



Bath & North East Somerset
Local Safeguarding Children Board

BATH AND NORTH EAST SOMERSET COUNCIL

LOCAL SAFEGUARDING CHILDREN BOARD

Tuesday 6th December 2016

Present:-

Reg Pengelly (Independent Chair)

Mike Bowden (B&NES Council, People and Communities, Strategic Director and DCSS)

Richard Baldwin (B&NES Council, Divisional Director, Children and Young People, Specialist and Targeted Services)

Sally Churchyard (B&NES Council, 11-19 Prevention Service Manager, Youth Offending Service)

Fiona Finlay (Sirona Care and Health, Designated Doctor)

Bruce Laurence (B&NES Council, Director of Public Health)

Lesley Hutchinson (B&NES Council, Head of Safeguarding and Quality Assurance)

Duncan Stanway (Barnardo's, Assistant Director Midlands and South West)

Donna Redman (NHS BaNES CCG, Named GP)

Councillor Michael Evans, Cabinet Member for Children's Services

Roz Lambert (First Steps (Bath), Children and Young People's Network representative)

Geoff Wessell (Avon & Somerset Constabulary)

Dami Howard (B&NES Council, Safeguarding Children & Adults Boards Business Support Manager)

Liz Spencer (Head of National Probation Service LDU Somerset Cluster, National Probation Service)

Michelle Maguire (Oxford Health – Head of Service for Swindon, Wiltshire & B&NES)

Harriet Bosnell (Director of Health & Support, Curo)

Mel Argles (Deputy Safeguarding Lead, CYP, Quality & Assurance, B&NES)

Jenny Daly (Designated Nurse Safeguarding Children & Integrated Quality, BaNES NHS CCG)

Helen Chrystal (Safeguarding and Patient Experience Manager, NHS England)

Chrissie Hardman (Head of Children's Health Services, Sirona care & health)

Lesley Jones (Lay Member)

Anthea Pritchard (Lay Member)

Lisa Cheek (Deputy Director of Nursing and Midwifery, RUH)

Lisa Ring (BGSW Community Rehabilitation Company)

Sandra Leachman (Sirona care and health)

Philip Rhodes (AWP)

Debbie Forward (Senior Commissioning Manager, B&NES)

Mary Kearney-Knowles (Senior Commissioning Manager, Specialist Services, B&NES)

Lores Savine (Community Safety Officer, B&NES)

Apologies: Nicola Smith (Primary Heads Advocate), Will White (Avon & Somerset Constabulary), Mike Menzies (RUH, Named Nurse), Mark Everett (Secondary Heads Advocate), Helen Blanchard (RUH), Dawn Clarke (NHS BaNES CCG, Director of Nursing and Quality), Angela Vick (Lay Member), John Trevains (NHS England), Mel Holt (Principal Social Worker B&NES), Jayne Davis (Interim Vice-Principal, Bath College) and Rob Davis (Avon Fire & Rescue)

18 WELCOME AND INTRODUCTIONS

The Chair welcomed everyone to the meeting. Members made introductions.

The Chair announced that Mark Everett (Secondary Heads Representative) had resigned from the Board.

Mike Bowden to contact Secondary school Heads for a new representative
(Action 320)

19 EMERGENCY EVACUATION PROCEDURE

The Democratic Services Officer drew attention to the emergency evacuation procedure.

20 DECLARATIONS OF INTEREST

There were no declarations of interest.

21 EARLY HELP GOVERNANCE REPORT

Debbie Forward introduced this report to the Board. She explained that members are being asked to agree the proposal that the LSCB has overall accountability for Early Help including governance and oversight of quality assurance from December 2016.

She added that they were also being asked to agree that the Early Help Board becomes a sub group of the LSCB, that the chair of the Early Help Board become a member of the LSCB and that the CAF audit group becomes a sub group of the Early Help Board.

Mike Bowden said that for clarity Debbie would report back into the CYP sub group.

Lesley Hutchinson asked if an entry should be made on the Business Plan.

Dami Howard replied that the Terms of Reference for the LSCB would be amended to include the Early Help Board as a sub group of the LSCB and the Early Help Board's Terms of Reference will also be amended by Debbie Forward.
(Action 321)

The Chair asked if the PPPG would monitor the Early Help Board.

