

North Somerset Safeguarding Children Board



Date of Meeting	4 th December 2017
Venue	Police HQ, Portishead
Chair	Tony Oliver, Independent Chair
Minutes	Lucy Teteris, Safeguarding Boards Co-ordinator

Agency	Membership	Attendance
LSCB Chair	Tony Oliver	Attending
DCS, Director P&C	Sheila Smith	Attending
Service Leader Strategic Safeguarding and Quality Assurance	Jo Baker	Attending
Avon Fire and Rescue (Correspondent Member)	Neil Liddington	n/a
Avon and Somerset Police	Leanne Pook	Attending
AWP	Dani Rowan	Attending
Barnados	Duncan Stanway	Attending
BNSSG CCG	Jacalyn Mathers	Attending
Border Force	Fiona Mcphail	
Cafcass	Victoria Penaliggon	Apologies
CRC	Peter Brandt	Attending
Lay Member	Anna Curvan	Attending
Lay Member	Pam Pollard	Apologies
National Probation Service	Liz Spencer	Andy Harris
NHS England South West	Nick Rudling	Apologies
North Somerset CCG (Designated Doctor for Safeguarding)	Richard Williams	Attending
North Somerset Community Partnership	Mary Lewis	Attending
North Somerset Community Partnership	Jos Grimwood	Attending
North Somerset Community Partnership	Rosie Greuter	Attending
North Somerset Council, Assistant Director Adult Support and Safeguarding	Hayley Verrico	Apologies
North Somerset Council, Assistant Director Children's Support and Safeguarding	Eifion Price	Apologies
North Somerset Council, CSDAT	Jo Mercer	Attending
North Somerset Council, Executive Member	Cllr Jan Barber	Apologies
North Somerset Council, Solicitor	Lorraine Sherman	Apologies
North Somerset Council, Youth Offending Service	Mike Rees	Apologies

North Somerset Council, Principal Social Worker and representative of Young People's sub-group	Shelley Caldwell	Attending
North Somerset Council, Service Leader Business Intelligence	Emma Diakou	Apologies
North Somerset Council, Trading Standards	Helen Heskins	Attending
St Francis Primary School	Caroline Hostein	Apologies
South West Ambulance Service	Debbie Bilton	Apologies
Sub-Group Chair: Communications	Anne Ray Rowley	Attending
Sub-Group Chair: Early Help	Sadie Hall	Attending
Sub-Group Chair: Policy and Procedures	N/a	N/a
Sub Group Chair: SE/Missing	Ruth Sutherland	Apologies
Sub-Group Chair: Training and Development	Carolyn Hills	Attending
Sub-Group Chair: Quality Assurance	Jackie Milton	Attending
United Hospitals Bristol Weston	Sarah Windfeld	Attending
VANs	Doreen Smith	
WAHT	Saras Hosdurga	Julia Marker

Minutes/Actions

Agenda Item 1: Introduction and Apologies
Presenting: Tony Oliver

TO thanked Avon and Somerset Police for the room and refreshments. He highlighted to members of the Board that by signing the attendance sheet they were also signing their agreement to the confidentiality statement.

Agenda Item 2: Declarations of Interest
Presenting: Tony Oliver

There were no declarations of interest.

Agenda Item 3: Minutes of Safeguarding Board 11th September
Presenting: Tony Oliver

The minutes were signed-off as an accurate record by the Board apart from the following amendments: (see attached)

The Board went through the action tracker. All items were either closed, agenda items or are updated below:

Item 10: Development of the website. This is now live. TO thanked LT. He asked for any comments/amendments/additions to be forwarded to LT. **Action.**

Agenda Item 4: AOB:
Presenting: TO
Discussion/Challenge:

There were two items of AOB:

1. Proposed charging for training. (See L&D Sub-group update)
2. Campaign awareness dates for Comms sub-group.

Item 5: Presentations:
Presenting: See Below
Discussion/Challenge:

Trading Standards: Helen Heskins went through her presentation. This was circulated with the agenda.

