

Date: 20 May 2010 | Time: 1.00pm | Venue: Education Centre

Glossary of Terms and Abbreviations used.

CAF	Common Assessment Framework	LADO	Local Authority Designated Officer
CAA	Comprehensive Area Assessment	REIP	Regional Efficiency Improvement Partnership
CESC	Children, Education & Social Care	SCR	Serious Case Review
CTB	Children's Trust Board	SLSCB	Stockton-on-Tees Local Safeguarding Children Board
DCSF	Department of Children, Schools & Families	WTTSC	Working Together To Safeguard Children
DV	Domestic Violence	YOS	Youth Offending Service
GONE	Government Office North East	YP	Young People
ICS	Integrated Children's Systems		

1) Attendance at Meeting

Key: MA – Member Attended, RA – Representative Attended, A - Submitted Apologies, NC – No Contact/Attendance

Statutory Members

Representing	Title	Name		Attendance
Local Authority	Corporate Director of Children, Education & Social Care (CESC) (SLSCB Chair)	Jane Humphreys	JH	MA
	Head of School Effectiveness & / Assistant Director (Complex Needs) NTHFT	Julia Morrison	JM	MA
	Head of Housing – Stockton-on-Tees Borough Council	Julie Nixon	JN	MA
	Lead Cabinet Member - Children and Young People	Cllr Ann McCoy	AMc	MA
Police	Detective Chief Inspector - Cleveland Police (Crime / Child Protection)	Peter McPhillips	PM	RA
	Chief Inspector - Cleveland Police (Stockton District - Prevention)	Ted Allen	TA	MA
Probation	Director Of Operations	Lucia Saiger	LS	RA
Strategic Health Authority	NE Child & Maternal Health Service Advisor - NHS North East Strategic Health Authority	Sam Crammond	SC	A
Primary Care Trusts	Director of Nursing & Therapies - Tees PCT	Anne Moore	AMo	A
	Head of Children & Young People's Strategy / Assistant Director (Commissioning) Stockton PCT	Peter Seller	PS	MA
NHS & Foundation Trusts	Director of Nursing & Patient Safety - North Tees & Hartlepool Foundation Trust	Sue Smith	SSm	MA
	Head of Community Services - North Tees & Hartlepool Foundation Trust	Linda Watson	LWa	A
	Deputy Director of Nursing	Cath Siddle	CS	A
Youth Offending & Connexions Service	Head of Children & Young People's Operational Services / Assistant Director NTHFT	Shaun McLurg	SMcL	A
CAFCASS	Service Manager	Lynne James	LJ	MA
Prisons	Head of Offender Management	Elaine Hunneyset	EH	MA
Adult Social Service	Head of Adult Social Services	Sean McEneaney	SMcE	MA
Adult Health (Mental Health & Disability)	Vacancy			
Adult Substance Misuse Services	Joint Strategic Commissioner for Drugs, Prison Healthcare and Social Inclusion	Emma Champley	EC	RA
Expertise & Advice	Designated Nurse	Alex Giles	AG	MA
	Designated Doctor	Kailash Agrawal	KAgr	MA
2 Lay Members				
Schools	Head Teacher – Primary Schools	Hazel Ducker	HD	A
	Head Teacher – Secondary Schools	David Youldon	DY	MA
	Head Teacher - Independent Schools	Alex Taylor	AT	MA

MINUTES OF SLSC BOARD MEETING (20.05.10)

Other Members, Agencies and Groups

Representing	Title	Name		Attendance
FE colleges	Principal - Riverside College	Sujinder Sangha	SSa	MA
NSPCC	Children's Services Manager - NSPCC	Bernice Gallagher	BG	A
Voluntary sector	Assistant Director of Children's Services - Barnardo's (SLSCB Vice Chair)	Sandra Egleton	SE	A
Others	District Manager - Fire Service	Ian Harrington	IH	NC
	Community Safety Partnership	Mike Batty	MB	MA

