

MINUTES OF THE WARWICKSHIRE SAFEGUARDING CHILDREN BOARD

**Held at 2:15-5:00pm on 4 December 2013 in
Saltisford Building 1, Conference Rooms 1&2**

Present:

Maria Barnes (Service Manager Children's Social Care, WCC)
Jenny Butlin-Moran (Service Manager Children's Social Care, WCC)
Jackie Channell (Designated Nurse Child Protection Coventry and Rugby CCG)
Martin Cowan (Stratford-upon-Avon District Council)
Stephen Cullen (Detective Superintendent West Mercia Police)
Keith Drinkwater (Lay Member)
Wendy Fabbro (Strategic Director People Group, WCC)
Victoria Gould (WCC Legal Services)
Penny Greenaway (Coventry and Warwickshire Partnership Trust)
Chris Hallett (Independent Chair)
Mike Hayward (Warwickshire Voluntary Sector)
Cornelia Heaney (WSCB Development Manager)
Helen Hipkiss (NHS England)
Sue Ingram (Domestic Abuse Manager, WCC)
Helen King (Public Health)
Richard Long (Warwickshire Police)
Angela O'Boyle (Lay Member)
Adrian Over Education Safeguarding Manager, WCC)
Jenny Packeer (Practice Leader, Private Fostering and Service Development, WCC)
Simon Powell (North Warwickshire Borough Council)
Jane Rostron (Service Improvement Officer, Warwick District Council)
Steve Shanahan (Rugby Borough Council)
Peter Sidebotham (Designated Doctor SWFT)
Calvin Smith (Safeguarding Manager, WCC)
Lesley Tregear (Warwickshire Youth Justice Service)
Andy Wade (Warwickshire Probation Trust)
Jenny Wood (Head of Social Care & Support, WCC)
David Ward (Dartington Social Research Unit)

1. Apologies

Apologies were received from Hugh Disley (Head of Service, Early Help & Targeted Support, WCC), Jameel Malik, Dr Sukhi Dhesi (South Warwickshire CCG), Sue Ross (Head of Safeguarding, WCC), Jacqueline Barnes (Warwickshire North CCG and Coventry and Rugby CCG), Craig Dicken (Nuneaton & Bedworth Borough Council) and Jamie Soden (Coventry and Warwickshire Partnership Trust) Councillor Heather Timms

2. Chair's Announcement

The Chair announced that there are a few vacancies left for the Annual Conference on 12 December at the Trident Centre. The Chair invited those who want to book in and haven't yet to contact Cornelia Heaney.

3. Minutes of the Meetings on 25 September and 7 October

The minutes of the meetings of 25 September and 7 October were presented and accepted as a true record.

4. Matters Arising

- **Multi-agency Safeguarding Hub – Developing a WSCB Position**

Chris Hallett presented a report summarising information shared at the workshop on 2 October.

The recommendation was accepted and it was agreed that Wendy Fabbro, Richard Long, Helen Hipkiss and Jacqueline would consider developing a MASH in the County and report back to the Board with their decisions at the Board meeting on 27 February.

Wendy
Fabbro/
Richard
Long/
Helen
Hipkiss/
Jacqueline
Barnes

- **Sexual Assault Referral Centre**

A verbal report was made on SARC. There has been a further meeting and email correspondence since the last Board meeting. Forensic paediatric services are being provided by Mountain Health and a lot of children are being seen. Positive assurances have been received around the service provided.

However, there is a concern that the service is isolated and not an integral part of the safeguarding partnership. A further meeting is planned for January for all the agencies across Coventry and Warwickshire. Helen King stated that Mountain Health are looking at how they build in peer review with Coventry and Warwickshire paediatricians.

The issues are about appropriate strategy meetings taking place and the following of procedures. HK stated that protocols are in place.

It was agreed that there would be a further verbal update at the February meeting, given by Helen Hipkiss.

5. Dartington Child Protection Project

Jenny Butlin-Moran and David Ward presented the report on the Dartington Child Protection Project. The numbers per 10,000 children in the County with child protection plans remain high compared to the County's statistical neighbours. The number of referrals is also higher than in neighbouring areas.

The report includes a summary of the needs profiles of children with CPPs. David Ward drew the Board's attention to groups 1 and 4.

The steering group have put together an action plan, including key indicators for success.

The Chair invited comments.

Lesley Tregear commented that she attended a university event recently and their research data seems to support the findings of this report. There is not a direct correlation between deprivation and CPPs.

Wendy Fabbro asked about the exemplar plans. David Ward replied that the exemplar plans were developed as part of the Looked After Children project. Plans have to be realistic and achievable, but the exemplars will

set standards. They will be developed by the most experienced staff and reviewing officers. They can be used for training and induction and there would be joint training opportunities for these plans.

Steve Shanahan asked if there were risks in comparing an area with its statistical neighbours and there followed a debate between Steve Shanahan and David Ward on this topic. David Ward agreed to make the report clearer that a reduction would be a measure of success rather than a target.

Calvin Smith stated that it questions why children in Warwickshire are so much more likely to be subject to a CPP than in neighbouring areas and suggested that Warwickshire is too risk-averse.

Adrian Over suggested that Warwickshire could be proud of the number of CPPs as it shows that concerns are being listened to. If the target is to reduce the numbers, practitioners may be less likely to report concerns. However, Calvin Smith questioned if all the CPPs are legitimate. This point was echoed by Sue Ingram who stated that the target should be to drive down the number of inappropriate referrals.

