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SOUTH GLOUCESTERSHIRE SAFEGUARDING CHILDREN BOARD MEETING

Friday 27 February 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; **Maria Bredow**, South Gloucestershire Clinical Commissioning Group, Designated Doctor; for Safeguarding Children; **Jill Chart**, Sirona, Named Nurse for Safeguarding; **Richard Clark**, Stoke Lodge Primary School, Headteacher; **Rachael Cragg**, CRC Probation LDU Team Leader; **Rose Farmer**, Crown Prosecution Service; **Natalie Field**, South Gloucestershire Council, Deputy Director of Public Health; **Lisa Harvey**, South Gloucestershire Clinical Commissioning Group, Designated Nurse for Safeguarding Children; **Susannah Hill**, South Gloucestershire Council, Interim Head of Education, Learning and Skills; **Julie Jones**, Soldiers, Sailors, Airman & Family's Association, Personal & Family Support Worker; **Jenny Macdonald**, AWP, Managing Director for South Gloucestershire; **Kate Mansfield**, South Gloucestershire Clinical Commissioning Group, Named Doctor For Safeguarding Children; **Peter Murphy**, South Gloucestershire Council, Director for Children, Adults and Health; **Brian Relph**, South Gloucestershire Council, Interim Head of Integrated Children's Services; **Carol Sawkins**, University Hospitals Bristol, Named Nurse for Safeguarding Children; **Keith Smith**, South Gloucestershire Council, Head of Vinney Green Secure Unit; **Leanne Smith**, Faith Sector Representative, Diocesan Safeguarding Advisor; **Duncan Stanway**, Barnardos; **Karl Stephenson**, Lay Member; **Janice Suffolk**, Lay Member; **Jenny Sutton-Kirby**, Bradley Stoke Community School, Headteacher; **Sarah Telford**, Survive, Chief Executive; **Robert Walsh**, South Gloucestershire Council, Head of Safe Strong Communities; **Nick Whitefield**, NPS Probation, Team Leader; **Detective Superintendent Rachel Williams**, Avon and Somerset Constabulary, Head of PPU; **Leigh Zywek**, Policy and Practice Manager

APOLOGIES:

Mick Dixon, Avon Fire and Rescue Service represented by Luke Gazzard
David Gee, CAFCASS, Service Manager
Ali Mann, South Western Ambulance Service, NHS Foundation Trust, Safeguarding Named Professional
Alison Robinson, South Gloucestershire Clinical Commissioning Group, Nurse Director and Head of Quality and Safeguarding
Lindsey Scott, NHS England, Director of Nursing & Quality
Gill Sinclair, South Gloucestershire Council, Legal Services Manager

REPRESENTATIVES:

Rosheen Hucker, South Gloucestershire and Stroud College, Child Protection Officer, represented by Phillip McChellard

Vikki Levick, HMP/YOI Eastwood Park, Head of Safety, Equalities and Complex Needs represented by Jemma Jewkes, Custodial Manager

Ann Remmers, North Bristol NHS Trust, Director of Midwifery represented by Anne Fry

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

OBSERVERS:

Sheila Turner, South Gloucestershire Council, Safeguarding Adult Board Manager
Hannah Whiting, Personal Assistant to D/Supt Rachel Williams

Katie Harwood attended for Item 15

Lynne Kingdon attended for Item 16

NON ATTENDANCE:

Sue Jones, North Bristol NHS Trust, Director of Nursing

Jane Spence, Children's Playlink

Barbara Reid, Merlin Housing, Head of Neighbourhood Services

EVACUATION PROCEDURE

The Chair drew attention to the emergency evacuation procedure

WELCOME AND INTRODUCTIONS

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

47. Minutes Of Meeting Held On 7 November 2014

The minutes were signed as a correct record.

48. Actions From Meeting On 7 November 2014 Not Scheduled On The Agenda**SCR Reading Group**

Catherine Boyce apologised for the delay in implementing this, but will be contacting the volunteers shortly.