She explained that:

- Trading Standards dip into elements of safeguarding both adults and children;
- Trading Standards deal with Organised Crime Groups (not just the police).
- MEMEX information system can create a link map on perpetrators. In touch with Ruth Sutherland for SE/Missing. MEMEX based on NIM model. Turns info into intelligence
- Trading Standards are investigators by trade.
- Illicit tobacco gives OCGs access to children also not just tobacco.
- Trading Standards links crimes to CSE.
- More joined up: Now safeguarding in Development and Environment Directorate; use investigation skills; understand the motives; also trying to understand child protection procedures.

Questions and answers followed:

- Duncan Stanway asked about the intelligence and how Trading Standards link with police e.g. CSE. HH explained that there are links between NICHE (the police data system) and MEMEX. HH believes that, following a discussion with Ruth Sutherland that they should work more closely together. Taxi drivers were referred. DS confirmed that the CSE networking meeting holds a lot of intelligence. JB felt this could be useful.
- SS let the Board know that there had been some exchange of intelligence with Trading Standards two years ago. A multi-agency strategy meeting where information was exchanged. SS suggested establishing an information sharing protocol. **Action**
- TO felt that the link with safeguarding children is obvious: Missing from home/care/education; CSE; modern day slavery.
- HH explained about grading intelligence when they enter a premises: they may find an older person looking after middle aged person with Downs or child, they look at the whole scenario.
- HH confirmed that she would welcome more opportunities to work more closely together.

Child Protection Information Sharing: Sadie Hall and Jackie Mathers went through the following slides of the presentation. This is circulated with the minutes. **Action.**

Slides presented by Sadie: 6, 7 and 8

Slides presented by Jackie: 16, 26 and 28

Jackie explained that this is mandatory for health colleagues but not the local authorities with not much take-up across the South West local authorities. It was helpful therefore that North Somerset Council was taking this up.

Board agreed to sign-off.

JMathers agreed to be conduit for any questions.

Item 6: Ofsted Action Plan
Presenting: Tony Oliver
Discussion/Challenge:

Action Plan update:

P99. Ensure that a comprehensive dataset is developed in order for the board to monitor and challenge partners regarding safeguarding performance and to measure outcomes against its business priorities. TO explained that the scheduled meeting 28th November had to be postponed. The police are working to harmonise data across Avon and Somerset Constabulary and didn't think it appropriate to come to a North Somerset specific data meeting. CCG had to cancel at short notice. **Action:** Meeting to be re-arranged.

There was a discussion around police data and police data to the Board needs to be agreed.

TO highlighted the list of partners within the initial draft of the Ofsted Recommendation Report and proposed data should be provided as follows:

Children Social Care: to include **IRO** where relevant and to provide to via their annual report to Board; **complaints.**

CCG: as a key partner quarterly reporting is appropriate.

Probation: TO asked the Board whether they would require quarterly reporting? PB explained that CRC don't supervise under 18s so may be more relevant for the adult board. SC highlighted that it is the children living with parents who have offended. They are a vulnerable group of children. **Action.** TO asked for data on children in North Somerset who had one or more parents in prison. PB explained that it is not mandatory to keep information on those not supervised by CRC. SS asked if this dataset was on the Good Practice example from York. JB confirmed that she had spoken to the Board Manager at York and their dashboard was not too dissimilar to what the local authority provides. A developing area is more data from probation and for example, domestic abuse and perpetrators, not individual children but what intervention there is. The impact and disruption - more specific data relating to key priorities.

SS opened up the debate on data. As a collective, what are the Board's priorities; what data does each agency have which is easily accessible? She gave the examples of children social services being able to give the number of referrals. If the theme was Neglect how can impact be demonstrated?

Discussion on joining up data through:

MARAC data – domestic abuse and children in those settings

Addaction

A&E – how many children attended the ED; how many self-harm

CSE – how many referrals

Threshold – if numbers that don't meet the threshold are rising, this may indicate the need to review the threshold.

Action: Expand invite to Probation/BGSW for data meeting. **Action**

CAFCASS: As the CAFCASS representative was not present this was not discussed.

AWP: This is part of the CCG quarterly data.

CDOP: Through the annual report.

