

Minutes of a meeting of the Leicester, Leicestershire and Rutland Local Safeguarding Children's Board held at Highpoint Conference Centre, Leicester on Thursday 26 June 2008

PRESENT

Glenys Johnston (Chair)

Leicester City Council

Pat Nawrockyi	Head of Service – Children's Safeguarding
Bhupen Dave	Service director – Community Services
Penny Hajek	Interim Service Director – Access, Inclusion and Participation
Mark Sampson	Secondary Schools Representative
Andy Smith	Interim Service Director, Social Care and Safeguarding

Leicestershire County Council

Vanessa Bishop	Acting Assistant Director, Children's Social Care
Bob Parker	Service Manager, Safeguarding, Children and Young People's Service
Wendy Poynton	Head of Youth Offending Service (also representing Leicester City)
Jane Sharp	Headteacher Representative

Rutland County Council

Steven Attwood	Head of Inclusion, Youth and Adult Learning, Children and Young People's Service
Jen Hazell	Rutland Headteacher Representative

Health Community

Mandy Ashton	Director of Quality and Governance, Leicester City PCT
Dr Janet Bruce	Consultant (Adult) Psychiatrist, University Hospitals of Leicester
Michael Clayton	Head of Nursing Children's Services, University Hospitals of Leicester
Carole Devaney	Public Health Programme Manager, Domestic Violence, Leicester City PCT
Gill Gates	Deputy Director, Nursing and Therapies, Leicestershire Partnership Trust
Anne-Maria Olphert	Associate Director, Children's Health Services,

Sharon Robson	Leicester City PCT Deputy Director of Quality Assurance, Leicester city PCT
Dr Sudhir Sethi	Designated Doctor and Consultant Paediatrician, Leicester City PCT
Anne Spaight	General manager for Clinical Governance, Audit and Research, EMAS
Adrian Spanswick	Nurse Consultant, Safeguarding Children, Leicester City PCT
Helen Thompson	Associate Director of Children's Community Service, Leicestershire County and Rutland PCT

Leicestershire Constabulary

Det Supt Chris Thomas	Specialist Crime Unit
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Other Agencies

Steven Atkinson	Leicestershire District Councils
Rosemary Beard	Chief Executive, Leicestershire Connexions
Martin Curran	Assistant Chief Officer, Probation Service
James Lynch	Bridges
Anne Marsden	Unit Manager, Family Welfare Association
Howard Robinson	Director of Community Safety, Leicestershire Fire and Rescue Service
Adam Suddaby	Vice Principal, Leicester College
Sarah Ward	Area Children's Service Manager, NSPCC

Officers in Attendance

Elaine Felstead	LSCB Practice and Performance Review Officer
Sue North	LSCB Training Co-ordinator
Rosemary Palmer	Committee Officer
Inga Windley	LSCB Policy Officer

In Attendance

Jenny Myers	GOEM
Stephanie Dunkley	Leicester City PCT (minute 11 refers)
Kate Allen	Public Health Consultant – Partnerships (minute 11 refers)

1. Apologies for Absence.

Apologies for absence were received from the following members:-

Kamal Adatia	Acting Head of Community Services Law, Leicester City Council
Jane Appleby	Lead Children, CAMHS and Safeguarding, East Midlands SHA
Mandy Ashton	Director of Quality and Governance, Leicester City PCT (Sharon Robson substituting)
Steve Coe	Service Manager, CAF/CASS
Frances Craven	Assistant Director, Targeted Services, Leicestershire County Council Children and Young People's Service
Major Ernie Crew	Army Welfare Service
Dr Ingrid Davison	Consultant in Child and Adolescent Psychiatry, CAMHS
Sue Disley	Assistant Director, Leicestershire County Council Adult Social Care Service
Meena Evans	Crown Advocate
Colin Foster	Director of Adult Social Services, Health and Housing, Rutland Council
Sheri Holland	Assistant Head of Legal Services, Leicestershire County Council
Angela James	DAAT Co-ordinator
Dr Geth Jenkins	GP Partner/LMC Secretary
Helen McDermott	Leicestershire Headteacher Representative
David Thrussell	Deputy Head, Youth Offending Service, Leicester City
DI Donna Thompson	Child Abuse Investigation Unit, Leicestershire Police
Caroline Tote	Service Manager, Child Protection, Leicester City Council

2. Welcome.

The Chair welcomed members of the Board to the meeting.