0-25 Task and Finish Group

The group have had an initial meeting and work is progressing

49. Minutes Of Executive Committee On 29 January 2015

Minutes were circulated for information. Members of the Board were asked if they had any queries regarding discussions held at the Executive Committee on 29 January. No queries were raised.

50. Multi-Agency Performance Report

Catherine Boyce presented the multi-agency performance report.

Board members attention was drawn to the Executive minutes and the actions identified in relation to the performance report.

Discussion was had on the performance report, including:

2.8 - Households with children in temporary

Councillor Ian Blair queried what percentage of these children are known to/ later referred to social care. Catherine to follow up with Kim Mylchreest.

1.6 – Diversity and Equalities

Peter Murphy requested that data around child disability and SEND be added to the data report.

2.1 – Child Protection Offences

Rachel Williams reported that there has been a change to guidance and that if a crime is reported but there is not enough information to investigate it still needs to be recorded as a crime.

A discussion then took place in relation to Domestic Abuse. Rob Walsh stated that MARAC picks up the high risk victims but it is not clear whether we have the right thresholds for the lower level cases. Richard Clark stated that the notification to schools is working well. Kathryn Birtles raised whether early years settings should be notified of DV incidents in the same way as schools are. This isn't currently achievable but will be looked at as part of the MASH development. Information regarding DV and Early Years goes to health visitors. Catherine reported that at PADA yesterday work was undertaken on identifying strategic priorities for the group and prevention and early intervention were identified.

It was agreed that it would be helpful to clarify the range of data sources which are available and which might inform our understanding of Domestic Abuse locally. It was agreed that this should be considered further by the Executive with a view to clarifying what is needed and how this should be collated.

2.9 – Identifying Risk Factors in Accident and Emergency Department, MIUs, Walk-in Centres and Urgent Care Centres

Work is being done to look at how many of these referrals are repeat referrals and whether the young person is already known to or referred to social care/subject to the SAFeh. In future Vinney Green's data will be included in this.

4.1 – Risk Register

Catherine reminded Board members of the need to submit commentary for the risk register if something is happening within individual organisations that is a risk to business as usual.

4.2 – Single Agency Audits

Jimmy Doyle reminded the Board of the need to include a brief report on all single agency audits/service reviews and said that he will be writing to Board members in this respect.

Lisa Harvey suggested a 4.3 to cover briefly the key findings of multi-agency audits

RESOLVED

- That Catherine Boyce follows up with Kim Mylchreest the percentage of children living in temporary accommodation that are known to/later referred to social care
- That the Executive be asked to consider the issue of data relating to Domestic Abuse and to clarify what is being requested in this regard
- That agencies submit commentary for the risk register if something is happening within individual organisations that is a risk to business as usual
- That Board Members send a brief report on all single agency audits/service reviews
- That Jimmy Doyle writes to Board members in this respect of the single agency audits/service reviews

51. CDOP Issues

Catherine Boyce updated the Board on issues from the CDOP meeting.

CDOP is up to date for the first time with no back log of cases.

CDOP have requested a 2% increase in funding which we, as a Board, have agreed to. At the four LSCB's request, printed copies of annual report will no longer be produced and the audit of the rapid response will now take place on a 3 yearly cycle rather than annually.

52. CAF (North Bristol Trust)

Due to a family bereavement Ann Remmers was not able to be at the meeting today to present the paper on the North Bristol Trust CAFs.

RESOLVED

- That the North Bristol Trust CAFs report be presented at the next meeting on 17 April

53. Quality Assurance Sub Group Audit

Jill Chart presented the findings of the Child in Need (CiN) audit. Maria Bredow requested that in every audit we think about males in the family. Lisa Harvey pointed out that within the 'aim of the audit' consideration/engagement of men in the families is always considered.

Lisa Harvey drew attention to the fact that Education audits have not been available. Susannah Hill assured the Board that going forward this information would be made available.

