



SOUTH GLOUCESTERSHIRE SAFEGUARDING CHILDREN BOARD MEETING

Friday 10 July 2015

PRESENT:

Jimmy Doyle, Independent Chair; **Sara Blackmore**, South Gloucestershire Council, Public Health Consultant; **Kathryn Birtles**, South Gloucestershire Council, Education Adviser Early Years; **Catherine Boyce**, South Gloucestershire Council, Strategic Safeguarding Services Manager; **Richard Clark**, Stoke Lodge Primary School, Headteacher; **Rose Farmer**, Crown Prosecution Service; **David Gee**, CAFCASS, Service Manager; **Lisa Harvey**, South Gloucestershire Clinical Commissioning Group, Deputy Nurse Director, Designated Nurse for Safeguarding Children; **Susannah Hill**, South Gloucestershire Council, Head of Education, Learning and Skills; **Rosheen Hucker**, South Gloucestershire and Stroud College, Child Protection Officer; **Sue Jones**, North Bristol NHS Trust, Director of Nursing; **Vikki Levick**, HMP/YOI Eastwood Park, Head of Safety, Equalities and Complex Needs; **Anne Morris**, South Gloucestershire Clinical Commissioning Group, Nurse Director and Head of Quality and Safeguarding; **Peter Murphy**, South Gloucestershire Council, Director for Children, Adults and Health; **Carol Sawkins**, University Hospitals Bristol, Named Nurse for Safeguarding Children; **Lindsey Scott**, NHS England, Director of Nursing & Quality; **Gill Sinclair**, South Gloucestershire Council, Legal Services Manager; **Leanne Smith**, Faith Sector Representative, Diocesan Safeguarding Advisor; **Duncan Stanway**, Barnardos; **Janice Suffolk**, Lay Member; **Claire Summers**, NPS Probation, Team Leader; **Alison Sykes**, South Gloucestershire Council, Interim Head of Vinney Green Secure Unit; **Sarah Telford**, Survive, Chief Executive; **Sarah Thompson**, (interim representative) South Western Ambulance Service, NHS Foundation Trust, Safeguarding Named Professional; **Detective Superintendent Rachel Williams**, Avon and Somerset Constabulary, Head of PPU; **Leigh Zywek**, Policy and Practice Manager

APOLOGIES:

Maria Bredow, South Gloucestershire Clinical Commissioning Group, Designated Doctor; for Safeguarding Children;
Rachael Cragg, CRC Probation LDU Team Leader,
Rob Davis, Avon Fire and Rescue Service, Assistant Chief Fire Officer, Service Delivery;
Councillor Jon Hunt, South Gloucestershire Council, Lead Member for Children and Young People;
Julie Jones, Soldiers, Sailors, Airman & Family's Association, Personal & Family Support Worker;
Kevin Jones, South Gloucestershire Council, Interim Head of Integrated Children's Services;
Louise Leader, Education Other than at School, Headteacher;

Kate Mansfield, South Gloucestershire Clinical Commissioning Group, Named GP for Safeguarding Children;
Mark Pietroni, South Gloucestershire Council, Director of Public Health;
Barbara Reid, Merlin Housing, Head of Neighbourhood Services;
Karl Stephenson, Lay Member;
Steve Waters, South Gloucestershire Council, Youth Offending Team Manager;

REPRESENTATIVES:

Jill Chart, Sirona, Named Nurse for Safeguarding, represented by Chrissie Hardman
Maria Hennessy, North Bristol Trust, Head of Nursing and Governance in the Community Child Health Partnership, represented by Ann Fenton-Jones
Jenny Macdonald, AWP, Managing Director for South Gloucestershire, represented by Rowena Hastings
Robert Walsh, South Gloucestershire Council, Head of Safe Strong Communities, represented by Mark Pullin

MEMBERSHIP CEASED

Avon Fire and Rescue Service, Assistant Chief Fire Officer, Service Delivery;
Children's Playlink;

OBSERVERS:

Wendy Ottaway, North Bristol Trust

Evacuation Procedure

The Chair drew attention to the emergency evacuation procedure

Welcome and Introductions

1. Minutes Of Meeting Held On 17 April 2015 and actions arising

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Restructuring of Social Care

Currently in consultation with staff on stage 2 preventative services. Peter Murphy to bring a restructuring update report to the next Board meeting

Action

- That Peter Murphy brings an update report to the next meeting

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Meeting with Stephen Barry from Be Safe

Action

- That Kevin Jones progresses this

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Board responsibility to children's homes

Jimmy Doyle contacted other LSCB chairs asking what they are doing about the self-assessment audit tool. However, he did not get a clear response so will raise the matter again

Action

- That Jimmy Doyle raises the use of the self-assessment audit tool with other LSCB Chairs again

2. Minutes Of Executive Committee On 4 June 2015

This item for information and comments. No comments were expressed

3. Multi-Agency Performance Report

Catherine Boyce presented the report.

