

1. Attendance, Apologies & Governance.

SLSCB Members	Title	Representing	Other Interests: Stockton-on-Tees or Tees Valley Partnerships, Boards, Group etc. (Ch. denotes Chair, VCh Vice-Chair)	
Colin Morris (CM)	LSCB Independent Chair	SLSCB		Att
Pauline Beall (PB)	Business Manager		MALAP (Multi Agency Looked After Partnership)	Att
Lesley Cooke (LC)	Lay Member		Eastern Ravens Trust	Att
Jo Thornhill (JT)	Lay Member		Middlesbrough College Lecturer Teesside University Lecturer	Apol
Jane Humphreys (JH)	Corporate Director of Children, Education & Social Care (CESC)	Local Authority	CCG Stockton Locality Board Member Stockton Local Executive Group Adult Safeguarding (Ch.) Hartlepool & Stockton CCG Board Member Health and Well Being Board (HWB) HWB Adult Partnership HWB Children's Partnership SMB – Public Protection Tees Adult Safeguarding Board TSVG Strategic Group Safer Stockton Partnership	Att
Lynda Brown (LB)	Head of Education, Early Years & Complex Needs			Apol
Eric Jewitt (EJ)	SBC CESC Children's Workforce Manager / Chair Children's Workforce Sub Group			Att
Peter Kelly (PK)	Director of Public Health			Att
Liz Hanley (LH)	Adult Services Lead		Health and Well Being Commissioning Group. Learning Disabilities Executive Group (Ch.) Learning Disabilities Partnership (Ch.) Stockton Local Executive Group Adult Safeguarding;	Att
Shaun McLurg (SMcL)	Head of Children & Young People's Services		CAF Board (Ch.) Children & Young People Health Wellbeing Commissioning Group Youth Offending Service Management Board	Att
Julie Nixon (JN)	Head of Housing & Community Protection		Domestic violence Strategy Group, Health and Wellbeing Partnership Safer Stockton Partnership, SBC Adult Social Care Board, Welfare Reform Board	Att
Simon Willson (SW)	SBC CESC Head of Business Support & Improvement / Chair Performance Sub Group			Apol
Cllr Ann McCoy (AMc)	Lead Cabinet Member - Children and Young People (Participating Observer)			Att
Janice Deakin (JDe)	Service Manager		CAFCASS	Att

SLSCB Members	Title	Representing	Other Interests: Stockton-on-Tees or Tees Valley Partnerships, Boards, Group etc. (Ch. denotes Chair, VCh Vice-Chair)	
Rob Donaghy (RD)	Detective Superintendent	Cleveland Police		Att
Alex Taylor (AT)	Head Teacher Independent Schools	Education Establishments		Att
Claire Humble (CH)	Head Teacher Secondary Schools			
Kerry Coe (KC)	Head Teacher Primary Schools			
Joanna Bailey (JB)	Principal S'ton 6 th Form College		14-19 Partnership, Campus Stockton CPD Group Campus Stockton R&D Group Secondary Heads Group,	Apol
Diane McConnell (DMc)	SBC Chief Advisor School Effectiveness			Apol
Jean Freund (JF)	Executive Nurse	Hartlepool & Stockton Clinical Commissioning Group (CCG)		Apol
Karen Hedgley (KH)	Senior Manager, Children's Safeguarding and Looked After Children (Designated Nurse). <i>Advisor to the Board</i>			Att
Kailash Agrawal (KAg)	Designated Doctor <i>Advisor to the Board</i>			Att
Bev Walker (BW)	Deputy Director of Nursing, Quality and Safety	NHS England (Durham, Darlington & Tees Area Team)		
Linda Watson (LW)	Clinical Director Community Services (SLSCB Vice Chair)	North Tees & Hartlepool NHS Foundation Trust	Better Care Fund Steering Group Hartlepool LSCB Hartlepool LSCB Training & Development Group (Ch.) North of Tees Partnership Group	Att
Julie Allen (JA)	Director of Offender Services -Durham & Tees Valley	Probation Services		Att
Barbara Gill (BG)	Head of Offender Services - Community Rehabilitation Company			Apol
Lesley Mawson (LM)	Associate Director of Nursing and Compliance	Tees, Esk & Wear Valley NHS Foundation Trust		Att
Julie McNaughton (JM)	Accommodation Contracts Manager	Thirteen / Housing Provider Joins Board 09/2014		