Guests / Speakers

Representing	Title	Name	
Procedure & Practice T G	Task Group Chair	Linda Sandbach	LSa
Performance & Quality TG	Task Group Chair	Simon Willson	SW
Children's Services Training Group	Task Group Chair	Eric Jewitt	EJ
Stockton Borough Council	Chief Executive	Neil Schneider	NS
Adult Health (Mental Health & Disability)	Lead Senior Nurse for Safeguarding Children	Karen Agar	KAgA
Cleveland Police (Crime / Child Protection)	Detective Inspector	Mike Cain	MC
Adult Substance Misuse Services Probation	Modernisation Manager	Kerry Anderson	KAn
	Senior Probation Officer	John Graham	JG

SLSCB Staff

Name	Title	Attendance
Lorna Wright	Administrator	✓
Pauline Beall	Business Manager	✓

No.	Agenda Item	Action
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2 Minutes of Meeting held on: 18th March 2010

Minutes agreed as true record

3 Matters Arising

3.1 Members gave an update on actions stemming from the Domestic Violence report presented by SM at the March meeting.

MC advised the Police referral forms have been amended and will be emailed to JH/SM for discussion prior to sharing across Tees **MC**

JH advised that Mandy Morris has been appointed as the CAF Coordinator and will start on 1st June.

AMc will attend the Domestic Violence Strategic Partnership meetings as Lead Cabinet Member for Children.

A survey looking at Domestic Violence in the North East Region will be circulated to members for completion. **BUS Unit**

3.2 JH advised REIP are looking to commission work around Safeguarding Children. Updates will be brought to future meetings. **JH**

3.3 AG advised work on the NI70 is continuing. JH requested information is brought to the development day in July. **AG, SW, AMo**

3.4 PB advised that as yet she has not met with SS, however can confirm that SS is the lead officer detailed in section 5.3 of the SCR Sub Regional Guidance Document.

3.5 AG requested clarification regarding the continuation of the Tees Procedures Group. It was made apparent at the last Tees meeting that not all Boards were in full agreement. Attendance and involvement from Stockton LSCB in the arrangement was confirmed.

JH advised she will raise the issue at the next regional DCS meeting. **JH**

PB added on a positive note that the group had agreed to adopt the Neglect Guidance

developed by Redcar as a Tees wide document.

- 3.6 AG gave an update from the Care Quality Commission. At the moment the PCT are having difficulties around LAC. SW advised that he will have discussion with AMo on how to join LAC and Safeguarding together. SW, AMo

- 4 **Adult & Children's Services Joint Working Protocol – Parental Substance Misuse / Mental Health**
Deferred until next meeting

5 **Review of Lord Laming's recommendations 1 Year On**

- 5.1 JH advised that all members were asked to provide a progress update of the 58 Laming recommendations to ensure we are doing all we can in Stockton to complete them. The information was collated and circulated as one document.

Discussion took place regarding National drivers with a detailed focus on what is being achieved locally.

Any additional comments from members should be sent to the Business Unit within two weeks (3 June 2010). The final document will be circulated to members.

ALL

JH and PB to determine local QA process.

JH, PB

6 **CPP3 2010: - Protocol Governing the Information Exchange Durham Tees Valley Probation Trust (Teesside area) to Local Authority Children's Social Care Agencies**

This CPP3 2010 form is used to exchange information between Durham Tees Valley Probation Trust and Local Authority Children's Social Care Agencies in the Teesside area. The form does not replace the process for making a child protection referral and if there are concerns about any risk to children then referrals should be made.

JH advised the issues with this form had been identified through an audit process prior to inspection, it was confirmed that the original form was not fit for purpose and should be reviewed. The form has been revised to make it fit for purpose; however this was not in time for the inspection.

Training will be provided once the form is agreed and an audit will be arranged once the form has been implemented. First Contact will be responsible for links with other agencies.

7 **Data Sets**

- 7.1 SW provided a follow up to the information shared at the last meeting on how we best use data to safeguard and monitor performance.

Since the last meeting Directors of Children's Services within the North East have agreed to a North East Regional Data Set.

JH advised that Government Office North East is setting up a meeting to look at the West Midlands model. Discussions will be held at the SLSCB development day with a view to using this model.

SW will arrange a meeting with reps across Tees to see what this model looks like. Hopefully it will provide a good data set and give an idea of trends and patterns across Tees.

SW

8 **NSPCC Strategy 2009/2016**

Deferred until next meeting

9 **LSCB Independent Chair and Lay Members Interview Panel**

- 9.1 PB advised that the advert for the SLSCB Chair has gone out and has been circulated widely.

