

## MINUTES OF SLSC BOARD MEETING (15.03.12)

Date: 15th March 2012 | Time: 1.00 pm | Venue: Education Centre, Junction Road.

### Glossary of Terms and Abbreviations used.

CAF	Common Assessment Framework	IFA	Independent Fostering Agency
CDOP	Child Death Overview Panel	LA	Local Authority
CESC	Children, Education & Social Care	SBC	Stockton Borough Council
CTB	Children's Trust Board	SCR	Serious Case Review
CTMT	Children's Trust Management Team.	SLSCB	Stockton-on-Tees Local Safeguarding Children Board
DAAT	Drug and Alcohol Team	QA	Quality Assurance
DfE	Department of Education		
DV	Domestic Violence		

### 1) Attendance at Meeting

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

#### Statutory Members

Representing	Title	Name		Attendance
	LSCB Independent Chair	Colin Morris	CM	MA
Local Authority	Corporate Director of Children, Education & Social Care (CESC)	Jane Humphreys	JH	MA
	Head of School Effectiveness & / Assistant Director (Complex Needs) NTHFT	Lynda Brown	LB	A
	Head of Housing – Stockton-on-Tees Borough Council	Julie Nixon	JN	RA
	Lead Cabinet Member - Children and Young People (Participating Observer)	Cllr Ann McCoy	AMc	MA
Police	Interim Detective Chief Inspector - Cleveland Police (Crime / Child Protection)	Jason Dickson	JDi	MA
	Chief Inspector - Cleveland Police (Stockton District - Prevention)	Mick Williams	MW	A
Probation	Director Of Operations	Lucia Saiger	LS	A
Strategic Health Authority	NE Child & Maternal Health Service Advisor - NHS North East Strategic Health Authority	Sam Cramond	SC	A
Primary Care Trusts	Director of Corporate Affairs, NHS Tees.	Beverly Reilly	BR	A
NHS & Foundation Trusts	Director of Nursing & Patient Safety - North Tees & Hartlepool Foundation Trust	Sue Smith	SSm	A
	Clinical Director Community Services- North Tees & Hartlepool Foundation Trust ( <b>SLSCB Vice Chair</b> )	Linda Watson	LW	MA
Youth Offending & Connexions Service	Head of Children & Young People's Operational Services	Shaun McLurg	SMcL	MA
CAFCASS	Service Manager	Janice Deakin	JDe	A
Prisons	Head of Offender Management	Elaine Hunneysett	EH	A
Adult Social Service	Head of Adult Social Services	Sean McEneaney	SMcE	MA
Adult Health (Mental Health & Disability)	Head of Tier 3 CYPS Durham/Darlington and Teesside	Chris Davis	CD	A
Adult Health (Mental Health & Disability)	Lead Senior Nurse for Safeguarding Children	Karen Agar	KAga	A
Adult Substance Misuse Services	Joint Strategic Commissioner for Drugs, Prison Healthcare and Social Inclusion	Emma Champley	EC	A
Lay Members	Lay Member	Lesley Cooke	LC	A
	Lay Member	Jo Thornhill	JT	MA
Schools	Head Teacher – Primary Schools	Susan Dawson	SD	MA
	Head Teacher – Secondary Schools	Elizabeth Horne	EH	MA
	Head Teacher - Independent Schools	Alex Taylor	AT	MA

#### Other Members, Agencies and Groups

Representing	Title	Name		Attendance
FE colleges	Principal - Riverside College	Sujinder Sangha	SSa	A
NSPCC	Children's Services Manager - NSPCC	Bernice Gallagher	BG	NC
Voluntary sector	Assistant Director of Children's Services - Barnardo's	Sandra Egleton	SE	NC
Others	Community Safety Partnership	Mike Batty	MB	A

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### SLSCB Advisors

Representing	Title	Name		Attendance
Expertise & Advice	Designated Nurse	Alex Giles	AG	MA
Expertise & Advice	Designated Doctor	Kailash Agrawal	KAgr	MA
Business Unit	Business Manager	Pauline Beall	PB	MA
Julie Nixon	Housing Options Manager	Caroline Wood	CW	MA

### Guests / Speakers

Representing	Title	Name	
Childrens Workforce Training Task Group	Childrens Workforce Development Manager, Chair TTG	Eric Jewitt	EJ
Performance & Quality Task Group	Head of Business Support and Improvement (BuSI), Chair P&Q TG	Simon Willson	SW
Procedures & Practice Task Group	Strategic Manager C&YP, Chair P&P TG	Martin Graham	MG

### SLSCB Staff

Name	Title	Attendance
Lorna Gray	Administrator	✓

**Declarations of interests & Confidentiality: JH declared interest as DCS for Stockton with regard to agenda item 5 - Andrew Briefing Paper.**

<b>No.</b>	<b>Agenda Item</b>	<b>Action</b>
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- 1.2 CM initiated introductions and welcomed Jason Dickson who will represent Cleveland Police - Crime / Child Protection taking over from Peter McPhillips.

