershire, Bristol, Bath & North East Somerset and North Somerset. 12 organisations were visited in total.

Organisations that took part in South Gloucestershire:

- Youth Offending Service
- St Stephen's Infant School
- Community Rehabilitation Service (CRC)

The board manager worked with members of the board from different agencies to complete the walkabouts. The walkabouts involved talking to a variety of practitioners and managers from the organisations and asking questions from an agreed template to be able to gauge safeguarding effectiveness and practitioner knowledge of key safeguarding information. The additional theme for the questions was 'voice of the child'. This method proved to be a highly successful peer review and reports were delivered to each of the four boards taking part. A group of children also took part in the Section 11 this time and gave their views about feeling safe at school.



Identified themes for learning included:

- 🔑 Good knowledge and understanding about reporting concerns
- 🔑 Good practice identified about supervision
- 🔑 Raise awareness of LSCB among practitioners
- 🔑 Identify ways to share learning from Serious Case Reviews
- 🔑 Ensure practitioners know how to access multi-agency policies on the LSCB website



## Multi-Agency Auditing

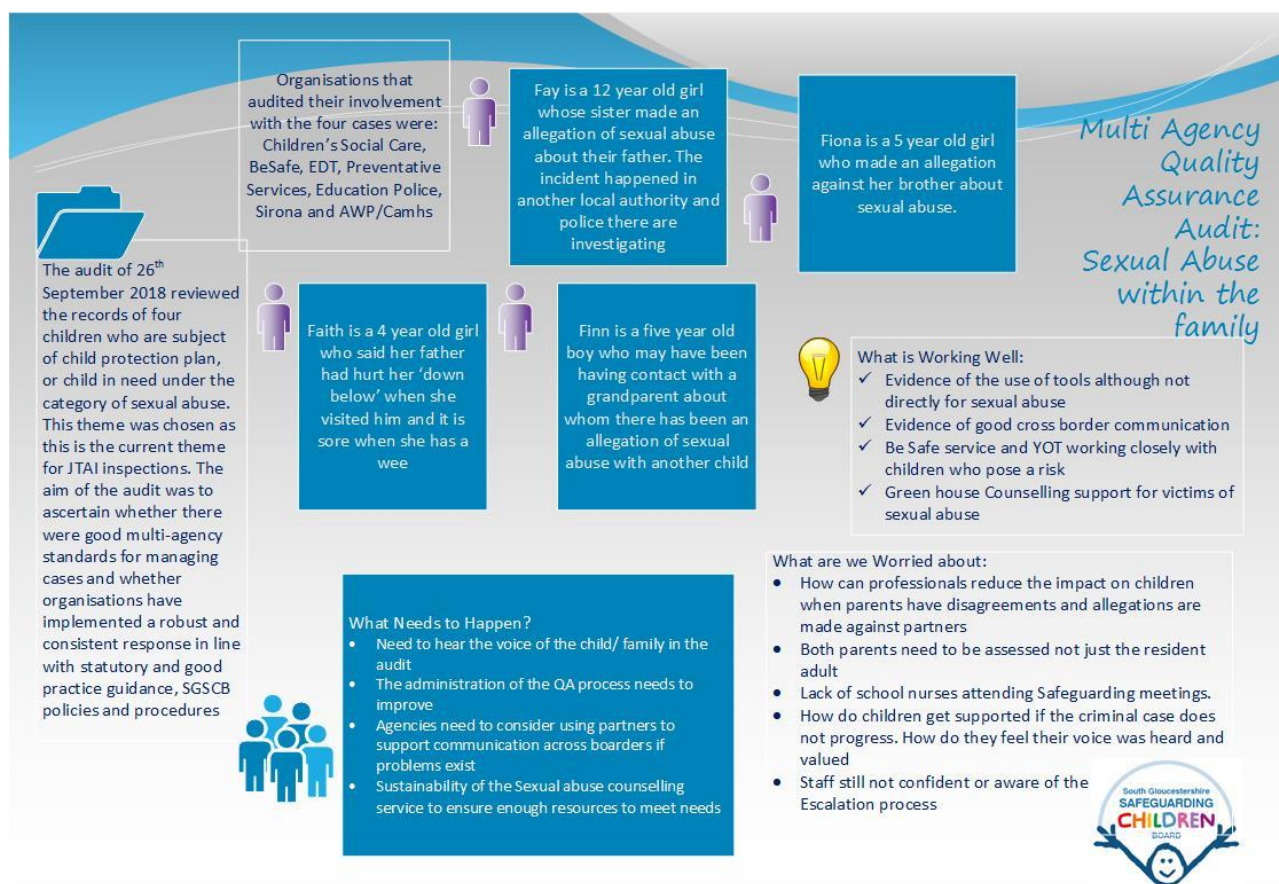
The Quality Assurance subgroup of South Gloucestershire Safeguarding Children Board (SGSCB) conducts quarterly thematic multi-agency deep dive case audits. The Independent chair agreed that no audit would take place in Quarter 3 so that a new process for undertaking the audits could be agreed.

For 2018-19 these were:

- **Children with disabilities subject of a Child Protection Plan**
- **Sexual Abuse**
- **Strategy meeting to First Core Group Meeting**

The purpose of the audits are to assess the effectiveness of the multi-agency response to these children in order to establish whether organisations have implemented a robust and consistent response in line with statutory and best practice guidance, SGSCB policies and procedures. This audits included information given by families wherever possible.

For this year a learning brief is being created for each audit to enable agencies to share the findings in an accessible format. These learning briefs are included over the next few pages.





# Learning & Improvement



Organisations that audited their involvement with the four cases were:  
Children's Social Care, NBT, EDT, Preventative Services, Education Police, GPs, Sirona and AWP / Camhs



Edward lived with his mother and 2 younger siblings. He is on the autistic spectrum and has posed a risk due to violent & sexual behaviour, he has been living in a residential placement out of county for the last 3 months



Evan is 17 and has autism, OCD and ADHD. Not attended school since age 12. Incidents of aggression and violence towards family including siblings. Currently living in a residential college.



Eric is a 15 year old boy with 3 younger siblings, moved to South Gloucestershire in 2017 from Bristol. Eric is autistic, siblings have complex needs and Eric easily overlooked. Long history of agency involvement due to DVA and physical chastisement.



What is Working Well:

- Good use of Signs of Safety, although only by social care
- Some examples of really good practice around communication with children

What are we Worried about:

- Lack of consistency in tools used
- Working with families when parents don't engage