3. Minutes of the meeting held on 13 March 2008.

RESOLVED:

That the minutes of the meeting held on 13 March be confirmed and signed as a correct record.

4. Matters Arising.

Minute 4: Matters Arising - Planning and Prioritising for the LSCB Business Plan 2008-09.

Pat Nawrockyi reported that she would be attending a meeting of the Council of faiths in August.

Minute 6: Training Subcommittee Annual Report 2007-08.

It was reported that Mandy Ashton had chaired the meeting of the working group to reconsider that way forward for single and multi-agency safeguarding children training. A further meeting would be held in order to produce costed options for training, which the Board would then consider. They would not necessarily match the current allocation for training. If more time was needed a consultant could be brought in.

It had also been identified that the role of the LSCB needed defining. The Chairman and Vice Chairmen of the Board had met with the Directors of Children and Young People's Services to discuss setting the strategic direction of the LSCB for the next 5 years.

Further consideration would be given to this at the Core Business Group away day. An external facilitator, who would also record the outcomes of the day, had been organised. The notes of the away day and costed proposals for the business plan would then be considered by the meeting of the Chief Executives, Chief Officers and LSCB in September. A report on this matter would be submitted to the October meeting of the LSCB.

5. Bridges Report.

The Board considered a report and presentation which provided an update regarding the process of technical and cultural change implementation around Information Sharing and Assessments (ISA) and explored some of the implications and future responsibilities for the LSCB regarding the mainstreaming of ISA. A copy of the report marked 'B' is filed with these minutes, along with a copy of the presentation slides.

RESOLVED:

- (a) That the presentation be welcomed and the information noted;
- (b) That consideration be given to the potential new responsibilities implied in the statutory guidance to S11 of the Children Act 2004 around the development of 'Targeted Safeguarding' at the Core Business Group away day;
- (c) That, once the strategic direction has been agreed, Mandy Ashton as Chairman of the Training Working Party, be asked to consider how CAF/LP training and current LSCB training functions are related;

- (d) That Bridges be asked to provide further details on the implications arising from significant national technical innovations.

6. Budget.

The Board considered a report setting out details of the LSCB budget for 2007-08. A copy of the report marked 'C' is filed with these minutes.

RESOLVED:

That the report be noted.

7. Annual Training Report.

Consideration was given to the Annual Training Report for the LSCB, a copy of which is filed with these minutes.

It was noted that the JAR report for Leicester City Council had described LSCB training as extensive, good quality and targeted at the appropriate groups.

RESOLVED:

- (a) That the report be noted;
- (b) That the issue of training be further considered at the LSCB meeting on 9 October 2008;
- (c) That the Annual Report be emailed to all members of the LSCB.

8. Safeguarding Advisor East Midlands.

The Board received a presentation from Jenny Myers, Safeguarding Advisor for the East Midlands, on the involvement of the Government Office for the East Midlands in safeguarding. A copy of the presentation slides is filed with these minutes.

Jenny Myers explained that she would like to have an oversight of the arrangements for an independent person to produce Serious Case Review reports. She was hoping to create a set of competency criteria and would appreciate any input from the LSCB.

Glenys Johnson was currently identifying comparable peers for a peer audit. Jenny Myers indicated that she was interested in performance management and would support the LSCB in evaluating its effectiveness.

RESOLVED:

That the presentation be noted.

9. Draft Annual Report and Business Plan.

The Board considered the draft LSCB Annual Report for 2007-08 and the Business Plan for 2008-11. A copy of the report marked 'F' is filed with these minutes.