Anne Fry queried whether if a child in need moved from south Gloucestershire, would the relevant information be passed on to the new authority. Catherine Boyce stated that this is the expectation. If it were identified as an area of

concern an audit could be undertaken. However, she has not received any feedback from other authorities that this is not happening as expected. She also reminded Board members of the multi-agency responsibility to share information with new professionals.

Jemma Jawkes from Eastwood Park raised the issue of who was responsible to support a child born in prison. Gemma to discuss with Brian Relph outside of today's meeting

RESOLVED

- Board members to ensure the findings and recommendations from this audit are disseminated to all staff.

54. New Structure of the PPU

Briefing by Supt. Rachel Williams

Overview

The Operating Model Programme has been responsible for reshaping the way we do things: how we organise our people, processes and systems to give the public the best possible service.

The programme has three key principles:

- 1) Better for the public.
- 2) Simpler for our people.
- 3) Value to the organisation.

On the 20 October 2014, the implementation of the first phase of the operating model took place. This involved moving 1200 staff posts and roles over one weekend and ensuring the full continuity of 24/7 Policing services at the same time. The second and final phase of the Operating model will see changes to the local policing, incident assessment and the communications centre, taking place in March 2015.

Structural changes

The traditional set up of a Force Public Protection Department overseeing Safeguarding and the management of crime investigations has been reviewed and re-aligned. There has been a realisation of the increasing levels of demand in Safeguarding and Protecting Vulnerable Persons (PVP) areas for both Police and partners. As such the new Operating Model has re-shaped the management of these important areas.

Investigations

Investigation teams are located in four hubs Force wide, two of these bases are within the Somerset area in Yeovil and Bridgwater the others are in South Gloucestershire (Concord House) and in central Bristol. The teams are made up of three elements namely Protect, Solve, and Convict:

Protect - Investigations requiring a public protection specialism for example, child abuse, domestic abuse, rape.

Solve – Investigations requiring specialist skills in high-risk and complex investigations which are both reactive such as crime in action and proactive investigations into organised crime.

Convict – investigations of offences that are linked to IMPACT offenders

The key focus will be on the risk presented by the offender and/or the vulnerability of the victim, rather than limited to investigation allocation by crime type. Investigations work as One Team but with these distinct areas of specialism. Teams are made up of a mix of these specialisms, but are not 'generic'. Therefore specialist expertise is retained with the ability to task the right resources according to the type of investigation needed, as well as to pool resources when necessary.

Manage

There are Manage hubs in Somerset and the North, bringing together IMPACT, IRiS, Safeguarding and Lighthouse teams. These multi-agency, integrated teams will work together to manage our most prolific and dangerous perpetrators and safeguard the most vulnerable members of our communities. Embedded intelligence researchers make sure we see the links, identifying troubled families and emerging threats so that we can intervene early.

Lighthouse: Integrated Victim and Witness Care

Lighthouse is transforming the way we work with criminal justice agencies to deliver victim services, providing seamless support and guidance for vulnerable, intimidated or persistently targeted victims. Lighthouse ensures victims of any crime or ASB who need extra support are referred for assessment. Victims have access to emotional support and a range of specialist services that match their needs, through close partnerships with voluntary and community sector support organisations.

Leadership

The key areas of structural change each have a lead Superintendent. The Superintendent is supported by geographically based Detective Chief Inspectors and also Detective Inspector leads for each specialist area. The reality is that the cuts to Policing funding have led to a reduction in the overall levels of leadership at Superintendent, DCI and DI levels, however the re-alignment of the structure will ensure continued support to partners at a local level.

Protect – Lead D/Supt Rachel Williams

S.Glos structure: T/DCI Ed Yaxley, DI Louise Boyce and DI Deryck Rees.

