



## **SOUTH GLOUCESTERSHIRE SAFEGUARDING CHILDREN BOARD MEETING Friday 5 May 2017**

### **PRESENT:**

**Amy Weir**, Independent Chair; **Adam Bond**, Bristol Diocese, Diocesan Safeguarding Adviser; **Catherine Boyce**, South Gloucestershire Council, Strategic Safeguarding Services Manager; **Lynn Gibbons**, South Gloucestershire Council, Public Health Consultant; **Chrissie Hardman**, Sirona, Head of Children's Services; **Lisa Harvey**, South Gloucestershire Clinical Commissioning Group, Deputy Nurse Director, Designated Nurse for Safeguarding Children; **Helean Hughes**, South Gloucestershire Council, Head of Education, Learning and Skills; **Councillor Jon Hunt**, South Gloucestershire Council, Lead Member for Children and Young People; **Vanessa Huskisson**, South Gloucestershire Council, Voice of the Child; **Sue Jones**, NBT, Executive Lead for Safeguarding; **Lindsey Mackintosh**, North Bristol Trust, Designated Doctor, Safeguarding Children; **Holly Magson**, South Gloucestershire, Workforce Development Advisor (SAF and Safeguarding); **Kate Mansfield**, South Gloucestershire Clinical Commissioning Group, Named GP For Safeguarding Children; **Sonya Miller**, South Gloucestershire Council, Head of Integrated Children's Services; **Karen Moore**, South Gloucestershire Council, Team Manager (People), Legal Services; **Jon Peyton**, AWP, Head of Safeguarding Children; **Peter Murphy**, South Gloucestershire Council, Director for Children, Adults and Health; **Deborah Rodney**, South Gloucestershire Council, Principal Social Worker/Policy and Practice Manager; **Tim Ruck**, Primary Phase Schools, Headteacher; **Alison Sykes**, South Gloucestershire Council, Head of Secure and Emergency Services; **Sarah Taylor**, South Gloucestershire Council, Safeguarding Board Manager; **Sarah Telford**, Survive, Chief Executive; **Robert Walsh**, South Gloucestershire Council, Head of Safe Strong Communities; **Detective Superintendent Will White**, Avon and Somerset Constabulary, Head of PPU

### **APOLOGIES :**

**Kathryn Birtles**, South Gloucestershire Council, Education Adviser Early Years;  
**Paul Coates**, Merlin Housing, Director of Housing and Communities;  
**David Gee**, CAF/CASS, Service Manager;  
**Emma Jarman**, South Gloucestershire and Stroud College, Vice Principal and Designated Safeguarding Lead;  
**Julie Jones**, Soldiers, Sailors, Airman & Family's Association, Personal & Family Support Worker;  
**Jayde O'Brien**, NPS Probation, Team Leader;  
**Rhian Priest**, Bristol Technology and Engineering Academy, Principal;  
**Karl Stephenson**, Lay Member;

### **REPRESENTATIVES :**

**Mark Evans**, Avon & Somerset Constabulary, Chief Inspector represented by Clive Summerhill  
**Carol Sawkins**, University Hospitals Bristol, Named Nurse for Safeguarding Children represented by Nia Gordon

**Sarah Thompson**, (interim representative) South Western Ambulance Service, NHS Foundation Trust, Safeguarding Named Professional represented by **Simon Hester**  
**Steve Waters**, South Gloucestershire Council, Youth Offending Team Manager represented by Tracy Warburton

**NON ATTENDANCE :**

**Rachael Cragg**, CRC Probation LDU Team Leader; **Blanche Duffy**, South Gloucestershire Council, Voice of the Child; **Maria Hennessy**, North Bristol Trust, Head of Nursing and Governance in the Community Child Health Partnership; **Anne Morris**, South Gloucestershire Clinical Commissioning Group, Nurse Director and Head of Quality and Safeguarding; **Suzanne Smith**, HMP/YOI Eastwood Park, Head of Safety & Equalities; **Duncan Stanway**, Barnardos; **Janice Suffolk**, Lay Member;

**EVACUATION PROCEDURE**

The Chair drew attention to the emergency evacuation procedure

**1. Welcome and Introductions**

All introduced themselves

**2. Minutes of Meeting Held On 3 March 2017 and any actions arising**

The minutes were signed off as a true record

**Matters Arising**

**Survive**

Sarah Telford informed the board that the Survive Domestic Abuse budget had been reduced by £7,000 and this will have an impact on the service.