Arising from discussion of the Business Plan the following principal points were noted:-

- (i) The date of the Think Family conference, referred to in the Development Workstreams under Links with Adult Services, was confirmed as 14 November. It would take place at the Walkers Stadium.
- (ii) The Development Workstream for Participation used the Hear by Right model of involving children and young people in decision making. Local authority representatives were on the Steering Group.
- (iii) With regard to the Safer Workforce Development Workstream, it was reported that significant work had already been done on the management of allegations. It was included in the Business Plan as a project that needed completing rather than a major new area for developments. The draft policy would be submitted to the LSCB in October.
- (iv) It was felt that e-safety would have to be considered whenever a new project was developed. Core e-safety work would also have to continue.
- (v) It was intended to revisit the Business Plan the following year in order to show how it will deliver outcomes for partner agencies and how partner agencies will support the LSCB Business Plan.
- (vi) Engagement with the voluntary sector was not a development workstream on its own as work looking at how to engage with communities would be taking place in a variety of ways. It might be appropriate to add reference of the voluntary sector when outlining the method for achieving projects.
- (vii) Concern was expressed that provision was not made for addressing emerging issues. It was noted that new areas of work were captured by the Development Subcommittee. It would also be appropriate to

have a breakdown of the Staying Safe Guidance in the Business Plan to show what was being done locally to address the issues it raised.

RESOLVED:

- (a) That the Annual Report and Business Plan be approved;
- (b) That Glenys Johnson and Anne Marsden discuss ways of making the work of the voluntary sector more explicit in the Business Plan.

10. Reports from Local Authority Designated Officers (LADOs).

(a) Leicestershire Children and Young People's Service.

Consideration was given to a report which advised the LSCB of concerns and allegations against staff, carers and volunteers within child care services in Leicestershire. A copy of the report marked 'G' is filed with these minutes.

It was noted that this was the first report from the LADO. It was hoped in future to identify trends in the reporting of allegations in the report. There were currently no national trends, although specific guidance for the management of allegations was expected in July. A regional meeting for LADOs would be held at the end of July.

It was thought that allegations could be a cross over issue with Adult Social Care Services. Those who were unsuitable to work with children might also be unsuitable to work with adults. Jane Appleby reported that she was considering the lessons that Adult Services could learn from child safeguarding. It was noted that Leicestershire Partnership Trust provided vulnerable people training which might be cost effective for the LSCB.

RESOLVED:

That the report be noted.

(b) Leicester Children and Young People's Service.

Consideration was given to a report which advised the LSCB of concerns and allegations against staff, carers and volunteers within child care services in Leicester. A copy of the report marked 'G' is filed with these minutes.

RESOLVED:

That the report be noted.

(c) Rutland Children and Young People's Service.

It was noted that a report from the LADO for Rutland would be submitted to the next meeting of the LSCB.

11. Child Death Overview Panel.

The Board considered a report from the Interim Child Death Overview Co-ordinator which provided an update on progress with the establishment of the Child Death Overview Panel and associated processes. A copy of the report is filed with these minutes.

A Panel secretary, to be managed by Adrian Spanswick, had been appointed. The first formal meeting of the Panel was scheduled for 1 September. The purpose of the meeting was to review the statistics of children who had died since April 2008 and, using the causes of death, identify the themes to look at in more detail during the following year.

The requirement for additional funding as a result of the re-evaluation of the post of the Child Death Overview Co-ordinator would have to be met by the LSCB. Stephanie Dunckley would only be in post until the end of July. Following this, a consultant would be appointed. It was thought that one of the roles of the consultant could be to produce a detailed budget and identify the funding requirements for the following year. Stephanie Dunckley was producing a job specification for the consultant.

It was possible that an additional post to undertake development work may be required in the future. It was originally thought that this would be part of the Co-ordinator's role but the level of detail required on each case may be problematic.

Children who died in UHL but were not from Leicester, Leicestershire and Rutland would be considered on a case by case basis. The Panel would have to be mindful of the lessons that could be learnt from hospital deaths and not send all the cases back to the child's home area.

RESOLVED:

- (a) That Stephanie Dunckley be thanked for the work she has undertaken on the development of the Panel;
- (b) That the consultant be funded from the underspend in the Child Death Overview Panel budget;
- (c) That Glenys Johnson address the issue of future funding for the Child

Death Overview Co-ordinator.

