

## MINUTES OF SLSC BOARD MEETING (17.05.12)

Date: 17<sup>th</sup> May 2012 | Time: 1.00 pm | Venue: Education Centre, Junction Road.

### Glossary of Terms and Abbreviations used.

CAF	Common Assessment Framework	IFA	Independent Fostering Agency
CCG's	Clinical Commissioning Groups	LADO	Local Authority Designated Officer
CESC	Children, Education & Social Care	LA	Local Authority
CTB	Children's Trust Board	SBC	Stockton Borough Council
CTMT	Children's Trust Management Team.	SCR	Serious Case Review
DAAT	Drug and Alcohol Team	SLSCB	Stockton-on-Tees Local Safeguarding Children Board
DfE	Department of Education	QA	Quality Assurance
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 Education, Early Years & Complex Needs	Lynda Brown	LB	MA
	Head of Housing – Stockton-on-Tees Borough Council	Julie Nixon	JN	MA
	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	RA
Probation	Director Of Operations	Lucia Saiger	LS	RA
Strategic Health Authority	Associate Director Children and Safeguarding for Yorkshire and Humber SHA	Geraldine Sands	GS	A
Primary Care Trusts	Associate Director/Board Nurse Quality Improvement, Patient Safety and Safeguarding	Beverly Reilly	BR	MA
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	A
Youth Offending & Connexions Service	Head of Children & Young People's Operational Services	Shaun McLurg	SMcL	MA
CAFCASS	Service Manager	Janice Deakin	JDe	MA
Prisons	Head of Offender Management	Elaine Hunneysett	EH	MA
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	RA
Adult Health (Mental Health & Disability)	Lead Senior Nurse for Safeguarding Children	Karen Agar	KAga	MA
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	MA
	Lay Member	Jo Thornhill	JT	MA
Schools	Head Teacher – Primary Schools	Susan Dawson	SD	A
	Head Teacher – Secondary Schools	Elizabeth Horne	EH	MA
	Head Teacher - Independent Schools	Alex Taylor	AT	A

#### Other Members, Agencies and Groups

Representing	Title	Name		Attendance
FE colleges	Head of H.E, Safeguarding & Professional Development	Liz Boynton	SSa	MA
Voluntary sector	Assistant Director of Children's Services - Barnardo's	Sandra Egleton	SE	MA

**MINUTES OF SLSC BOARD MEETING (17.05.12)**

Representing	Title	Name		Attendance
Others	Community Safety Partnership	Mike Batty	MB	MA

**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

**Guests / Speakers**

Representing	Title	Name		Attendance
Childrens Workforce Training Task Group	Childrens Workforce Development Manager, Chair TTG	Eric Jewitt	EJ	MA
Performance & Quality Task Group	Head of Business Support and Improvement (BuSI), Chair P&Q TG	Simon Willson	SW	MA
Vulnerable, Exploited, Missing, Trafficked Task Group	Service Manager - Referral & Assessment, Chair VEMT TG	Liz Abbott	LA	A
Lucia Saiger	Senior Probation Officer	John Graham	JG	MA
Chris Davis		Tracey Splevins	TS	MA
Mick Williams	Chief Inspector - Cleveland Police (Stockton District - Prevention)	Dave Toor	DT	MA

**SLSCB Staff**

Name	Title	Attendance
Lorna Gray	Administrator	✓

**Declarations of interests & Confidentiality: There were no declarations.**

**No.      Agenda Item** **Action**

1.2 CM initiated introductions and welcomed new member Liz Boynton, representing FE colleges to the Board.

**2      Minutes of Board Meeting(s) held on: 15 March & 16 March 2012**

2.1 Minutes of the Board meeting held 15.03.12 were agreed as a true record with the addition of three amendments:-

- SE advised that her apologies were given for this meeting and requested they be noted.
- BR requested that her correct title be used in the attendance record.
- JH requested the wording in section 5 be amended to read: JH would have held discussions with SBC Chief Executive and Lead Member with a view to recommending the case be referred from an SBC perspective.

**Bus Unit**

2.2 Minutes of the Development Day held 16.03.12 were agreed as a true record with one amendment:-

- SE advised that her apologies were given for this meeting and requested they be noted.

**Bus Unit**

CM thanked everyone who attended the Board development session and commented that their input was appreciated and resulted in a useful day.

**3      Development Day Issues Inspection & SLSCB Action Plan**

3.1 Inspection

SW provided information on the new inspection criteria and advised that the framework highlights immediate issues that need to be checked to ensure 'the house' is in order and to identify other areas that will pose future challenges.

