



## **SOUTH GLOUCESTERSHIRE SAFEGUARDING CHILDREN BOARD MEETING** **Friday 5 February 2016**

### **Present:**

**Rachel Cook**, 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; **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; **Paul Coates**, Merlin Housing, Director of Housing and Communities; **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; **Rosheen Hucker**, South Gloucestershire and Stroud College, Child Protection Officer; **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; **Sue Jones**, North Bristol NHS Trust, Director of Nursing; **Kate Mansfield**, South Gloucestershire Clinical Commissioning Group, Named GP For Safeguarding Children; **Sonya Miller**, South Gloucestershire Council, Head of Integrated Children's Services; **Anne Morris**, South Gloucestershire Clinical Commissioning Group, Nurse Director and Head of Quality and Safeguarding; **Gill Sinclair**, South Gloucestershire Council, Legal Services Manager; **Suzanne Smith**, HMP/YOI Eastwood Park, Head of Safety & Equalities; **Duncan Stanway**, Barnardos; **Janice Suffolk**, Lay Member; **Claire Summers**, NPS Probation, Team Leader; **Alison Sykes**, South Gloucestershire Council, Head of Secure and Emergency Services; **Sarah Telford**, Survive, Chief Executive; **Sarah Thompson**, (interim representative) South Western Ambulance Service, NHS Foundation Trust, Safeguarding Named Professional; **Robert Walsh**, South Gloucestershire Council, Head of Safe Strong Communities; **Steve Waters**, South Gloucestershire Council, Youth Offending Team Manager; **Detective Superintendent Will White**, Avon and Somerset Constabulary, Head of PPU; **Leigh Zywek**, Policy and Practice Manager

### **Apologies:**

**Jenny Macdonald**, AWP, Managing Director for South Gloucestershire;  
**Rachael Cragg**, CRC Probation LDU Team Leader;  
**Carol Sawkins**, University Hospitals Bristol, Named Nurse for Safeguarding Children;  
**Karl Stephenson**, Lay Member;  
**Leanne Smith**, Faith Sector Representative, Diocesan Safeguarding Advisor;  
**David Gee**, CAFCASS, Service Manager;  
**Peter Murphy**, South Gloucestershire Council, Director for Children, Adults and Health;  
**Louise Leader**, Education Other than at School, Headteacher;

**Observers:**

Wendy Ottaway, NBT

**Non Attendance:**

**Rose Farmer**, Crown Prosecution Service;

**Evacuation Procedure**

The Chair drew attention to the emergency evacuation procedure

**42. Welcome and Introductions**

All introduced themselves for the benefit of members and the Chair

**43. Minutes Of Meeting Held On 9 October 2015**

Signed as a true record

**44. Actions From Meeting On 9 October 2015 Not Scheduled On The Agenda**

Rachel Cook reported that she had sent a letter on behalf of the Executive Board to Sue Mountstevens, Police and Crime Commissioner, raising the Boards concerns in relation to the police response to safeguarding children. The response was not felt by some to resolve matters entirely but it has been agreed that we now need to move on.

The notes from Will White on the police HMIC Pilot Child Protection Inspection can be found here:

  
to go with minutes  
of 5 february police

Will White reported that he had advised Rachel Cook that although he was quite happy to come to future board meetings, he wondered whether, as the Board had a relationship Simon Crisp, for continuity they would rather he attended. Any thoughts to be relayed to Rachel Cook.

Rachel Cook congratulated Steve Waters, manager of Youth Offending Team on the outcome of the recent YOT inspection. This will be added to the single agency inspection section of the Board Performance Report

**Resolved**

- That the YOT inspection be added to the single agency inspection section of the Board Performance Report

**45. Minutes Of Executive Committee On 14 January 2016 for Information**

The Board did not have any comments on the draft Executive minutes of 14 January 2016

## **46. Multi-Agency Performance Report**

Rachel Cook presented the Multi-Agency Performance Report.

Kate Mansfield asked whether the ART referrals could be broken down by agency. Catherine Boyce to take up with Ed Gibbons.

Sarah Thompson gave a breakdown of the ambulance service referrals. She informed the board that this could be provided to be included as part of the performance report. Catherine Boyce to take up with Ed Gibbons and get back to Sarah.

### **Resolved**

- That Catherine Boyce speaks to Ed Gibbons to establish whether the ART referrals could be broken down by agency
- That Catherine Boyce speaks to Ed Gibbons with regards to including the ambulance service referrals within the performance report

## **47. CDOP Issues**

Sarah Telford updated the Board on key issues that arose from the CDOP meetings during October – December.