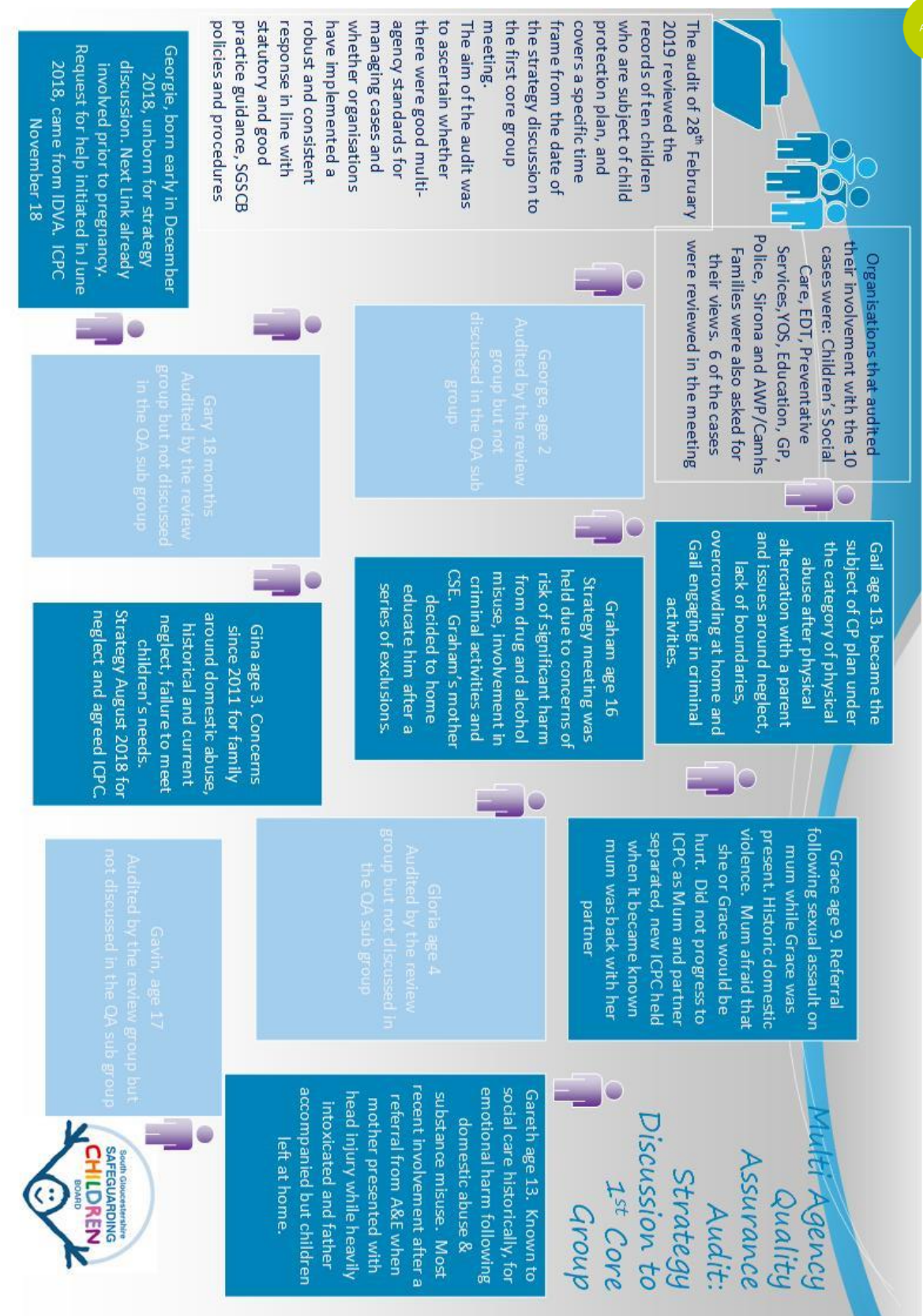
What Needs to Happen?

- All children's records should contain information about the best ways to communicate with them related to individual needs
- A child's additional vulnerability due to disability must be considered as part of an assessment
- Improved use of tools by practitioners
- Further promotion of the escalation policy and Neglect toolkit by the LSCB and partners

Multi Agency  
Quality  
Assurance  
Audit:  
Children with  
Disabilities



# Learning & Improvement



Continued on next page





# Learning & Improvement

## What is Working Well:

- YOS offering preventative work
- Evidence of Children's depression and anxiety tool used by CAMHS
- Camhs set goals for treatment with the child
- Evidence of good Multi Agency working across the audits
- Trigger plan included information for whole family rather than single incident
- Positive relationship with preventative service identified by mum
- Police single agency risk assessment
- Voice of child 'what is your life like' led to rich information to lead the assessment, and needs to be ongoing
- Use of SoS tools, DASH, SERAF and neglect toolkit.
- Reports for ICPC shared with parents prior to conference
- Continuity of social worker and good relationship reported by school, good safety work completed by school
- No crimes reported following ICPC plan
- Children's Centre supporting parents to be able to attend ICPC and other meetings
- Benefit of co-location of nursery, infant and junior school aiding positive information sharing

## What are we Worried about:

- Records stored on different systems are sometimes a barrier to multi agency working
- School nursing not invited to ICPC
- Father not included in assessment
- Voice of the child missing, with more focus on a sibling
- Auditors identified focus on index child was missing, also reflected by family views
- Vulnerability of EHE children
- Minutes of ICPC are not showing in agency records, unsure if they were received
- Safety planning when relationship ending in Domestic abuse, records not clear
- Report for conference was submitted on time, but not made available for the conference
- Case closed when situation has remained unchanged.

## What Needs to Happen?

- Creative ways of engaging with families
- Ensure strategy minutes are added to school nurse records
- When assessments takes place, ensure safety of other siblings is also considered
- Ensure alert is added to connecting care when a child has a CP plan
- Ensure ICPC minutes are shared
- Consider how confidentiality is maintained when professionals and families are arriving in a public area for a CP conference, avoid use of the family name.
- Biological parents need to be included in all assessments
- Ensure decision making reasons and evidence where tools are being used are recorded, manager oversight
- Auditing for unborn children needs to include additional details (Mum's DOB) in order to correctly identify records
- Transfer of information between midwifery and health visitor needs to be timely for future assessment

New style of auditing has limited the Think Family element, this will be considered when the process is reviewed



## Single Agency Auditing

During 2018-19 single agency audits were collated by the quality assurance subgroup, these are reported to the board in the performance report each quarter.

Summaries of single agency audits are included below:



### Barnardo's

#### Quality Assurance Safeguarding audit of BASE's work in March 2019.

Key findings were:

- 🔑 Recording identifies Safeguarding concerns and management oversight and direction of those concerns.
- 🔑 Escalation discussions with partner agencies are initiated appropriately.
- 🔑 Staff showed good knowledge of statutory processes and information sharing arrangements to manage Safeguarding.
- 🔑 The impact of internal changes to the management team require additional oversight by Assistant Director to ensure standards are upheld.
- 🔑 Staff Group Supervision enables staff to process the impact of Safeguarding work and mitigates against staff burn out.



### Youth Offending Service

A deep audit of 12 panel cases.

It was agreed by all that cases audited were of a good quality with good management oversight and young people were usually seen within 10 days of allocation – good recording of sessions and evidence of compliance concerns.

- 🔑 Young Person's cases often resolved outside of 20 days (from receipt of paperwork from police to administration of outcome). Issues here are due to low numbers, panels held fortnightly and administration reliant on availability of Sergeant.
- 🔑 Assessments are not routinely being completed in 15 days
- 🔑 Planned intervention – need to agree where this is recorded for consistency.
- 🔑 Ensure that case details are regularly reviewed: address, ETE, contact details, legal status (LAC, CPP) and event characteristics, in the main this is being managed well. GP (surgery) not being consistently recorded – as well as Social Worker.

Next Steps:

- 💡 Refresher training undertaken with the whole team focussing on above themes.
- 💡 Individual support to workers if required.



## North Bristol Trust - Midwifery Audit

### Audit of the domestic abuse recording system and information-sharing process NBT Midwifery Services

#### Findings:

- 🔑 100% of DV reports submitted to the safeguarding Midwifery team were uploaded to Euroking.
- 🔑 6% of women were (appropriately) not asked 'the living situation question' during their antenatal care due to having partner with them at appointments.

