



## **SOUTH GLOUCESTERSHIRE SAFEGUARDING CHILDREN BOARD MEETING**

**Friday 17 April 2015**

### **PRESENT:**

**Jimmy Doyle**, Independent Chair; **Councillor Ian Blair**, South Gloucestershire Council, Lead Member for Children and Young People; **Kathryn Birtles**, South Gloucestershire Council, Education Adviser Early Years; **Catherine Boyce**, South Gloucestershire Council, Strategic Safeguarding Services Manager; **Jill Chart**, Sirona, Named Nurse for Safeguarding; **Richard Clark**, Stoke Lodge Primary School, Headteacher; **Rachael Cragg**, CRC Probation LDU Team Leader; **Lisa Harvey**, South Gloucestershire Clinical Commissioning Group, Deputy Nurse Director, Designated Nurse for Safeguarding Children; **Maria Hennessy**, North Bristol Trust, Head of Nursing and Governance in the Community Child Health Partnership; **Susannah Hill**, South Gloucestershire Council, Head of Education, Learning and Skills; **Sue Jones**, North Bristol NHS Trust, Director of Nursing; **Vikki Levick**, HMP/YOI Eastwood Park, Head of Safety, Equalities and Complex Needs; **Jenny Macdonald**, AWP, Managing Director for South Gloucestershire; **Kate Mansfield**, South Gloucestershire Clinical Commissioning Group, Named GP For Safeguarding Children; **Peter Murphy**, South Gloucestershire Council, Director for Children, Adults and Health; **Mark Pietroni**, South Gloucestershire Council, Director of Public Health; **Brian Relph**, South Gloucestershire Council, Interim Head of Integrated Children's Services; **Gill Sinclair**, South Gloucestershire Council, Legal Services Manager; **Leanne Smith**, Faith Sector Representative, Diocesan Safeguarding Advisor; **Duncan Stanway**, Barnardos; **Karl Stephenson**, Lay Member; **Janice Suffolk**, Lay Member; **Alison Sykes**, South Gloucestershire Council, Interim Head of Vinney Green Secure Unit; **Sarah Telford**, Survive, Chief Executive; **Robert Walsh**, South Gloucestershire Council, Head of Safe Strong Communities; **Leigh Zywek**, Policy and Practice Manager

### **APOLOGIES:**

**Maria Bredow**, South Gloucestershire Clinical Commissioning Group, Designated Doctor; for Safeguarding Children; **Rob Davis**, Avon Fire and Rescue Service, Assistant Chief Fire Officer, Service Delivery; **Natalie Field**, South Gloucestershire Council, Deputy Director of Public Health; **David Gee**, CAFCASS, Service Manager; **Ali Mann**, South Western Ambulance Service, NHS Foundation Trust, Safeguarding Named Professional; **Anne Morris**, South Gloucestershire Clinical Commissioning Group, Nurse Director and Head of Quality and Safeguarding; **Barbara Reid**, Merlin Housing, Head of Neighbourhood Services; **Lindsey Scott**, NHS England, Director of Nursing & Quality; **Jenny Sutton-Kirby**, Bradley Stoke Community School, Headteacher;

## **REPRESENTATIVES:**

**Detective Superintendent Rachel Williams**, Avon and Somerset Constabulary, Head of PPU, represented by DCI Ed Yaxley

**Carol Sawkins**, University Hospitals Bristol, Named Nurse for Safeguarding Children, represented by Nina Gordon

**Steve Waters**, South Gloucestershire Council, Youth Offending Team Manager represented by Tracey Warburton

## **NON ATTENDANCE:**

**Rose Farmer**, Crown Prosecution Service; **Rosheen Hucker**, South Gloucestershire and Stroud College, Child Protection Officer; **Julie Jones**, Soldiers, Sailors, Airman & Family's Association, Personal & Family Support Worker; **Jane Spence**, Children's Playlink; **Claire Summers**, NPS Probation, Team Leader;

## **EVACUATION PROCEDURE**

The Chair drew attention to the emergency evacuation procedure

## **70. WELCOME AND INTRODUCTIONS**

The Chair welcomed everyone to the meeting and all introduced themselves for the benefit of new members and representatives.