Lesley Hutchinson replied as to whether the PPPG would have capacity to perform that role. She added that the LSCB is asked to:

- Note the increased numbers of common assessments and the smaller numbers of assessments completed for children of BME backgrounds
- Continue to promote return of review information to evidence the effectiveness of common assessment as a multi-agency assessment tool
- Hold the Early Help Board to account to assure themselves of the effectiveness of early help.

Jenny Daly asked if there was data available that showed the number of babies that had been subject to a CAF within six months of being born.

The Chair asked if Caroline Dowson could research that information.

The Board **RESOLVED** to;

- i) Agree the proposal that the LSCB has overall accountability for Early Help including governance and oversight of quality assurance from December 2016.
- ii) Agree that the Early Help Board becomes a sub group of the LSCB
- iii) Agree that the chair of the Early Help Board becomes a member of the LSCB.
- iv) Agree that the CAF audit group becomes a sub group of the Early Help Board.
- v) Request further information regarding number of babies on a CAF

(Action 322)

22 MINUTES, ACTION LOG AND MATTERS ARISING

Donna Redman asked if the CSE Problem Profiles could now be shared with the Board.

Richard Baldwin replied that it could be disseminated, but that members should be mindful of its content. He asked for those that wish to receive the information to contact him directly.

The Chair said that he had not attended the Responsible Authorities Group to discuss the LSCB Annual Report.

Lesley Hutchinson said that she and Dami Howard had attended the meeting on behalf of the Chair.

The minutes of the last Board meeting of 6th September 2016 were agreed subject to this amendment.

The Chair went through the Action Log for any matters arising.

274: Geoff Wessell explained that an ongoing review was being carried out with AWP and that he had also met with Hayley Richards re:CAMHS.

The Chair asked for a report to be presented at the March Board meeting.

283: The Chair said that he would chase the RAG again for a response.

285: Bruce Laurence commented that information on this matter is reported to the Sub-Group Chairs and that it has informed ongoing work. He proposed that the action should now be closed.

295: Dami Howard informed the Board that good responses had been received from the CCG, Sirona and B&NES. Michelle Maguire confirmed that CMHS also involve children and young people.

Richard Baldwin proposed that the action should now be closed.

240: Richard Baldwin said that all things were now in place for the system and that a meeting between the Council and the RUH was due to take place on 16th January 2017. Action completed

Mike Bowden proposed that the action should now be closed and that an update should be given to the Board in six months' time.

256: Deferred to March 2017

275: Deferred to March 2017

314: Deferred to March 2017

315: The Chair stated that he had raised the matter with the Association of Independent LSCB Chairs and the Lead Bishop for children in the House of Lords. Both are lobbying the Government re the impact of this on any vulnerable families.

The Board agreed with the actions that had been proposed to close.

23 LSCB BUSINESS PLAN 2015 – 18 UPDATE

The Chair introduced this item and explained that at the Sub Group Chairs meeting in October they agreed to trial a brief report on the Business Plan in order to discuss the progress in a more effective way at the Board and increase LSCB ownership of the Business Plan.

Key Priority 1 (3): The Chair asked if the MASH Terms of Reference were agreed later in the meeting could this be marked as complete.

Lesley Hutchinson replied that it could.

Key Priority 1 (8): The Chair informed the Board that the 'Toxic trio' audit had been completed and the findings were to be shared at a joint session in February. A new date of March 2017 was given to this entry.

Key Priority 1 (16): Monitor the categorization of sexual abuse cases and review CSE cases. This entry would be marked as complete.

Key Priority 1 (17): Lesley Hutchinson reported that no further progress had been made on a systematic way to do this. She added that officers have contacted Bournemouth / Poole to discuss, however it's not as straight forward as first anticipated. This entry would remain open.

Key Priority 1 (19): No actions or date set for this entry.

Key Priority 1 (13) & (20): Mel Argles commented that these entries would be added to the agenda of a future Training & Work Force Development agenda.

Key Priority 1 (21): The Chair said that following the earlier discussion on the governance of Early Help this entry would be marked as complete.

