

Date: 17th March 2011 | Time: 1.00pm | Venue: Education Centre

Glossary of Terms and Abbreviations used.

CAF	Common Assessment Framework	SARC	Sexual Assault Referral Centre
CESC	Children, Education & Social Care	SCR	Serious Case Review
CTB	Children's Trust Board	SLSCB	Stockton-on-Tees Local Safeguarding Children Board
DV	Domestic Violence	WTTSC	Working Together To Safeguard Children

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	A
	Head of School Effectiveness & / Assistant Director (Complex Needs) NTHFT	Lynda Brown	LB	A
	Head of Housing – Stockton-on-Tees Borough Council	Julie Nixon	JN	A
	Lead Cabinet Member - Children and Young People	Cllr Ann McCoy	AMc	A
Police	Acting Detective Chief Inspector - Cleveland Police (Crime / Child Protection)	Jason Dickson	JD	MA
	Chief Inspector - Cleveland Police (Stockton District - Prevention)	Mick Williams	MW	A
Probation	Director Of Operations	Lucia Saiger	LS	MA
Strategic Health Authority	NE Child & Maternal Health Service Advisor - NHS North East Strategic Health Authority	Sam Crammond	SC	MA
Primary Care Trusts	Director of Corporate Affairs, NHS Tees.	Celia Weldon	CW	MA
	Head of Children & Young People's Strategy / Assistant Director (Commissioning) Stockton PCT	Peter Seller	PS	MA
NHS & Foundation Trusts	Director of Nursing & Patient Safety - North Tees & Hartlepool Foundation Trust	Sue Smith	SSm	MA
	Head of Community Services - North Tees & Hartlepool Foundation Trust	Linda Watson	LWa	MA
Youth Offending & Connexions Service	Head of Children & Young People's Operational Services	Shaun McLurg	SMcL	MA
CAFCASS	Service Manager	Lynne James	LJ	A
Prisons	Head of Offender Management	Elaine Hunneyset	EH	A
Adult Social Service	Head of Adult Social Services	Sean McEneaney	SMcE	MA
Adult Health (Mental Health & Disability)	Lead Senior Nurse for Safeguarding Children	Karen Agar	KAga	RA
Adult Substance Misuse Services	Joint Strategic Commissioner for Drugs, Prison Healthcare and Social Inclusion	Emma Champley	EC	MA
Lay Members	Lay Member	Lesley Cooke	LC	MA
	Lay Member	Jo Thornhill	JT	MA
Schools	Head Teacher – Primary Schools	Hazel Ducker	HD	MA
	Head Teacher – Secondary Schools	Elizabeth Horne	EH	MA
	Head Teacher - Independent Schools	Alex Taylor	AT	MA

MINUTES OF SLSCB BOARD MEETING (17.3.11)

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	A
Voluntary sector	Assistant Director of Children's Services - Barnardo's (SLSCB Vice Chair)	Sandra Egleton	SE	MA
Others	District Manager - Fire Service	Ian Harrington	IH	A
	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	
Childrens Workforce Training Task Group	Childrens Workforce Development Manager, Chair TTG	Eric Jewitt	EJ
Karen Agar - TEVV	Named Doctor	Anna Boyce	AB
	Independent Author - Andrew	Anne Hutson	AH

SLSCB Staff

Name	Title	Attendance
Lorna Wright	Administrator	✓

No. Agenda Item **Action**

2 Minutes of Meeting held on: 20th January 2011

CM requested amendments to some wording in the following sections:

- 3.2 remove 'lots of'
- 7aii Sentence regarding MBC funding to be removed
- 7aiii Second bullet to read 'to be considered by CTB'
- 7b remove eliminate future problems and add might be an option.
- 8.1 Delete last sentence of paragraph 4
- 8.1.1 Executive Summary to be changed to Information Report

Members agreed to all changes. Amended minutes will be re-issued, a redacted set of minutes will also be produced.