SW commented on the QA and monitoring of practice as discussed at the development

day and felt that evidence can be gathered to identify the SLSCB position but also the learning from Ofsted's approach around early intervention is still required.

SW continued to share feedback from the briefing event - New Framework for the inspection of local authority arrangements for the protection of children, which he attended with SMcL on 11.05.12. SMcL commented that it is important that we identify the new arrangements as an opportunity for change.

BR asked if there is any feedback from other authorities who have gone through the new process. SW advised that work is still ongoing with the current method of inspection and therefore it is unlikely that the new inspections will start until July. SMcL added that the new inspections will feel very different from the focus group approach, of 50 cases (20 of which will be selected and tracked through the process) SMcL queried how thorough this method could be without the use of a focus group but stressed the need to have an open mind here/

SW advised that up until now the understanding was that there would be an inspection this year however this may not be the case as the new inspections will be scheduled on a risk assessment basis starting with LA's that have previously received inadequate judgements or some specific issues such as management restructures.

AMc commented that she had hoped there would be some continuity with the new system, at the moment it doesn't feel like there will be and this may be an issue, but stressed again that we need to use this as a learning opportunity.

**3.2 Development Day Action Plan**

CM initiated discussions on the action plan stemming from the 8 key priorities highlighted at the development day. A starting position might be for members to populate the action plan identifying actions, intended outcomes, timescale and who would lead on specific action areas. Examples discussed which can be amended and developed further include:

- |       |   |                          |
|-------|---|--------------------------|
| 3.2.1 | Key Priority Objective 1: Protection of Children  | <b>Lead</b>              |
|       | 1.1) QA programme - All agencies on the LSCB to participate in QA reporting with progress updates and lessons learnt. | <b>SMcL</b>              |
|       | 1.2) Learning lessons from SCR/MCR - Activity of Sub Committee  | <b>JD</b>                |
| 3.2.2 | Key Priority Objective 2 : Engagement / Connection of Staff, Children & Young People                                  |                          |
|       | 2.1) Involvement of Children & Young People - Shadow Board  | <b>SMcL</b>              |
|       | 2.2) Feedback to Families - Exit Surveys  | <b>SW</b>                |
|       | 2.3) Improve visibility of SLSCB - engagement with staff  | <b>SMcL</b>              |
| 3.2.3 | Key Priority Objective 3: Preparing and mainstreaming the new Inspection Framework                                    |                          |
|       | 3.1) Complete evaluations against inspection framework  | <b>SW</b>                |
|       | 3.2) Establish best practice  | <b>SW</b>                |
|       | 3.3) Workforce briefing sessions  | <b>JH</b>                |
| 3.2.4 | Key Priority Objective 4: Think Child, Think Parent Think Family.   |                          |
|       | 4.1) Continuation of joint work with Adult Services on the joint Safeguarding agenda.                                 | <b>SMcE</b><br><b>AG</b> |
| 3.2.5 | Key Priority Objective 5: Engage in Tees Working (where appropriate)  |                          |
|       | 5.1) Determination of Tees Training Programme   | <b>AG</b>                |
|       | 5.2) Monitoring, development & continued improvement of Tees Procedures   | <b>JD</b>                |
|       | 5.3) Performance data set - post Munro  | <b>SW</b>                |
| 3.2.6 | Key Priority Objective 6: Governance & Board Members interface and shared understanding.                              |                          |
|       | 6.1) Improve interface with Schools and School staff  | <b>LB</b>                |

6.2) Attendance at meetings/Roles and Responsibilities

CM

3.2.7 Key Priority Objective 7: Health Changes and Transition

7.1) CCG's

7.2) Public Health

BR  
AG  
BR  
AG

3.2.8 Key Priority Objective 8: Innovative Learning for Board

Members agreed that this action could be removed as its content will be covered in objective 7.

3.2.9 Following discussions members agreed that lead members for each key priority would write up their sub actions and provide intended outcomes and timescales to complete the action plan. This information will be shared at the next Executive Group meeting and a progress update will be included on the agenda of the July Board Development Day.

PB advised that she will include the Action Plan 2012/ 2014 in the SLSCB Review and Plan. A first draft of which should be available for the July meeting.

**The Board agreed to:**

- Lead members providing information to fully populate the Action Plan by 7/6/12
- PB producing Draft Action Plan for discussion at the June Executive Meeting
- Action Plan to be an agenda item at the July Development Day.

**4 Executive Group Feedback from 19 April 2012**

4.1 The minutes from the Exec meeting held 19.04.12 were agreed as a true record with one amendment, - SW's attendance was noted.