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Care proceeding data

Work is taking place to create a care proceedings tracking tool. It is hoped that information required for the performance report will be available from the autumn. Gill Sinclair explained how data is being collated and discussed at fortnightly monitoring meetings with social care service managers. This should enable both legal and social care to monitor compliance with the 26 week protocol and establish reasons if this is not being met. Catherine Boyce explained that Leigh Zywek and Helen Moore are able to offer support to social workers with care proceedings where drift or difficulties have been identified. David Gee requested that CAFCASS be linked into the process as delay is not always social care's responsibility. Gill Sinclair agreed to look into making this possible.

Action

- That Gill Sinclair looks into linking CAFCASS into the process of care proceeding data monitoring

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DV Notifications

DV notifications are still low compared to previous quarters. Deryck Rees from the police, Ed Gibbons, and firstpoint managers have been trying to establish why figures are low but, at present, no reason can be ascertained. This is an ongoing piece of work and it is hoped that by the next board there will be a clearer understanding. Deryck Rees has moved on but Loretta Spierenburg will be picking up this area of work.

Anne Fenton-Jones reported that NBT are receiving more DV notifications from police than previously, so this also needs investigating alongside the social care issue.

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Missing Children Information

This continues to provide a growing picture of missing children in South Gloucestershire. Work is being undertaken regarding how child exploitation is recorded. There are issues with correct identification and with coding being cloned to siblings inappropriately. It is hoped that by the next board figures will be more representative.

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Single Agency Audit

Acknowledgement was given to health colleagues for their single agency audit information. **It was emphasised again that all agencies should provide**

information for the risk register and single agency audits which they have undertaken.

Feedback on Performance Report

Lisa Harvey pointed out that she had provided health data but that it was not included in the report. Catherine apologised for this oversight.

Richard Clark pointed out that only 3% of schools are now rated as inadequate in the behaviour and safety of pupils in schools, which is a good sign of an overall improving picture.

Ann Fenton-Jones highlighted the significant increase in quarter 3 of referrals to First Point and queried whether any analysis of this had taken place. Catherine Boyce explained that, of particular concern to social care, is the increase of re-referrals and the increase in 2+ CP plans. Work is taking place to look at the reasons for both of these and actions to bring rates down to a more acceptable level.

4. Jake De-Brief

Jake is a 20 year old care leaver released from prison, who was homeless and committed suicide a couple of days later. The SCR sub group looked at the case and agreed that, whilst it did not meet the criteria for a SCR due to Jake's age, it was important to look at the circumstances as Jake was a care leaver with the additional vulnerabilities of his status. Zoe Niccolls and Peter Frake from the police offered to undertake a debrief using a method used in the police force following a murder investigation. The practitioners that worked with Jake met for a morning and discussed their involvement, what worked well and not so well. A set of recommendations were arrived at and the report is before the Board today for sign off. Having learnt from the Mya debrief, and the lack of progression of the recommendations, Catherine will ensure that this debrief is shared with senior managers as well as the case team. The SCR sub group will monitor implementation of the recommendations.

Lisa Harvey queried why no one from health was involved in the debrief. Catherine explained that Jake was not registered with a GP. Lisa Harvey will follow up whether there was prison health involvement.

Simon Crisp suggested this model could be used for other case reviews when they are on the Border line of a SCR. The SCIE methodology for full SCR follows a similar format.

Vikki Levick queried HM Prison Bristol involvement in the debrief. Catherine explained they had been written to on more than one occasion and asked to provide written information and to attend the debrief but had not responded. Vikki agreed to pass on the contact details of the regional safeguarding lead for prisons for Catherine to raise this issue. Catherine also said that she will be raising this with her equivalent in Bristol's LSCB.

Jimmy Doyle commended the review and commented on how it fits well within the learning and improvement framework.

Formal thanks were expressed to Zoe and Peter for leading on this debrief and to the participants.

Peter Murphy requested that an update on progress of the recommendations be presented to the Board in 6 months' time.

The Board agreed to endorse this debrief.