The issue was raised of reduced opportunities for asking 'the living situation question' since partners are now allowed to stay overnight on Post Natal wards and women are no longer alone on Post Natal ward between hours of 8pm and 10am



#### Children's Social Care

There is an audit undertaken every month in children's social care. For this year the themes have included:

- ✓ Looked After Children
- ✓ Access and Response Team
- ✓ 0-25 service
- ✓ Care Leavers
- ✓ Domestic Abuse
- ✓ Locality Teams
- ✓ Analysis

Each quarter the key findings are reported to the board in the performance report.

Learning & Improvement



## Child Death Overview Panel (CDOP)

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*There is no footprint too small to leave an imprint on this world. Whether a life is measured in minutes, months or years, the loss of a child is profoundly devastating. The professional care, kindness and dignity we afford to these children, their families and those close to them is at the heart of the Child Death Overview Panel's purpose and endeavour.*

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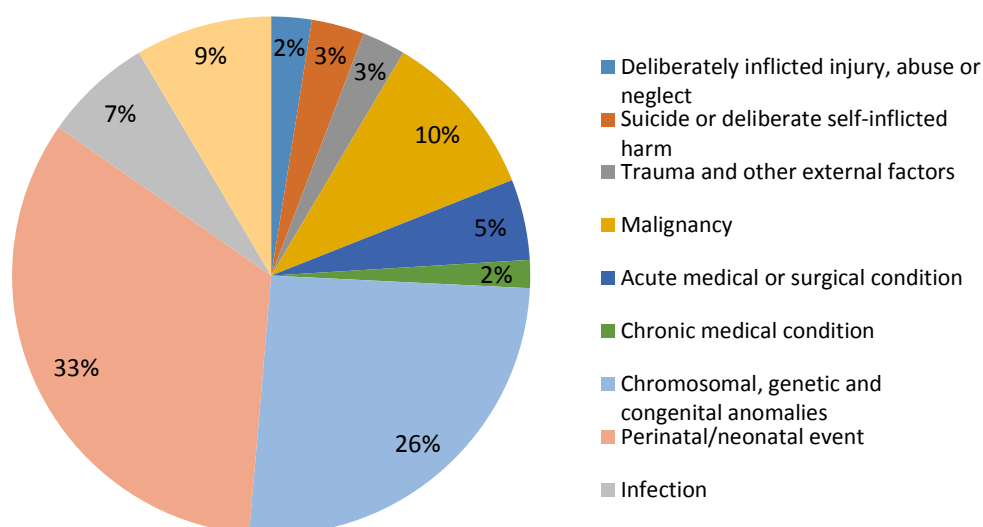
Since April 2008, Local Safeguarding Children Boards in England have had a statutory responsibility for child death review processes. The relevant legislation is enshrined within the Children Act 2004, and applies to all young people under the age of 18 years. The processes to be followed when a child dies are currently outlined in *Working Together to Safeguard Children 2018*. For the purposes of this annual report, the previous version of *Working Together to Safeguard Children* (2015) was in place and governed the process for the children described in this report.

The overall purpose of the child death review process is to understand how and why children die, to put into place interventions to protect other children and to prevent future deaths.

In the area of the former county of Avon, four neighbouring LSCBs (Bristol, North Somerset, South Gloucestershire and Bath & North East Somerset) have come together to form a single West of England (WoE) CDOP.

312 child deaths were notified to the West of England Child Death Enquiries Office between 1<sup>st</sup> April 2014 and 31<sup>st</sup> March 2019. Of the 95 notified deaths in 2017-18, 16 were resident in South Gloucestershire.

### Notifications by Category of Death over the period 2014-19



## Themes emerging from aggregate view of cases at CDOP during the year 2018-19

In 2018/19 there were three Neonatal themed meetings. There were no other specific themed CDOP meetings.

The following themes arose from review of 2 or more cases:

- Benefits of Family Nurse Partnership involvement in supporting first time mothers under 20 years old - CDOP noted a trial of Accelerated Design and Rapid Programme Testing (ADAPT) for mums over 20
- Difficulties ensuring public health prioritise targeting fathers - including provision of smoking cessation and safe-sleeping advice
- Rapid Response (now called Joint Agency Response) was not always triggered when appropriate – need to ensure this is considered and decision-making documented
- Serious Care Review – CDOP have made referrals to the SCR panel, but this should always be considered early and activated earlier in the process as soon as criteria may have been met
- Child Death process not always followed especially in adult settings where 16 – 17 year olds seen – poor engagement with Child Death Review meeting even when process is flagged – need for ongoing awareness raising of statutory nature of process
- Co-sleeping in hazardous conditions
- Support for professionals when there are multiple reviews following high profile and traumatic deaths
- Need to streamline and reduce duplication of processes
- Managing DNAs and sharing knowledge of these between agencies
- Electronic prescribing to help reduce human error

## Achievements and Future Priorities

In 2018 the Annual Report was again presented in a lecture format as a single event for stakeholders which was well received and allowed high level discussion. The slide set and Annual report were provided to LSCBs.

The eCDOP data management system has been introduced, to allow direct upload to the National Child Mortality Database, reduce admin time and ensure our processes are compliant with GDPR.

The annual multi-agency training has been revamped in line with the new Guidance, and all existing professionals invited for updates.

WoE CDOP welcome the launch of the National Child Mortality Database hosted by the University of Bristol, and there is anticipation of much greater opportunity for national learning in future.

## Vinney Green Secure Children's Home

Vinney Green Secure Unit, which is managed by South Gloucestershire Council, is a 24 bedded Secure Children's Home offering places to young people of both genders between the ages of 10 and 18 years old. For the period covered in this report, all of the places were contracted to the Youth Justice Board, however throughout this period beds have very occasionally been released by the Youth Justice Board for the Welfare market and therefore the young people cared for at Vinney Green Secure Unit during the last 6 months have been a mixture of young people secured either via the Youth Justice route or through the Family Courts. A small number of young people have also stayed with us briefly under the Police and Criminal Evidence Act (PACE) 1984.



The young people held within the Secure Unit are likely to be amongst the most troubled and troublesome in the country. Vinney Green Secure Unit operates within a strong value base that places the needs of young people at the centre of what it does. Vinney Green's Mission Statement is:

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*"To create a safe and secure environment where young people can be cared for, educated and supported to become responsible members of the community".*

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The Golden Rules understood by staff and young people are:

- ✓ We treat others the way we would like to be treated
- ✓ We try our best and learn by our mistakes
- ✓ We respect other people's property
- ✓ We celebrate diversity

Safeguarding records are kept at the Unit, the unit has a robust professional relationship with the Local Authority Designated Officer (LADO). All incidents where staff used Restrictive Physical Intervention (RPI) as a last resort is recorded on CCTV and viewed by a senior manager, LADO and RPI instructor. Recorded information from the previous day and night are shared at the morning meetings to ensure young people are kept safe. RPI's fluctuate each month depending

On the mix of young people and their individual needs, the trend from the previous 12 months is upwards which is reflective of the increased complexities and traumatised behaviour being witnessed by staff at the Unit.