4.2 PB confirmed that initial discussions with LB regarding representation from Schools have been held but still further work is required.

4.3 SE requested clarification of the decision making around the Sexualised Behaviours Conference. PB advised that the business case proposal was to combine sexualised behaviours and complex needs which the SCR Sub Committee and Executive Group felt was not appropriate. The current training in Stockton around sexualised behaviours is of high standard therefore the conference is not required.

4.4 PB confirmed that the April Safeguarding Briefing has now been circulated following amendments and discussion at the April Exec meeting.

**5 Munro Recommendations**

CM noted that a recent regional meeting had been held and that PB, AG, LW and LA had attended. This meeting identified a range of activities that were taking place across the region. On this basis it was worth while checking progress on Munro implementation in Stockton and in consequence the recommendations were circulated for the meeting today and have been partially populated by PB and SMcL - the proforma still requires further population.

SMcL commented that the Board needs to decide what sections if any need to be prioritised and progress indicated and managed.

AMc shared information from the CTB regarding Section 7. Thorough work was undertaken by legal services on a risk assessment basis to give assurance that the post held by the DCS is working and to ensure the structure reflected expectations, was safe both now and for the future.

SW commented that sections 6 & 10 highlight challenge and opportunity in the

inspection framework and advised that he will have discussions with Social Care Managers soon to further progress.

SMcL  
/ PB

SMcL advised it has been inferred that the new Working Together will be reduced to a 20 page document. An initial analysis will be produced when the consultation document is available.

KA felt that we need to look at section 8 on a local level to see how this potentially impacts on safeguarding in Stockton.

SE asked if Stockton is looking to do work on systems methodology as Barnardos have been working on this. PB advised that the Board has agreed that Stockton would not take part in the Pilot study but have started to look at alternative methods such as facilitated discussions. JD commented that should a new SCR be initiated then the current Ofsted method would still have to be used.

SMcL

With regard to section 14, SMcL advised that he will report back on the role of the principal social worker once the position is fully worked through in Stockton.

## 6 North Somerset Serious Case Review

JH presented the Overview report and Executive Summary from a SCR in North Somerset. JH advised that a request was received from Tim Loughton - Parliamentary Under Secretary of State for Children & Families to circulate the Overview Report and Executive Summary to Schools, Heads and Governors.

The documents have been presented to this Board and the Executive Group. A joint letter from the SLSCB Chair (CM) and SBC DCS (JH) has been sent to all Schools - Primary & Secondary, Further Education Colleges, Independent Schools and Governing Bodies to ensure the information is widely distributed. The letter included an offer of additional support to anyone who requires it. A request has been made by Secondary School Heads for a one day training course to look at wider safeguarding issues such as LADO and Allegations Management.

SMcL commented that a worrying part of the review is that one person; the Head Teacher had such significant influence and did not encourage the reporting of such issues. This initiated discussions around professional challenge and confidential reporting "whistle blowing" procedures. It was highlighted that confidence building for all staff to report against higher authorities is needed.

EH commented that from a schools perspective this is a shocking story and any additional training would be welcomed. EH felt that it is good practice to have more than one teacher as a designated officer to make the reporting process easier. JH acknowledged this and felt that an additional person outside of Schools would also be appropriate.

CM felt it imperative that this Board seek assurance that agencies in Stockton are aware of the details. CM added that he has already checked and had confirmed as a Board that we have met our responsibilities in terms of the recommendations set out in the North Somerset recommendations.

## 7 Training Charging Policy Update

EJ presented the training charging policy update and requested further discussions in order to firm up actions that were agreed in December 2011 and provide clarification on where partner agencies fall in terms of appropriate charging in relation to both delivered and e-Learning training courses.

CM confirmed that he has written to agencies to ask for contributions to the training budget. JH confirmed that Schools have agreed to pay for the training they receive and that there is a budget projection already related to this. The NSPCC advised they would liaise with their National Training Unit regarding with the view to identifying whether any support could be offered, although they thought it unlikely. A response was also received from Barnados who advised they were not in a position to offer training as "in kind" contribution to the Board

SE suggested that Barnardos do provide "in kind" contributions and felt that they were being penalised for having a representative on the Board whereas other larger organisations were not. JH differentiated between large and small organisations, highlighting the differences in their budgets and whether more work on the thresholds was required? JD commented that the danger in asking for a contribution could lead to a small contribution being made and a large amount of training being given in return.