CM advised that Sujinder Sangha has submitted long term apologies for these meetings and will be arranging new representation from Riverside College in due course.

### 2 Minutes of Board Meeting held on: 19 January 2012

- 2.1 Minutes of meeting held 19.01.12 were agreed as a true record.

### 3 Matters Arising

- 3.1 JH advised that she has picked up the issue relating to the quality assurance of contracted services as she also felt that the QA should be more robust. Further discussions will be held with MB outside of this meeting.

- 3.2 CM advised that he has written to other Tees Boards with regard to a presentation from EH and the Prison Service. As yet there has been no response.

- 3.3 JH advised that a meeting has been held to discuss the process of the Independent Chair appraisal. It was agreed that an appraisal document/questionnaire will be given to CM for completion and a further meeting will be held to discuss it. PB will also feed into the appraisal process.

JH requested that a Lay Member attend the appraisal meeting which will be arranged for May 2012.

- 3.4 PB advised that the regional event - Implementing Munro has been agreed and will take place on 21.3.12. There will be 8 representatives from Stockton attending.

### 4 Executive Group Feedback from 16 February 2012

- 4.1 PB advised that the SLSCB/CTB protocol has been amended although it has now been held in abeyance due to developments regarding the Children's Trust and the Health and Wellbeing Board.

JH confirmed that further discussions will be held at the next CTB meeting, details of these discussions will be brought to a future Board meeting.

- 4.2 PB advised that an email will be sent out to Board members for them to nominate their representatives on the new Performance & Practice Task Group and meetings will be arranged to start in the new financial year.
- 4.3 JH thanked SW for arranging the meeting to discuss the new inspection arrangements. The meeting was constructive and further information will be shared at the SLSCB Development Day.
- 4.4 CM advised that the requested amendments to the Tees Child Death Overview Panel Terms of Reference have been emailed to Marcia Ingram. A revised document will be issued following comments being received from all four LSCBs.

**5 Andrew Briefing.**

The Andrew Briefing paper which provided details relating to the Andrew Management Review and Reference A7 of the Action Plan was circulated to members prior to this meeting.

CM commented that JH, SMcL and he were of the same opinion that there was no point in further correspondence with Independent Fostering Agency in this case as the LSCB are now in a position where a decision needs to be taken as to how to progress this matter. Several options were included in the Board paper and members were given the opportunity to fully discuss the next steps.

JH declared an interest due to her position as Corporate Director and advised that she would not take part in the initial discussions regarding this case. AMc also declared an interest due to position as SBC Lead Cabinet Member - Children and Young People

SMcL Initiated discussions and gave praise to the IFA for acknowledging and acting upon the requests made to them in the Andrew Action Plan. SMcL commented that although the process that the IFA had undertaken was the correct process there were fundamental flaws that left some concerns around continuing to use the carers that were involved in this case. It was SMcL's view that the Board should take the matter further in terms of the Carers working for other authorities. CM acknowledged this and advised that the only way to do this would be to involve the regulatory body.

Members continued discussions and the possibility of external investigation of the actions of all the agencies involved in this case was raised not just the IFA. CM advised he was already aware that this is a possibility and had requested that the SCR Sub Committee ensured all necessary actions identified in the Action Plan had been addressed.

AG asked if the LA would be prepared if the regulatory body wanted to look into the commissioning side of the arrangements. JH advised that the systems in commissioning were very different 10 years ago but would have no objections.

SMcL commented that the issue here is not only about the IFA or commissioning and felt that the integrity of the carers is an issue of concern.

Following lengthy discussions members agreed that the way forward is to discuss these matters with the regulatory body. PB asked does any member not agree with this option. All members were in agreement.

Once the Board discussion was concluded JH advised that had the Board decided to not to raise the issue with the regulatory body then she would have held discussions with SBC Chief Executive and referred the case from an SBC perspective.

**The Board agreed to:**

- Refer concerns regarding the carers and the IFA to the regulatory body.

**6 Tees Procedures: Presentation and Decision re:<http://www.teescpp.org.uk/>**

- 6.1 Prior to the meeting an email was circulated to all Board Members asking them to review the website and prepare any questions they may have. This was accompanied with a spreadsheet that included updates on progress from the Tees Procedures Group.

MG led discussion using the web pages and the spreadsheet. Members worked through each page/procedure and requested the following action points that need to either completed immediately before the system goes live or be added to a list of 'development points' The discussion were matched against the outstanding work showing on the spreadsheet which had been categorised as High Priority A, which need to be complete before the system went live. B, which needs to be complete by the end of May and C which needed to be carried out by the end of September.