The young people at Vinney Green each have an individual care plan that is accessible to all staff working with that young person. The areas covered in the care plan:-

- Young person's summary, including 'my story'
- Approved contacts – both visits and phone
- Safety and support plan
- Risk Summary
- Interactions and events log
- Security Information Report (SIR) and bullying information
- Communication log
- Focus of work
- File sharing with the young person
- Education
- Speech and Language Therapist
- Resettlement
- Health and Wellbeing
- Comprehensive Health Assessment Tool (CHAT) Initial and discharge
- Young person's snapshot which shows their overall progress

Overall progress is a focal point at the unit, during the last year the young people have engaged in Education, enriched activities such as basketball, gymnastics and musical instruments and mobilities out of the unit in preparation for resettlement have included attending college open days and going on work experience.

Vinney Green has an active improvement plan and 5 year development plan that looks at all areas of the young people's care, this is overseen by South Gloucestershire Council via the supervisory process, the Youth Custody Service via the monitoring process and Ofsted via the inspection process

## Child Injury Prevention Group (CHIP)

As highlighted by Public Health England ([PHE, 2014](#)) '*unintentional injuries are a leading cause of preventable death for children and young people and a major cause of ill health and serious disability*'.



The aim of this group is to reduce the risk of injury and injury related death to children in South

Gloucestershire whilst encouraging them to have active and fulfilling lives. The group is multiagency including representation from South Gloucestershire Council's Strategic Safeguarding Service Manager, Public Health and Wellbeing division, Trading Standards, Early Years, Road Safety, Children's Centres, Health Visiting, Avon Fire & Rescue Service, University Hospitals Bristol and many more, all working collaboratively to reduce childhood injury by advocating the improvement of children's safety within their environment and encouraging safe behaviours.

Some key achievements in this area during 2018/19 have been the development of a grandparents home safety checklist leaflet, the use of social media in communications and the provision of training and education opportunities. The training opportunities have included courses for early year's practitioners, families within the children centres and educational sessions collaboratively run in schools.

In June 2018 the group used its networks to promote Child Safety Week, this included social media activity reaching over 20,100 people. Throughout the year social media has been invaluable for this work, achieving over 23,600 contacts promoting injury prevention awareness around Halloween, Bonfire Night and Christmas as well as over 17,000 focusing on unintentional poisoning and drowning over the summer months.

Having been developed by the group the home safety checklist leaflet '[Keeping your grandchildren safe](#)' was launched on social media in January 2019, achieving a reach of over 5,000. The group developed this leaflet to encourage an awareness of child safety in all environments that a child may be cared for not just their home, the leaflet is distributed through the Health Visiting Service, Children's centres and libraries.

This group aims to address health inequalities caused by injury through the delivery of the Home Safety Equipment scheme (criteria based). This scheme provides safety gates; window, door and cupboard locks; fireguards and blind cord cleats for those families that evidence tells us are more at risk of injury. Referral is made by Health Visitors and Children's Centres to the Public Health and Wellbeing division for eligible families and appropriate equipment is fitted.

The CHIP group meets quarterly, if you would like to become a member or for more information please contact Amanda Preddy on 01454 864672 or [amanda.preddy@southglos.gov.uk](mailto:amanda.preddy@southglos.gov.uk).

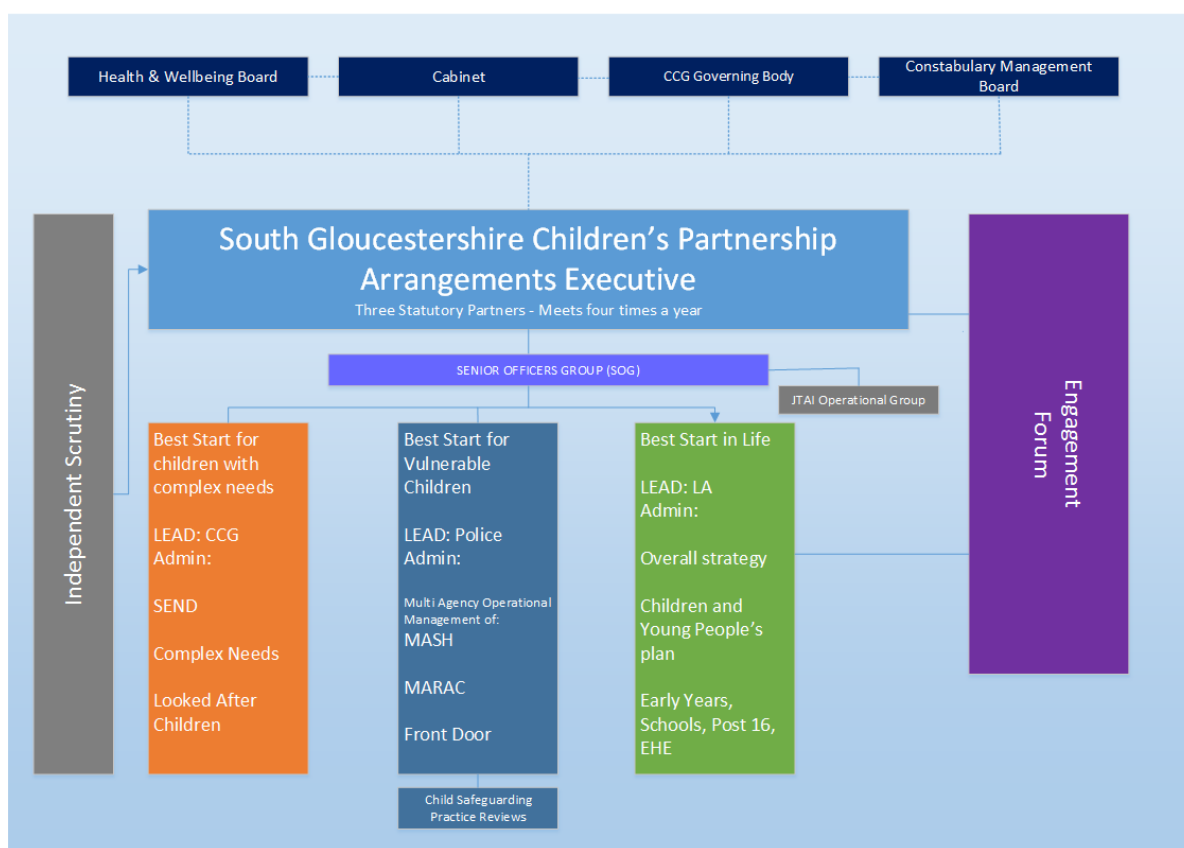


## Launch of the South Gloucestershire Children's Partnership

Working Together 2018 sets out changes in the way agencies are required to work together to safeguard children and young people. We are making changes in light of this. Local Safeguarding Children Boards are no longer required in their current form and are to be replaced by more flexible arrangements determined locally.

In South Gloucestershire the Children's Partnership will be launched at the end of September 2019. You can find full details of the plans [here](#).