SE commented that she is not aware of any other Boards that are going down this route. CM advised that there was certainly one more in the region and that this would probably become more common as budget pressures increase.

Further discussions were held around single agency training and the responsibility of the Board to ensure that this also meets the required standard, as detailed in Working Together.

JH felt that the Board is not yet in a position to make this decision today and that the Board would require further information from EJ on level 1 and 2 training and what problems could occur. EJ was asked to provide the Executive Group with a further report in June 2012 for consideration and determination.

SMcL suggested that the decisions made at the meeting in December 2011 regarding charging agencies for training be rescinded. The Board supported their proposal.

A further report will be brought to the Board to initiate any proposed changes from April 2013 when potentially a different model can be used and when there is more understanding around CCG's and Police commissioning across Tees.

**The Board Agreed to:**

- Rescind the decision made on 15<sup>th</sup> December 2011 with the exception of Schools
- Executive Group receiving update report from CWD Task Group Chair with detailed information and proposals.
- Board to receive further proposals to take effect from 1<sup>st</sup> April 2013

**8 2011 / 2012 Out turn budget report**

PB presented the out turn budget report for information and detailed the income and expenditure incurred from April 2011 to March 2012.

**9 2012 / 2013 Finance**

PB presented the 2012/2013 finance report. The report provided information on the Core, SCR and Multi Agency and Tees Training Budgets.

PB highlighted areas of potential savings in the Core budget including a proposal that

the Administration Support Worker Post be deleted from the establishment, and that travel expenses will be substantially reduced since the move of the Business Unit to Municipal Buildings.

Members held discussions with regard to the SCR Budget. Two options were discussed in order to eliminate the potential pressures that would be presented should a new SCR be required in this financial year. Members felt that at this stage they are unable to confirm that any further funding could be provided to provide a budget for potential future SCR's.

CM highlighted that there will be a saving with the loss of the administration post and an income from training that can be carried across if required. The potential training income of 21k should be closely monitored each quarter in order to alert early of any potential shortfall.

**The Board agreed to:**

- Deletion of the part time Administration Support Worker post from the establishment the financial savings of which will support the base budget.

PB

**10 2011 / 2012 Performance**

SW advised that it is too early in the current financial year to present performance information and confirmed that information will be available for the June Performance and Practice meeting which will include end of year CP Statistics. This information will be brought forward to the Exec meeting on 21<sup>st</sup> June 2012.

SW

**11 2011 / 2012 Annual Report & 2012 / 2013 Business Plan Update**

PB confirmed that work on the annual report is well underway and gave thanks to members who have contributed so far. PB will send a further email to agencies who have not yet contributed. A draft version of the Action Plan will be presented at the July Development Day which will include the 2012/ 2014 Action Plan.

PB

**12 Serious & Management Review Update (Colin & Andrew)**

12.1 Andrew: CM confirmed that following the LSCB's submission to Ofsted regarding the Boards concerns regarding the carers Ofsted have requested copies of numerous documents relating to the Andrew review. Agreement to share this information was sought with the other relevant parties prior to the information being shared. The documents were sent to Ofsted in April 2012 and PB has had confirmation of the delivery at Ofsted in Manchester.

12.2 Colin: CM advised that a further correspondence has been received from JP - DfE which has requested information on the steps taken to redact reports from the Colin review, and how the decision was made not to publish. JH expressed her disappointment that a meeting with Board members was declined as she felt it would have given JP greater understanding of the situation and reasons why the Board considers publication to be such a risk to the family.

JH read the letter from JP to members of the Board specifically highlighting the JP doesn't think it would be appropriate to meet to discuss publication as the decision is of course the responsibility of the LSCB. JH advised that her view is to write back with a suggestion that previous letters from CM are read and to confirm again that reports from this case will not be published. CM added that legal advice has previously been sought and PB has created a chronology of the Board's activity.

**The Board agreed to:**

- Advice being sought from legal services around letter to go back to JP.

**13 North Tees & Hartlepool NHS Trust Annual Report.**

Members were presented with the North Tees & Hartlepool NHS Trust Annual Safeguarding Report for information.

SW commented that this is a useful model report. PB also reflected on the adult element which members may not normally have sight of or be aware of this.

**14 DCS & LSCB Independent Chairs Meeting**

JH advised that the meeting to look at Tees working originally planned for January has been rearranged for June; unfortunately the SLSCB Chair can't attend. Darlington LSCB has expressed an interest to join the meeting to look specifically at issues around potential shared services involving Hartlepool and Redcar & Cleveland Local Authorities.