Kate Mansfield and Holly Magson are members of the survive board.

Rob Walsh informed the Board this was a result of home office reduction and that there was not reduction in the council contribution.

**Ben Review**

The Ben Review is going to the SCR sub group for review

**3. Minutes of Executive Committee On 6 April 2017 and any actions arising**

**Health Visiting Services**

The CQC report on health visiting has been circulated

Sonya Miller and Paul Brewster have done work on health visiting by looking at the last 3 months' points of referral and the number made by health visitors dropped significantly

Lisa Harvey said the conversion rate is being looked at and more work is being done

Safeh shows there is early help activity.

A Maternity Workshop was held looking at provision. Women in South Gloucestershire are not sure what is available to them.

Need to go on next executive agenda. Any other information to be sent to Amy Weir, Catherine Boyce or Sarah Taylor

### **Resolved**

- That Health Visiting is on the next Executive Committee Agenda

### **School Ofsted Inspections**

Helean Hughes said work is continuing with Patchway School and colleagues are going into the school to give support.

### **SCR Sub Group Attendance**

All agencies were asked to talk to their members regarding the reliability of attendance at meetings

### **RESOLVED**

- That Board members speak to the members of the SCR Sub Group for their agency about the reliability of attendance at meetings

### **Development of Performance Evaluation and Quality Assurance Sub-Group**

The Executive Committee takes on stronger role on data and outcomes from QA sub group. The Board was judged by Ofsted as inadequate we need to look at how we can do things differently. An away day was suggested to look at the ethos of the Board and how to get out of inadequate. Working Together say no board will be required next year but arrangements will need to be in place to ensure children are safeguarded. It was agreed to extend the 14 July Board meeting to a full day. Amy Weir to prepare an agenda.

### **RESOLVED**

- That Amy Weir prepares, with Sarah Taylor's help, an agenda for the afternoon of 14 July meeting

### **Development of Practitioners' Forum**

The Board accepted in principle the draft terms of reference for the group.

Jon Peyton queried there were no adult practitioners. It was agreed to start with children and then perhaps incorporate the adults' board. The wording would be amended to reflect this.

The forum would be chaired and by agencies on a rota basis and they would also need to find a venue. Agencies would need to be committed to releasing practitioners to attend forums. The dates and venues for the year would be published an open to any practitioner.

Mark Evans/Will White to give names for police

Kate Mansfield/Sirona to look at names for health  
Sonya to give names for council

Names to Sarah Taylor and she will get the forum started

## **RESOLVED**

- That names from Mark Evans/Will White, Kate Mansfield/Sirona and Sonya Miller of practitioners to be given to Sarah Taylor
- That Sarah Taylor gets the forum started

### **4. Ofsted Improvement Plan**

LSCB improvement plan was circulated. The full improvement plan will be circulated with the minutes.

The full improvement plan will be submitted to the DfE at the end of next week. A feedback meeting with the Ofsted Leader of inspection and senior HMI on improvement plan to date and future arrangements was held. Ofsted were complementary about it and the Council is confident in submitting this.

The Improvement board will meet with Mark Gurrey as the chair. Mark has experience of working with councils who have been judged as inadequate. The DfE` adviser is John Goldup

John Goldup will write a report on the progress and assessment diagnostic where we are in improving and will submit to the DfE. This report will be shared with the Board.

Ofsted will have quarterly visits of 2 days by 2 inspectors. They will focus on areas of concerns but will also look at other things as well. The SIF inspection itself could be a 2 week or 4-week re-inspection. At the moment, it looks like a 2-week inspection.

The first Ofsted meeting was very positive. There will be no unannounced Ofsted visits will be given dates. Ofsted will not be explicitly looking at the LSCB.

There will be a focus on 0-25 and early help at the next board meeting.