Safeguarding in Education: This is part of the CSC quarterly data

Designated Nurse/Care Leavers: Rosie Greuter explained that there is a statutory requirement to produce an annual report. Data will go through the CCG.

Data annually on CLA? **Action:** Rosie Greuter to produce CLA report in July and will present to Board in September.

P100. Ensure that the board requests and receives annual reports from a range of partners in order to scrutinise practice and hold partners to account. This action is closed. Presentations will be given to the Board when annual reports are published.

P101. Ensure that the business manager is sufficiently resourced to meet the needs of the board. TO confirmed that he has had a formal written reply from the police declining to put additional funding towards a Board Manager's post. He confirmed he had also heard back from health and Children's Social Services who were also not in a position to fund. He explained that there is work going on in the background to for a proposed Plan B.

JB explained that she and TO met to propose how, if there was no further funding how to ensure the work of the Board is effective. She clarified that she is the professional advisor to the Board from the local authority. She suggested that key board partners, police and health, are also professional advisors to the board so that the three statutory partners work together with Tony. She also proposed, to work smarter to ask other Board partners to provide a minute taker for the Boards. TO explained this would release LT's time to carry out more around safeguarding functions.

JM expressed her concern. She reminded the Board that there won't be any future inspections for Boards currently in place. To minute a meeting needed skills, understanding of the topics discussion and knowledge of who the individuals are. The quality of the minutes are likely to suffer if done on a rotation. It takes years to get to that position. She suggested that maybe a conversation on how to work better with other Boards in our region. JB confirmed that she had met with regional Board Managers and that there was an appetite for P&P, L&D and Comms sub-groups to join. But this doesn't help the lack of Board Manager post. It was suggested that the Executive is recorded by an action plan to free-up LT. Which is why the suggestion of professional advisor from across statutory partners was put forward. JM confirmed that she had reached capacity and had to be mindful of resources.

LP expressed her understanding that it is a joint board and the need to take this forward but she shared JM's reservations. She was unsure whether the police PAs would have the level of understanding to take the minutes. She had also reached capacity.

TO explained that the Board had to be seen to be doing something to improve. That there is a potential opportunity to form a new way of working and could link this development into the police consortium. He proposed to put the failure to recruit a Board Manager and to move from the current position on to the risk register. **Action.**

TO will continue to work on further proposals and will contact the Board by email. **Action.**

P102: Ensure that a full training needs analysis is completed and that the quality, availability and take-up of single-agency training are monitored. Ensure that methods are developed to evaluate all training courses over time. This action is closed.

P103: Develop a system to report on single-agency audits and ensure that recommendations from all audits are tracked to ensure partners' compliance and

improved practice. TO asked the Board if they agreed, as a way forward, to report on single-agency audits or annual reports at the quarterly meetings. These would go via the QA and Evaluation sub-group and reported to the Board for information and by exception. **This was agreed.**

P104: Develop reporting arrangements to the board following recommendations of section 11 audits and widen their reach to encompass community, leisure and faith groups. JB confirmed that she attended, collated information and developed analysis and action plans for Section 11 in 2016. In the new model it would be a partnership/collective response. QA and Evaluation Sub-group would run the audits.

P106: Governance arrangements are weakened by the fact that the DCS acts as the board's vice-chair, and this dilutes the level of independent challenge of performance and impact of practice on children. This action is closed. Sheila has resigned her position and Liz Spencer will take on deputy role in April 2018.

Item 7 : Standing Items
Presenting: TO
Discussion/Challenge:

7 (i) Executive Group:

TO gave the Board headlines from the Executive Group which was held 6th November '17.

- 500-600 taxi drivers out of 880 now take up training.
- Discussion around hoteliers: poster in window rather than training; chain hotels to assure safeguarding training has taken place. **Action:** target approach to start at cheaper small hotels and B&Bs.
- CSE in seaside towns. TO updated the Board about Christine Barter's request. He thanked Barnardos for forwarding to the Board. The meeting with Christine Barter has been arranged for 8th January '18.

7 (ii) Unallocated cases: It was agreed that this will form part of the performance report.