3 Matters Arising

3.1 CM asked members to welcome Jo Thornhill (JT) as the 2nd new Lay Member of the Board.

3.2 MB commented on the volume of material being circulated and commented that the area of safeguarding was a small part of his role. AT seconded this.

PB responded that unfortunately this is the volume of documents produced by a Management/Serious Case Review and it is a statutory process. PB advised that the Business Unit tries to keep papers to a limit.

CM commented that the National System is up for review in conjunction with the Eileen Munroe Review and this may subsequently necessitate changes.

3.3 CM advised that SLSCB pooled budget contributions have been confirmed by CESC, Police, Health and Probation. A request was made for other agencies to confirm their contributions as soon as possible.

3.4 CM confirmed that Schools have agreed to pay for their safeguarding training as

discussed in section 5.

4 Case Reviews This minutes for this agenda item will be redacted.

4a.1 **Andrew**

PS presented reports on the Andrew case and commented that the documents were sent out in a timely manner to allow for reading prior to the meeting. As this is a Management Review and not a Serious Case Review it will not be in the public domain.

The Board agreed to:

- Accept the Andrew Overview Report
- Give delegated responsibility to the Sub Committee to make amendments to the Multi Agency Action Plan to make it SMART and send out an update within 4-5 weeks
- Accept the Information Report for the parents of child 1 & 2
- Accept all Andrew single agency IMR's
- Adaptation of Information Report to parents FCA
- Progress discussions with Andrew

4b Alice

PS gave an overview of the action plan from the facilitated discussion.

PB reminded members of the information circulated regarding the **Neglect Conference 6 May 2011, 9.30am - 4.30pm at The Education Centre** (emailed 11.03.11) Attendance at this conference would support one of the recommendations of this review. PB urged members to cascade this information to their staff and encourage take up.

The Board agreed to:

- Accept the Alice Action Plan
- Cascade information on Neglect Conference and encourage participation from practitioners.

4c Benjamin

4c.1 PS gave an overview of the case and Terms of Reference. PS advised that this is a Management Review and not a Serious Case Review.

PS advised that whilst working on the review the Panel identified the following areas of concern:

- Issues pre birth
- Living arrangements of the family and family members
- Continuity of workers
- Care arrangements alongside ongoing child protection arrangements

PS confirmed areas of good practise were also highlighted within the reports.

4c.2 SS highlighted a typing error in NTH Report page 29 section 4.116, which should say uncle and not Benjamin.

SS commented that the Health Visiting Service at this time was understaffed but the risk had been recognised. SS felt that this doesn't come out in the report; however they were aware of it and are implementing systems to manage the situation.

PB acknowledged that a contextual background about what was happening in agencies should be included in reports to provide a background.

PB advised that feedback will be given to Benjamin's mother and she will liaise with SMC's team on the best way to do this.

PS advised that the sub committee need to look into line management around these reviews and make the process smarter.

The Board agreed to:

- Accept the Benjamin Overview Report
- Accept all Benjamin Single Agency IMRs
- Accept the Benjamin Action Plan

4d Colin

PB confirmed that Colin is a Serious Case Review and gave an update on how the case is progressing.

As the case is running to timescales PB requested that a special Board meeting on June 16th 2011 is convened for members to complete the report sign off process.

As this is a SCR and Ofsted are involved, all reports will go through the grading process.

The Board agreed to:

- Review/Sign off Colin Reports on 16th June 2011

4e DJM

PS advised that this is an unfortunate case where a baby has died.

The SCR Sub committee and SLSCB Chair considered the case under the SCR criteria. The criteria for SCR was not met however CM felt lessons could still be learned from an alternative review process.

PS confirmed the Sub Committee and CM agreed that a facilitated discussion on the specific circumstances and issues around the child protection conference and process would be the best method. It is hoped that this will take place and the findings detailed in an overview report by the end of May 2011.

CM gave thanks to PS for the quality and content of the presentations of the review reports.