## **71. MINUTES OF MEETING HELD ON 27 FEBRUARY 2015**

The minutes were agreed as a true record and signed by the Chair

## **72. ACTIONS FROM THE MEETING ON 27 FEBRUARY NOT SCHEDULED ON THE AGENDA**

### **CSE Strategy**

All feedback has been received. The Board agreed to ratify the strategy which will now be circulated to Board members and placed on the Board website.

### **Resolved**

- That the CSE Strategy be circulated to the Board
- That the CSE Strategy be published on the safeguarding board website

## **73. MINUTES OF EXECUTIVE COMMITTEE ON 12 MARCH**

The minutes were noted.

## **74. MULTI-AGENCY PERFORMANCE REPORT**

Catherine Boyce presented the multi-agency performance report and highlighted the following:

- 21% increase in referrals to FirstPoint and a significant increase in re-referrals. This fits with the increase in strategy meetings, initial CP conferences and SAFeh. This will be monitored.

- Child Enhanced Service Data will be provided for the next quarter. Lisa Harvey is providing this.
- Timeliness of initial child protection conferences has declined. This is due to increased demand, capacity issues within the team and increased workloads within social work teams. This is being monitored in-house.
- Work is ongoing around disabled children, currently looking at children open to the 0-25 service and the SEN population
- DV notifications are still low. Deryck Rees is following this up with FirstPoint and Ed Gibbons. Sarah Telford offered to share Survive's data regarding referrals if this would be helpful
- Parental mental health. Lisa Harvey reported that this data would be available for quarter 1 2015/16
- Comprehensive missing children data now available
- Social workforce data is incorrect. Duncan Stanway questioned the number of social work vacancies. Brian Relph confirmed that all vacancies are currently filled with agency staff and a 'recruitment and retention' strategy is in development. A restructure of social work services is currently underway. Catherine Boyce reported that South Gloucestershire is part of the 'Step Up To Social Work' Programme and placements have been agreed for 5 students.
- Reminder from Jimmy Doyle for single agency audit reports to be provided
- Jimmy Doyle requested an update report for the Board once the social care restructure is complete

#### **Resolved**

- That an update report is presented to the Board when the social care restructure has been completed

### **75. EXPERIENCE OF THE USE OF SECTION 136 WITH CHILDREN AND YOUNG PEOPLE**

Mark Dean presented the report. He highlighted that inter-agency working has improved for the benefit of young people detained under Section 136. The place of safety unit is now able to accept children under 16 and there is a multi-agency group which meets bi-monthly to review the operational functioning of the unit and the interfaces with all agencies involved. Referrals have successfully been made to CAMHS.

Further work is needed in relation to the capacity of the facility, the response to under 16s, the use of the facility by the police and moving children to appropriate accommodation. Negotiations in relation to these issues are underway including the non- use of police cells in relation to s136. It was agreed that it would be helpful for the Board to be briefed once relevant matters have been concluded.

#### **Resolved**

- That the Board receives an update in 6 months

### **76. BE SAFE SERVICE**

The Chair welcomed Stephen Barry from the Be Safe Service to the meeting. Stephen gave a presentation outlining 'Be Safe's' multi-agency, multi-disciplinary

programme working with children and young people up to the age of 17 who have harmed sexually and their families.

Presentation is attached to the minutes.

Stephen emphasised that Be Safe are receiving a limited amount of referrals from South Gloucestershire. All Board members were asked to ensure staff within their organisation are aware of this service. Susannah Hill requested a meeting with Stephen with regards to a presentation to Headteachers.

Funding arrangements in South Gloucestershire are provided by spot purchasing. Sue Jones said that it is made difficult as we have a different arrangement to Bristol. Brian Relph agreed to convene an initial discussion with commissioners and 'Be Safe' to explore potential joint commissioning possibilities.