Solve – Lead T/D/Supt Simon Crisp

S.Glos Structure - DCI Matt Iddon, DI Charlotte Tucker and DI Adam Bunting

Convict – Lead D/Supt Mike Courtiour

S.Glos structure – DCI Gary Haskins and DI Dom Graham

Manage – Lead D/Supt Carolyn Belafonte

S.Glos structure: DCI Phil Jones, DI Mark Coleman

55. Health & Wellbeing Board/LSCB/SAB/Safer and Stronger Communities Partnership Joint Protocol

Catherine Boyce presented a joint protocol between the Health & Wellbeing Board/LSCB/SAB/Safer and Stronger Communities Partnership.

F:\Business Planning\Information Advice and Advocacy\Safeguarding Web\Safeguarding web development work\Safeguarding Documents\SCB page content\Safeguarding docs\SCB\UPDATEDboard minutes 27 february.doc

This protocol was agreed subject to the addition of reference to 'Prevent' as requested by Peter Murphy. Rob Walsh agreed to draft this addition.

RESOLVED

- That reference to prevent be added to the protocol
- That the final version to be circulated to Board members

56.HMI Probation Thematic Inspection Report

Tracy Warburton, Rachael Cragg and Nick Whitefield gave a presentation on the outcomes of the HMI Probation Thematic Inspection report.

Jimmy Doyle expressed his concern about the negative reference to LSCBs in the report and the implied lack of engagement. He suggested that this should be considered further through the Executive.

Tracy Warburton agreed to circulate the YOT action plan produced as a result of this inspection report to Board members.

RESOLVED

- That discussion regarding the reference to the LSCB in the HMI Probation Thematic Inspection report to be discussed at the next executive meeting
- That the presentations be circulate with minutes of this meeting

57.Budget Issues including Training: Charging and Reorganisation

Catherine Boyce presented a paper on budget issues. This included an update on the recommendations of the internal audit report. Catherine highlighted that there is no change to the partner agency contributions for 2015/16. A piece of work is going on regionally to look at funding formulas.

Rachel Williams stated that the Police are having to review their financial contributions to the five LSCBs as well as the five SABs.

Catherine also drew attention to the additional report about charging for training. This details a change in arrangements in order to make the charging of training consistent. This has been agreed by the training sub group and the executive.

The LSCB Conference on 25 February introduced a charge but it still had in excess of 100 attendees.

One of the benefits of the suggested changes is around Holly Magson's role. She will be able to undertake quality assurance of training, provide bespoke training and assist the training sub group with evaluating the impact of training on practice and outcomes for children and young people.

Richard Clark asked whether Holly's role will still have capacity for single agency training and whether charging will impact on schools using cascade. Catherine said that no other services would be impacted.

Lisa Harvey explained that the CCG contribution covers all health agencies. Catherine said that the training team know who is under CCG contribution and they will not be charged.

The paper was endorsed by the Board and the changes will need to be communicate to all agencies.

RESOLVED

- That changes regarding the cost of training will need to be communicated to all agencies.

58. Early Help Strategy

Katie Harwood presented the Early Help Strategy.

Katie informed the Board that this strategy has gone through full consultation. The Senior Officer Group of the Children's Trust Board will be leading on priorities.

As the LSCB has a monitoring role, the strategy will come back to the board annually for oversight and scrutiny

RESOLVED

- That the strategy be presented to the board on an annual basis for oversight and scrutiny

59. Board Website

Lynne Kingdon presentation was circulated with the agenda. The new Board website will be co-located with the adult safeguarding board website and will be more interactive and multi-agency. It will be viewable on all devices.

Karl Stephenson (Lay Member) offered to work with Lynne and her team on this project.

Lynne requested the Questionnaire be completed and returned by 13 March.

Jimmy informed the Board that Leigh had prepared a bid for £8,000 from The Government with a view to developing an app for young people

RESOLVED

- That Karl Stephenson to work with Lynne Kingdon and her team on the website project
- That the Questionnaire be completed and returned by 13 March

60. Update on ICS Review

Peter Murphy gave an update on the ICS Review.