Key Priority 1 (22): Bruce Laurence said that this entry was now complete.

Key Priority 1 (23): Bruce Laurence said that this entry was now complete.

Key Priority 2 (1): Four agencies were reminded of the request to confirm this information had been disseminated and asked to respond as soon as possible.

Key Priority 2 (2) Change action to - *Identified a group who will meet to give assurance to LSCB on numbers, effectiveness of advocacy and if the right people are being offered the service* and new completion date of March 17.

Key Priority 2 (3): This entry is now complete.

Key Priority 2 (6): Bruce Laurence said that this entry was now complete.

Key Priority 3 (3 & 7): These entries to be marked complete following discussion later on the agenda.

Key Priority 3 (13): This action is to be deferred to March 17.

Key Priority 3 (16): This entry is now complete.

Key Priority 4 (11): Dami Howard said that clarity on the training required was needed. Jenny Day commented that she was due to meet Loes Savine to discuss the issue. Roz Lambert said that training should be given to low level workforce. The Chair suggested that she meet with Mel Argles to talk about the matter further.

Key Priority 5 (5): This entry is now complete.

Key Priority 5 (9): This action is to be deferred to June 17.

Key Priority 5 (11): Lesley Hutchinson and Richard Baldwin to discuss this action further.

Key Priority 5 (15): This entry is now complete.

Key Priority 5 (16 & 17): Lead officer / group and date remain required for these actions.

24 6 MONTHLY REPORTS – PPPG, CICQA, TWFD & SCR

PPPG: Lesley Hutchinson introduced this report to the Board. She explained that the Safeguarding Children Data Performance Report is over 27MB in size and because of the size had not been attached with the papers.

The Chair asked if it could be put on the website.

Dami Howard replied that this might be possible in the future with the new site if we are able to have an LSCB member only section.

Lesley Hutchinson suggested that the Board could receive the dashboard highlight given to the LSAB. Lesley to organise a dashboard **(Action 323)**

Mike Bowden commented that the Board is assured through the work of the PPPG.

Dami Howard said that she would circulate the dashboard highlight when she received it from Lesley. **(Action 324)**

Lesley Hutchinson shared the following points from the report with the Board.

- Parental and young people participation in Child Protection meetings – The Council Children Social Care Service has been looking at how to increase parental and young people participation in Child Protection meetings and in the development of CP Plans. The focus of this work has been on the structure / agenda for the meeting. Children Social Care are now inviting partners to contribute to their discussions and help develop their proposals. It is hoped that a revised model will be piloted with a view to bringing a refined model to the Board in March 2017 **(Action 325)**
- Multi-agency Information Sharing Guidance – A draft guidance document has been written with case study examples as requested previously by Board members following the approval of the Information Sharing Protocol. The document is having a final review and will be presented to the Board in March 2017 **(Action 326)**
- Sexual Exploitation Strategy – North Somerset has developed a Sexual Exploitation Strategy across children and adult services (adapted from Leeds). The initial intention was for B&NES to consider adopting the Strategy. The PPPG felt this was a good document and needs localising. The LSAB Policy and Procedure sub group are also considering it. An update on progress will be brought to the March 2017 Board. **(Action 327)**

The Board **RESOLVED** to;

- Note the updates from the last PPPG meetings
- Approve the dissemination of the following which are referenced in the For Information Only section of the agenda:
 - E Family learning document attached
 - LSCB & LSAB Female Genital Mutilation Multi-agency Guidance. (Please note that at the LSAB on 13th December there was a request to add some additional information about support for women and so the Guidance has not been amended from the existing LSCB guidance.)
 - LSCB Lay Members Induction Booklet 2016-19
 - LSCB Members Induction Handbook 2016-19

SCR: Lesley Hutchinson introduced this report to the Board. She informed them that the group has reviewed the findings and recommendations of Wiltshire LSCBs Baby J SCR report (2016). She added that the Chair of the Early Help Board discussed the report with the group because of the learning points relating to the CAF and TAC not being used appropriately and the fact that agencies struggled to work with parents who did not want to engage.

She commented that the court case into Operation Button had concluded at the beginning of November 2016. Seven offenders were found guilty, three of which had already been convicted through Operation Brook and they would receive additional sentencing.