#### **Resolved**

- That Susannah Hill meet with Stephen Barry regarding a presentation to Headteacher
- That Brian Relph convene an initial discussion with commissioners and 'Be Safe' regarding the potential for joint commissioning.

### **77. CDOP Issues/Representation**

Catherine Boyce gave an update on issues from the last CDOP meeting.

From September 2015 CDOP will no longer have a South Gloucestershire representative as the chair, designated nurse for safeguarding, public health manager and safeguarding manager are all represented by either Bristol, BANES or North Somerset. The rolling rota, which usually ensures all Board areas are represented has got out of sync due to delays in representatives becoming available.

The CDOP meets monthly and, whilst a difficult subject, it is a very worthwhile role as it can help to identify issues that may prevent similar deaths in the future. Catherine asked if anyone would like to volunteer to represent South Gloucestershire on CDOP. Richard Clark and Sarah Telford agreed to contact Catherine for more information.

Catherine also advised that the number of child deaths in the CDOP area has decreased in 2014/15.

#### **Resolved**

- That Richard Clark and Sarah Telford to contact Catherine Boyce regarding South Gloucestershire representation on CDOP

### **78. Resolution of Professional Differences Policy**

Catherine Boyce advised that she has had limited response to her request for agencies review of the Resolution of Professional Differences Policy. Some agencies reported not having had cause to use it, others had used it at stages 1 and 2. No concerns had escalated to stage 3 or beyond.

Catherine has a sense that this policy is not fully embedded amongst practitioners and their managers and, whilst some are challenging and resolving differences, this policy is not being referenced. Catherine reminded all board members that they are their agency's lead and therefore have responsibility for ensuring the dissemination and implementation of board information policies and procedures.

Peter Murphy suggested a key messages document that is produced after each Board meeting and disseminated to all staff as is currently done following the Safeguarding Adults Board. This was agreed as a good idea.

Leigh Zywek referenced the CSE SERAF and guidance which is due to be launched shortly. Whilst, Leigh will endeavour to make the e-mail stands out, it is for Board members to ensure this is launched within their own organisations and embedded in practice. All organisations will be expected to undertake an audit of the use of the SERAF in their organisations 6 months after the launch and a report will be presented to the board.

Peter Murphy suggested establishing a 'board dissemination protocol' which could include all organisations reporting back to the board how they have disseminated key information.

Richard Clark requested a schools' toolkit section of the new board website, once it is up and running, where all the key policy and procedures relevant to schools will be published.

### **Resolved**

- That a key messages document is produced after each Board meeting and disseminated to all staff
- That all Board members ensure the CSE SERAF and guidance is disseminated within their organisations
- That an audit be undertaken within each organisation 6 months from the launch of the CSE SERAF and guidance on its use and reported back to Leigh Zywek who will present a report to the Board in January
- That a Board Dissemination Protocol be developed
- That a school toolkit section on the new safeguarding board website be set up for schools

## **79. Quality Assurance Sub Group Audit – Child Sexual Exploitation**

Lisa Harvey gave an update on the quality assurance sub group audit which is attached.

All Board members are to disseminate the findings and recommendations within their organisations.

Duncan Stanway informed the Board that a successful bid by police and crime prevention has resulted in funding around CSE in both Avon and Somerset and Wiltshire Police Force areas and additional support for Barnardos, including a training post for work within the 7 Local Authority areas.

Jimmy Doyle commented that this was a helpful if small sample of cases and does this suggest we need to do further sampling. Catherine Boyce reminded the Board that the next Section 11 themed audit is around CSE and that the Board has also agreed to feedback on the use of the SERAF after 6 months of its launch.

#### **Resolved**

- That all Board members disseminate the finding and recommendations from the quality assurance sub group audit within their organisations

### **80. Board's Responsibility to Children's Homes**

Alison Sykes, Interim Head of Vinney Green, gave an update on the new guidance issued on LSCB's responsibility to children's homes.

