



REDCAR & CLEVELAND SAFEGUARDING CHILDREN BOARD

MINUTES OF MEETING 2nd September 2016, 10am – 12.30pm MAIN HALL, 25K YOUTH & COMMUNITY CENTRE, AYTON DRIVE, REDCAR

OPEN SESSION

PRESENT:

Jon Rush	(JR) Independent Chair
Barbara Shaw	(BS) Corporate Director of People Services, RCBC
Mark Adams	(MA) Assistant Director of Public Health, RCBC
Louise Walker	(LW) Service Manager, Safeguarding, RCBC
Karen McGarrity	(KMc) Community Information Officer, RCVDA
Alison Ferguson	(AF) Designated Nurse, South Tees CCG's
Helen Smithies	(HS) Assistant Director, Safeguarding South Tees NHS Foundation Trust
Claire Allan	(CA) Named Nurse, Safeguarding, TEWV representing Karen Agar.
Alastair Simpson	(AS1) Detective Superintendent, Cleveland Police
Julie Allan	(JA) Head of Cleveland National Probation Service (NPS)
Cllr Hannaway	(CH) Lead Member Children and Families, RCBC
Sue Simpson	(SS) Senior Service Manager, CAF/CASS
David Major	(DM) Head of Education, RCBC
Ann Graney	(AG) Nursing and Quality Manager, NHS England
Wendy Medd	(WM) Head of Service, Safeguarding and Looked After Children, RCBC
Kay Dargue	(KD) Youth Offending Service Manager, ST Youth Offending Service
Ros Pluck	(RP) Business Manager - RCSCB
Nicola Porritt	(NP) Senior Business Support Officer - RCSCB (Minutes)

GUESTS:

Jayne Bulmer	(JB) Service Manager, Review and Inspection Unit – Observer
--------------	---

APOLOGIES:

Rosemary Nicholls	(RM) Lay Member
Karen Agar	(KA) Associate Director of Nursing (Safeguarding), TEWV NHS FT
Jean Golightly	(JG) Executive Nurse, NHS Hartlepool & Stockton CCG & NHS South Tees CCG
Jason Lowe	(JL) Head of Independent Living Services, Coast and Country Housing
Kinga Pusztai	(KP) Head Teacher, Redcar & Cleveland Education – Primary Schools
Anton Cooper	(AC) Lay Member
Barbara Gill	(BG) Head of Offender Services, Community Rehabilitation Company Ltd (CRC).
Gary Watson	(GW) Business Manager, Middlesbrough Safeguarding Children Board (MSCB)

		ACTION
	Welcome/Introductions/Apologies	
	JR welcomed Board members to his first meeting as Independent Chair, introductions were made and apologies noted. JR advised that Item 11, TEWV Presentation, has been deferred to the next Board meeting.	

1.	Chairs Opening Remarks	
1.1	<p>JR highlighted that his main focus as Independent Chair would be in respect of:</p> <ul style="list-style-type: none"> • Co-ordination of administration and business systems to ensure joined up activity • Challenge • Focus on Outcomes • Performance Management Information • Relationships with other Boards/Partnerships • Preparation for OFSTED • Partnership Working 	
2.	Minutes of Previous Meeting and Matters Arising	
2.1	<p>The following amendments to the minutes were noted:</p> <ul style="list-style-type: none"> • Jean Golightly to be added to the attendance list. • Alison Smith's agency to be amended to NHS England. 	
2.2	<p>After these amendments are complete the minutes of the open session held on 8th July 2016 were agreed as an accurate record.</p>	
2.3	<p>Item 2.2.3 – <u>Dataset</u> – HS confirmed that a meeting took place with analysts from Health and the Local Authority to explore the discrepancies in data. It has been agreed that further meetings will be arranged to review each child separately to ensure data is correct.</p>	
2.4	<p>Item 2.2.4 - <u>PEPs</u> – WM reported that procurement has caused a delay however a provider has now been identified and the process is continuing. The contract will be awarded at end of September and it is hopeful that the new PEP system will be in place by January 2017.</p> <p><u>CHALLENGE:</u> JR queried if this delay will impact on children/young people. VM confirmed that this delay would not have an impact as PEPs are still being completed.</p>	
2.5	<p>Item 2.2.5 – <u>Fixed Term Exclusion and Persistent Absences</u> - BS reported that a response has not been received from the School Commissioner. CH advised that he has also highlighted this lack of response with a School Commissioner from another area at a recent meeting.</p> <p>ACTION: BS to update the Board as appropriate.</p> <p><u>CHALLENGE:</u> JR queried if this delay in response will impact on children/young people. BS advised that this issue is in respect of high rates of exclusion within academies and this will impact on young people's education.</p> <p>ACTION: NP to add this item to the challenge register.</p>	<p style="text-align: center;">BS</p> <p style="text-align: center;">NP</p>
2.6	<p>Item 2.2.6 – <u>Safe4us group</u> – RP advised there was no update as the group have not met over the school summer holiday period. Meetings are due to recommence in September and RP is awaiting new dates.</p>	
2.7	<p>Item 3.6 – <u>LSCB Review</u> - JR reported that he has met with the Chairs from the other Tees LSCBs to discuss the potential impact of the Wood Review. To move forward BS felt that discussions need to take place between the 3 key agencies.</p>	