The structure of the new partnership is detailed below:



## What You Need to Know



[www.southglos.gov.uk/safeguarding](http://www.southglos.gov.uk/safeguarding)

*Safeguarding Children is Everyone's Responsibility*

*If in Any Doubt Speak Out*



Call South Gloucestershire Council on **01454 866000**

Or **01454 615165** out of hours and at weekends

**If a child is in immediate danger – please call 999 and ask for police assistance**

### Children and Young People

- ✓ Nothing is more important than making sure you are SAFE and well cared for
- ✓ As adults sometimes we think we always know best...we don't...and that's why your voice is so important
- ✓ This is about you and we want to know more about how you think children and young people can be better protected
- ✓ We want to talk to you more often and we want to know the best way to do this...please help
- ✓ If you are worried about your own safety or that of a friend, speak to a professional you trust or call South Gloucestershire Council on **01454 866000** or speak to ChildLine On **0800 1111**
- ✓ If you or a friend are in immediate danger, please call **999** and ask for police assistance

**childline**

**ONLINE, ON THE PHONE, ANYTIME**

### Parents and Carers

- ✓ Public agencies are there to support you and prevent any problems you are having getting worse...don't be afraid to ask for help
- ✓ Tell us what works and what doesn't when professionals are trying to help you and your children
- ✓ Make sure you know about the best way to protect your child and take time understand some of the risks they can face
- ✓ You'll never get ahead of your child when it comes to understanding social media and IT – but make yourself aware of the risks that children and young people can face at [www.thinkuknow.co.uk/parents](http://www.thinkuknow.co.uk/parents)



## The Community

- ✓ We all have a role to play in protecting children and young people. All children have a right to be SAFE and should be PROTECTED from all forms of abuse and neglect.



You don't have to be absolutely certain about whether a child is being abused. If you have a feeling that something's not right talk to South Gloucestershire Council on 01454 866000 (01454 615165 out of hours and weekends) If a child is in immediate danger call 999 and ask for police assistance

- ✓ Spotting the signs a child is being abused or neglected can be difficult. On our website we have highlighted some of the signs to look out for <http://sites.southglos.gov.uk/safeguarding/category/children/i-am-a-parentcarer/>
- ✓ If you are concerned about a child, you should report it. Information is usually gathered from many sources and individual reports form one part of a bigger picture
- ✓ In 2014/15 more than 400,000 children were supported because someone noticed they needed help

## Frontline Staff and Volunteers Working with Children, Young People and their Families

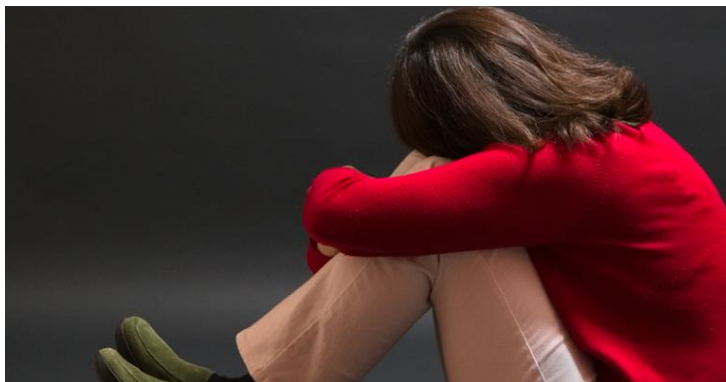
- ✓ Ensure that the safeguarding and welfare of the child is central to all that we do and is of the highest quality
- ✓ Families in South Gloucestershire should be treated with respect, courtesy and honesty
- ✓ Families should receive a consistent service. Be proactive in identifying and responding to the changing needs of our local community
- ✓ Be familiar with SGSCB *A Child's Journey of Need* threshold document and use when necessary
- ✓ Ensure inspirational, confident, ambitious and influential leadership that contributes to positively changing the lives of local children
- ✓ Ensure you undertake effective and continuous learning that improves your practice
- ✓ All workers should engage in professional challenge when required
- ✓ Use your representative on SGSCB to make sure your voice is heard
- ✓ Professionals should email [accessandresponse@southglos.gov.uk](mailto:accessandresponse@southglos.gov.uk)\*



\*Do not send personal data via an unsecured email. If required, send a request for access to the secure portal to this address before proceeding.

## Local Politicians

- ✓ You are leaders in your local area. Do not underestimate the importance of your role in advocating for the most vulnerable children and making sure everyone takes their safeguarding responsibilities seriously
- ✓ Councillor Jon Hunt is the lead member for Children & Young People and has a key role in children's safeguarding – so does every other councillor
- ✓ You can be the eyes and ears of vulnerable children and families...Keep the protection of children in the front of your mind



## Chief Executives and Directors

- ✓ You set the tone for the culture of your organisation. When you talk, people listen – talk about children and young people
- ✓ Your leadership is vital if children and young people are to be safeguarded
- ✓ Understand the capability and capacity of your front-line services to protect children and young people – make sure both are robust
- ✓ Ensure your workforce attend relevant SGSCB training courses and learning events
- ✓ Ensure your agency contributes to the work of the SGSCB and give this the highest priority. Be Section 11 compliant
- ✓ Advise the SGSCB of any reorganisational restructures and how these might affect your capacity to safeguard children and young people

## The Police

- ✓ Robustly pursue offenders and disrupt their attempts to abuse children
- ✓ Ensure officers and police staff have the opportunity to train with their colleagues in partner agencies
- ✓ Ensure the voices of all child victims are heard, particularly in relation to listening to evidence where children disclose abuse
- ✓ Ensure a strong focus on MAPPA & MARAC arrangements



## Headteachers and School Governors

- ✓ Ensure your school/academy/educational establishment is compliant with *Keeping Children Safe In Education* (DfE 2015)
- ✓ You see children more than any other profession and develop some of the most meaningful relationships with them
- ✓ Keep engaged with the safeguarding process and continue to identify children who need early help and protection

## Clinical Commissioning Groups

- ✓ CCGs in the health service have a key role in scrutinising the governance and planning across a range of organisations
- ✓ Discharge your safeguarding duties effectively and ensure that services are commissioned for the most vulnerable children