There have been some expressions of interest however; the number of CV's submitted is unknown at the moment. Members will be asked in due course to be part of the Interview Panel.

Information for the SLSCB Lay Members has been included in May edition of Stockton News, which will be delivered to all homes across the Borough.

More information on the level of interest will be shared at the Board development day. PB

10 SLSCB Business Management Issues

10.1 2009 / 10 Outturn Core LSCB Budget

PB Presented the report and advised that the outturn budget is a lot better than initially anticipated and funds for the Chair may be available.

Monies for SCR's are set aside from the general budget however it is unknown how many SCR's there will be throughout the year and whether additional funding will be required.

The carry forward from IdEA review did not go ahead.

PB has discussed with the finance department the production of an easy read financial report to provide more details to the Board.

The Board agreed to:

- Note the Core LSCB Outturn 2009 / 2010 and Projected 2010 – 2011 Budget Report ALL

10.2 2009 / 10 Outturn Ring Fenced Budgets

PB Presented the report and highlighted:

- The cost of Independent Chairs and Authors
- Reduced contribution to the Child Death Review Project
- Continuation of the Barnardos funding until March 2011 as agreed by the Children's Trust Board.

The Board agreed to:

- Note the SLSCB Non Core Budgets – 2009/10 and 2010 / 11 report ALL
- Consider how additional requirements may be funded if required for Serious Case Reviews.
- Request regular updates

10.3 LSCB Communications Tool and Grant

Details were provided regarding notification that had been verbally received that each LSCB is to receive a grant of £12,000 via the Local Authority Area Based Grant in November 2010, however due to the change in government this funding may no longer be available.

PB advised that as we already have a communication strategy, initial discussion for use of the money pointed toward either pooling the money and sharing across Tees or put the funding toward CWD training.

Members will be updated at a future meeting. PB

The Board agreed to:

- Note the LSCB Communication Tools and Grant Report. ALL
- Request a further report when firm details are received relating to the grant.

11 Children's Workforce Development

11.1 Annual Evaluation of SLSCB Multi-Agency Training Courses and Seminars

EJ presented the evaluation report.

The report provides detail of the 17 main courses ran by the CWDU and information about some one off course that were also delivered in 2009/10.

In general the courses were well attended and received a high level of response.

11.2 SLSCB Safeguarding Training and Development Programme 2010-2011

EJ distributed hard copies of the Training Programme and advised that the 17 main training courses have been increased to 25.

Further development of E-Learning courses is being looked at as a method of encouraging more training. A request for venue availability was made especially to deliver some E-Learning courses with a facilitator.

JH advised that a significant amount of training has been delivered but is unsure if the right staff are attending the training. Discussions followed regarding mandatory training for key staff and a request was made for the training group to identify and recommend for the July Board meeting which courses should be mandatory and for whom.

EJ

There is a clear recommendation from a SCR that some training should be mandatory.

- 11.3 Children's Services Training Group Minutes 21 April 2010
Distributed to members for information.

EJ requested that members look at the representatives for their agency and ensure attendance. Representative from Police and Fire are particularly required.

ALL

- 11.4 Working Together 2010 Tees Training Event
EJ advised that a presentation has been developed in line with the changes made to Working Together.

A Tees wide training event will be arranged in various venues to ensure professionals are aware of the new Working Together and the changes that have been made.

PB gave thanks to EJ and the CWD Team for the work they have done since taking over the training from the Business Unit.

12 SCR / Case Review Updates

- 12.1 PS provided an update of current reviews as Chair of the SCR Sub Committee.

Neglect

The Action Plan for Neglect cases has been reviewed by 3 members of the SCR Sub Committee. The amended plan was circulated to Board members. PS advised that details of progress made so far will be added to the plan.

Bus
Unit

PS requested any changes or comments on the action plan to be fed back to him or PB.

ALL

CT

The case is no longer being progressed as a SCR. A Management Review is being carried out as there are clear lessons to be learnt.

Details of extended time period will be shared with the SCR Sub Committee

PS

Andrew

PS gave an overview of the case; it will be progressed as a Management Review as the criteria for SCR was not met. An independent Chair has been appointed and will also write the Overview report. Independent Authors will write the IMR's for Social Care and Education.