PB suggested that LW as Vice Chair of the Board be invited to represent SLSCB as CM is unable to attend.

**15 Police Commissioner – Next Steps**

MB provided an update on the governance arrangements for Cleveland Police. The current make up will be abolished in November 2012 when the new commissioner is to be elected.

MB advised that a Police & Crime panel will be made up of 12 nominated councillors and 2 independent members to scrutinise the work of the commissioner. Stockton will take the lead on the panel.

**16 CCG / DPH Update**

Clinical Commissioning Group (CCG)

BR gave an update on how Clinical Commissioning Groups (CCGs) are progressing across Teesside.

There will be 2 CCGs – NHS Hartlepool, Stockton on Tees Clinical Commissioning Group for the North and NHS South Tees NHS Clinical Commissioning Group for the South. The Chair of the North CCG is Dr Posmyk Boleslaw who was previously the chair of Hartlepool CCG. The North CCG will maintain its distinct locality focus (Hartlepool and Stockton). JH also sits on the Stockton Locality Board.

In terms of the safeguarding agenda, the NHS Commissioning Board has strongly indicated that the safeguarding professionals will be employed directly by the CCGs. BR advised that Sir David Nicholson and Jane Cummings, the incoming Chief Nursing Officer for the NCB are keen to ensure a seamless transfer of statutory responsibilities from PCTs to CCGs. BR also informed the Board that CCGs are aware of the statute in relation to safeguarding and will have a Board member with responsibility.

**Director of Public Health (DPH)**

JH advised that as from April 2013 Public Health becomes the responsibility of Local Authorities. Peter Kelly has been appointed as Director of Public Health for Stockton. As with the CCG, SLSCB Members will need to consider the involvement of Public Health on the LSCB.

JH also advised regarding work led by Chris Willis on shared health services which Darlington have also expressed an interest in being involved with. A decision will be made in June 2012 as to which of the 5 authorities will host the service.



**17 Any Other Business**

17.1 EJ shared information regarding discussions between AG, LW and EJ on a pilot level 3 Core Safeguarding Multi Agency Training course that is running in South Tees which is also being piloted in Hartlepool.

An information paper will be brought to a future meeting to highlight progress and express a view as to whether to the level 3 course should become part of the core multi agency training programme in Stockton.

17.2 JH advised that the Chairs appraisal took place on 17.05.12. More detailed information on this will be shared at the next Exec Group meeting.

<b>Discussion Reports Emailed To Board Members Since The Last Meeting</b>	<b>Last Date to Comment</b>
1 New Task Group Membership - Performance & Practice	30.03.12
2 CW Training Group 11 April 2012 Meeting and Membership of Group	27.04.12
3 Tees CDOP Lay Member Vacancy	-
4 Children's Safeguarding Performance Information for Consultation	10.04.12
5 CW Training Group - Membership of Group 2 <sup>nd</sup> request for nominations	-
6 2 Guidance Document (Schools & Non Schools) - Model Safeguarding children Policy & Practice	25.05.12

<b>Information Items Emailed To Board Members Since The Last Meeting</b>	<b>E-mail Date</b>
1 Launch of the web-based Tees LSCB Child Protection Procedures - Staff Demonstrations	15.03.12
2 (YOUNG CARERS) Prevention through Partnership: FREE Capacity Building Session - 19th April 2012	22.03.12
3 Correspondence from Alex Cunningham MP Stockton North	23.03.12
4 CAF Activity report for period up to 29.02.2012	27.03.12
5 Course information - Assessment And Risk Management Of Adults Who Sexually Harm	28.03.12
6 Early Years Service EIT Review	28.03.12
7 March Policy Briefings from Tri.X	28.03.12
8 Secure training centres - consultation	10.04.12
9 2012 - 2013 Multi Agency Training Programme	11.04.12
10 Inspections of LA arrangements for the protection of children - Framework and Conducting the inspection	19.04.12
11 EIT Review of Children's Social Care Briefing Note	20.04.12
12 May Multi Agency Training Course	24.04.12
13 Tees Child Protection Procedures - Go live 01.05.12	30.04.12
14 Free Places for LSCB's - 5th Safe and Sound National Conference - Tuesday 15th May	01.05.12
15 Learning the Lessons Bulletin issue 4, on behalf of SMcE	02.05.12
16 Haringey SCIE Review - Neglect	02.05.12
17 Ministry of Defence - Director of Children and Young People	04.05.12

**Details of Next Meeting:**

Date: 19<sup>th</sup> July 2012 | Time: 1:00 – 4.00pm | Venue: Education Centre, Junction Road.