SLSCB Members	Title	Representing	Other Interests: Stockton-on-Tees or Tees Valley Partnerships, Boards, Group etc. (Ch. denotes Chair, VCh Vice-Chair)
Steve Rose (SR)	Chief Executive Officer Catalyst	Voluntary Sector	Safer Stockton Partnership, Stockton 14-19 Partnership, Stockton Carers Implementation Group, Stockton Health & Wellbeing Partnership, Stockton VCSE Senior Leaders Forum, Stockton Voice, Stockton Youth Offenders Service Board, Tees Dementia Collaborative, Tees Valley Local Development Agencies Forum, Tees Valley Unlimited European Social Inclusion Task & Finish Group

Minute Taker & Guests:	Lorna Gray, SLSCB Administrator		
Neil Schneider, Chief Executive SBC	Jayne Parry, Service Manager LAC, CESC	Rhona Bollands, Service Manager – Referral & Assessment, CESC	
Jill Anderson, Service Manager - First Response, CESC	Lyndsey Robertson - Professional Lead Integrated Nursing NT&H NHS FT	Trina Holcroft – Named Nurse, NT&H NHS FT	

Meeting Quorate:	Yes
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Declarations of Interest	There were no declarations of interest
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Ref No. 2	Action Log including Ofsted Consultation Document			
<i>Discussion</i>	<p>PB shared information on the new system that will be used to record and monitor all actions stemming from SLSCB meeting. A traffic light system will be used to highlight the progress of each action. A cumulative action log will be kept up to date within the Business Unit.</p> <p><u>Update on outstanding actions</u></p> <p>1/7/1415. V & Vi – Several attempts have been made to contact the family / parents from the Gavin SCR. Alternative methods will be looked at to gain a response.</p> <p>13/7/1415 – CM commented that only one response was received in relation to the Ofsted Consultation document and initiated further discussions to determine a response from this Board. JH confirmed that a response will not be sent from CESC; however felt a response from this Board would be appropriate.</p> <p>14/7/1414 – CM advised that SW has provided an update regarding the CP Information Sharing tool (CP-IS) and the barriers faced by RAISE users (6 others in England) JH commented that work is ongoing with these authorities to alleviate / discuss funding implications.</p>			
<i>Agreement / Outcome</i>	<ul style="list-style-type: none"> ▪ Agreed Action Log / Monitoring ▪ Agreed to support Ofsted Consultation Document ▪ Await further updates for CP-IS 			
<i>Log Ref</i>	<i>Mtg Date</i>	<i>Action Required</i>	<i>Person Responsible</i>	<i>Due Date</i>
15/08/1415	21.08.14	Contact with Gavin Family to be made via GT (CESC Team Manager)	JH	22.08.14✓
16/08/1415	21.08.14	Response to Ofsted Consultation Document confirming SLSCB Support	CM	18/09/14

Ref No. 3					SLSCB Annual Report				
<i>Discussion</i>					<p>PB presented the SLSCB Annual Report.</p> <p>JH provided comments, amendments and suggested that some areas of the report are reworded but overall felt that the report is very helpful. PK commented that the performance indicators could be simplified, AC and LC seconded this. PB advised that the information is as provided by SW in his quarterly data performance reports and needs to remain in this format as it is the first time it has been included in the Annual Report</p> <p>RD felt that wording around VEMT and CSE should be more specific and highlight the amount of work that has been done in this area.</p>				
<i>Agreement / Outcome</i>					Endorsed with delegated responsibility to CM for minor amendments				
<i>Log Ref</i>	<i>Mtg Date</i>	<i>Action Required</i>			<i>Person Responsible</i>	<i>Due Date</i>			
17/08/1415	21.08.14	Provide additional wording in respect of VEMT and CSE			RD	02.09.14			
18/08/1415	21.08.14	Final amendments to be made to SLSCB Annual Report			PB	15.09.14			