6.2 A) To be completed before system goes live

- JH asked whether the ECM Outcomes are still current and queried the use of CAF; PB advised that a request has been made to standardise reference to CAF throughout the system and that nationally the Government were no longer referring to the ECM Outcomes.
- 2.1.4 This needs to be explicit around CAF and GP's.
- 3.2 SMcL highlighted a contradiction re implementation of plans by Core Groups. Alterations should be changed to recommendations and the wording 'flesh out' should be changed to develop
- 3.4 references to Regional Cross Boundary procedure should be included in the narrative.
- 3.6.1 Health Education Adult Services needs to be corrected re Strategy discussions.
- 3.6.6 Information from the Daniel review to be added here.
- 3.7 JH felt that the criteria are not correct. PB added that the Tees SCR procedure should be added here, current information is not correct.
- 3.7 need to change South Tees to relevant LSCB in header section.
- 3.7 wording around IMR's re commissioning needs to be amended.
- 3.8 Link to Allegations and Concerns against staff in the main body does not work.
- 3.8.1 Wording of 'Central Tenet' needs to be changed.
- 3.8.1 A reference to regulatory bodies should be included and should be explicit regarding supervision taking place and who it is agreed by.
- 3.9 information re RHSO needs to be updated as requested by JD at Tees Procedures meeting.

6.3 B / C) Development points (to be completed within 6 months)

- 2.2.2 A tab needs to be created for Childrens Social Care.
- JH asked if the Education Act 2002 is still current, PB advised that a request for the legislation section has already been submitted as there are some omissions and errors.
- PB advised that the 4 categories of abuse will be expanded on in section 2
- Consistency around the wording for Childrens Social Care and Childrens Services is required.
- 2.2.3 Tabs a,b,c etc need to be standardised in relation to CAF.
- Reference to thresholds needs to be included and an individual tab created to fully explain thresholds with links to each localities criteria e.g. SBC Continuum of Need.

6.4 Process

SW commented that the Board needs to be confident that when amendments are requested that they are made. JD felt that this is the responsibility of the Tees

Procedures Group.

Members discussed methods of getting the website updated and having this passed through the Tees Procedures group, differences of opinions were noted by all members. SMcL commented that a rigorous systematic product control project management system is needed otherwise problems will continuously arise when amendments need to be made. KAgr suggested that at the next Tees Procedures group a person is nominated to do the work and a person is nominated to check the work has been done and report via email that the work is completed.

CM requested that SMcL take the issue back to his counter parts across Tees to agree a process for product management. JH will also discuss with DCS's and Chairs.

PB requested confirmation from Members that they were in agreement with the Procedures going live subject to the amendments requested being agreed within the proposed timescales and for information regarding the launch and how to use the Web base procedures. This was agreed.

**The Board agreed to:**

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| <ol style="list-style-type: none"> <li>1. Neil Pocklington (Chair Tees Procedures) to be advised of SLSCB decision to approve subject to amendments being made within agreed timescales.               <ol style="list-style-type: none"> <li>a) Immediate actions (A) prior to system going live on 1<sup>st</sup> May 2012</li> <li>b) Development work (B&amp;C) to be completed within 6 months</li> </ol> </li> <li>2. Meeting / discussion to be held with Tees Heads of Service to agree project management system and future operation of group.</li> </ol> | <p>CM</p> <p>SMcL</p> |
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<b>Discussion Reports Emailed To Board Members Since The Last Meeting</b>	<b>Last Date to Comment</b>
1 Expansion of Running or Missing from Home or Care Group.	17.10.11
2 Running or Missing from Home or Care Procedure.	16.11.11
3 Amended Allegations Management Procedure	16.11.11
4 Children In Adoptive Placements Procedure	16.11.11
5 Service User Complaints Procedure	23.12.11
6 Proposed Amendment to Working with Sexually Active Young People Procedure	13.01.12

<b>Information Items Emailed To Board Members Since The Last Meeting</b>	<b>E-mail Date</b>
1 Stay Safe and Warm Initiative	10.01.12
2 NSPCC Helpline report 'How the NSPCC Protects Babies' published	10.01.12
3 Bonding & Attachment Training Course 19 March 2012	11.01.12
4 Information Sharing between LAs and UKBA re: family returns processes	12.01.12
5 2 Day Drug & Alcohol Awareness Course	16.01.12
6 Child Centred Practice Presentation at MTLC 23rd January 2012	16.01.12
7 NSPCC Authorised Person Status	25.01.12
8 Child Neglect Report (Action for Children) January 2012.	26.01.12
9 New arrangements for the inspection of local authority children's services	01.02.12
10 Child Trafficking and Sexual Exploitation Training/ 9 February 2012	01.02.12
11 Training Event: Autism Specialist Disorders (ASD) Awareness , 4-dates available	01.02.12
12 Introduction to Integrated Working & Information Sharing/ 21 February 2012/ 13:30 - 16:30/ The Education Centre	01.02.12
13 Supervising Staff who have Assessment and Safeguarding Responsibilities/ 22 February 2012/ 09:30 - 16:30/ The Education Centre	01.02.12
14 Children with a Parent in Prison - impact on outcomes	14.02.12

**Details of Next Meeting:**

Date: 17<sup>th</sup> May 2012 | Time: 1:00 – 4.00pm | Venue: Education Centre, Junction Road.

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