Resolved

- That Vikki Levick passes on the contact details of the regional safeguarding lead for prisons for Catherine to raise this issue.
- That Catherine raises this with her equivalent in Bristol's LSCB.
- That a progress report be presented to the board in 6 months.

5. CDOP Issues

Sarah Telford, Survive, voluntary organisation board representative, has agreed to sit on CDOP as south Gloucestershire representative as Catherine Boyce's term has come to an end. Sarah will feed back any issues to Catherine to share with the Board. Catherine and Jimmy Doyle will remain on the CDOP steering group. CDOP annual report will be presented at a future board meeting.

Resolved

- That the CDOP Annual Report be presented to a future Board Meeting
- That a date be established with the CDOP Office as to a convenient date

6. Annual Report and Business Plan

Catherine Boyce presented the Annual Report and Business Plan 2014/15.

Jimmy Doyle gave thanks to Catherine, Angela King and other subscribers for their help in collating information to go into the report.

Subject to any amendments from today, the report will be presented to Children and Young People Committee, the Health and Wellbeing Board and the Children's Trust Board.

Mark Pullin advised that an 'equality assessment' statement needs to be reflected in the report. Mark to provide appropriate wording to Catherine for inclusion.

Lisa Harvey asked that Appendix 4 – attendance be corrected with reference to CCG attendance before it is published.

Carol Sawkins identified a typo on Page 58 should read United Hospital Bristol and not University Hospital Bristol.

Catherine referred to the colour and hands on the front page of the annual report which is in line with the images for the children's portal of the new joint children's

and adult's safeguarding website. The new website will be launched in mid-August. Board members will be informed of the launch date and were requested to have a look around the site and report back any comments to Catherine Boyce. It is thought that the board logo should be refreshed and that a competition could be launched to design a more updated logo.

Ann Fenton-Jones remarked that she felt that the Annual Report was much more readable and accessible and felt this would encourage board members to circulate within their agency and to frontline staff.

Catherine commented that the Association LSCB Chairs had published a report on how to produce a good annual report. This was published too late for this year's report but has some useful pointers for next year.

Resolved

- That the Annual report was accepted by board with slight amendments

7. Missing Group

Catherine Boyce presented a report from the Missing Group which requested that the Missing Group become a sub group of the board. It is a multi-agency group which for the last nine months has taken forward tasks around missing data, the establishment of a return interview service and formulating a protocol. This proposal was agreed and Catherine will amend the constitution to reflect this change.

Draft protocol - Ann Fenton-Jones highlighted a discrepancy in the CSE Marac terms of reference. The Marac has recently become accountable to the CSE sub group and the terms of reference are to be rewritten and will take into account any comments from members

Peter Murphy highlighted the need of bringing together the Missing sub group and the CSE sub group in the longer term. This was agreed in principle and will be revisited once the specific operational tasks of the Missing Group had been completed.

Resolved

- That the Board's constitution be changed following the Board's agreement that the Missing Group becomes a sub group of the Board
- That the Board endorses the draft Policy with a slight change
- That the Missing sub group and the CSE sub group are brought together into one sub group in the longer term

8. Arrangements with Independent Providers within South Gloucestershire

Catherine Boyce explained that there are 6 independent and non-maintained providers within South Gloucestershire. We do not have any South Gloucestershire children placed in these settings. Monitoring of these settings takes place as outlined in the report. Catherine reported a recent conversation with an Ofsted inspector who said that very few local authorities monitor the Regulation 44 reports of providers within their area. This was seen as a positive

for South Gloucestershire. Catherine is notified of the outcome of Ofsted inspections for these providers. Recently NAS Anderson have received an inadequate rating. She has asked NAS Anderson for a copy of their Ofsted action plan and will monitor progress.

Catherine highlighted a problem for providers. Ofsted criticised providers for not referring safeguarding issues to the LADO. However, when referred retrospectively they do not meet the LADO threshold.

Jimmy Doyle asked whether there should be any further scrutiny by the Board. Catherine outlined that, in addition to the monitoring outlined in the report and the involvement in Ofsted ratings monitoring, she felt that an annual report to the Board would be sufficient. She agreed to raise under AOB any establishments within South Gloucestershire or any establishments where South Gloucestershire Children are placed that are of cause for concern.

A current issue is that St Christopher's school in Bristol has received an inadequate rating. Catherine has requested that the IRO service and 0-25 team review all South Gloucestershire children in light of the Ofsted findings.

Richard Clark suggested that any inadequate Ofsted ratings be added to the Board Performance Report.