Sonya to establish a task and finish group for work with children with additional needs. Need to get sense of who partners who have direct contact with children with additional needs who would want to get involved. It is anticipated that there would be about 2 or 3 meetings. Names to be emailed Sonya as soon as possible. Key organisations to get involved are

Health

Police

Education

Housing

Voluntary agencies

Sonya will create a terms of reference and scope to send around to board agencies and parent/carers

Jo Brooks has been invited to join the Board as a children's champion. Jo will be added to the Board membership.

Peter Murphy informed the Board that we need to be very clear in our approach in relation to DA. There is no DA strategy and this needs to be taken forward by the Board. A task and finish group to be established to approach to DA with partner agencies. Peter is willing to chair/be involved. He will write directly to individuals to participate in group

C4EO (Centre for Excellence and Outcomes in Children and Young People Services) review of effective LSCB practice and Ofsted Framework 2017 will be circulated with the minutes.

### **Induction booklet**

An Induction Booklet has been published on the website. Sarah Taylor will have a meeting with each new member and share the booklet.

### **RESOLVED**

- That the full improvement plan be circulated with the minutes
- That Sonya Miller establishes a task and finish group for work with children with additional needs
- That Peter Murphy establishes a task and finish group to look at DA
- That the C4EO review of effective LSCB practice ad Ofsted Framework 2017 will be circulated with the minutes

## **5. Business Plan**

Catherine Boyce informed the Board she had not received any feedback from the business Plan so is assuming all are happy with it. Agreed to Board sign off

Sub Group Chairs to note actions for their groups

MARC on Page 5 should be broadened to include DA

0-25 should be all children with additional needs. Sonya and Catherine to reword

### **RESOLVED**

- That the Business Plan is signed off after the few amendments are added

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

Catherine informed the Board that changes to the report will be made but probably not until September due to capacity.

Page 3

An increase in referrals to ART was noted

Page 4 - 1.2

A breakdown in the voluntary agencies data is not possible

Page 5 - 1.4

Timelines of CP conference is struggling. Catherine Boyce and Tina Wilson have undertaken a piece of work to look at reasons and implement some actions. The report will probably not see an improvement in Q4 but hopefully in there will be an improvement shown in Q1. The Board were reassured that there was scrutiny within social care.

Page 9 – 1.7

Continuing trying to do better reporting on ethnicity and disability

Page 10 – 2.1

DA notifications were not excessively high in this quarter. This is a figure we pay particularly attention to

Page 15 – 2.8

Still having trouble getting data for children and young people visiting A&E. Lisa Harvey will get an update

Page 20 – 3.1

Workforce capacity is still problematic. Work is being done on getting accurate figures for social care and police. Need to publish health midwives and school nurses.

P23 – 4.2

Only single agency audit – social care. It is an expectation of agencies to supply the information. Sarah Taylor working on this

## **RESOLVED**

- That Lisa Harvey to reports back to the Board on the date for visits to A&E

## **7. MASH Procedural Guidance Endorsement**

Sonya Miller presented the MASH procedural Guidance for final agreement and sign off by board. It is not flexible as has been through Governance arrangement with police, health and social care.

MASH is up and running and now in week 5. Early indications are positive. The first steering group will be held on 15 May.

Board agreed sign off

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

Lisa Harvey presented the Quality Assurance Sub Group audit. The audit was on children and young people subject to strategy discussions and subsequent Section 47. Multi-agency representation is needed at the meetings. There was no police or education presence.

The Board went into groups to discuss the outcomes.

Finding 2

- Legal difficulty. Strategy discussion minutes cannot be shared beyond those who were party to the strategy discussion, either invited or involved in the procedures

Recommendation 4

- Feeling this is rather broad. Needs to be narrowed down. The issue was that records did not appear to know the child was known to social care or there were CP concerns

Lindsey Mackintosh raised that following a Bristol SCR strategy discussions are being shared more widely in Bristol.