4f Special Safeguarding Briefing

PB presented the Stockton Safeguarding Briefing and advised that this is a special edition which focuses solely on learning lessons and providing staff with Information from current management reviews.

PB advised this has been an area of weakness in the past where information has not been circulated in a timely manner. This was rectified in April 2010 following the RWC review.

Information on the Andrew, Alice and Benjamin cases are included in this edition and the following areas have been covered:

- Brief background information
- Key lessons
- Key issues
- Learning lessons

PB requested the document be circulated within agencies and filtered through to team meetings etc. This method of information sharing demonstrates we are trying to be

learning organisations who do not shy away from the findings of a review.

The Board agreed to:

- The content of the March 2011 SLSCB Briefing.
- Circulate as widely as possible within agencies.

5 Teachers in Faith Settings

JD provided information on safeguarding issues within faith settings and advised that Police are sometimes unable to prosecute due to a lack of co-operation from the victims and perpetrators. The issue relates to various faith settings but is a particular issue with in the Muslim faith.

JD confirmed he is raising this issue with all LSCB's in hope that advice can be given as to how to tackle this issue.

the following suggestions were made:

- AT advised incidents can be reported to the General Teaching Council if perpetrators are officially teaching
- PB suggested Police attend Faith Network meetings to raise awareness.
- KA suggested basic training for volunteers to raise awareness.
- MB suggested discussions with Mosque communities.

PS queried whether we are clear on what training is given to faith communities. PB advised that all LSCB training information is sent to them.

6 SLSCB Action Plan Progress

6.1 PB highlighted the first paragraph regarding the workload of the Business Unit.

A requested was made for members take ownership and provide comment regarding progress from their agency and collective LSCB responsibility by the end of April 2011.

PB gave an example of the response needed and advised that a simple response to section 1.2 - monitoring safe recruitment to say that this is done will suffice.

JD commented that the majority of the action plan is already allocated to a responsible person or specific groups, which makes it confusing as to what members are commenting on. AG seconded this and said members may skip past if they think others are doing it.

PB requested members to comment on an all areas they could to ensure priorities are completed and that collective accountability is recorded.

The Board agreed to:

- Review the Action Plan progress and report back to the Business Unit with updates by the end of April 2011.

7 Executive Group Meetings

7.1 PB circulated the possible options for the Executive Group and full Board meeting schedule to seek views on a preferred model.

Members were advised of the Core membership of the Executive Group.

AG proposed that the PCT represent all health providers and commissioners.

LW & SS felt that providers should be represented on the Executive Group. LW will represent NTHFT and will also be there as SLSCB Vice Chair. AB advised TEWV are happy for PCT to be their representative.

- 7.2 Members discussed the options of having 3 Board meetings per year. SW commented that in terms of performance reporting dates should be October, February and June/July. Members felt that August was not a convenient month for a meeting.

PS felt that it should be quarterly and lined up with the Children's Trust Board. SS expressed concerns around gaps in meetings when Serious Case Reviews are concerned. PB advised that special meetings can be set up for Serious Case Reviews.

SMcE felt that the system proposed of 4 meetings per year, monthly meetings plus special meetings would dramatically increased the number of meetings for certain people and would therefore advocate 3 meetings per year.

EC returned back to earlier conversations regarding the volume of work/reading produced by the Board and requested that the information is filtered to highlight specific areas of expertise that can be commented on. HD, AT, LS seconded this and added that the workload of the Board should be looked at by the exec group in the first instance.

LC advised of the 'find' function available in word. This function allows you to search documents for specific words. This option may make it easier to comment on reports.

PB advised that the responsibility to filter information is not held within the Business Unit. Over the years the amount of documents and information circulated has been reduced and alternative communication methods trialled.

PB confirmed, as requested at previous meetings, discussion reports have been sent to members for comment via email to reduce Board papers whilst still keeping members informed of relevant information. So far there has been very little or no response received from Board Members.

SS commented that as a Board member it is her responsibility to receive and review all information circulated by the Business Unit as she is accountable. CM concurred with this statement and that it is not the Business Managers responsibility to filter information.