7 (iii) Good Practice Example: None this Board.

7 (iv) Consortium Feedback:

TO updated. The Consortium last met on 29th August.

- Presentation by Will white on Operation Topaz; the police leading against CSE across Avon & Somerset. The report is not yet published but will be circulated in due course. **Action.**
- Police leading on proposals of safeguarding structures. The next meeting 18th December, TO will be able to report back at March Board.
- Discussion around MASH. North Somerset perceived not as advanced as some other areas; not conventional MASH, more One Front Door approach. North Somerset can learn from opportunities and difficulties presented to other boards.
- Transformation funding – MARAC reviews
- Although minutes are not normally circulated to Board members, he asked if LP could find out if it was ok to forward if Board Members were interested in receiving them. **Action.** LP to find out.

7 (v) Agency updates from inspections and audits: None. JB confirmed that the Ofsted Action Plan links with the Board's Business plan

7 (vi) Partner organisations' annual reports

Mentioned above.

7 (vii) Headline data: TO explained that the data circulated had been to Executive in November. Emma has given apologies today. Issues where wanted clarification:

- Missing children at end of second quarter was 42. Assurance was provided that CSC were aware of their situations
- Action from March Board: children with disability are now included within the data.
- Early Help 77%: This is the same as 2016. The Executive had a debate around ethnic minorities which access Early Help which is low. SH reminded the Board that Early Help is not a referral based service. **Action:** SH to take back to Early Help sub-group. Ofsted rated Early Help as good as a London borough re ethnic minority.
- How many children with disability as a percentage within North Somerset. **Action:** March Board.

7 (viii) Police data:

LP gave out hard copies of the data.

She asked the Board to be cautious around the commentary, as although the NICHE system has now been embedded for two years, people are still making mistakes with the system.

- Percentage increase in number children missing from care up 19% (for a first episode) up 23% for a missing episode. Numbers are relatively small. In comparison with force data the numbers are higher for North Somerset. Repeat missing children from care - the data doesn't highlight when one child is missing lots of times. SC asked whether they are all North Somerset children or placed in North Somerset by the local authority? **Action:** LP to ask. Episodes of missing can be both North Somerset children and placed children in North Somerset. SS noted that on LA data dashboard, this is done in quarters and it could be useful to measure on a whole year. SC clarified that Bristol children who live in North Somerset, RS still gets notifications.
- LP spoke to SI for Children before the Board who accepts that performance tools won't produce performance data needed for this board and has raised and continues to raise.
- SC Foster Carers find it difficult especially out of hours to report a child missing. LP explained that CLIC sense can tell them where to go for MisPers. Discussion in empowering Foster Carers.
- Percentage increase in number of child protection crimes on cruelty and neglect 30%. The numbers aren't massive. LP felt that in times of economic deprivation she is surprised not to see more in families of instability and concern. She questioned whether this is due to "becoming a little more unable to see what is in front of our eyes; becoming a bit numb". JMathers highlighted the JTAI from Bristol around Neglect. It was very clear that practitioners are very good at acute incidents but there is a fear of identifying and naming neglect. TO: as one of the Board's priorities and that there are currently two SCRs around neglect which featured cruelty that it may be worthwhile probing these figures more. **Action**

7 (ix) Disabled children: EP to update in March

7 (x) Children Looked After: EP to update in March

Item 8 : Working Together to Safeguard Children
Presenting: TO
Discussion/Challenge:

TO let the Board know about the consultation process on Working Together and the recommendations around the Wood Report. He asked the Board if they would like to put a Board response together. He confirmed he would be doing a personal response as independent chair.

DS felt it would be difficult to have a Board response. He let the Board know of an event held in Bristol as part of a rolling road show of consultations.

JB and SC confirmed that they will be doing the consultation collectively for the local authority.

JMathers has done one similar for health.

The consultation closes 31st December.

Item 9 (i): Sub-group reports
Presenting:
Discussion/Challenge:

TO explained new way of tackling this item. Chair to report on any exceptions raised by Board Members only.