NEM

Internal Management Reviews have been completed by Police and Probation, an overview of these reports will be presented at the July meeting.

PS

Hill

A facilitated discussion is will be held to establish lessons to be learnt. Agencies are currently identifying key professionals to attend.

FB/AB

The criteria for a SCR was not met, however a separate Management Review will take place for both children. PS will write the Terms of Reference for AB.

PS

Mary

Another Tees Valley LSCB is currently undertaking a SCR with input from Stockton

regarding our involvement with the family.

- 12.2** PS advised that Terms of Reference for the SCR Sub Committee will be written and shared with the Board. PS

JM commented on the structure of the Sub Committee which comprises of Senior Managers and that monthly meetings are having to be held due to the volume of work. There are also a limited numbers of people who can write the reviews and they all have full day jobs. The level of work and time required to the SCR / Case Review process is seriously impacting on peoples ability to do their main role as well as contributing to SCR / Case Review work

AG advised that a significant amount of work goes into both SCR's and MCR's and there is very little difference between the two types of review. .

JH advised that in future SCR' may have to be published in full.

13 SRC Ofsted Inspection

- 13.1 SSa gave a verbal update from the Ofsted inspection of Stockton Riverside College.

Overall the inspection was a success and the college received some extremely positive feedback.

Summary of grades awarded

Grades: 1 is outstanding; 2 is good; 3 is satisfactory; 4 is inadequate

- Overall effectiveness of provision Grade 3
- Capacity to improve Grade 3

- Outcomes for learners 3
- Quality of provision 2
- Leadership and management 3
- Equality and diversity 2

Subject Areas

- Health, social care and early years 3
- Science and mathematics 2
- Hairdressing and beauty therapy 2
- Arts, Media and Publishing 3

One area of concern was regarding implementation of arrangements for safe recruitment of staff. SS assured members that this weakness was rectified within 21 days and there were never any risk to students.

PB advised information on a Safe Recruitment E-Learning package was detailed in the April Safeguarding Briefing. There are two courses available, one for Education and one for Non Education professionals.

14 Thematic Discussions

- 14.1 Scrutiny Review of Practice, Developments, Co-ordination, Support and Influence Required in respect of:

- i. Children's Services Contact, Referral and Assessment SMcL
 Domestic Abuse & Safeguarding - Survey for all NE Partnerships **Deferred**

- 14.2 ii. Audit Overview Themes

SW presented the briefing note to inform the Board of the first quarterly review undertaken of case file audits within Children's Social Care services in Stockton-on-Tees.

SW advised that a mapping exercise of how partners undertake QA was completed and shared the learning from this process with members. The issues around practice have been taken forward by an operational development group.

AMc requested a copy of appendix 3 to be circulated SW

Audits within agencies will now be added to the SLSCB Agenda PB

15 Any Other Business

- 15.1 JA Queried is the amount of documents (paper) circulated to members for each meeting absolutely required?

PB advised that the agenda has already been filtered down severely by distributing information between meetings and listing them on the agenda as Information Items. Discussions at the July Development Day may result in a restructured agenda to alleviate the problem.

- 15.2 SSm advised that their internal Safeguarding group is considering actions to raise awareness of the Named Professional.

A Safeguarding Children day will take place on Friday 9th July. An information stand will be on the main concourse of both North Tees and Hartlepool Hospitals. Information contributions from partner agencies would be appreciated.

SSm will provide publication material to be circulated to members in due course.

SSm

- 15.3 AG explained that she had recently chaired a meeting involving Tees Paediatricians and Forensic Medical Examiners and although it had not been the intention of the meeting to discuss the clinicians' competencies and capacity it became evident that there was a significant problem regarding forensic child sexual abuse examinations in respect of acute cases out of hours.

Concerns were appropriately raised by the Paediatricians and the FMEs that as the acute cases were fortunately becoming very infrequent there were not seeing enough cases to maintain their competency in this very important and complex area of work.

As a consequence it was proposed in the short term with immediate effect that all acute cases during the weekends would go to Newcastle and an interim arrangement was accordingly made with Newcastle Hospitals. In the meantime Doctors Eileen Lee and Santosh Gupta were to develop a rota of experienced clinicians who could undertake these examinations and report at the end of June.

