



Leicester
City Council

Minutes of the Local Safeguarding Children Board –
Core Business Group Meeting

Held: THURSDAY, 4TH SEPTEMBER 2008 at 2:00pm in Guthlaxton Committee Room, County Hall, Glenfield

PRESENT:

Vanessa Bishop (In the Chair)

Representing Leicester City Council

Ms Pat Nawrockyi Head of Service, Children’s Safeguarding

Representing Leicestershire County Council

Mr Bob Parker Service Manager, Child Protection, Children and Young People’s Service

Representing Rutland County Council

Sheri Holland Legal Services, Leicestershire County Council

Representing Health

Mr Adrian Spanswick Designated Nurse, Child Protection and Nurse Consultant, Safeguarding Children

Representing Leicestershire Constabulary

Det. Insp. Jackson

Officers in Attendance

Mike Keen Committee Services, Resources
Sue North LSCB Training Co-ordinator
Inga Windley LSCB Policy Officer

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| 1. | <u>APOLOGIES FOR ABSENCE</u> | <u>Action By:</u> |
| | Apologies for absence were received from Glenys Johnston (Chairman), Dr. Sudhir Sethi (Designated Doctor and Consultant Paediatrician), Andy Smith (Interim Service Director, Social Care and Safeguarding) and Insp. Chris Thomas (Leicestershire Police). | |

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| 2. | <u>CHAIRMAN'S INTRODUCTION</u> | <u>Action By:</u> |
| | Vanessa Bishop welcomed everyone to the meeting. | |
| 3. | <u>MINUTES AND MATTERS ARISING</u> | <u>Action By:</u> |
| | <p>The Minutes of the meeting of the Core Business Group held on 22nd May 2008, as previously circulated, were agreed as a correct record, subject to the following amendments: -</p> <p>i) <u>Minute 7 – Budget Report</u>£97,000 underspend <u>from 2007/08.</u></p> <p>ii) <u>Minute 11 – SUDI and Child Death Review Panel – Update</u>relationship between the local SUDI and the Child Death Overview Panel would (delete 'delay') (insert) <u>'be part of'</u> the review</p> <p><u>Matters Arising</u></p> <p>i) <u>Minute 8 – Training Review Report</u> Sue North stated that LSCB were up and running with the E-Learning package and were now looking to get the Local Authorities on board. There was a need to make the best use possible of the system.</p> <p>ii) <u>Minute 12 – Role of Core Business Group</u> Pat Nawrockyi reported that the recent Away Day had not focussed on the Terms of Reference as planned, due to other issues being deemed more urgent. There was a need to look at the relationship between the LSCB and the Core Business Group (CBG).</p> <p>iii) <u>Minute 13 – Any Other Urgent Business Communication Sub-Committee</u> Pat Nawrockyi reported that Steve Atkinson had taken on the role of Chair of the Sub-Committee, but there might be a need for him to now become a member of the CBG. Inga Windley stated that she was due to meet Steve the following week and would raise this issue.</p> | <p>MK</p> <p>MK</p> <p>SN</p> <p>PN</p> <p>IW</p> |
| 4. | <u>SAFER RECRUITMENT GUIDANCE</u> | <u>Action By:</u> |
| | Adrian Spanswick reported that some work had been undertaken to strengthen the document and it had been well consulted on. There was a need to now take the document forward. | |

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| | <p>RESOLVED:</p> <p>that document should be circulated to LSCB members after the next Development Sub-Committee with instructions that it should be referred for consultation to the respective organisations by a given date. The document would then be brought to the CBG to be signed off.</p> | AS |
| 5. | <u>REPORT ON PRIVATE FOSTER CARE</u> | <u>Action By:</u> |
| | <p><u>Leicestershire</u> Bob Parker reported that, to date, only 1 privately fostered child had been identified within the County. Further publicity was being considered.</p> <p>RESOLVED:</p> <p>that the content of the report and the actions outlined to maintain public awareness of the requirements contained in the relevant regulations, be noted.</p> <p><u>Leicester City</u> Pat Nawrockyi stated that there had been a slight reduction of privately fostered children since the previous year, but the figure was still higher than before the publicity was sent out. It was intended to continue to publicise the requirements under the Regulations, particularly following the Victoria Climbe case. It was apparent that there had been very low numbers of privately fostered children reported from other counties and cities across the country.</p> <p>RESOLVED:</p> <p>that the content of the report and the actions outlined to maintain public awareness of the requirements contained in the relevant regulations, be noted.</p> <p><u>Rutland</u> RESOLVED:</p> <p>that statistical information relating to private foster care be requested from Rutland County Council.</p> | BP/PN |
| 6. | <u>LSCB STRATEGIC DEVELOPMENTS</u> | <u>Action By:</u> |
| | <p>The following information was circulated: -</p> <ul style="list-style-type: none"> • Report of Discussion at CBG Away Day - 24th July 2008 • Notes on outcomes of work of CBG and Directors of Children's Services – 24th July/15th August 2008 • Decisions to take forward to Agency Safeguarding Leads and C and YP Strategic Partnerships arising from | |