Ref No. 4a					Annual Operational Reports – Running, Missing from Home or Care				
<i>Discussion</i>					<p>Jayne Parry – Service Manager, LAC presented the Running, Missing from Home or Care Annual Report.</p> <p>JP highlighted the reduction in numbers of missing / running episodes from 682 to 619 and advised that in the cohort of 40 young people the majority are in residential care. Details of ongoing work within the VEMT Practitioners Group and the numbers of young people who are at potential risk of CSE were also highlighted.</p> <p>JP requested that agencies raise awareness of the Multi Agency training that is available and promote attendance within their agency. Next course to be held in December 2014. Current take up is predominantly Social Care colleagues.</p> <p>RD provided a Police perspective on the issues around data provision from Police to CESC. Dialogue is ongoing to resolve issues and ensure effective information provision.</p>				
<i>Agreement / Outcome</i>					Noted and endorsed content of Running, Missing from Home or Care Annual Report.				
<i>Log Ref</i>	<i>Mtg Date</i>	<i>Action Required</i>			<i>Person Responsible</i>	<i>Due Date</i>			
19/08/1415	21.08.14	Active promotion of training and awareness in relation to missing children and the VEMT Practitioners Group within agencies.			ALL	30.10.14			

Ref No. 4b					Annual Operational Reports - CAF				
<i>Discussion</i>					<p>Jill Anderson – Service Manager, First Response presented the CAF Progress Update.</p> <p>Details of the newly appointed CAF Team were provided. JA confirmed that the team is now fully in place and ready to start promoting CAF when Schools re-open in September. The CAF team will also start to pick up welfare visits to Young People following a missing episode.</p>				

	JA highlighted changes that have been made to the Safer Referral Forms and shared information on the use of the new CAF Database held within the RAISE System.			
<i>Agreement / Outcome</i>	Noted and endorsed content of CAF Progress Report including:- i. Proposed changes to CAF Forms ii. Transfer of CAF Activity to RAISE System iii. Promoting the use of CAF as an effective early intervention approach			
<i>Log Ref</i>	<i>Mtg Date</i>	<i>Action Required</i>	<i>Person Responsible</i>	<i>Due Date</i>
20/08/1415	21.08.14	Actively promote the use of CAF as an early intervention approach	ALL	30.10.14

Ref No. 4c	Annual Operational Reports - LADO			
<i>Discussion</i>	<p>JA presented the LADO – Allegations against Staff, Carers and Volunteers Report.</p> <p>Current concerns were highlighted around decreasing numbers of referrals and LADO meetings. JH also shared concerns regarding low numbers of referrals from partner agencies.</p> <p>Further discussions were held regarding referrals from Education under the Physical Abuse category. AMc commented that these issues should be shared with Schools Governing Bodies. EJ also felt that the Schools behaviour policies should be more robust.</p> <p>RD queried the statistical information and requested that the origins of the referrals are made clearer. LW commented on low numbers for health and shared information on what is happening in terms of checks / monitoring and ensuring that these figures are correct.</p> <p>JA requested that the Board pay particular attention to the Named Senior Officer section and confirm that details for their agencies are correct.</p>			
<i>Agreement / Outcome</i>	Noted and endorsed content of LADO – Allegations against Staff, Carers and Volunteers Report.			
<i>Log Ref</i>	<i>Mtg Date</i>	<i>Action Required</i>	<i>Person Responsible</i>	<i>Due Date</i>
21/08/1415	21.08.14	Confirm Names and Contact details for Named Senior Officers are correct and update where necessary	ALL	06.09.14