The ICS Review Report has been through staff consultation and is now in the implementation stage. There has been a recruitment campaign. An additional service manager for FirstPoint to be renamed Access and Response Team (ART) is also being recruited to. The ART team will take on the duty and assessment function. It is proposed that the current two locality teams will become four and will be responsible for the long term work.

Children's Services will also be adopting the Signs of Safety approach later in the year. Partner agencies will need to be involved in this.

61. Section 11 Update

Catherine Boyce reminded the Board of an email sent on 6 February explaining that we would not be undertaking a full Section 11 Audit this year. Instead we have joined with Bristol, Banes, North Somerset and Somerset to look at the key findings from each authority's last section 11 audit and grouped them into themes. It was felt that it would be most beneficial to individual organisations and the LSCBs to conduct mini themed section 11 audits on those areas that were felt to need further work, to identify progress made and areas still requiring improvement.

The first of these themed audits in relation to safeguarding training has been sent out. Partners should receive the same set of questions from different LSCB areas they cover and can provide the same response. All returns for South Gloucestershire should be sent to Leigh Zywek by 31 March. The training sub group will be analysing the returns and will report to the Safeguarding Board on 10 July.

The next audit will take place in March/April and have the theme of CSE.

RESOLVED

- That a report be presented to the Board on 10 July by the Training Sub Group on the analysis of the section 11 in relation to safeguarding training

62. Safeguarding Protocol For Use With Substance Misuse Services

Leigh Zywek presented a protocol for use with substance misuse services.

This has been in production for approximately 18 months and pre dates both Catherine Boyce and Leigh's time with the Council. So the background to this report is unclear. Leigh stated that since this protocol was produced the recommendations from the Mya case review have been produced. Leigh feels these recommendations should be cross referenced with the protocol.

It was agreed that the protocol should be clearly marked as a safeguarding document and not a document produced by the Council. Board members agreed. The protocol also needs to be consulted on at the Safeguarding Adult Board (SAB). Any further feedback to Leigh Zywek by 13 March.

The revised version to be presented to the Executive on 4 June for sign off on behalf of the board.

RESOLVED

- That the protocol be presented to the Safeguarding Adult Board
- That any further feedback on the protocol be sent to Leigh Zywek by 13 March
- The revised version to be presented to the Executive on 4 June for sign off on behalf of the board.

63. CSE Strategy

Leigh Zywek presented the CSE Action Plan

The Board were advised that the draft strategy still requires some work it will be presented to the Executive Committee meeting on 12 March for sign off on behalf of the Board. The strategy will be circulated to the Board following that meeting.

RESOLVED

- The draft strategy still requires some work and that the Executive Committee consider it and sign it off on behalf of the Board at the 12 March meeting
- That the strategy be circulated to the Board after sign off by the Executive Committee

64. FGM Strategy

Duncan Stanway presented the FGM strategy he explained that it is broader than FGM as it also includes, honour based violence and forced marriage. It is currently in draft form having been developed by Lottie Lawson, Health and Wellbeing Division, South Gloucestershire Council. She has used guidance from other Local Authorities where these issues are more prevalent. Maria Bredow said that it needs to reference the new health statutory requirements of 'duty to report'.

Rachel Williams said that Avon and Somerset have a national champion who could assist us with work in these areas. Rachel also informed the Board that HMIC have announced a FGM/forced marriage/honour based violence inspection of Avon and Somerset constabulary in late spring early summer

The Board were requested to send any comments on the draft guidance to Duncan Stanway by 13 March. The final guidance will go to Executive Committee on 4 June for endorsement on behalf of the Board.

Jimmy Doyle asked how this guidance will be cascaded. Duncan reported that it would be the training sub group's responsibility.