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| | <p>discussions – 24th July/15th August 2008.</p> <p>Pat stated that, with regard to the Decisions report, more discussion was required around the detail and it was agreed that this could be explained by way of an Addendum to the report, prior to the report being tabled at the Officers meeting. The Addendum would basically state that the report contained the outcomes of initial discussions but that certain details were still subject to further discussions.</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1) that the reports be noted 2) that it be noted that the reports will be referred to the appropriate Officer groups, together with an Addendum report as outlined above 3) that it be ensured that the LSCB make it completely clear as to what they are agreeing regarding the strategic developments. | <p>VB</p> <p>VB</p> |
| 7. | <u>TRAINING UPDATE</u> | <u>Action By:</u> |
| | <p>Adrian Spanswick stated that the last Training Sub-Committee had been cancelled and it had been explained that the next meeting would be held in November to consider feedback from the Training Consultant who is currently taking an independent view of training provided by LSCB.</p> <p>It was stated that a lot of information had been requested from LSCB members to feed into the review and it was hoped that a good response would be achieved.</p> <p>RESOLVED:</p> <p>that the information be noted.</p> | |
| 8. | <u>SERIOUS CASE REVIEWS (SCR) - DEVELOPMENTS</u> | <u>Action By:</u> |
| | <p>Pat reported that a second meeting to discuss developments had been held on 1st August. Sue Nash, the facilitator would be putting some notes together. Bob Parker, Sue Phillips and Pat were to meet and draw up proposals to put forward, although there were several areas still to be looked at.</p> <p>It was clear however, that a better administrative process within the LSCB office and the Administration Manager had agreed to join the discussion group to assist with the setting up of the administration process.</p> | BP/PN |

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| | <p>It was further stated that the processes for sharing information and the practicalities needed to be included as part of the work currently being done.</p> <p>RESOLVED: that the progress be noted.</p> | |
| 9. | <u>BUDGET</u> | <u>Action By:</u> |
| | <p>Bob Parker reported that the Budget was currently on track, although he was aware that a number of issues had been discussed that could be funded from the reported underspend. Bob stated that he would like details of these proposals, including detail of the purpose of the spend, dates and how much would be spent before 31st March 2009.</p> <p>Sue North stated that an Audit trail was required for those items purchased for LSCB use but not purchased through the LSCB office, which meant an official order had not been raised. When it came to payment there was no trace as to where the order had originated.</p> <p>Pat reported that an advert for the post of Business Manager would appear in September, with interviews scheduled for 21st October.</p> <p>RESOLVED: that the information be noted.</p> | |
| 10. | <u>CHILD DEATH REVIEW PROCESS</u> | <u>Action By:</u> |
| | <p>Adrian reported that a lot of work was being done on the review process with a paid worker working 2 days per week, whose current contract ran until October 2008. Discussion took place around funding of the part-time post and it was agreed that Adrian would ascertain how much of the original £62k allocated had been spent so that it could be determined how much the LSCB would be required to underwrite.</p> <p>It was reported that the interviews for the Child Death Manager post were due to take place on 29th October, and it was not likely that the successful applicant would start before January 2009. With this in mind it was agreed that the contract for the current part-time post holder be extended for 4 months from October, when the current contract ended.</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1) that the update be noted. 2) that the contract for the current part-time post holder be extended for 4months from | AS |

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| | October, when the current contract was due to end. | |
| 11. | <u>SUB-COMMITTEE REPORTS</u> | <u>Action By:</u> |
| | <p>i) <u>Development Sub-Committee</u> Pat spoke to the report that had previously been circulated.</p> <p>3.1 <u>Strengthening Links with Adult Services</u> Bob stated that there were issues around funding for the planned conference. A nationally recognised speaker had been identified at a potential cost of £1,000, but was not felt that a national speaker was essential.</p> <p>It was agreed that a national speaker be engaged if it was felt to be appropriate.</p> <p>4.1 <u>Sexual Exploitation of Children</u> Pat stated that contact with Carolyn Woods had not been made and there was a concern that she would be presenting work at the Chief Executive's meeting that had not been endorsed by the LSCB.</p> <p>It was agreed that the work should be presented as work in progress.</p> <p>ii) <u>Training Sub-Committee</u> Adrian stated that there was nothing to report.</p> <p>iii) <u>Quality Assurance</u> Bob reported that he had missed the last meeting of the Sub-Committee but would report back to the CBG meeting.</p> <p>iv) <u>Communication Sub-Committee</u> Inga Windley made reference to the report that had been circulated with the Agenda and requested items for the Autumn Newsletter, currently being compiled.</p> | <p>BP</p> <p>PN</p> <p>BP</p> <p>All</p> |
| 12. | <u>ANY OTHER BUSINESS</u> | <u>Action By:</u> |
| | <p>i) <u>'Working Together to Safeguard Children and Young People from Sexual Exploitation' – Consultative Event</u> The CBG was informed of this consultative event, organised by the Department of Children, Schools and Families and the Home Office and to be held on: -</p> <p>23rd September 2008 – Manchester 26th September 2008 – London.</p> | |

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| | <p>It was suggested that 2 representatives could be sent to the event, for which there was no charge. It was suggested that one representative could be Carolyn Woods, the other from the CBG. Pat stated that she would ask for a representative from her group.</p> <p>ii) <u>Youth Justice Board</u> Bob reported that he had been informed by the Youth Justice Board that a 360 place unit was planned to be developed on the Glen Parva site. It was agreed that whoever would run this site would need to be represented on the LSCB.</p> | PN |
| 13. | <u>DATE OF NEXT MEETING</u> | <u>Action By:</u> |
| | It was noted that the next meeting of the CBG would be held at 2.00pm on Thursday 13 th November 2008, in the Guthlaxton Room, County Hall. | |
| 14. | <u>CLOSE OF MEETING</u> | <u>Action By:</u> |
| | The Chair declared the meeting closed at 3.50 pm. | |