Ref No. 5	CiN Cases over 2 Years			
<i>Discussion</i>	<p>Rhona Bolland – Service Manager, Referral & Assessment presented the report for CiN Cases active for 2 years or more across North/South Fieldwork Teams.</p> <p>JH provided background information stemming from the Critical Friend Review and provided context on the request for this work.</p> <p>PK commented that the report provided very useful information and suggested looking at 18 months to 2 years and cross referencing this with the Troubled Families Programme. JH advised, yes this could be done however there may not be a significant amount.</p>			
<i>Agreement / Outcome</i>	Noted and endorsed content of CiN Cases over 2 Years Report, subject to additional recommendations being included.			
<i>Log Ref</i>	<i>Mtg Date</i>	<i>Action Required</i>	<i>Person Responsible</i>	<i>Due Date</i>

			<i>Responsible</i>	
22/08/1415	21.08.14	Recommendations in CiN Cases over 2 Years report to be updated to include: <ul style="list-style-type: none"> - Cross reference children identified from "Troubled Families". - Data to be provided by CESC Business Support & Information so that active CiN cases can be identified from 18 months or more. 	RB	22.08.14 ✓

Ref No. 6				
School Nursing and Safeguarding				
<i>Discussion</i>				
Lyndsey Robertson - Lead Integrated Nursing NT&H NHS FT presented School Nurse Programme: Supporting Implementation of the new service offer.				
LR gave an overview of the report and highlighted the proposed changes to school nursing services in response to a piece of work on how services could be improved. LR confirmed that the proposals have been approved by the Hartlepool Safeguarding Board.				
<i>Agreement / Outcome</i>				
Noted content of School Nurse Programme Report and endorsed School Nursing Pilot.				
<i>Log Ref</i>	<i>Mtg Date</i>	<i>Action Required</i>	<i>Person Responsible</i>	<i>Due Date</i>
23/08/1415	21.08.14	School Nurse Programme evaluation report to be presented at end of pilot	LW	16.04.15

Ref No. 7				
SLSCB Self Evaluation & Learning from Others				
<i>Discussion</i>				
Prior to the SLSCB meeting members were asked to provide their availability for a full day meeting in September. CM provided clarity and background information in relation to this request.				
CM has received helpful intelligence and gained a greater understanding from other authorities regarding lines of enquiry for the inspection process. CM suggested that a workshop is held as part of the Board's self-assessment with Sue Woolmore from SandStories http://www.sandstories.co.uk/ PK and SMcL supported this proposal.				
JH shared information from discussions from a meeting with North Yorkshire attended by herself, SMcL, CM, SW and PB and highlighted the following areas to be considered for this Board:-				
<ul style="list-style-type: none"> ▪ Information on children with disabilities is not currently covered – LB and Jane Harvey - Early Years and Complex Needs Manager, to be tasked with providing regular reports. ▪ Regular attendance from Youth Forum – to be picked up by Heather Johnson – Children's rights Participation Officer. ▪ Real cases to be presented by agencies such as Harbour and CRI 				
SMcL seconded this and highlighted that evidence of challenge is also required, possibly an evidence map or list of impact measurements against Ofsted criteria.				
<i>Agreement / Outcome</i>				
<i>Log Ref</i>	<i>Mtg Date</i>	<i>Action Required</i>	<i>Person Responsible</i>	<i>Due Date</i>
24/08/1415	21.08.14	Future date to be identified for SLSCB self-assessment session with Sue Woolmore.	CM	29.08.14
25/08/1415	21.08.14	Children with Complex Needs including Sensory Loss report to be presented to Board	LB	18.12.14