12. Serious Case Review Development

Pat Nawrockyi provided an update on the development of the Serious Case Review Panel and processes.

It was important that the role of the independent report writer was embedded in the process and present from the beginning of each case. This would ensure the quality and detail of the final report.

The original system for dealing with Serious Case Reviews was being revised. It was intended that there would be one subcommittee across the three local authority areas to be chaired by Glenys Johnson. Panels would then be appointed to look at individual cases. It was noted that this proposal still required confirmation from legal services.

RESOLVED:

That the report on Serious Case Review Development be circulated with these minutes.

13. LR – Serious Case Review.

The Board considered the overview report and executive summary of the LR Serious Case Review. A copy of the reports marked 'I' is filed with these minutes.

RESOLVED:

- (a) That the report be noted:
- (b) That the executive summary be published on the LSCB web site.

14. Voluntary and Community Sector Involvement with LSCB

(a) Standing Reference Group.

The Board considered a report that had been prepared for the Development Subcommittee which set out a proposal to establish a voluntary and community sector reference group within the LSCB structure. A copy of the report marked 'J' is filed with these minutes.

It was reported that the Development Subcommittee had accepted the proposals with enthusiasm. The Subcommittee had recommended that the terms of reference be made clearer and that members of the Group must

have sufficient time for the role.

RESOLVED:

That the proposal to establish a voluntary and community sector reference group within the LSCB structure be supported.

(b) NSPCC Toolkit

Sarah Ward introduced the Safe Communities toolkit that had been developed by the NSPCC with lottery funding.

The toolkit was consistent with LSCB policies and procedures. It was free, along with consultancy for using it, until February 2009. It was being launched at the next voluntary sector event organised by the City and County Forums.

RESOLVED:

(a) That the LSCB endorse the use of the toolkit locally;

(b) That Glenys Johnson represent the LSCB at the launch event.

15. Subcommittee Chairs Reports.

(a) Development Subcommittee.

Pat Nawrockyi reported that discussions had been held with other Subcommittee Chairs about the possibility of them overseeing some of the projects.

She also intended to revisit the membership of the Development Subcommittee with a view to increasing representation from the Education side of Children and Young People's Services.

RESOLVED:

That the update be noted.

(b) Quality Assurance Subcommittee.

Bob Parker reported that a new Policy and Performance review Officer had been appointed. She would start on 14 July.

RESOLVED:

That Elaine Felstead be thanked for her contribution to the LSCB.

(c) Training Subcommittee.

Adrian Spanswick reported that a meeting was scheduled for next week.

RESOLVED:

That the update be noted.

(d) Communications Subcommittee.

Adrian Spanswick reported that he was standing down as Chair of the Communications Subcommittee.

RESOLVED:

That Steve Atkinson be appointed Chair of the Communications Subcommittee for the next 12 months.

(e) Webtrends.

The Board considered a report setting out web trends for the LSCB website for the period 8 March – 5 June 2008. A copy of the report marked 'K' is filed with these minutes.

RESOLVED:

That Adrian Spanswick be requested to produce a summary of the web trends report.

16. LSCB Development Day.

The following topics were suggested for consideration at the LSCB Development Day on 9 October 2008:-

- Identification of the meaning of 'broadening of safeguarding';
- The Third Chief Inspectors Safeguarding Report;
- Staying safe Action Plan.

17. Any Other Business.

Sheila Matthews.

It was reported that Sheila Matthews, LSCB Policy Officer, was retiring on grounds of ill health. She would not be replaced but her role would be incorporated into a new post of manager for the LSCB office.

RESOLVED:

That Glenys Johnson write to Sheila Matthews on behalf of the Board expressing thanks for her contribution to the LSCB.

Third Chief Inspectors Safeguarding Report.

It was reported that the Third Chief Inspectors Safeguarding Report would be launched in London on 8 July.

RESOLVED:

That Inga Windley be informed of who was willing to attend the launch on behalf of the LSCB.

18. Health of Looked After Children Annual Report.

The Board noted the Health of Looked After Children Annual Report.

9.00am – 12.40pm
26 June 2008

CHAIRMAN