Resolved

- That an annual report be presented to the Board on independent providers and that any particular issue be brought to the board as necessary under AOB

9. Policy and Procedures Sub Group

Leigh Zywek presented a paper proposing changing the name of the Policy and Procedures Sub Group to Procedures Sub Group, as this more accurately reflects the updated terms of reference. This was agreed.

Leigh also explained that the membership of group is still a concern. It was agreed that an e-mail would be sent to board members asking for nominations from their agency to join the sub group.

SW child protection procedures update. The contract has now been reviewed and agreed. Identified local authority representatives will sit on the SWCPP group to represent the views of all Local Authorities in the group.

Resolved

- That the Policy and Procedures Sub Group be re-named as Procedures Sub Group
- That Leigh Zywek sends an e-mail to Board members asking for nominations to join the Procedures Sub Group

10. Achieving Best Evidence Protocol

Leigh Zywek presented the ABE protocol which was agreed.

Carol Sawkins asked whether the three day turnaround for strategy discussion minutes was realistic. However, it was agreed that these minutes are key in terms of follow-up actions, so this timescale should stand. Lisa Harvey agreed to ensure Maria Bredow discusses the protocol with her paediatrician colleagues.

Rob Jones has been appointed within the Police to lead on ABE interviews and is meeting with Leigh and Catherine soon. Ongoing work is taking place to improve the joint working between the police and social care

Peter Murphy stated his commitment to social workers being trained but highlighted the need for them to be used or risk losing the skills from the training.

Resolved

- That the ABE protocol was endorsed by the board

11. Annual Report on Private Fostering

Nicola Hannaford presented the report. She highlighted a number of points from the report:

- Notifications of private fostering arrangements have gone down
- There is a lack of communication from language schools
- All of the notified cases were visited within the 7 day statutory requirement

The private fostering strategy demonstrates how we are trying to improve the situation. Duncan Stanway suggested that we join forces with other LSCBs who have low notification. Jimmy Doyle will look into this with regional colleagues and feedback to Catherine Boyce.

Jimmy Doyle will raise 'private fostering' the next SW chairs meeting.

Peter Murphy pointed out that presentations raising awareness of private fostering should also include GPs. Lisa Harvey will raise awareness around private fostering with GPs.

The Board accepted the annual report and endorsed the strategy proposals.

Resolved

- Jimmy Doyle to look into joining forces with other LSCBs and feedback to Catherine Boyce
- Lisa Harvey to raise awareness around private fostering with GPs

12. Annual Report on Corporate Parenting

Nicola Hannaford presented the report. She highlighted a number of points from the report:

- There is an increasing number of young people over the age of 16 coming into care and it presents a real challenge in the recruitment in carers.

- Placement stability is good and compliance improving but further work is required
- NEET is under performing

Performance in respect of looked after children's reviews being held on time has decreased in the last year. Health outcomes remain steady for children in care. The timeliness of combined medical and dental checks has declined slightly. This is largely due to cancellation of appointments by either the child or professional.

Overall, it was acknowledged that further effort is required to improved performance and compliance in this area.

The corporate parenting annual report was accepted by the Board

13. Annual Report on Adoption

Nicola Hannaford presented the report. She pointed out that adoption within the Council has moved on since this report was written.

Adoptions are back on track with the number of children being adopted and especially for children over 5 being in line with the national average.

There is a decrease in children being adopted, in part due to there being fewer children and more use of special guardianship. The authority is in a good position at present with a pool of carers who are willing to adopt older children and also children with complex needs

The annual report on adoption was accepted by the Board

14. Quality Assurance Sub Group Audit of CP Case Conferences

Four families were audited, a total of 8 children. Education and early years are new contributors to the quality sub group. Unfortunately this time there was no police or GP information. Lisa attempted to get this information but there were capacity issues for both representatives.

The audits identified improved 'voice of the child' being captured in records.

Richard Clark raised an issue that schools sometimes receive requests for conference reports so late that they have already missed the timescale. There needs to be a quicker notification system. Catherine identified that this is an issue within CP conference service due to capacity. Work has taken place to enable conference invites, minutes, etc to be sent out electronically. She was disappointed to hear that this request was sent out by post and will look into this. With regards to review conferences there is an expectation that organisations forward plan submitting a report although invites will continue to be sent to ensure any new practitioners are able to attend.

Catherine reminded all Board members that it is their responsibility to disseminate to colleagues the findings of these audits.

Lisa expressed thanks to Anne Fenton-Jones on behalf of the sub group for her thorough contributions to the audits.