Ref No. 8		SCR Harry Process		
<i>Discussion</i>		<p>Members were provided with an overview of the process that is being used to conduct the Harry Serious Case Review.</p> <p>PB requested that members pay particular attention to the recommendation regarding the sign off of the agency learning reports and the allocation of time in their diaries to read and endorse the report to ensure it is sent into the Business Unit by 7th November 2014.</p> <p>SMcL highlighted how different this methodology is compared to previous reviews and felt that Board members should be prepared for this.</p> <p>LM requested clarification around the decision making for panel members. PB provided this information.</p>		
<i>Agreement / Outcome</i>		<p>Endorsed the process and timescales in respect of the SCR known as Harry.</p> <p>Noted that the final SCR report will be different to those previously presented for sign off and publication.</p>		
<i>Log Ref</i>	<i>Mtg Date</i>	<i>Action Required</i>	<i>Person Responsible</i>	<i>Due Date</i>
26/08/1415	21.08.14	Board Members who will be required to sign off the <i>Agency Learning Reports</i> allocate time in their diaries to read the reports which allow for it to be sent to the SLSCB Business Unit by 7 th November 2014.	Agencies involved in SCR Harry	07.11.14

Ref No. 9		Partners Operational Safeguarding Issues		
<i>Discussion</i>		<p>a) <u>CESC</u> JH shared current operational issues for CESC</p> <ol style="list-style-type: none"> 1. Team Managers have been attending ICPC and Core Group meetings. Due to an impact on workload a meeting will be set up with Team managers to review the situation, it is likely that Team Managers will be asked to attend only new ICPC's and use their own discretion for RCPC's. 2. A paper will go to Cabinet on 4th September with a review of Children's Services regarding capacity issues, shaping the future and succession planning led by the Chief Executive. Further updates will be brought to this meeting. 3. The following 4 dates have been announced for development sessions with staff in Children's Services: 25th September 5:00-6:00, 26th September 8:00 – 9:00, 29th September 12:00-1:00 and 30th September 4:00-5:00. All will be held at the Education Centre. Attendance will be mandatory for all CESC staff; additional places will be offered to partners and outside agencies. 4. The second 'Signs of Safety' session has been delivered with Viv Hogg. PB has agreed to develop a Signs of Safety section on the SLSCB website. <p>b) <u>Police</u> RD shared information from Police</p> <ol style="list-style-type: none"> 1. Domestic Violence prevention notices have provided positive outcomes, they have been trialled in a number of other forces and have been live across Tees from June 2014. 2. Executive approval has been given to source a team to work exclusively on CSE. A Board report will be available for September. 3. Issues / problems around IT and WiFi connections are being resolved to enable the force to be involved in video conferencing. 		

	<p>c) <u>TEWV</u> LM advised that the inspection involving TEWV in Darlington was positive. The final report will be shared with the Board in due course.</p> <p>d) <u>NT&H FT</u> LW advised of some long term sick within the Safeguarding Team which causes some concerns around supervision.</p> <p>e) <u>Business Unit</u> PB provided an update on the Disclosure Protocol between Police and Probation and advised that it has been signed by Probation and is still awaiting signature from Detective Inspector Kath Barber, Cleveland Police.</p>
<i>Agreement / Outcome</i>	Safeguarding issues noted.

Ref No. 10	Update on Non Submission of GP Proformas (Action 7i from June Board Meeting)			
<i>Discussion</i>	<p>KH provided an update on the non submission of GP Proformas.</p> <p>KH confirmed that these problems are not exclusive to Stockton and commented that they highlight why it is important for the Board to interrogate performance statistics and not just accept them. Information on this issue will be presented to CCG in September and then to NHS England with a proposed action plan, this will include a line acknowledging the issue was raised by SLSCB.</p> <p>JH asked for information on an interim solution, KH advised that she will be looking into this straight away. JH suggested that the IRO unit are given a number that they can call to check who children / families are registered with. LW also suggested the use of CHIS (Child Health Information System)</p> <p>Please note: see appendix 1. KH has provided information subsequent to LSCB meeting in respect of this item.</p>			
<i>Agreement / Outcome</i>	Noted update information.			
<i>Log Ref</i>	<i>Mtg Date</i>	<i>Action Required</i>	<i>Person Responsible</i>	<i>Due Date</i>
27/08/1415	21.08.14	Telephone contact to be made available to IRO Unit to Check GP Registration	KH	29.08.14