	BS advised that potentially the next Tees Valley Director's meeting could be extended to include Tees LSCB Chairs and the 3 key partners. JG and AS to be included in this invitation.	
2.8	<p>Item 5 - <u>Joint Targeted Area Inspection</u> - BS advised that Ofsted will be completing six joint inspections across the country between September 2016 and March 2017 in respect of domestic abuse. Guidance for inspections can be found via this link JTAI.</p> <p>ACTION: All Members to consider the Ofsted JTAI guidance.</p> <p>BS advised that RCBC may be considered for a joint inspection because of the recent double homicide and ongoing Domestic Homicide Review. WM advised that the joint inspections will be discussed at the next Domestic Abuse Partnership (DAP) meeting.</p> <p>It was suggested that a meeting be arranged with the Chair of the Community Safety Partnership (CSP) who are overseeing the Domestic Homicide Review.</p> <p>ACTION: BS to arrange a meeting between herself, AS and the Chair of CSP.</p>	<p>ALL</p> <p>BS</p>
2.9	Item 6 – <u>South Tees Hub</u> – BS reported that this is progressing and the lead contact is Fran White. The Business Plan is in place and the potential launch date is April 2017. BS advised that ongoing discussions are taking place in respect of potential locations for the Hub.	
2.10	Item 7 – <u>TEES Procedures</u> - HS confirmed that a Tees Procedures meeting has now taken place.	
2.11	<p>DECISION: Board agreed that the Tees Performance Management Framework, LSCB Review and South Tees Hub should be standing agenda items.</p> <p>ACTION: NP to add these items to future meeting agendas.</p>	NP
3.	Any other business for Open Session	
	There were none identified.	
4.	Brief Updates from Other Boards/Partnerships	
4.1	JR highlighted how important it is to have communication between the Board and other partners/boards. Therefore he proposed that members of RCSCB who attend other boards/partnerships should be identified as a spokesperson to give any relevant feedback to the Board on an ongoing basis and ensure a link.	
4.2	<p>The following spokespeople were agreed and relevant feedback provided:</p> <ul style="list-style-type: none"> <u>Tees Adult Safeguarding Board</u> – BS noted that the next meeting is 5th September. BS advised that at the last meeting it was proposed that a learning review be completed for Adults with a learning Disability. LW highlighted that she will now be attending this meeting. ACTION: LW agreed to be spokesperson. <u>Community Safety Partnership</u> – ACTION: KD agreed to be spokesperson. <u>Heath & Wellbeing Board</u> – ACTION: CH agreed to be spokesperson. 	<p>LW</p> <p>KD</p> <p>CH</p> <p>CH</p>

	<ul style="list-style-type: none"> • <u>Corporate Parenting</u> – ACTION: CH agreed to be spokesperson. • <u>Youth Justice Board</u> – It was noted that the service is under review nationally and a report was due to be published in July 2016 however the potential date for publication is now end of September/early October 2016. ACTION: KD agreed to be spokesperson. 	KD
5.	RCSCB Annual Report	ACTION
5.1	JR advised that there is no specific deadline in place for publication but this needs completing as a priority.	
5.2	<p>The following points were highlighted:</p> <ul style="list-style-type: none"> • The format of the report was considered to be good. • AS felt it is still a lengthy document and suggested that a simplified web based document could be published for young people. • CH identified that the SCR is mentioned throughout the report. RP explained that this is in respect of the Emma SCR that has now been published. • Board Members agreed that this report reflects the work that has been achieved over the past year. <p>ACTION: RP to work with Safe4Us group to explore a more appropriate format for young people.</p> <p>DECISION: Board members agreed the report on the proviso that they could email any amendments/comments to RP no later than Friday 9th September.</p>	RP
6.	CDOP Annual Report	
6.1	<p>RP gave a summary of the report which was presented at Tees CDOP 29th July 2016 and agreed.</p> <p>AF highlighted a discrepancy in data regarding Modifiable Factors.</p> <p>ACTION - RP to make this amendment to the report in respect of modifiable factors and resend to the 4 Tees LSCBs.</p>	RP
6.2	BS highlighted the uncertainty of whether CDOP will continue to sit with RCSCB in the interim as the Wood Review proposes it should move to Health. RP confirmed that 2017/18 finances have now been secured through Public Health.	
6.3	<p>HS highlighted that the figures for male deaths is significantly higher than female deaths and queried if this has been investigated.</p> <p>ACTION: RP to report this to CDOP for consideration.</p>	RP
6.4	DECISION: Board members agreed the CDOP Annual Report.	
7.	LADO Annual Report	
7.1	<p>WM gave an overview of this report.</p> <p>BS highlighted that next year's report will contain further analysis of the figures.</p>	
7.2	Decision: Board Members agreed the LADO Annual Report.	