9 (i) QA: Domestic Abuse Audit. JB referred the Board to P103 from the Ofsted Action Plan as discussed earlier. She further stressed the need to ensure systems are in place to review actions from audits at the Executive to capture key learning points and to capture the child's journey.. **Action** TO to review at the Executive.

9 (ii) Joint P&P sub-group. TO updated the Board with the proposal to separate the sub-group from the adults after 12 months. He explained that there had been reservations at the time, initially it worked well with positive feedback. Children P&P is now lagging behind adults. TO met with James Wright, Chair and agreed to separate the two groups again. The Children's P&P sub-group needs a Chair. TO is looking for a non-LA partner to volunteer. **Action.** TO to email the Board to request a volunteer.

The Board agreed.

DS asked when might the sub-group align with South Glos and BANES. JB confirmed she will approach again. **Action**

9 (iii) Learning & Development sub-group

TO reminded the Board that a proposal was put forward for funding safeguarding training for partners a year ago. Proposal document put forward by Carolyn. The Board put this on hold as it was premature as it didn't allow partners time to cost out. The agreement was to bring back to this Board.

CH explained that the problem has been that there have been many different and complex arrangements. The new charging policy is more transparent and more sustainable. The proposal is that all basic awareness training is free of charge. More advanced and specialist training will be charged. CH offered to have conversation with agencies to discuss further outside of the Board. **Action.**

JG and JM asked what was included within their training as health provide funding; their understanding that GP's get free training. CH confirmed that £50 for half day and £70 for a full day and that training is held in Weston Hospital in the academy so that GPs can easily access this. It was agreed to discuss further outside of the Board.

Action: LT to recirculate charging proposal with minutes.

TO reminded the Board that discussions were held at the beginning of the year around Level 3 GP training. **Action:** TO to back trail on emails.

9 (iv) Early Help sub-group

Exec asked for Flash report to be recirculated. This is to be circulated to Board members. **Action**

9 (v) Communications sub-group

ARR asked the Board to amend or add any awareness days that are not included on the list that she will circulate to the Board. **Action**

TO asked about police representation on the Comms sub-group. LP confirmed that she is still trying to find a rep. **Action.**

9 (vi) Joint SE/Missing sub-group

Police rep sorted. Inspector will join details have been sent to Ruth. SE/Missing training at hoteliers – see above.

9 (vii) Young People's sub-group

New chairs Lizzie and Will from Gordano attended Executive. TO felt they had an infectious enthusiasm. Within their minutes they have included a timetable of meetings. They have fed-back on the sexting posters and creating their own "younger" version. SC explained that Lizzie is very keen to take minutes of their sub-group. Therefore, SC requested that the minutes will be circulated rather than SC translating the young people's work into a sub-group report. **This was agreed.**

TO let the Board know that the Head of Clevedon Academy, John Wells, has resigned from the Board due to other commitments. TO will be writing to him to thank him and that without his commitment the Board would not have young people's sub-group. **Action.**

9 (viii) SCR Sub-Group

SCR Young Person D and SCR Siblings A&B

JB explained that the reviewer has been unwell. Therefore the review of the final report has been postponed. JB will have to inform Ofsted of the delay as the process has not been completed within 6 months.

Action: Review panel re-arranged to meet to review draft reports in January.

Item 10: Business Plan
Presenting: Tony Oliver
Discussion/Challenge:

This was dealt with as part of the Ofsted action plan. There were no further questions from the board.

Item 11: Risk Issues Register
Presenting: Tony Oliver
Discussion/Challenge:

The lack of funding to recruit a Board Business manager is to be added to the risk register.
Action

There were no other risks put forward by the Board.

Item 12: Protocols and Procedures
Presenting: See below:
Discussion/Challenge:

Modern Slavery Guidance: Jo Mercer updated the Board. The report and pathways were circulated with the agenda and are self-explanatory.

Jo asked for any comments/feedback by the end of December. **Action**

TO felt that this links directly with the Trading Standards presentation. HH and JM are looking at ways to link and will update the Board in March. **Action.**

CLA Pathway for CSE: Rosie Greuter updated the Board. TO welcomed Rosie formally, to her first Board.