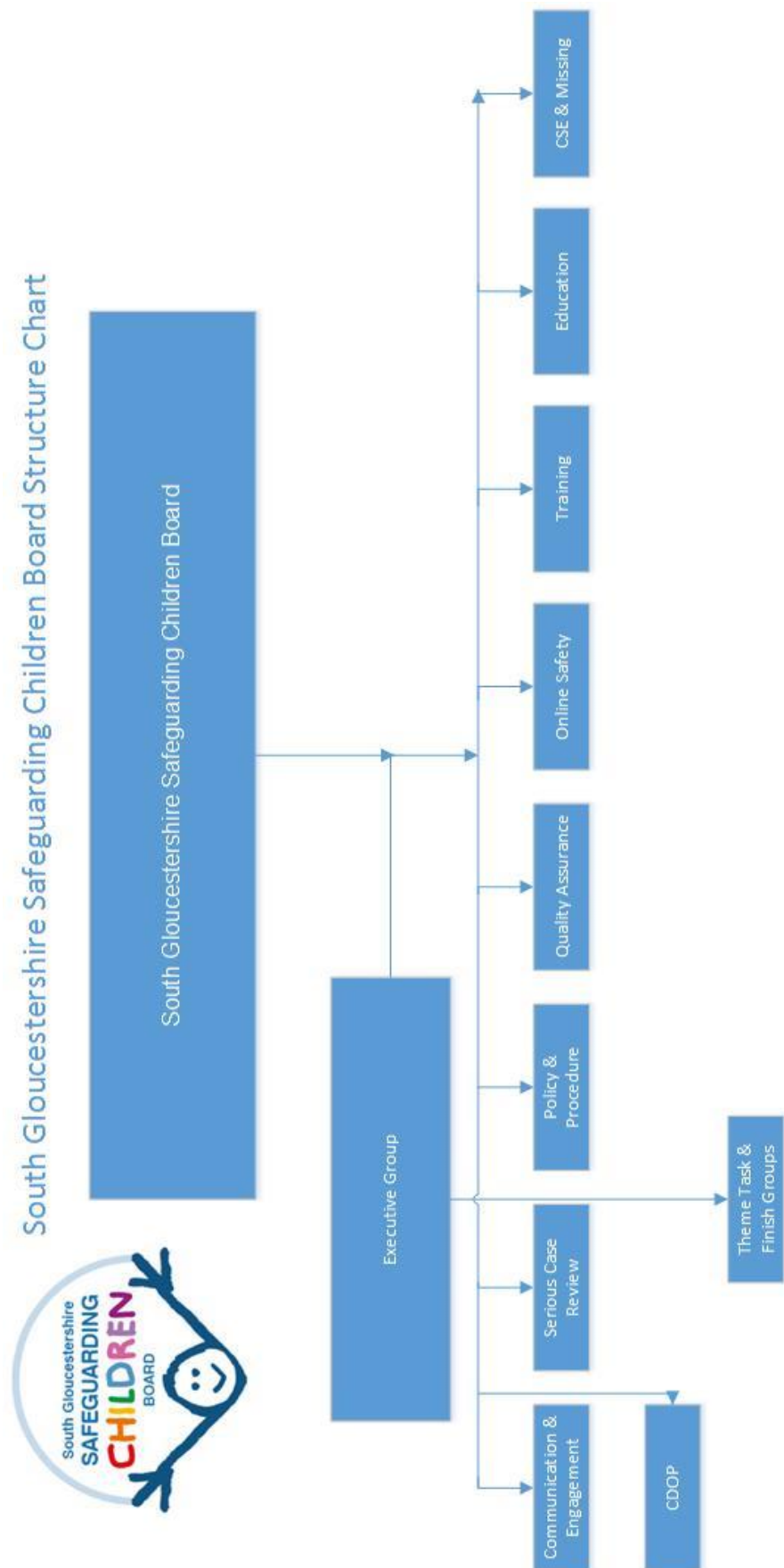
## The Local Media

- ✓ Communicating the message that we all have a role to play in protecting children from abuse is crucial – you can help us to do this positively
- ✓ With your help, we can create a new social norm around reporting and tackling the barriers that stop people taking action
- ✓ This could take the form of encouraging and reassuring people that we all have a role to play in protecting children from abuse, not leaving it to others to report and helping the public to understand the signs to spot

*If in any doubt – speak out*



## Appendix One: SGSCB Structure Chart



Appendices

## Appendix Two: Constitution SGSCB

### South Gloucestershire Safeguarding Children Board

#### Constitution

##### 1. Purpose and Objectives

- 1.1 The South Gloucestershire Safeguarding Children Board (SGSCB) is the statutory multi-agency body established by South Gloucestershire Council in accordance with the Children Act 2004 and the statutory guidance set out in Working Together to Safeguard Children 2015.
- 1.2 The core objectives of the Board as set out in the Children Act 2004 (S14) are:
  - to coordinate what is done by each person or body represented on the Board for the purposes of safeguarding and promoting the welfare of children in the area; and
  - to ensure the effectiveness of what is done by each such person or body for those purposes.
- 1.3 In order to fulfil its statutory function under regulation 5 of the Local Safeguarding Children Boards Regulations 2006 an LSCB should use data and, as a minimum, should:
  - assess the effectiveness of the help being provided to children and families, including early help;
  - assess whether LSCB partners are fulfilling their statutory obligations set out in chapter 3 of Working Together 2015;
  - quality assure practice, including through joint audits of case files involving practitioners and identifying lessons to be learned; and
  - monitor and evaluate the effectiveness of training, including multi-agency training, to safeguard and promote the welfare of children.
- 1.4 The Board must work closely with the Children's Trust Board and the Health and Wellbeing Board and must hold these bodies to account in driving forward improvements in the safeguarding of children and young people and the promotion of their welfare.
- 1.5 The Board will maintain an awareness of the Prevent programme and will:
  - ensure Prevent requirements to identify and respond to people at risk of being drawn into terrorism are appropriately and proportionately built into local safeguarding processes.
  - periodically review local activity and outcomes with the Prevent Group to improve the understanding and awareness of local risks.

##### 2. Terms of Reference

- 2.1 To develop policies and procedures for safeguarding and promoting the welfare of children and young people in South Gloucestershire, with particular reference to:
  - action to be taken where there are concerns about a child's safety or welfare, including thresholds for identification of need and intervention;
  - training of persons who work with children or are in services affecting the safety and welfare of children;
  - the recruitment and supervision of persons who work with children;
  - investigation of allegations concerning persons who work with children;
  - the safety and welfare of children and young people who are privately fostered;
  - co-operation with neighbouring authorities and their Safeguarding Children Board partners;
  - the development of local protocols for matters such as the resolution of professional differences of views and for participation in child protection and other related conferences;

- 2.2 To communicate to persons and bodies in the area of the authority the need to safeguard and promote the welfare of children, raising their awareness of how this can best be done and encouraging them to do so.
  - 2.3 To monitor and evaluate the effectiveness of what is done by the Local Authority and Board partners, both as individual agencies and collectively, to safeguard and promote the welfare of children and young people and to advise them on ways to improve their practice, including:
    - the development of self-evaluation tools and monitoring their use and effectiveness;
    - the development and use of quality audit processes
    - the scrutiny of physical restraint in secure estate settings;
    - the development of means for challenging practice to drive forward improvements;
    - the scrutiny of performance data
  - 2.4 To produce and submit to the Children's Trust Board and the Health and Wellbeing Board an annual report on the effectiveness of safeguarding and promoting the welfare of children in the local area which:
    - provides a rigorous and transparent assessment of the performance and effectiveness of local services;
    - identifies areas of weakness, the causes of those weaknesses and the action being taken to address them;
    - identifies other proposals for action;
    - provides lessons from reviews undertaken;
  - 2.5 To influence the planning and commissioning of services for children and young people in South Gloucestershire to ensure that they take safeguarding and promoting the welfare of children into account.
  - 2.6 To ensure that there are effective arrangements for collecting and analysing information about the deaths of all children in the area and specifically to identify:
    - Any case giving rise to the need for a review (regulation 5(1)(e))
    - any matters of concern affecting the safety and welfare of children in the area;
    - any wider public health or safety concerns arising from a particular death or from a pattern of deaths in that area;
 and to ensure there are effective arrangements for ensuring a co-ordinated response by the authority, their Board partners and other relevant persons to the unexpected death of a child.
  - 2.7 To undertake reviews of serious cases where abuse or neglect of a child is known or suspected, or where a child had died or has been seriously harmed and there is concern as to the way in which the Local Authority, the Board partners or other relevant persons have worked together to safeguard that child.
  - 2.8 To put in place arrangements to ensure that the voice of children and young people, families and the community are taken into account.
  - 2.9 To ensure lay members operate as full members of the Board.
  - 2.10 To maintain a local Learning and Improvement Framework, which is shared across local organisations who work with children and families, which enables them to be clear about their responsibilities, to learn from experience and improve services as a result.
  - 2.11 To undertake any other activity that the Board considers to be conducive to the achievement of its objectives.
3. Legal Status and Decision Making
    - 3.1 The SGSCB is a statutory body in its own right and will agree an annual business plan to guide its work.