8.	Tees E-Safety Annual Report	ACTION
8.1	<p>RP gave an overview of this report highlighting the good RCBC attendance.</p> <p>RP explained that it has been raised as to whether it appropriate that the Chair of this group should be a LSCB Business Manager.</p> <p>AS highlighted that multi agency attendance has been low at times and feels that educational professionals should be more involved in this group. AS proposed that this group is reinvigorated to include professionals from schools/education and the chairperson should be a school professional. RP confirmed that Marianne Dixon Safeguarding/Child Protection Officer for RCSCB now attends this meeting. JA noted that she will identify an attendee for this meeting if required.</p>	
8.2	<p><u>CHALLENGE:</u> Both CH and WM identified that there is a lack of involvement from parents in respect of E-Safety. WM highlighted that parental participation needs to be addressed and strengthened.</p> <p>ACTION: NP to add this challenge to the register.</p>	NP
8.3	<p>AS advised that the next step forward is to explore how young people will respond and listen to the information given regarding E-Safety. Potentially schools could support young people to attend this meeting. BS highlighted that she is meeting with the Youth Parliament and this may be an opportunity to start this discussion with young people.</p>	
8.4	<p>A discussion took place in respect of the Northern Grid Consortium and the service they provide to schools. DM highlighted that the services provided by Northern Grid are being wound down and that some consideration needs to be given to fill this potential void. DM advised that there is potentially a lot of activity taking place in schools that the E-safety group will be unaware of. DM advised that he is seeking a nominated e-safety officer for all schools.</p>	
8.5	<p>The Board identified the following recommendations:</p> <ul style="list-style-type: none"> • Board Members to give thought to an appropriate Chair. • BS to liaise with secondary partnership (EIP) to identify a representative to be on the Board. Potentially this new representative could also be a member of E-safety group. • One Business Manager to attend meetings and give any relevant feedback. • A representative from each Tees area for YOS, Health and Education to become a member. • Further exploration in respect of providers who can give support to schools <p>It was felt that once membership has been resolved, this group should be relaunched.</p> <p>ACTION: RP to discuss this further with the existing Chair GW.</p>	RP
8.6	<p>It was highlighted that the Communications Matrix highlighted within this report was not attached.</p> <p>ACTION: NP to request a copy of the Communication Matrix from GW and forward to Board members.</p>	NP

9.	South Tees Training Sub Group Annual Report	
9.1	<p>RP gave an overview of this report and advised members that a new Chair was being sought for this group.</p> <p>AF volunteered to be Chair.</p> <p>ACTION: RP to confirm with MSCB that they agree with this appointment.</p>	RP
9.2	<p>JA highlighted that Probation Service attendance is not separated between NPS and CRC so it is difficult to establish if attendance is low.</p>	
9.3	<p>AS explained that he wrote to both Tees Training Group Chairs regarding the structure of joint training and queried if consideration could be given to delivering training on mass to Cleveland Police. He advised that no response was received, however he acknowledged that the South Tees Chair has been absent for some time.</p> <p>A discussion took place in respect of this request and it was highlighted that mass training such as this is often delivered on a single agency basis.</p> <p>ACTION: AS to resubmit this request for consideration at the next Training Sub Group as RP had not had sight of this letter.</p>	AS
9.4	<p>Discussion took place in respect of when the last Training Needs Analysis (TNA) was completed. It was clarified that Alex Giles carried out a TNA in 2012 to identify course requirements. It was suggested that a further TNA be considered and AF confirmed she would progress this proposal through the Training Sub Group.</p> <p>ACTION: NP to ensure TNA proposal on next Training Sub Group agenda.</p>	NP
9.5	<p>Decision: Training Sub Group Annual report agreed.</p>	
10.	TEWV Presentation	
10.1	<p>This item is deferred to the next meeting.</p>	
11.	Performance Information – Quarter 4 Dataset	
11.1	<p>JR presented the Quarter 4 2015/16 dataset for consideration. He reported that he has discussed the dataset with the Chair of M&E Sub Group and it was confirmed that the Dataset is made the initial responsibility of M&E who will robustly review the data ensuring that highlights and recommendations for action are presented to the Board.</p>	
11.2	<p>In respect of highlights from Quarter 4 report RP identified that low attendance of Police at strategy meetings remains a concern. It was acknowledged that this has increased from the previous year however members agreed that further progress was needed. AS acknowledged this concern and highlighted that when the safeguarding children HUB is established an increase in attendance would be achieved and that in the meantime efforts will be made to increase attendance.</p> <p>AS explained that strategy meetings are now triaged to determine if Police attendance is necessary however, sometimes commitments conflict due to the short timescales with strategy meetings. BS highlighted that whilst she appreciates the police triaging process she feels that this process is based on limited information and the richness of the information at the meeting is often required. BS</p>	