Answer

- We would need to consider what would show up on connecting Care once it goes live
- Generally, people felt that MASH will make a difference to some of the issues. However, concerns regarding those children who are already know who will not go through the mash. Health to consider use of MASH nurse regarding these cases to gather/share information
- Work already undertaken with ART/0-25 regarding what a strategy is, who should be attending, what they should have prepared. Now rolling across all services with social care and partners
- Important not to lose positives, evidence of good practice
- Example given of when a child moved into South Gloucestershire from another LA and the information sharing was very slow. This can impact on appropriate response
- Only requirement is on CP cases. In other cases, receiving schools should telephone previous school (with parents' permission). Similar position for GPs

Finding 5

- Concern regarding limited knowledge of counter allegations. One professional may state something and this is then taken up. Not tested
- Legal knowledge needed if one person with parental responsibility wants information then another person with parental responsibility doesn't need to be joint. This to be include in training
- Very clear guidance in SWCPP and Working Together regarding fabricated illness and how to respond to only child protection concerns

Recommendation 6

- Should also include where parents are a perpetrator – they also need flagging

## 9. CDOP Issues

Lisa Harvey reported there were no issues that would interest the Board

## 10. Annual Report on ART

Sonya Miller and Paul Brewster presented the report. The current staffing number is adequate and stable with all but 1½ full time posts recruited to permanently. Staffing levels are good to meet requirements but needs extra resource to go to good.

A triage desk staffed on a rota basis by a social worker, access advisory and preventative services officer. This helps to deal with as many enquiries as possible instantly therefore easing capacity for work to be done with more complex cases.

A request for a social care service which is deemed to meet threshold for social care intervention is progressed to the Response Team for an assessment of the child's needs. Where it is immediately evident, at the point of contact that there is reasonable cause to believe that the child is likely to suffer significant harm, the

allocation is made to one of two workers who sit within a Section 47 Pod, which is a component part of the Response Team and is overseen by a dedicated manager. This is a new development within the service over the last year, and has been specifically designed so as to become part of the MASH.

## **11. Safeguarding in the Ambulance Service**

Simon Hester gave a verbal account of safeguarding in the Ambulance Service:

- As an organisation, SWASFT does not generally get involved in any safeguarding case management. So, the general focus of the safeguarding strategy is to develop and maintain high quality risk identification and reporting skills in frontline staff.
- SWASFT is an organisation with a wide geographic reach (20% of England), however it only has the operating turnover equivalent to that of a small Acute Trust. There is a challenge in balancing the individual needs of the 30 LSCB/LSABs in the region with the need to maintain a single operational strategy. Clinical staff are highly mobile and operate across multiple LA boundaries within each shift.
- The Trust Safeguarding Team consists a Head of Safeguarding (currently the Deputy Director for Nursing) and 5 full-time staff comprising 3 Named Professionals and 2 administrative staff.
- Simon Hester is the Named Professional covering the north sector, defined as B&NES, Bristol, Gloucestershire, South Gloucestershire, Swindon and Wiltshire.
- SWASFT currently generates around 1500 referrals per month and is the only UK Ambulance Service delivering an internal triage system for safeguarding referrals. Every referral generated by a member of staff is reviewed by a member of the Safeguarding Team and only sent to the appropriate partner agencies. This system was set up in response to requests from LSCBs and LSABs for proactive management of the volume of referrals.
- The recent introduction of an electronic patient care record system has possibly led to a general increase in safeguarding referrals. All ambulances and response cars now use electronic tablets. The practical process of generating a referral has become easier for clinicians and the referrals are transmitted directly from scene. It isn't thought that the volume of referrals made for serious concerns has increased but the ease of use is possibly encouraging clinicians to submit a higher volume of lower impact concerns.
- The SWASFT Safeguarding Team has a number of projects underway at present including the development of a Trust-wide safeguarding supervision strategy and the introduction of Safeguarding Practice Influencers.
- Our challenge to partner agencies is to raise the level of feedback provided following safeguarding referrals. Feedback for all safeguarding referrals in 2016 in South Gloucestershire from all partner agencies was just 6% compared to a Trust-wide average of 9%.
- SWASFT uses referral feedback as the primary factor in determining referral triage thresholds. There is some flexibility for maintaining local thresholds, but generally this only occurs as a result of receiving a substantial volume of local feedback.