Bristol cases: 13

South Gloucestershire cases: 4

B&NES cases: 1

North Somerset cases: 3

The causes of death were:

Malignancy (2)

Chromosomal, genetic and congenital anomalies (4)

Trauma and other external factors (1)

SIDS (natural causes) (2)

SUDI (Co sleeping) (2)

Deliberately inflicted injury, abuse or neglect (1)

Perinatal/neonatal event (extreme prematurity) (3).

Infection (1)

Acute medical or surgical condition (1)

Chronic medical condition (4)

The discussion points were:

- PICU training would be helpful on after death care of an infant within Muslim families.
- How to support parents on the risk signs to monitor for if they are caring for a child with a life limiting illness at home.
- How to communicate effectively to all professionals that there is a 'do not attempt resuscitation' plan in effect when a child deteriorates suddenly at home.
- Bereavement services were identified as gaps in services for parents.
- In a Bristol case, it was discussed that domestic abuse was present within this case. There was no evidence that refuge provision had been offered to the mother and child in this case, which was felt was a significant factor which could have prevented the death of this child, and the following suicide of Mum.

There were concerns regarding a partnership agreement being in place with this couple, despite significant concerns regarding domestic abuse.

- In one case professionals were not aware of the cramped and poorly maintained conditions of the upstairs of the house despite the children being on a child protection plan.
- In one case, this was an open MARAC case, and there was no evidence that the midwife was aware of this or any recommendations/safety planning actions that were in place. There was no social care involvement.
- There was a herpes type 1 case which is rare. It was discussed how there is a lack of information for parents in the national Birth to Five book regarding cold sores and how serious these can be to babies. Public Health agreed to look into the literature around this and whether to recommend inclusion when the Birth to Five book gets re-printed.
- There was a safeguarding case; it was queried whether Mum was a vulnerable adult, and had any screening questions been asked during her midwifery appointments regarding her relationships. There was domestic abuse within this case and stalking and harassment from an ex partner. A referral was made to CYPS re: the harassment from her ex-partner, no referrals were made to specialist DV services.

Maria Bredow stated that the recommendations from CDOP are shared but how are they taken on board. Nationally the recommendations don't go anywhere and it is crucial that the recommendations are implemented. Catherine Boyce adding that the recommendations from CDOP are fed back.

Rachel Cook thanked Sarah for her update in relation to CDOP and confirmed that she would be chairing the SW CDOP meetings from April 2016 and would know more about where recommendations go and assist Sarah in sharing the information. .

#### **48. Quality Assurance Sub Group Audit**

Lisa Harvey presented the Quality Assurance Sub Group Audit on children that were subject to a CP plan for a second or subsequent time.

Expectation is that agencies take on recommendations and disseminate.

Lisa reported there is an ongoing issue of lack of representation at the QA sub group meetings by the police. AWP and education primary were unable to attend, however sent in information, but it is important that representatives are there for discussion. The key findings of the audit were that some professionals were reported to not be sending in reports if they were attending the conferences. All organisations need to send reports in addition to attendance and these need to be sent before the conference.

It was recommended that CP chairs have a checklist to go through for partner organisations contributions to conference.

Professionals were reported to not having received information in a timely fashion for some initial conferences. Catherine Boyce reported that review conference invites are no longer sent out due to capacity, professionals are given the date at the initial

The theme of complex long term Domestic Abuse (DA) ran through all 4 families which were high risk and were discussed at MARAC. PADA needs to be sighted on this Catherine Boyce to take back to Mark Pietroni. The findings of the audit questioned whether the practice of supporting families experiencing long term DA are up to date in South Gloucestershire? Need to retain a sharp focus on DA in training programmes. Audits to be fed back to Holly to ensure DA does not get swamped in other training. Sarah Telford offered to be involved.

Maria Bredow commented that one finding of the audit was that the focus on fathers and/or other males is still not being recognised locally or nationally. Sonya Miller reported that she knows of an organisation who could take this forward and she will talk to Catherine Boyce.

Rachel Cook commented that a huge amount of work is undertaken by the attendees of the QA subgroup on behalf of the Board. There is a concern that the recommendations do not get feed down to the frontline. This needs to be addressed. An example of a recommendation from a SCR is the need to assess father/social fathers/male partners in the household, yet the QA subgroup audit identified instances where 'fathers' have not been assessed.