RESOLVED

- That any comments on the draft guidance be sent to Duncan Stanway by 13 March
- That the final guidance will go to Executive Committee on 4 June for endorsement on behalf of the Board
- That the training sub group take responsibility for distributing the guidance

65. Annual Report on First Point

Brian Relph presented the annual report on First Point.

Brian highlighted the improvement in the number of abandoned calls in comparison to previous years. There was some discussion as to the breakdown of the source of notification, in particular, those health professionals who are not a GP health visitor or midwife. However, Brian felt it was not possible to extend the

list of source. He demonstrated how the gap between referrals to preventative services and social care is closing which is positive. However, a high number of referrals to first point result in NFA.

It was noted that Faith organisations have only made three referrals in the last year. Leanne Smith noted that at least two of these were referred by her. Leanne notified the Board that the Bristol Faith Network are undertaking some work looking at referrals to social care.

Jimmy Doyle suggested a future report on faith organisations might be helpful to the Board. He also expressed thanks to Chris Good for preparing the First Point report.

RESOLVED

- That a report on faith organisations' safeguarding activity would be helpful to the Board and should be presented to the meeting on 10 July

66. Annual Report on EDT

Keith Smith presented the annual report on EDT.

Peter Murphy identified the need to ensure that the work of EDT does not become marginalised from mainstream work. For example, the work around missing children and CSE. Catherine Boyce agreed to ensure EDT are included in practice changes.

RESOLVED

- That the Annual EDT Report be accepted
- That Catherine Boyce ensures EDT are included in practice changes

67. Personal Searches at Vinney Green

Keith Smith presented a paper on how personal searches were carried out at Vinney Green.

This is a new report to the Board. From 1 April it is a new OFSTED requirement that LSCBs are aware of search procedures in secure units within their district. The procedures for Vinney Green have been agreed by OFSTED and the Youth Justice Board.

RESOLVED

- That the report be accepted

Jimmy Doyle informed the board that after 12 years at Vinney Green and 38 years in social care, Keith Smith is retiring. Jimmy thanked Keith for his hard work, interesting and informative reports and contribution to the Board. He made specific reference to a presentation on restraint technique!! Peter Murphy endorsed Jimmy's words and highlighted that Vinney Green has received national recognition for its high standards and its excellent leadership.

68. Forward Plan

Agreed subject to any additions from today's meeting

Jimmy Doyle proposed including a report from the February Children's Trust Board: 'South Gloucestershire Education Partnership' on the April Board agenda.

69. Any Other Business

a) Domestic Homicide Review

The action plan for a South Gloucestershire DHR was circulated to the board. Jimmy Doyle requested that Board members be made aware of its content.

b) Use of Resolution of Professional Differences Policy

Catherine Boyce said that she is due to review the use of this policy for the next board. It was re-launched four months ago. Catherine had asked to be notified when it is used as per the policy. However she has not received any notifications. She assumes this is not because there have been any, but that she had not been informed. All agencies are asked to ensure that Catherine is notified as to when the policy has been used over the last four months and going forward.

c) Challenge response from Peter Murphy

Jimmy Doyle informed Board members that he had received a response from Peter Murphy with regards to his challenge around out of authority placements. Jimmy is pleased to note that over 50% of the concerns have been resolved and that the other areas are progressing. A full report on out of authority placements will be presented to the April meeting of the board.

d) NBT Children's Community Health Inspection

The Board were advised that an inspection on NBT's Children's Community Health had taken place and they were judged outstanding. This is the first service of this kind in the country to be judged outstanding. Congratulations to all in NBT Children's Community Health.

University Hospitals Bristol was also inspected recently by the Care Quality Commission (same inspection as NBT), safeguarding at the Children's Hospital was rated as 'outstanding'.

e) Multi-Agency Guidance for Injuries in Non-Mobile Babies

Jimmy Doyle informed the Board that the Multi-Agency Guidance for Injuries in Non-Mobile Babies had been launched at the LSCB Conference held on 25 February. All Board Members were asked to circulate and promote the guidance as widely as possible.