Ref No. 11	Capacity of Performance Group to Undertake Impact of Learning (Action 16iv from June Board Meeting)			
<i>Discussion</i>	CM advised that SW has provided a positive response regarding the Performance Group undertaking the impact of learning from Serious / Learning case review action plans as detailed in action 16iv from June Board Meeting.			
<i>Agreement / Outcome</i>	Performance Group to undertake Impact of Learning from the Following action Plans <ul style="list-style-type: none"> ▪ SCR Colin ▪ LR Benjamin ▪ LR Daniel 			
<i>Log Ref</i>	<i>Mtg Date</i>	<i>Action Required</i>	<i>Person Responsible</i>	<i>Due Date</i>
28/08/1415	21.08.14	Progress Update from Performance Group on Impact of Learning	SW	18.03.15

Ref No. 12	Ministry of Justice (MoJ) Fund Bid			
<i>Discussion</i>	RD provided a verbal report on the allocation of monies from the Ministry of Justice			

	Funding Bid.
<i>Agreement / Outcome</i>	Noted Ministry of Justice Funding information.

Ref No. 13	Annual SLSCB Safeguarding Event Planning			
<i>Discussion</i>	<p>CM advised that as part of the annual SLSCB programme it was agreed that a Safeguarding Event would take place to provide the opportunity for multi-agency awareness raising and to demonstrate safeguarding work throughout Stockton.</p> <p>SMcL suggested having a half-day session but potentially held on a 'repeated' basis in order to capture a full audience.</p> <p>RD highlighted a negative experience from earlier in the year that created a lot of hard work and little attendance. RD felt it imperative that this does not happen again. CM acknowledged this and advised that the terms of reference will be clearly defined and the onus is on this Board to ensure attendance.</p>			
<i>Agreement / Outcome</i>	<p>A small Task & Finish Group led by PK will meet to develop a proposal for a potential event in January 2015.</p> <p>Group Members:- PK, RD, LC, PB, SMcL, LH</p>			
<i>Log Ref</i>	<i>Mtg Date</i>	<i>Action Required</i>	<i>Person Responsible</i>	<i>Due Date</i>
29/08/1415	21.08.14	Set up Safeguarding Event Task & Finish Group and first meeting	PK	18.09.14
30/08/1415	21.08.14	Safeguarding Event proposal presented	PK	16.10.14

Ref No. 14	Board Minutes for Accuracy 17.07.14			
<i>Discussion</i>	<p>Minutes of Board meeting held 17.07.14 were agreed as a true record with one requested amendment.</p> <p>KH felt that the minutes did not accurately reflect the task given to the group to make the Gavin SCR Action Plan SMART.</p>			
<i>Agreement / Outcome</i>	Minor amendments to the minutes.			
<i>Log Ref</i>	<i>Mtg Date</i>	<i>Action Required</i>	<i>Person Responsible</i>	<i>Due Date</i>
31/08/1415	21.08.14	Amendments required to July Minutes: SCR Gavin Action Plan - KH advised that a meeting was held to try to make the Action Plan SMART without changing the recommendations as referred to in the report. The Action Plan was populated to identify leads, completion dates, and any progress made to date.	Business Unit	28/08/14✓

Ref No. 15	Tees LSCBs VEMT Strategic Group			
<i>Discussion</i>	<p>RD provided an update from the Tees Strategic VEMT Group</p> <ul style="list-style-type: none"> ▪ Issues regarding attendance from an Education Representative are being addressed. ▪ The North East's police forces, Police and Crime Commissioners (PCCs) and their partner agencies are holding an event on the topic of modern-day slavery in the 			