CM concluded the conversation and advised that he and PB will have further discussion to conclude when the meetings will be scheduled.

The Board agreed to:

- 1st Executive Group Meeting 19th May 2011
- Next full Board meeting 16th June 2011
- Accept further proposed schedule of meetings when they are confirmed.

8 Any Other Business

- 8.1 CM advised a meeting will be arranged with Hartlepool LSCB regarding the collaboration of Business Units and joined up work as referred to in the January meeting.

CM asked for nominations for reps from Stockton to attend the meeting.

LW advised she will be happy to chair the first meeting. AG, JS, PB and SMcL will

also attend.

- 8.2 PB raised the issue of Procedures and the question raised by the company developing the web based procedures, should there be a change in the terminology of Safeguarding to Child Protection?

The Tees Procedures group have proposed it is left as Safeguarding while we wait to see if Professor Eileen Munroe changes it in the new Working Together she is proposing.

Members agreed to wait for details in Working Together.

- 8.3 PB gave information on a Tees CDOP event to be held on 4th May 2011. Invites have been sent to PB and CM plus one Board member. Expressions of interest can be sent to PB.

- 8.4 SS & LW provided information regarding funding for Named Nurses, removal of the funding has been highlighted as high risk; however it may still go ahead.

LW confirmed that it is a difficult financial position and the issue has been raised with this Board for awareness of the concern.

AG commented that as a Designated Nurse she felt that the supervision policy should continue. Commissioners feel it is important and are behind the policy, they don't want to put children at risk. The issue is around money and discussions will continue.

The Board agreed to:

- Note the funding concern for Named Nurses and provide a level of support.

- 8.5 AG provided information on a visit from National Support Team for response to Sexual Violence.

The visit covered

- Cleveland Police
- NHS Redcar & Cleveland
- NHS Middlesbrough
- NHS Hartlepool
- NHS North Tees

AG advised that the visit had highlighted a lot of positive but also a number of challenges and recommendations.

Members discussed issues around SARC (Sexual Assault Referral Centre) training, procedures and having a Strategic Management Board.

SMcL requested more information in relation to adults and also that the Board hold fuller discussions regarding child sexual abuse examinations as he is aware of some concerns from practitioners with the current process.

Action:

- National Support Team for Response to Sexual Violence Report will be circulated with the minutes

AG/
Bus
Unit

- 8.6 SMcL advised work is being done to strengthen the CAF Procedure. Information will be taken to the Childrens Trust Board next month and then to this group for agreement.

Discussion Reports Emailed To Board Members Since The Last Meeting	Last Date to Comment
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|---|--|------------------|
| 1 | Deferred Agenda Items Overview, Emailed 3.2.11 | |
| 2 | CDOP Reports, Emailed 3.2.11 | 18 February 2011 |
| 3 | Tees Wide E-Safety Report, Emailed 3.2.11 | 13 February 2011 |
| 4 | Tees LSCBs CP Procedures Emailed 8.02.2011 | 14 February 2011 |
| 5 | Domestic Violence Multi Agency Away Day Emailed 14.02.2011 | 23 February 2011 |

Information Items Emailed To Board Members Since The Last Meeting

- 1 Blue Giro – Performance Flyer. Emailed 21.01.11
- 2 New version of London Child Protection Procedures. Emailed 01.02.11
- 3 Munro Interim Report. Emailed 01.02.11
- 4 Safeguarding Young People: Responding to Young People aged 11 to 17 who are maltreated. Emailed 07.02.11
- 5 Notification / Liaison with DfE regarding Serious Incidents & Serious Case Reviews emailed 11.2.11
- 6 Vetting & Barring Remodelling Scheme. Emailed 14.02.2011
- 7 Summary of Vetting & Barring Remodelling Scheme. Emailed 14.02.2011

Details of Next Meeting:

Date: 16th June 2011 | Time: 1:00 – 3.30pm | Venue: Stockton Central Library