The Board **RESOLVED** to note the update from the SCR sub group.

TWFD: Mel Argles introduced this item to the Board. She said that the training and workforce development subgroup is currently running a pilot which sees the joining of the LSCB and LSAB sub groups. She added that the LSAB have appointed a new chair, Daniel Badman to the TWFD subgroup, and the first meeting under the new arrangements will take place on 13th January 2016.

She informed them that the first B&NES ASIST (suicide prevention training) course, funded by Public Health, took place within this quarter and was fully subscribed by a cross section of the workforce in both adult and children services. She said that further courses are arranged for later in this financial year.

The Board **RESOLVED** to note the update from the TWFD sub group.

CICQA: Jenny Daly introduced this report to the Board. She stated that the priorities for the next six months were to:

- Review ToR and membership. Currently the membership is at an operational level and does not operate consistently at a strategic level.
- Improve quality of audit information provided when members are unable to attend meeting.
- Ensure audit information is submitted within required timescales

She added that the theme for the next meeting is Children who are Unaccompanied Asylum Seekers.

The Board **RESOLVED** to note the update from the CICQA sub group.

25 THEMED REVIEW – VOICE OF THE CHILD – ‘DOES YOUR AGENCY WORK IN A CHILD FRIENDLY WAY?’

Duncan Stanway introduced this item to the Board. He stated that the aim of the session was for LSCB members to critically reflect on what their agency can do better to hear the Voice of Children.

He explained that Working Together 2015 requires organisations to have arrangements that reflect the importance of safeguarding and promoting the welfare of children, including: a culture of listening to children and taking account of their wishes and feelings, both in individual decisions and the development of services.

Sandra, Family Nurse, St Martin’s Hospital addressed the Board. She spoke of the importance of using dolls within her work and that one was taken to every meeting following a baby being born. She also commented how much baby and infant massage was encouraged.

Donna Redman stated what an amazing service Sandra and others in the team provide.

Roz Lambert, First Steps, Bath addressed the Board. She spoke of the importance of listening to children in their early years. She said relationships were key and that time should be taken to get to know the individual, establish likes and dislikes, use of art and craft, photographs, stories and pictures, imaginative play, observations.

She explained that staff at First Steps Twerton decided to carry out a specific project to enhance children’s active involvement in their setting with the aim of increasing their learning and wellbeing and extend on the culture of listening to children. They were asked...

What do you think of the entrance to YOUR nursery?

They said they:

Liked the toys, books and the manager and her office

Did not like the numbers of posters on the walls

Wanted pictures of themselves, a rainbow

So, this is what we did:

Made a rainbow,

Put up lots of pictures of children who attend the nursery.

Removed all the excess leaflets and information for parents and carers

General de-clutter

She concluded by saying that if we value the 'voice of the child' we are more likely to be tuned to the concern, the worry and as a result better able to act appropriately and secure the very best outcomes for children.

Duncan Stanway spoke regarding the PPG audits. He said that the June 2014 audit raised questions about the quality of practice in how children were listened to. He stated there was a lack of evidence that showed an understanding of what their daily lives were like.

He said that in January 2015 the audit noted significant improvements, including advocacy being included within the minutes of the Conference with an interpretation and analysis from the Chair. He added that observations about behaviours and feelings for younger, non-verbal children were well presented and there was a reassurance from hearing consistent messages from different professionals about what the child's life is like.

He informed the Board that the February 2016 audit was re-assuring and that the PPG has now integrated auditing whether children's voices are reflected in case notes within all of its audits. He said a recent audit looking at the protection of children with disabilities showcased some excellent work in how to consider the wishes of a child with global developmental delay and communication needs.

Lesley Jones, Lay member, addressed the Board. She spoke of her time as a Social Worker where she had met a physically and emotionally neglected seven year old boy who talked about being on a special island which had a treasure chest that only he could open. He said that he felt safe on the island and he drew sharks around it to protect it from his mum.

She explained that nursery staff had produced a folder for a three year old boy who was having difficulty in connecting with other children that showed photos of activities and things that he liked and disliked. She said that he had responded well to this process.