- 3.2 The SGSCB will present an annual report to the Children's Trust Board and the Health and Wellbeing Board.
- 3.3 The SGSCB will establish such sub committees as are appropriate at any time and will review their operation annually. The Board may delegate decision making as appropriate to sub committees.
- 3.4 The SGSCB will scrutinise the Children and Young People Plan and any other relevant needs assessments and plans to ensure that the safeguarding and promotion of the welfare of children and young people are being appropriately addressed.
- 3.5 The SGSCB will be able to make recommendations as appropriate to the Children's Trust Board, the Health and Wellbeing Board and any other relevant decision making bodies regarding policy, practice and resources associated with the safeguarding of children and young people and the promotion of their welfare.
4. Membership
  - 4.1 The Board shall be chaired by a person who is independent of the partners represented on the Board and organisations which deliver services to children and young people in the area. The Chair will be appointed by the Chief Executive and a panel of partners and lay members and will be accountable to the Chief Executive. The period of office for the Chair will normally be three years. The Board shall also appoint a Vice Chair from within its membership, normally for a period of three years.
  - 4.2 The membership of the Board will include named representatives of all relevant agencies as set out in the Children Act 2004 and the statutory guidance Working Together 2015 as follows:
    - Independent Chair
    - Participant Observer Member – Executive Member for Children's Services South Gloucestershire Council
    - Director for Children Adults and Health, South Gloucestershire Council
    - Head of Integrated Services for Children and Young People, South Gloucestershire Council
    - Head of Safeguarding, South Gloucestershire Council
    - Safeguarding Policy and Practice Manager, South Gloucestershire Council
    - Representative of Avon and Somerset Constabulary as nominated by the District Police Commander
    - Director of Public Health, South Gloucestershire Council
    - Designated Nurse for Safeguarding Children
    - Designated Doctor for Safeguarding Children
    - Named GP for Safeguarding Children
    - Representatives of North Bristol and United Hospital Trusts and Avon and Wiltshire Mental Health Partnership Trust as nominated by the respective Chief Executives of the Trusts
    - Clinical Commissioning Group Nurse Director and Head of Quality and Safeguarding
    - NHS England, Director of Nursing and Quality
    - Representative of National Probation Service as nominated by the Chief Executive of the Service
    - Representative of Community Rehabilitation Company as nominated by the Chief Executive of the Service
    - Representative of CAFCASS as nominated by the Chief Executive of the Service
    - The Governor of Eastwood Park HMP or their nominated representative
    - Head of Vinney Green Secure Unit
    - South Gloucestershire Youth Offending Service Manager

- Head of Safer Stronger Communities, South Gloucestershire Council
- Representative of the main Housing Provider in South Gloucestershire as nominated by the Chief Executive of the Service
- Head of Legal, Democratic and Property Services, South Gloucestershire Council or his/her nominated representative
- 2 lay members appointed by the Board
- Representative of South Gloucestershire Primary and Special Schools as nominated by the Heads Executive
- Representative of South Gloucestershire Secondary Schools as nominated by the Secondary Heads Group
- Representative of Further Education as nominated by the Principals of Filton and City of Bristol Colleges
- Head of Education, Learning and Skills, South Gloucestershire Council
- At least one faith representative
- At least 2 Voluntary Sector representatives
- Representative of South West Ambulance Service
- Chairs of the SGSCB Sub Groups (if not members in another capacity)
- Representative from Sirona Care and Health

## Associate Members

- Representative of the Crown Prosecution Service
- Representative of Avon Fire and Rescue Service

- 4.3 Board members will be able to nominate one substitute to attend meetings in his/her absence
- 4.4 The Board may co-opt other members as appropriate on the recommendation of the Executive Sub Committee.
- 4.5 Officers from the Board partners will be available to offer advice and guidance as required.

## 5. Sub Committees

- 5.1 In order to undertake the range of work which shall be reported on an annual basis to the full Board, the Board has identified the following sub groups:
  - The SGSCB Executive Sub Committee
  - The West of England Child Death Overview Panel
  - The SGSCB Serious Case Review Sub Group
  - The SGSCB Policy and Procedures Sub Group
  - The SGSCB Quality Assurance Sub Group
  - The SGSCB Training Sub Group
  - The SGSCB Online Safety Sub Group
  - The SGSCB Education Sub Group
  - The SGSCB Child Sexual Exploitation& Missing Sub Group
- 5.2 In addition, the Board may establish themed groups, some of which will operate on a task and finish basis. These groups are subject to annual review.
- 5.3 The SGSCB also has linkages to other groups established on a sub-regional/regional basis, in particular the Avon and Somerset Consortium, co-ordinated by the Avon and Somerset Constabulary, and the South West Child Protection Shared Procedures Group.

## 6. Convening and Conducting Meetings



- 6.1 The Board shall meet at least four times per year with additional meetings and development days to be arranged as agreed by the Board.
  - 6.2 The Chair will be an independent person as described in 4.1 above.
  - 6.3 The Board should aim to reach its conclusions by consensus, but, in the absence of consensus on any matters requiring decision, the Chair shall have a casting vote.
  - 6.4 All members of the Board will be expected to sign the SGSCB Memorandum of Understanding confirming their acceptance of their responsibilities in respect of the Board and their own organisation.
  - 6.5 Secretariat and legal support will be provided by South Gloucestershire Council to include:
    - Co-ordination of agenda preparation;
    - Convening of meetings of the full Board, the Executive Sub Committee and any Serious Case Review Panels;
    - Publication of agenda and supporting papers at least five days prior to the meeting;
    - Taking of minutes;
    - Monitoring and progressing actions agreed by the Board.
  - 6.6 The meetings of the SGSCB are not open to the public.
  - 6.7 An annual record of attendance by organisation will be published and the Chair will raise any nonattendance greater than 25% with the relevant organisation.
  - 6.8 Any dispute resolution will be undertaken in accordance with the policy for the Resolution of Professional Differences of Opinion adopted by the Board.
7. Funding
- 7.1 A specific pooled budget for the Board will be agreed each year and reported in the Annual Report and the Business Plan. It is expected that the statutory partners named in the Children Act 2004 will make a contribution to the pooled budget.
  - 7.2 In addition, both the statutory partners and other Board members will be expected to make a contribution in kind through their participation in Board and sub group meetings, and other activities arranged by the Board.

## Appendix Three: Memorandum of Understanding



### Memorandum of Understanding for Members of the South Gloucestershire Safeguarding Children Board

#### Context

**Chapter 3 of the statutory guidance Working Together to Safeguard Children 2015 sets out the responsibilities of Local Safeguarding Children Boards and the statutory membership.**

**This includes the following statements in respect of members of an LSCB:**

- 1) Members of an LSCB should be people with a strategic role in relation to safeguarding and promoting the welfare of children within their organisation. They should be able to:
  - speak for their organisation with authority;
  - commit their organisation on policy and practice matters; and
  - hold their own organisation to account and hold others to account.
- 2) All LSCB member organisations have an obligation to provide LSCBs with reliable resources (including finance) that enable the LSCB to be strong and effective. Members should share the financial responsibility for the LSCB in such a way that a disproportionate burden does not fall on a small number of partner agencies.