	<p>feels that it is essential for Police to attend to ensure a full discussion can take.</p> <p>CHALLENGE JR raised concern of potential impact/risk to children/young people if Police do not fully contribute to and attend strategy meetings. AS accepted that attendance needs to be improved and he assured the Board that the force is focusing on this.</p> <p>ACTION: NP to add this challenge to the register.</p>	NP
11.3	RP advised that as per agreement at the last Board meeting Quarter 1 data is being gathered due to the Tees Performance Framework data not yet being available.	
12.	Children In Custody Policy Sub Regional Group	ACTION
12.1	AS gave a detailed overview of this report which was a multi-agency piece of work jointly commissioned by the four Tees LSCBs and Teeswide Adult Safeguarding Board.	
12.2	<p>AS summarised the recommendations from this report in relation to LSCBs and requested the Board consider and agree;</p> <p>Recommendation 1 – Safeguarding Boards should receive an annual report from Cleveland Police showing the numbers of children and vulnerable people in custody - agreed.</p> <p>Recommendation 6 - LSCB's should note and endorse the new guidance / flow chart for care homes and monitor the number of reported offences committed in care settings – agreed.</p> <p>Recommendation 12 – Safeguarding Boards should review the provision of appropriate adults to children and vulnerable people in custody and seek assurance from the OPCC and Local Authorities that effective and timely provision is in place - agreed.</p> <p>Recommendation 17 – LSCB's should work towards full compliance with the concordat on children in custody - agreed.</p> <p>Recommendation 21 – LSCB's should continue to receive reports on number of children remanded in police cells overnight - agreed.</p> <p>Recommendation 22 – Secure accommodation providers should be challenged by Local Authorities and Safeguarding Boards where beds are available but they indicate they will not accept children due to staffing issues - agreed.</p> <p>Recommendation 36 – The Tees LSCB's Performance management Group should consider ways by which CVPIC reports can be produced more efficiently once the approved core dataset work is complete – agreed.</p> <p>It was proposed that this working group continue to meet and develop/deliver the action plan based on the recommendations from this report.</p> <p>ACTION: AS to discuss this proposal at Board level across the Tees and report back to next Board meeting.</p>	AS
13.	Safeguarding Disabled Children in England Report	
13.1	RP advised that this report assessed how LSCBs are delivering against Ofsted	

	<p>requirements to protect disabled children and includes findings from a national survey.</p> <p>It was noted that the report highlights that there were no responses from North East LSCBs to the survey, which was conducted in 2015.</p> <p>RP confirmed that she is due to meet with representative from Social Care to discuss this report further with a few to developing an action plan based on the recommendations.</p> <p>ACTION: RP to liaise with Social Care representative and give feedback to the next Board meeting.</p>	RP
14.	Reporting and Acting on Child Abuse and Neglect – Government Consultation	
14.1	<p>JR highlighted that this Government consultation has recently been launched with a closing date for responses by 13th October 2016.</p> <p>JR encouraged all members to participate in this consultation and confirmed that he would be compiling a response on behalf of RCSCB.</p> <p>ACTION: JR to consider response on behalf of RCSCB.</p> <p>ACTION: All members to complete on behalf of their agency.</p>	RP ALL
15.	Operational Issues (Standing Agenda Item)	
15.1	AF advised that at present the CCG do not have a Designated Doctor for Safeguarding and LAC in post and they are currently advertising.	
16	Any Other Business	
16.1	<p>Vice Chair - JR confirmed that Neil Appleby, Vice Chair is no longer a Board member therefore consideration needs to be given to appointing a new Vice Chair.</p> <p>ACTION: RP to email all Board members requesting they consider taking up the role of Vice Chair.</p>	RP
16.2	<p>Board Development Session - JR advised that a development session will take place after the Board meeting on 13th January 2017.</p> <p>ACTION: NP to invite Elaine Sherrick, Chair of M&E Sub Group, to the development session.</p>	NP
	Date and Time of Next Meeting	
	<p>18th November 2016 10.00am – 12.30pm 25K Community Centre, Ayton Drive, Redcar</p>	