## **12. Family Nurse Partnership**

Nikki Lawrence and Suzi Jones presented the report on Family Nurse Partnership, explaining the service

Most of the clients are young people who have issues, ie from care or leaving care, from troubled families

They spoke of one pregnant young person who was a 19 years old and care leaver who did not engage with other services, had suffered abuse, had mental health issues, an eating disorder and a fear round men. They described the journey with this young person over the 2 years from pregnancy to support as a young mum. They do not replace the midwifery service but it does replace the health visiting service for the family for the two years they are on the programme.

The Board were impressed by the good work done by the service

## **13. Annual Report on Restraint in the Secure Estates 6 Monthly Update**

Alison Sykes reported this report was for information only. It was agreed that Alison will feedback to the Board on any safeguarding incidents at Vinney Green

### **RESOLVED**

- That Alison Sykes feeds back to the Board on any safeguarding incident at Vinney Green

## **14. Safeguarding Board News and Research**

Sarah Taylor presented the first copy of the news and research paper which should be disseminated widely within agencies. All agreed it was a good, well presented paper. These papers will be prepared quarterly.

### **RESOLVED**

- That this and future news and research papers are disseminated widely within agencies

## **15. Challenge Log**

The challenge log was noted and agreed the impact of Health visiting to be added

### **RESOLVED**

- That the impact of health visiting to be added to the challenge log

## **16. Forward Plan**

- Amy Weir agreed to look at the forward plan

### **RESOLVED**

- That Amy Weir looks at the forward plan

## 17. Any Other Business

There were no other items to discuss

### Next Meeting

14 July 2017 (full day)  
Badminton Road  
Room 0012/13

### Actions

	Item	Action
3	<b>Minutes of Executive</b>	
	<b>Committee On 6 April 2017 and any actions arising</b>	<ul style="list-style-type: none"> <li>That Health Visiting is on the next Executive Committee Agenda</li> </ul>
	<b>Health Visiting Services</b>	
	<b>SCR Sub Group Attendance</b>	<ul style="list-style-type: none"> <li>That Board members speak to the members of the SCR Sub Group for their agency about the reliability of attendance at meetings</li> </ul>
	<b>Development of Performance Evaluation and Quality Assurance Sub-Group</b>	<ul style="list-style-type: none"> <li>That Amy Weir prepares, with Sarah Taylor's help, an agenda for the afternoon of 14 July meeting</li> </ul>
4	<b>Development of Practitioners' Forum</b>	<ul style="list-style-type: none"> <li>That names from Mark Evans/Will White, Kate Mansfield/Sirona and Sonya Miller of practitioners to be given to Sarah Taylor</li> <li>That Sarah Taylor gets the forum started</li> </ul>
4	<b>Ofsted Improvement Plan</b>	<ul style="list-style-type: none"> <li>That the full improvement plan be circulated with the minutes</li> <li>That Sonya Miller establishes a task and finish group for work with children with additional needs</li> <li>That Peter Murphy establishes a task and finish group to look at DA</li> <li>That the C4EO review of effective LSCB practice and Ofsted Framework 2017 will be circulated with the minutes</li> </ul>
5	<b>Business Plan</b>	<ul style="list-style-type: none"> <li>That the Business Plan is signed off after the few amendments are added</li> </ul>
6	<b>Multi-Agency Performance Report</b>	<ul style="list-style-type: none"> <li>That Lisa Harvey reports back to the Board on the date for visits to A&amp;E</li> </ul>

<b>13</b>	<b>Annual Report on Restraint in the Secure Estates 6 Monthly Update</b>	<ul style="list-style-type: none"> <li>• That Alison Sykes feeds back to the Board on any safeguarding incident at Vinney Green</li> </ul>
<b>14</b>	<b>Safeguarding Board News and Research</b>	<ul style="list-style-type: none"> <li>• That this and future news and research papers are disseminated widely within agencies</li> </ul>
<b>15</b>	<b>Challenge Log</b>	<ul style="list-style-type: none"> <li>• That the impact of health visiting to be added to the challenge log</li> </ul>
<b>16</b>	<b>Forward Plan</b>	<ul style="list-style-type: none"> <li>• That Amy Weir looks at the forward plan</li> </ul>