At the last themed audit of children going missing the police sent limited information and were unavailable to join the QA subgroup meeting to discuss and so the meeting could not go ahead. Apologies to all who attended. The audit will be repeated at the next meeting. Will White to look into the matter to ensure police attendance.

#### **Resolved**

- That Catherine Boyce takes back to Mark Pietroni that the theme of DA in repeat CP plans is put on PADA agenda
- That Will White takes back to the police the lack of attendance at the last QA subgroup meeting.

#### **49. Section 11 Audits (Training and CSE)**

Leigh Zywek presented the Section 11 Themed Audit Report on training and reported that the CSE sub group has received a number of Section 11 themed audits on CSE and there is more work to be done when all the responses have been received.

Not all agencies have responded to the training section 11. After resending the request for it to be completed only 1 more response was received.

It was agreed that Rachel Cook should send a letter to all board members regarding the outstanding CSE themed audit.

The issue of section 11 full audit can be picked up at the business planning meeting on 18 February 2016

It is agency's responsibility to complete these audits to enable Leigh Zywek to prepare a report on the responses. Each agency needs to undertake its own self-assessment. Without this there is no data to show how effective we, as a Board, are being.

Lisa Harvey queried the list as Sirona and UHB had completed it. Leigh Zywek to check.

### **Resolved**

- That Rachel Cook writes to Board members regarding the completion of the themed section 11 CSE audit.
- That Leigh Zywek checks to see if responses had been received from Sirona and UHB

## **50. Section 11 Forward Plan**

Catherine Boyce reported that a pan Avon and Somerset approach to section 11 audits was being planned so board members whose agency spans over the wider area will only be asked to complete one audit.

There is a full section 11 audit planned for this spring and over the next two years themed audits of 2 per year based on findings of the full section 11.

## **51. Update on Jake Debrief**

Catherine Boyce presented an update on the Jake Debrief.

Jake was a young care leaver in his late teens who had been in prison, on release was homeless and subsequently committed suicide in June last year.

Progress against action plan:

- Housing issues - not progressed and being looked at as part of youth housing strategy.
- Following the review Jake's mum was notified and made some valued points and was established that we should have sought her views prior to the review. Her comments are added to bottom of report as an addendum.

A review on MC is taking place on 1 March 2016 and it is planned to seek mum and the young person's views prior to review.

## **52. Update on Poppy Review**

Catherine Boyce presented an update on the Poppy Review.

This is the 1<sup>st</sup> time this review has been presented to the Board. Poppy spent her 18<sup>th</sup> birthday in a police cell as her place in secure unit run out at midnight on her 18<sup>th</sup> birthday and there was no adult mental health provision in place. Individuals worked extremely hard to make this happen but the pathways/system let her down. There are a number of young people who need specialist mental health treatment who are coming up to 18 years old. Updated timescales and some progress already made to the action plan. Poppy would like to have contributed her view to the review.

Re the consideration of a designated paediatrician for CAMHS, Lisa Harvey stated that this was not a statutory role and was covered by both the designated Doctor for Safeguarding and LAC, Lisa stated that within the service specs for the CAMHS contract for 2017, a focus on transition from CAMHS to adult services had been included and from April 2016 AWP were providing CAMHS services so transition would be smoother due to this, AWP have also recruited a senior

manager as the Head of CAMHS. There is a possibility that the head of CAMHS becomes a member of board.

The Board has not instructed any serious case review for the SCR sub group to consider, however, the group are being kept very busy with case reviews.

### **53.6 Monthly Budget Report**

Catherine Boyce presented the 6 Monthly Budget Report which is self-explanatory. There is still more spend to come out that has not been accounted for. There has never been a proper cost analysis to run the board. Other partners are making drastic cuts in their contribution, although the Board acknowledges that a lot of contribution is in kind.

There was much discussion about the contributions of the agencies. One point that was made was that schools do not make a contribution, where in other authorities they do. This is something to look into. For all LA maintained schools the Council is the responsible employer. However, schools who are now an academy are different. Richard Clark, recognising the importance of the Board will take the matter to the CEO's meeting.

The Police will be contributing less than ½ of last year's contribution because they have had to share their contribution with the adult board. Will White said there had been extensive consultation last July 2015 but some members of the Board did not feel it was a consultation.

It was agreed at the Executive that Jon Shaw would convene a meeting of the finance leads from the police, the CCG and the council to go through the budget in the first instance.