At this point in the meeting Board members worked in small groups for 10 minutes to discuss how their agencies listen to the Voice of the Child.

Duncan Stanway asked members to think about any actions they had heard today and to take them back to their relative agencies and email Dami Howard to let her know of any changes in practice that are taken on board as a result of this exercise. **(ALL Action 328)**

Dami Howard / Duncan Stanway to update the Board on feedback received to evidence what difference the LSCB makes. **(Action 329)**

26 CAMHS SERVICE USER FEEDBACK

Mary Kearney-Knowles introduced this item to the Board. She said that at a previous LSCB meeting (1st December 2015), the LSCB agreed to collaborate on gaining CAMHS stakeholder feedback. She added that the Board were being asked endorse the distribution of a 'survey monkey' link within each agency's internal email system to encourage all relevant staff to complete.

Bruce Laurence said that he welcomed the addition of the comments boxes to the survey.

Michelle Maguire said that she felt that the number of sectors listed in section six could be expanded.

The Board **RESOLVED** that Dami Howard would distribute the survey following any amendments and that a closing date of 13th January 2107 would be set. **(Action 330)**

27 DHR ACTION PLAN AND UPDATE ON DOMESTIC ABUSE WORK

Lores Savine introduced this report to the Board. She explained that the current Domestic Homicide Review is awaiting its outcome from the Home Office Quality Assurance Panel and that a second one is underway.

She stated that an Action Plan had been drafted and training was to be organised to increase awareness of how vulnerability to domestic abuse can be linked to history of trauma and the agencies available to support.

She said that agencies should be reminded of the referral routes into Children Social Care and to have clarity on what constitutes a referral to CSC.

Bruce Laurence informed the Board that the newly formed B&NES Domestic Abuse Partnership (DAP) met on 5th October 2016 and is in place of the Interpersonal Violence and Abuse Strategic Partnership (IVASP). He said that a domestic abuse charter is under development and that this will set out the overarching principles and approach of the DAP for organisations to sign up to. He added that it will provide a statement of intent and later be followed by a full domestic abuse strategy.

The Chair commented that he felt this was a great start to this area of work and that both the LSCB and LSAB should keep sight of it.

28 S11 REPORT AND CSE ACTION PLAN UPDATE

Dami Howard introduced this report. She stated that the LSCB had agreed with the other 3 local LSCBs to undertake a single S11 audit in June 2016. She said that B&NES had the highest number of submissions across the 4 LSCBs. Only one agency had not responded due to issues with IT systems using Survey Monkey

She said that the LSCB needs to decide how much further analysis should be done particularly around the areas of weakness as it a great concern that across 3 LSCBs all agencies report interagency working as an issue.

The Chair commented that members of the Board are best placed to use this information and make changes / improvements.

Dami Howard asked if members could commit to 2 mini themed audits per year as previously agreed.

Michelle Maguire replied that she felt it should be one as some members sit across many Boards.

Dami Howard reminded the Board that the agreement in 2016-17 across the four Authorities was to complete a full audit and an update on action plans in this year. To that end, Dami will be completing the action plans for each agency and sending these out in early January. Those agencies working across boundaries will receive one action plan in one format as some have already been prepared from the returns by Bristol LSCB. Responses will be expected quickly as these actions were first identified by agencies in their returns last June and are now due for update.

The Board **RESOLVED** to

- Approve the report which will be updated when the last submission is received
- Undertake one themed audit in 2017-18 and one in 2018-19 and not two as had previously been agreed;
- Complete updates on their action plans and return to Dami in January
- Discuss future actions and analysis at the Business Development Session on 21st February

The Chair said that he would welcome suggestions for the subject of the next audit. **(Action 331)**

Dami Howard to discuss the potential themed audits with the other three board managers in January and feedback to LSCB **(Action 332)**

29 DEMONSTRATION OF JOINT WEBSITE

Dami Howard showed the Board the new website which has access to the sites for the LSCB and LSAB. She asked members to consider whether the Resource Library was required as a lot of the information within it was duplicated in the 'About the Board' section. The site is hoped to go live by the end of January 2017.

Harriett Bosnell said that it would be important to have key words attributed to the page so that members of the public could navigate to it when using search engines such as Google.