	<p>region on 5th September 2014 at Police Headquarters, Ladgate Lane, Middlesbrough.</p> <ul style="list-style-type: none"> ▪ Further discussions have been held regarding Perpetrator Management and how to take this forward. A proposal report will be presented at the next SLSCB meeting. ▪ The Safer Referral document (Operation Shield) has had final amendments made and has been circulated for use. This will now be included in Tees Procedures and be added to the website as part of the CSE procedures toolkit. ▪ The final Running, Missing from Home or Care Protocol will be signed off soon and circulated for use. 			
<i>Agreement / Outcome</i>	Noted: Update on Tees VEMT activity.			
<i>Log Ref</i>	<i>Mtg Date</i>	<i>Action Required</i>	<i>Person Responsible</i>	<i>Due Date</i>
32/08/1415	21.08.14	Tees Wide Perpetrator Management Report	RD	18.09.14

Ref No. 16	SLSCB VEMT Sub Group			
<i>Discussion</i>	<p>SMcL Provided an update from the SLSCB VEMT Sub Group.</p> <ul style="list-style-type: none"> ▪ Representation from Licensing has been identified – Lorraine Willford, Principal Trading Standards Officer attended her first meeting in July. ▪ The group has undertaken a CSE Benchmarking exercise; the response will now be looked at by the Tees VEMT Group. ▪ Numbers of VEMT Young People were highlighted in the earlier report by Jayne Parry; this has highlighted trends and builds up over the year. 			
<i>Agreement / Outcome</i>	Noted: Update on local activity.			

Ref No. 17	Tees CDOP includes Revised Terms of Reference			
<i>Discussion</i>	<p>The revised CDOP Terms of Reference was presented to the Board.</p> <p>Members noted that the document was not complete and felt it could not be approved at this stage. PK requested that further information is also included in the neonatal section prior to it being included in the full document.</p>			
<i>Agreement / Outcome</i>	<p>The revised CDOP ToR was not approved. A request will be made for resubmission of the doc when the missing sections identified on page 4 are inserted.</p> <p>PK requested that a descriptor of Neonatal is included with the Neonatal ToR. JH identified a number of typing errors throughout the document and requested that these be corrected.</p>			
<i>Log Ref</i>	<i>Mtg Date</i>	<i>Action Required</i>	<i>Person Responsible</i>	<i>Due Date</i>
33/08/1415	21/08/14	Request resubmission of the Tees CDOP ToR, which includes the following:- <ul style="list-style-type: none"> i. Neonatal ToR (with a descriptor of Neonatal) ii. Rapid Response iii. Correction of typing errors 	Business Unit	22.08.14✓

Ref No. 18	SLSCB LIPSG			
<i>Discussion</i>	<p>RD provided an update from the LIPSG meeting held 14/08/14.</p> <p>A number of cases have been looked at that did not meet the criteria of SCR. One case in</p>			

	<p>particular (WKS) did not meet the criteria however; members agreed that some agencies would complete individual learning reviews due to some very specific incidents around CSE.</p> <p>JH asked if publication of the Gavin SCR is still planned for November, RD confirmed the case is still running to planned timescales.</p>
<i>Agreement / Outcome</i>	Noted: Update from the LIPSG

Ref No. 19	Tees LSCB Procedures Group
<i>Discussion</i>	<p>SMcL provided an update from the Tees LSCB Procedures Group.</p> <ul style="list-style-type: none"> ▪ It has been agreed that administration for the group will remain with Stockton. ▪ A letter has been sent to all Tees LSCB Chairs to provide information on how the group have identified smarter ways of working with procedures. ▪ A review of the current website will be undertaken make access to procedures more streamlined. A report will be provided to the Board that will highlight any cost implication that may arise. ▪ The group has worked through a back log of procedures to significantly refine the work programme. The group can now move forward with more current procedures.
<i>Agreement / Outcome</i>	Noted: Progress update from Tees Procedures Group