She explained that the pathway was produced through the work of SE/Missing Co-ordinator and sub-group. It is aimed at young people most at risk placed by the local authority in North Somerset and out of county; ensuring there are mechanisms in place in communicating with our opposite numbers. The pathway is to help practitioners “leave no stone unturned”. It has been tested through the local authority’s Declarations Desk to ensure it works.

TO asked how many young people/children from North Somerset are placed outside North Somerset. Rosie confirmed at the end of the previous week the number was around 97. She explained that Ruth Sutherland is aware of numbers and lets Rosie know when “red flagged”.

Discussion was held by the Board about the reason why children/young people are placed outside the local authority.

TO felt that this was an area of risk that the Board needed to “keep our eye on”.

Item 13: Information Sharing
Presenting: Tony Oliver
Discussion/Challenge:

TO explained that during the current SCR process the independent author has had difficulty in obtaining some information. He reminded the Board that sharing information is very important and that he will be speaking independently to the agency. **Action.**

Item 13: AOB
 Presenting: Tony Oliver
 Discussion/Challenge:

TO proposed that the annual LSCB Conference will take place again in February. He asked the Board for any other priorities, observations to let LT know. **Action.**

Agenda Item 14: Next Meeting
 Monday 19th March 2018 @ 2.00pm, Police HQ, Portishead

ACTION LOG from today's minutes

		Lead	Outcome
3. September Minutes	Item 10: Development of website. Any comments/amendments or feedback to LT.	Board	March
5. Presentations	Trading Standards: SS suggested establishing an information sharing protocol.	HH	March
5. Presentations	Child Protection Information Sharing: Circulate presentations with minutes.	LT	December
6. Ofsted Action Plan	P99. Multi-agency dataset meeting to be rearranged.	LT	January
	P99: Probation: CRC to provide data on children living with parents who have offended.	PB	March
	P99: Expand dataset meeting Probation BGSW	LT	January
	P99: RG to produce CLA data annually for September Board	RG	September
	P101: Failure to recruit a Board Manager post to be included on the risk register.	LT	December
	P101: TO to continue to work on further proposals and email the Board.	TO	January
7 (i) Executive	Minutes 6 th November: CSE awareness training: target approach to start at cheaper, small hotels and B&Bs	RS	March
7 (iv) Consortium Feedback	Operation Topaz: report to be circulated to the Board when published.	TO/LT	February
	Consortium minutes to be circulated to Board: LP to find out.	LP	January
7 (vii)	Headline data: Early Help to review ethnic minority data at sub-group.	SH	February
	Headline data: Children with a disability as a percentage in North Somerset. Data request for March Board.	ED	February
7 (viii)	Police data: Missing children: North Somerset children or placed in North Somerset by another Local authority. LP to clarify.	LP	February
	Police data: Increase in "Cruelty and Neglect" figures to be interrogated.	LP	February
9 (ii) sub-groups	P&P sub-group: TO to email the Board to request volunteers to chair this sub-group.	TO	January

	P&P sub-group: JB to approach regional sub-groups re joining sub-group.	JB	January
9 (iii) sub-groups	L&D sub-group: Charging policy. CH offered to hold discussions with agencies outside of Board.	CH	February
	L&D sub-group: LT to recirculate the charging proposal to the Board.	LT	December
	L&D sub-group: GP Level 3 training: TO to confirm agreement.	TO	February
9 (iv)	Early Help sub-group: Flash report to be circulated with minutes.	LT	December
9 (v)	Communications sub-group: Board to add/amend awareness campaign list.	Board	January
	Communications sub-group: Police rep to join group.	LP	February
9 (vii)	Young People sub-group: TO to write to John Wells who has now resigned from the Board.	TO	December
9 (viii)	SCR sub-group: Review panel re-arranged to January.	LT	January
11. Risk Register	Lack of funding to recruit a Board Business manager to be added to the register.	LT	December
12. Protocols and Procedures	Modern Slavery Guidance: Feedback to JM by end of December.	Board	December
13. Information Sharing	TO to discuss with agency.	TO	January
14. AOB	February conference: any suggestions; additional priorities; observations to LT.	Board	January