**This Memorandum of Understanding sets out the South Gloucestershire Safeguarding Children Board's expectations for members. The members shall, for the purpose of this Memorandum of Understanding, include the organisation and the individual representing the organisation who are defined as Statutory Board Members and Member Organisations ('Board Member').**

**Each Board Member will agree to accept the following responsibilities which shall commence immediately and will thereafter work diligently in accordance with the terms of reference of the Board and the duties placed on each member of the Board and their employing organisation in accordance with 'Working Together to Safeguard Children 2015'.**

#### Commitment to the Purpose and Objectives of the Board

**In order for the Board to operate effectively, Members must be committed to the collective purpose, ethos and aims of the Board. This means to:**

- 1) **Develop and deliver a Local Safeguarding Board in accordance with the range of roles and statutory functions as set out in the Children Act 2004 and Working Together to Safeguard Children 2015'.**
- 2) **Work effectively and efficiently so as to ensure the Board meets its statutory objectives which are to co-ordinate what is done by each person or body represented on the Board for the purposes of safeguarding and promoting the welfare of children in the area and to ensure the effectiveness of what is done by each such person or body for those purposes.**

**This includes:**

Appendices

- regular attendance at the Board and any sub groups
  - Completion of Section 11 Audits in a timely way
- 3) Support achievement of the priorities that have been agreed by the Board in its Business Plan.
  - 4) Ensure that confidential information is not shared beyond the Board without the permission of the chair.

Promote and Support the Objectives of the Local Safeguarding Board

In order to ensure the work of the Board is effective, each Board Member shall be a champion for safeguarding children and young people. This means that:

- 1) Each Member shall scrutinise vigorously the arrangements in place within their own organisation in respect of working with children and young people to ensure that the arrangements are fit for purpose, and be ready to share this with the Board when required.
- 2) Each Member shall take such steps as are necessary within their individual organisation to promote improved arrangements where they deem appropriate.
- 3) Each Member shall promote effective communication, both within their own organisation and with other partner organisations/agencies.
- 4) Each Member shall promote the work of the Board within their individual organisation and disseminate relevant documentation and information as appropriate so as to raise greater awareness of the issues relating to the safeguarding of children and young people amongst a wider community.

This includes:

- Contributing to and dissemination of Newsletters
- Regular promotion of learning and development events
- Dissemination of policies, research and learning from Case Reviews
- Promoting the Board website and use of South West Child Protection Procedures website.

This Memorandum of Understanding is signed by:

Name:

Organisation:

Signature

Date:

and received by the Head of Safeguarding

Name: Catherine Boyce

Date:

Signature

Appendices

## Appendix Four: Board Membership & Attendance

SGSCB Membership		Attendance 2018-19			
Name	Organisation	08/06	05/10	13/12	15/03
Adam Bond	Faith Sector	Y	Y	Y	A
Adrian Walshe	Merlin Housing	A	R	N	N
Alison Sykes	Head of Secure & Emergency Services, SGC	A	Y	Y	A
Amy Weir	Independent Chair	Y	Y	Y	Y
Annie Hunter	Principal Social Worker, SGC	Y	N	Y	N
Ben Moseley	Avon & Somerset Police	N (Mark Evans)	Y	Y	Y
Carol Metters	Next Link	N	R	R	R
Carol Sawkins	University Hospitals Bristol	Y	R	Y	A
Catherine Boyce	Strategic Safeguarding, SGC	Y	Y	Y	A
Cecily Cook	BNSSG	For Information Only			
Chris Sivers	Director - Children, Adults & Health SGC	Y	Y	Y	A
Chrissie Hardman	Sirona	Y	R	Y	Y
Duncan Stanway	Barnardo's	Y	Y	Y	Y
Gareth Jones	Children with Disabilities Rep - Sirona	A	A	N	A
Helen Blanchard	North Bristol Trust	R		Y	?
Holly Magson	Workforce Development, SGC	Y	Y	Y	Y
Jackie Mathers	BNSSG	A	Y	Y	A
Joseph Lee	Special School Rep	-	A	N	Y
Jon Hunt	Lead member for Children & YP	Y	A	N	A
Jon Shaw	Head of Commissioning, SGC	For Information Only			
Julie Cathcart	Head of Education, Learning & Skills, SGC	A	R	Y	R
Julie Jones	SSAFA	Y	N	N	Y
Karen Moore	Legal Services, SGC	Y	A	A	Y
Kate Mansfield	Named GP for safeguarding children	Y	Y	A	A
Katy Trundley	Avon Probation Service, NPS	Y	Y	Y	A
Lynn Franklin	AWP	N	N	N	Y
Lindsey Mackintosh	Designated Doctor	Y	A	Y	Y
Lynn Gibbons	Public Health	R	Y	Y	R
Marilyn Harrison/Kate Morrow	Avon Probation Service, CRC	N	R	N	A
Moira Fitzgerald	South Glos & Stroud College	N	N	N	R
Neil Liddington	Avon Fire & Rescue	For Information Only			
Rosi Shepherd	NHS England	For Information Only			
Rachel Webb	Early Years, SGC	Y	Y	Y	A
Robert Walsh	Head of Safe Strong Communities, SGC	Y	Y	Y	A
Sarah Taylor	Board Business Manager	Y	Y	Y	Y
Simon Hester	South Western Ambulance	For Information Only			
Sonya Miller	Head of Integrated Children's Services, SGC	Y	Y	Y	A
Steve Waters	Youth Offending Service	R	R	N	R
Suzanne Smith	HMP Eastwood Park	N	N	N	N
Tim Ruck	Primary School Rep	Y	Y	A	Y
Victoria Caple	Avon & Somerset Police	Y	R	R	A
Victoria Penaliggon	CAFCASS	For Information Only			

## Appendix Five: Financial Report

### CHILDREN'S SAFEGUARDING BOARD 2018 - 2019

SOURCE OF FUNDS 2018-2019 SAFEGUARDING CONTRIBUTION		CHILDREN'S KD802 BUDGETED CONTRIBUTION £
POLICE & CRIME COMMISSIONER		£15,375.00
NHS		£31,940.00
CAFCASS		£550.00
BGSW		£500.00
YOUTH OFFENDING SERVICE		£4,940.00
AWP		£1,777.00
SOUTH GLOUCESTERSHIRE CAH DEPARTMENT		£54,410.00
<b>TOTALS</b>		<b>£109,492.00</b>
APPLICATION OF FUNDS 2017-2018 BUDGET PLAN		BUDGETED EXPENDITURE
<b>PAY</b>		
Children's Safeguarding Board Manager (£2050 per month)		£24,600.00
Safeguarding Policy and Practice Manager		£32,200.00
Independent Chair		£12,500.00
Administration		
	TOTAL	£69,300.00
<b>NON PAY</b>		
Serious Case Review		
Child Death Review		£5,000.00
	TOTAL	£5,000.00
<b>Publications/Procedures</b>		
South West Child Protection Procedures		£1,042.00
Chelsea's Choice		£2,500.00
	TOTAL	£3,542.00
<b>LSCB Conference &amp; Board Costs</b>		
Conference		£5,772.00
Conference attendance		-£7,422.00
Board Meeting Costs		£250.00
	TOTAL	-£1,400.00
<b>TRAINING</b>		
Child Protection Training		£74,650.00
South West Grid for Learning		£5,770.00
Night Time Economy Community Training		£7,625.00
Income from Training		-£56,852.00
	TOTAL	£31,193.00
<b>OTHER</b>		
Employee Expenses, ICT & Other costs		£2,421.00
	TOTAL	£2,421.00
<b>TOTALS</b>		<b>£110,056.00</b>
<b>DEFICIT</b>		<b>-£564.00</b>