Catherine Boyce reported that there was an aim to have a board manager and admin assistant to work across both the children and adults' boards. Catherine reported that she is unable to sustain doing the 'day job' and also running both boards to a good standard.

#### **Resolved**

- That Richard Clark takes the matter of school's contribution to the next School CEO's meeting
- That Jon Shaw convenes a meeting of the finance leads from the police, the CCG and the Council to go through the budget

### **54. Dissemination of Information**

Alison Sykes gave an interesting presentation on how she disseminates information from the Board to her staff at Vinney Green.

She informed the Board that she had made changes to her supervision meetings ensuring the circulation of information is discussed and then does an audit to show that information has been communicated to frontline staff. She also prints information and puts on a board in the staff room. She also has team briefings to ensure the information is out there.

Rachel Cook asked for volunteers to do a presentation on how they disseminate information within their agency for future meetings. Volunteers to Rachel Cook.

## **Resolved**

- That volunteers who would do a presentation on how they disseminate information within their agency at a future meeting let Rachel Cook know

## **55..Business Plan 6 Month Update**

Catherine Boyce presented the Business Plan 6 Monthly Update and it was noted by members

## **56.Feedback Report on Faith Organisations**

This item was postponed due to Leanne Smith not attending because of sickness.

## **57.CQC Review of Health Services for Children Looked After and Safeguarding in South Gloucestershire**

Lisa Harvey presented the CQC Review of Health Services for Children Looked After and Safeguarding in South Gloucestershire.

Rachel Cook congratulated Lisa and the whole team for the outcome of the inspection.

Lisa wanted to assure Board members that all recommendations are being acted upon.

## **58.Domestic Abuse**

Sarah Telford gave a presentation on Domestic Abuse from Survive's perspective. She outlined the work of survive in helping victims of domestic abuse.

This is the presentation for future reference



item 19 survive  
presentation.ppt

Sarah explained that victims and their families are housed in a refuge that is out of their area for up to 6 months if they have children and up to 9 months if they are single. They are then given the support to move on. Robert Walsh and Paul Coates work with victims and offered to support Sarah in her work.

Rachel Cook congratulated Survive for receiving their national award.

## **59.Annual Report on EDT**

Melissa Ward presented the Annual Report on EDT.

Alison reported EDT do not have an electronic system to record data at the moment, however, this is currently in the design stage and should be completed and in use by early 2016.



Alison reported that recruitment and retention continues to be a challenge. Current issues are finding placements, especially for older children who are in custody and unaccompanied asylum seekers looking at foster placements. They do not place 17 year olds in B&B.

## **60. LADO Annual Report**

Tina Wilson presented the LADO Annual Report.

Tina explained to the Board that she works with all organisations across South Gloucestershire that work with children whether in a paid or voluntary capacity in a role of advice and guidance. She reported there has been an increase in referrals this year especially relating to sexual behaviour in regards to school staff and foster carers,

Kate Mansfield reported to the Board that she found Tina was always available to give advice and would like to commend her work.

There is a concern that there are some organisations, especially the voluntary groups, who may not be aware of safeguarding issues including the role of the LADO, and do not therefore report any concerns. Catherine Boyce stating that the issue is about capacity. If there was more money in the LSCB budget then it would be possible for the LADO's role to encompass awareness raising. Tina reported that 'Club Safe' is an organisation who do work with the harder to reach and voluntary sectors on safeguarding. However, sometimes the cost, which needs to come from the organisation's budget, is sometimes a deterrent in taking this forward.

## **61. Safeguarding Conference**

Leigh Zywek reminded the Board that the Safeguarding Conference would take place on 24 February 2016 and that members to check it is in diaries and circulated within their agencies.

## **62. Forward Plan**

The Board Forward Plan was agreed, subject to other items being added as necessary:

Public Health Overview – Sara Blackmore  
Safeguarding in the Ambulance Service - Sarah Thompson  
Annual report on Prevent – Rob Walsh

## **63. Any Other Business**

### **DFE Review of Safeguarding Boards Questionnaire**

Catherine Boyce circulated an email on 29 January 2016 where she asked for responses by 18 February 2016 which she would collate and send as an overall response.

**Signs of Safety**

Catherine Boyce reported she was shocked at the low number of responses to the Signs of Safety questions for board representatives. Duncan Stanway acknowledged the importance of understanding and awareness of signs of safety.

**Threshold Matrix**

Disseminated and is being tested. A copy will be given out on USB sticks at the LSCB conference.

End of the meeting.