Resolved

- That Catherine Boyce investigates why CP conference invites are still being sent out by post
- That Board members are reminded that it is their responsibility to disseminate to colleagues within their agency/organisation the finding of these audits

15. Section 11 Audit Update

Leigh Zywek informed the Board that there has been a low number of responses to this Training audit. Jimmy Doyle expressed his concern. Catherine highlighted that, although these audits have Board oversight in order to fulfil its statutory function and analyse themes etc., these audits are specifically for organisations to undertake their own self-assessment to identify areas that are working well and those that may require some action.

This was meant to be a joint exercise between the LSCBs within the Avon and Somerset policing area. However, this appears to have 'died a death' and Catherine has had no response when attempting to pursue it with colleagues. As a Board we wish to continue with the themed audit approach. The next audit which is about CSE has already been circulated.

Carol Sawkins expressed concern that these are big pieces of work and organisations may not have the capacity to complete them. Jimmy Doyle commented that this was the agreed plan for this year and we should continue with it.

It was agreed that the training audit be sent out again to organisations that did not complete it and a further report should come to the Board in October.

Resolved

- That the Section 11 Training Audit be sent out again to organisations that did not complete it and a further report should go to the next Board meeting

16. Report on the Faith Organisation

Leanne Smith presented a very informative report. Key issues identified were:

- The lack of knowledge and links with other faith groups in South Gloucestershire
- The lack of knowledge as to other faith groups safeguarding procedures
- The lack of referrals to the LADO

It was agreed that Leanne would link with Mark Pullin and the Equalities Group and Susannah Hill for SACRE to look at how we may progress work in this area as there are gaps as far as the Board is concerned.

That a feedback report on the proposed discussions be presented at next Board meeting

Resolved

- That feedback report be presented to the Board meeting in October

17. Update on the Prevent Programme

Mark Pullin on behalf of Rob Walsh presented the report.

The Board was informed that South Gloucestershire is hoping to appoint to a Prevent Co-ordinator role to be shared with BANES. The funding for 3 days a week from South Gloucestershire has been secured and BANES will make up the difference of a full time post.

It was acknowledged that the Board should be aware of the Prevent programme of activity.

There will be an annual report to the Board on the Prevent agenda.

Jimmy Doyle asked that Mark convey thanks to Rob Walsh for the report on behalf of the Board.

Resolved

- That an annual report on the prevent programme be presented to the Board

18. Safeguarding Disabled Children

Mark Nesden presented the Safeguarding Disabled Children Plan which has been formulated as a result of the task and finish group which was made up of members from adults and children's safeguarding boards. Recent legislation research and guidance in relation to safeguarding disabled children was reviewed. It recommends 4 priority areas to be embedded within the LA and LSCB area.

It was discussed whether there should be a disabled children's sub group of the Board. However, it was felt that within South Gloucestershire where we have a 0-25 service it spans both boards and the needs of disabled children should be a feature of all sub groups. Mark was asked whether members of the original task and finish group would be prepared to extend the life of the group and monitor progress against the action plan. He was unsure but agreed to ask.

Lisa Harvey suggested that a future quality assurance sub group audit could be in relation to disabled children.

Catherine pointed out that there is no 0-25 representation on the safeguarding Board and whether this should be considered.

Jimmy Doyle felt this needed further discussion so asked that it is included in the agenda for the next executive with Mark in attendance

Resolved

- That Mark Nesden go back to the task and finish group to ascertain if they would be prepared to extend the life of the group and monitor progress against the action plan

- That 0-25 representation on board be discussed at the next Executive
- That Mark Nesden be invited to attend the next Executive Committee

19. Forward Plan

It was agreed to add FGM to the Board forward plan for the meeting in October and any matters to be added from the meeting today.

20. Any Other Business

Board Conference

Leigh Zywek proposed that the 2016 Board Conference be held at Eastwood Park rather than BAWA. This was agreed.

Judge Wildblood's Newsletter

Gill Sinclair referred to Judge Wildblood's newsletter and the fact that judges are unable to take any proceeding before November due to capacity. He is recommending that cases are dealt with at the magistrate court if at all possible.

Independent Chair Recruitment

Catherine Boyce informed the Board that seven applications were received for the independent chair and that five were shortlisted for Interview. The interviews would take place on 30 July. Catherine also informed the Board that the meeting in October would be a handover meeting from Jimmy Doyle to the new Independent Chair.

Date of next meeting:

9 October 2015