The report was noted as was the robust link between Vinney Green and the safeguarding board with regular reports being received.

Alison's report also included responsibilities of non-local authority residential homes in the area. The board agreed to request a report from Ross Chick, commissioning manager, in relation to this.

Alison drew the board's attention to the LSCB assessment tool which it is recommended boards undertake with regards to young offenders' institutes, secure training centres and secure children's homes. There are 19 sections to the self-assessment audit tool. Jimmy Doyle agreed to speak with chair colleagues to gain a wider view regarding use of the tool.

#### **Resolved**

- That Ross Chick gives an update on private children's homes
- That Jimmy Doyle consults other LSCB chairs to see what they are doing about the self-assessment audit tool
- That the Board receives the Regulation 34 report on an annual basis

### **81. Children Placed Out of Area and Children Missing From Care**

Nicola Hannaford presented the report on children placed out of area and missing from care. This is a 6 monthly update following the Board's challenge to the local authority about their performance in relation to looked after children placed out of area.

There has been a significant improvement in performance. Placement stability has improved but continues to be below target.

IRO visits in between reviews is highlighted. However, this is not currently achievable. Those children who are most at need will be prioritised for visits. The IRO will maintain oversight of all children placed out of area, albeit they may not receive an additional visit. The next audit of IRO work will look at out of area placements.

Pupil Education Plans (PEPs) do not appear to be consistently recorded on ICS. This is the responsibility of the social worker and not the virtual school.

Participation by children and young people is not sufficiently embedded. This is a key priority in the looked after children improvement plan.

Sue Jones said that a question could be included in the LAC health review. This was felt to be a useful suggestion.

The Chair noted that a good deal of work had been undertaken to improve performance and compliance in this area. A number of issues need continued focus and are being addressed.

**Resolved**

- That the annual report be presented to the Board in 6 months

**82. Safeguarding Guidance for Substance Misuse Services**

Leigh Zywek presented the safeguarding guidance for substance misuse services.

Lessons from the 'Mya' case review have been incorporated as requested at the last meeting.

**Resolved**

- That the guidance be ratified by the board and circulated

**83. North Bristol Trust CAFs/SAFeh**

Mari Hennessy presented the report on North Bristol Trust CAFs/SAFeh

Whilst there has been progress on implementing actions, this has not resulted in health visitors, midwives or school health nurses initiating any more SAFehs

It is believed that in 2013/14 there was an over recording of CAFs/SAFehs. However, it is believed that 2014/15 the good quality work is simply not being recorded, although, there are still significant gaps in the initiation of SAFeh

The Board was re-assured that the action plan will be progressed and further work will be undertaken around recording and additional training is planned

**Resolved**

- That the Board receives an update on progress in 6 months

**84. February's Children's Trust Board Report on South Gloucestershire Education Partnership**

Jimmy Doyle presented a report on South Gloucestershire Education Partnership that had been presented to the February meeting of the Children's Trust Board.

The report was only provided for information. It was suggested that the Education Partnership could be a potential forum for the board to engage with if relevant issues arise

## **85. Forward Plan**

The forward plan was noted and as well as additions from this meeting the following need to be added:

Update on the Prevent Programme (Robert Walsh) in July

Update FGM (Lisa Harvey) in July

## **86. Any Other Business**

- 1 Catherine advised the Board that she is in the process of finalising the 2015/16 Business Plan and next week is the last chance for any further feedback
- 2 Catherine advised the Board that Jimmy Doyle's contract as Independent Chair will end in September. An advert will be going out in early May. Volunteers to join the interview panel will be sought as soon as an interview date has been established
- 3 Catherine outlined the recent revisions to Working Together. Click on the link below to access a copy of the summary briefing paper.

[http://www.trixonline.co.uk/website/news/pdf/policy\\_briefing\\_No-144.pdf](http://www.trixonline.co.uk/website/news/pdf/policy_briefing_No-144.pdf)