Both Police and Social Care expressed concerns about the children having to travel to Newcastle and also that Children's Social Care had not been involved in this decision making. AG regretted that the new interim arrangement involved travel to Newcastle however felt that there was no other option as children could not be placed in a position of being examined by Doctors who had stated they did not feel competent to provide a forensic medical examination.

Interim arrangements from the Emergency Duty Team to assist with this work has been put in place.

- 15.4 SMcE gave information on fatalities caused by accidental fires affecting families that are known to agencies. A request was made for a more coordinated approach to increasing opportunities of engaging with the community to ensure safety awareness is more widely spread.

AMc acknowledged this is a very important point.

- 15.5 JH provided an update on the situation with Social Care workforce.

There is an increased workload and retention and recruitment is proving difficult. Details of staff moving posts were shared. JH advised there has again been no interest in the Duty Managers post.

JH will look into the more stable cases of LAC being given to Family Support Workers.

LSa added that the CP register, LAC and Conference continue to rise.

MC gave praise for the proactive approach taken by Kim Staff and Rhona Bolland and commented that he is always happy with the response when he has worked with them.

16 Dates for 2010/11 Board Meetings:

All meetings will be held at the Education Centre, Junction Road, Norton. 1:00 p.m. – 4:00 p.m.

- Thursday 15 July 2010
- Thursday 16 September 2010
- Thursday 18 November 2010
- Thursday 20 January 2011
- Thursday 17 March 2011

17 Information Items

- 1 Safeguarding Information Update 4th March 2010, emailed 8.3.10
- 2 DCSF Staying Safe Survey, emailed 8.3.10
- 3 CYP Operational Services Structure, emailed 10.3.10
- 4 Female Genital Mutilation Fact sheet and Poster, emailed 11.3.10
- 5 Home safety direct mail out to help parents make their home safer, emailed 11.3.10
- 6 Sheffield LSCB SCR Documents, emailed 11.3.10
- 7 Neglect Matters - A multi-agency guide for professionals working together on behalf of teenagers, emailed 12.3.10
- 8 E-Safety Event – Wednesday 24th March 2010, emailed 16.3.10
- 9 NSDU Publications related to LSCB's, emailed 18.3.10
- 10 Lord Laming One Year On, emailed 19.3.10
- 11 Safeguarding Information Update 18th March 2010, emailed 19.3.10
- 12 ISA Vetting and Barring Guidance March 2010, emailed 19.3.10
- 13 DCSF Consultation Safeguarding Children and Safer Recruitment in Education, emailed to Education Reps 24.3.10
- 14 Safeguarding Information Update 25th March 2010, emailed 26.3.10
- 15 Peter Brook – There's more to life, emailed 1.4.10
- 16 CYP Ops Structure with Postholders, emailed 1.4.10
- 17 Children in the News, emailed 6.4.10
- 18 C4EO - Excellence and Evidence - Making the Difference 2010 emailed 7.4.10
- 19 Multi Agency Guidance Governing the Conduct of Serious Case Reviews March 2010, emailed 8.4.10
- 20 C4EO 25 March 2010 conference feedback, emailed 8.4.10
- 21 Safeguarding Information Update 8th April 2010, emailed 14.4.10
- 22 Young people and sexual violence: attitudes and consequences Conference 19th May 2010, emailed 14.4.10
- 23 Children's Workforce Development Training - May 2010, emailed 15.4.10
- 24 Wasted Invitation, emailed 15.4.10
- 25 Safeguarding Information update 21st April 2010, emailed 26.4.10
- 26 Draft PVE & Safeguarding guidance, emailed 4.5.10
- 27 Safeguarding Information update 5th May 2010, emailed 7.5.10
- 28 Children's Service Operational Structure, emailed 10.5.10
- 29 Independent Chair(s) Stockton and Darlington LSCBs, emailed 10.5.10
- 30 Tees Valley Interfaith Stakeholder meeting, emailed 11.5.10

Details of Next Meeting:

12th July 2010 – Development Day 9 – 4.00pm Castlegate Quay		
Date: 15 July 2010	Time: 1:00 – 4.00pm	Venue: Education Centre

Please note extended meeting time 1.00pm – 4.00pm