Richard Baldwin thanked Dami on behalf of the Board for all her work regarding the website.

Dami to email the link to the demonstration site to all LSCB members for comment by 13th January **(Action 333)**

30 REPORT FROM ASC RE: PERFORMANCE IN RELATION TO HMI REPORT 'MISSING CHILDREN; WHO CARES?'

Geoff Wessell asked the Board to note the contents of the report.

31 CHAIR'S REPORT

The Chair informed the Board that an SCR from Dorset was due to be published regarding bruising to a non-mobile infant and that the appropriate protocol was not followed.

He said that following on from the Wood Review there was to be an increase in regional joint working.

He asked if the Board had a role to play in the recent football abuse scandal with regard to CSE.

Richard Baldwin commented that he was aware that Avon & Somerset were carrying out some investigations in respect of this.

Geoff Wessell said that it was predominately historic cases that were being investigated.

32 GODDARD INQUIRY

The Chair said that the Inquiry after a troubled start is continuing with no significant learning for LSCBs as yet.

33 CTB CHALLENGES

Richard Baldwin asked the Board to note the contents of the report.

34 MASH UPDATE AND GOVERNANCE

Lesley Hutchinson introduced this item to the Board. She explained that a revised Terms of Reference were attached to the report and that these have been agreed with the MASH Project Board and the LSAB Quality Assurance, Audit and Performance Management Sub Group. She said that the ToR proposes one Operational and Quality Group which replaces the four sub groups which were put in place during the implementation period. She stated that a Chair is required for the Board moving forward and that it is proposed to be 'short life' until the work of the MASH is embedded in practice. **(Action 334)**

She commented that AWP, whilst a core member of the MASH have still been unable to provide staffing and they have proposed a workaround until the post can be filled however it is unclear at the current time how successful this is. She said that this needs to be kept under review by the Project Board and will be escalated to the Chair of LSCB and LSAB if it is unresolved by March 2017.

Donna Redman said that GP's comments regarding the MASH had been positive.

The Board **RESOLVED** to:

- i) Note the content of the update report
- ii) Approve the revised Terms of Reference

35 KEY MESSAGES

The Chair said that he would issue a correspondence to members outside of the meeting.

36 JOINT WINTER NEWSLETTER ARTICLES

Richard Baldwin introduced this item to the Board. He said that the following topics had been suggested and that authors were required.

- MOMO (Mind Of My Own) and Early Help Apps (Author?)
- LSCB/LSAB joint website (Dami to write)
- FGM and National FGM Day (6.2.17)
- MASH (Author?)
- Complex Trio (Author?)
- RUH event (LSAB)

Mel Argles suggested an article could be written regarding Domestic Violence Training.

Dami Howard commented that the general feeling of the summer edition was that it was long, so said the number of articles should be considered and wording kept to a maximum of 600 words per article.

Donna Redman welcomed the proposal of an Apps article and suggested that Calm Harm be included in it.

Newsletter articles to be sent to Dami Howard by 13th January **(Action 335)**

38 JOINT BUSINESS DEVELOPMENT (21st FEB 2017)

Dami Howard introduced this item. She drew Board members attention to the draft agenda for the day and said that she intended to invite Sub-Group members to the event if feasible.

ANY OTHER BUSINESS

Mike Bowden said that members of the Board would soon be sent the Annual Appraisal of the Independent Chair of LSCB and LSAB. He also said that the LSCB should have a nominated Deputy Chair. **(Action 336)**

The Chair asked if any points needed to be raised from the reports marked 'For information'.

Lesley Hutchinson commented that the LSCB Annual Report had been debated at a meeting of the Children & Young People Panel and that the Chair of the Panel had said how impressed she was with the report.

She also wished to draw attention to the LSCB Guide for Young People.

The Chair reminded Board members that the next meeting would be slightly longer than usual as they would be discussing a Serious Case Review.

The meeting ended at 5.10pm.

The next meeting of the Board will take place on **Tuesday 7th March 2017 at 1.00pm in the Royal British Legion Centre, Charlton Road, Keynsham. BS31 2JA.**

Chair (person).....

Date Confirmed and Signed.....

Prepared by Democratic Services