Ref No. 20	Any Other Business			
<i>Discussion</i>	<p>1) CAMHS Strategy CM asked for clarification regarding the draft Tees CAMHS Strategy. Work is ongoing and a number of drafts have been circulated. Each Authority is looking at how they will link in with current plans.</p> <p>JH advised that she is linking in with TEWV and is waiting for information from Chris Davis Head of Tier 3 CYPS Durham/Darlington and Teesside.</p> <p>2) SLSCB Meeting Venue PB provided information on the closure of the Education Centre and advised that a venue is now required for SLSCB meetings in January, February and March 2015. A request was made to members to come forward with suggestions of a venue, preferably in Stockton that has adequate parking.</p> <p>RD offered the use of the Police Head Quarters, however this is in Middlesbrough.</p>			
<i>Agreement / Outcome</i>	<p>1) Members acknowledged that Child Mental Health is a priority and felt that a letter should be written to Ali Wilson, Chief Officer NHS H&S CCG to highlight SLSCB concerns.</p> <p>2) Noted the requirement of a meeting venue for SLSCB Meeting.</p>			
<i>Log Ref</i>	<i>Mtg Date</i>	<i>Action Required</i>	<i>Person Responsible</i>	<i>Due Date</i>
34/08/1415	21/08/14	Letter to Ali Wilson, Chief Executive NHS H&S CCG to highlight SLSCB concerns.	CM	26/08/14✓
35/08/1415	21/08/14	Identify potential meeting venues for SLSCB meetings	ALL	18/09/14

Appendix 1

Information provided by Karen Hedgley post SLSCB Meeting for inclusion in minutes.

As you are aware the issue of return rates for GP Reports to Conferences was highlighted after the report from the performance group (Oct-Dec 2013 and Jan to March 2014) it was noted that GP's were recorded as return rates of 60% and 61.3% (respectively).

In addition the Multi Agency Case File Audit Process (April 2014) had identified that in both cases considered the GP's did not appear to have received the requests for a report

I agreed to review the possible reasons for this apparent lack of engagement by some GP Practices

My colleague Alison Ferguson (Safeguarding Children Officer) requested the relevant information from the Reviewing Unit via Simon Wilson. Initially the information received didn't give enough demographic information for her to work with. This was subsequently received on the 5th of August. Alison then undertook the work to establish the reasons why the reports requested had not been received.

The stats I presented yesterday were related to the instances where reports **had not been** received **not overall** stats.

Details as follows:

Of the reports not received by the Review Unit

Month	% of incorrect GP details used for request
January	75%
February	69%
March	40%

Alison then contacted each practice **where the correct details** for the GP had been used but the reports were not received by the Reviewing Unit, the following issues were established

38% stated they had not received the request for a report

44% stated they had completed and returned the report within timescales

18% stated they had completed and returned the reports but outside timescales

Clearly there are issues regarding the system of requests and returns which require a speedy response

Actions taken to date:

Alison Ferguson has worked with the GP Practices identified in this process to clarify their systems for receipt of reports and returns and provided guidance regarding improvements. In addition she is undertaking GP Practice Safeguarding Support Visits across the Stockton locality and internal processes addressing exactly this issue are being considered during the visits.

Next Steps:

The findings from this review will be reported to the CCG as part of a wider report on the current provision of support to drive up the quality of safeguarding children practice in Primary Care (GP Practice's)

We will work with colleagues in Social Care to examine the current processes regarding conference reports/primary care and how to update the system by use of secure emails.

Alison Ferguson is attending the Stockton Practice Managers meeting on the 3rd of September where she will highlight the above issues and advise regarding Practices involvement to update/improve the process

I will keep the Board updated regarding progress and I apologise for any confusion

Kind Regards
Karen

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