Victoria Gould noted the importance of qualitative data rather than just statistical analysis.

The Board noted the work that has been done so far and the Chair encouraged the debate to continue at the steering group. There was representation from the steering group present at the Board meeting.

6. Private Fostering Annual Report

Jenny Packeer presented the Private Fostering Annual Report for activity that has taken place between 1 April 2012 and 31 March 2013 and the action plan for 2013-14. Jenny Packeer is keen continue work to raise the professional and public awareness of Private Fostering.

The Board noted the contents of the report. There were no comments. The Board committed to the recommendations to disseminate the information to their partner agencies and via the webpage and to include information about Private Fostering in relevant training.

7. Working Together Action Plan Update

• Learning and Improvement Framework

Richard Long and Cornelia Heaney presented the Warwickshire Safeguarding Children Board Learning and Improvement Framework, which includes a stakeholder map, a table of activities that the Board is involved with, a learning and improvement cycle and the links with networks and forums. There is a link with voluntary sector agencies which will be added in.

Helen Hipkiss suggested that there should be inclusion of the national reviews in the learning section e.g. Winterbourne, Francis. Helen will send the details to Cornelia Heaney. Health links are to be agreed – she will liaise with Cornelia on this.

Helen
Hipkiss

The Chair noted the importance of this document. The Board endorsed the Framework.

- **Thresholds**

Jenny Butlin-Moran talked about the thresholds document and how it previously lacked certain elements which have now been incorporated in the document. However, there is a further piece of work to be done on to better illustrate how the different levels of intervention can be understood.

The report was not tabled due to the changes being minor.

- **Information Sharing Protocol**

The information sharing protocol is complete, and will be brought to the Board in February.

- **Inter-agency Safeguarding Procedures**

Maria Barnes stated that the inter-agency safeguarding Procedures are finished and will be on the website by Friday (6 December). There are a couple of parts of the procedure which could be tabled at the next meeting: information sharing, and the process of carrying out investigations.

Wendy Fabbro commented that WCC has formally signed off incorporating an NHS number onto Carefirst records.

The Board noted the progress made with regard to the information sharing protocol and the inter-agency safeguarding procedures.

- **Single Assessment**

It is a requirement that protocols for assessment are published. Maria Barnes presented the proposals for Warwickshire's protocol for assessment.

Steve Shanahan commented that he did not see anything about accommodation / housing in the document. Maria Barnes replied that what is presented is just an overview and accommodation is included in one of the sections.

Richard Long commented that with the Daniel Pelka case no one had listened to Daniel's view. Maria Barnes replied that there are three places in the assessment that capture the child's views: sections 10, 15 and 17.

Wendy Fabbro asked to see the detailed version of the document. It was agreed that the full version would be presented at the February Board meeting for endorsement. The Chair thanked Maria Barnes for the work done so far.

8. SILP: Child A

Richard Long reminded the Board that this was a child who was subject to child protection and placed in care and who died in March of this year. There was a case review. A SILP methodology was progressed.

A document was presented for discussion at the last Board meeting which led to a workshop for a response from the Board. The subcommittee has

added detail to the response, which has led to the document which was tabled at this meeting.

The next step is to seek a lead individual for each section. The proposed individuals are as follows:

1. Chris Hallett
2. Sue Ross
3. Hugh Disley
4. Sue Ross
5. Helen Hipkiss (tbc)
6. Jacqueline Barnes (tbc)
7. Early Years Representative
8. PME sub-committee
9. Procedures sub-committee
10. Training sub-committee

A meeting will be held with those individuals to take this forward.

Adrian Over stated that there needs to be shared ownership around the actions set out on page 6 (use of CAF). Adrian would value the opportunity to comment further.

Clarity was sought on the term 'champion'. It was suggested that there should be a named person with responsibility for each area, however, this was countered with the argument that it is about cultural commitment not tasks. Richard agreed that this is the nature of SILP methodology. Having named individuals does not circumvent the necessity for the whole Board to take responsibility.

Richard Long stated that part two is likely to be published as part of the serious case review. The Chair noted that work done on this should not impinge on the criminal investigation still underway. It was stated that NHS England does the GPIMR.

9. Safeguarding Inspection Arrangements

Jenny Butlin-Moran presented a report on the Safeguarding Inspection Arrangements, including the inspection framework itself.

The Board noted the contents of the report.

The Chair commented that he will also receive notification of inspection, at short-notice. Also, he is aware that when the first 11 inspections have been completed there will be an interim report produced.

Steve Shanahan asked if the inspection is risk based or if they try to inspect all boards within a set period of time. Jenny Butlin-Moran replied that performance information is part of the decision, however, it is difficult to know when an inspection will be. Wendy Fabbro echoed that they will inspect those of a variety of standards.

Maria Barnes questioned if the Board should be completing a self-assessment report. Cornelia Heaney replied that this has been done informally and can be shared with Board. If there is not a January inspection, then more work can be done. It was agreed that the Performance Sub-Committee would carry out a self-assessment.

10. WCC Budget and Savings Profile

There is no formal budget until April, however, Wendy Fabbro gave a brief verbal update on the budget situation. Savings relating to Safeguarding are modest. The Council has identified £46million of savings across the People Group. Charging for services may be considered in Children's Services. Many of the packages for savings should not be surprising for colleagues who have worked on the Dartington Project.

A comment was made that it would be a shame if the budget cuts had a negative impact upon quality and safeguarding.

11. Victim Support Relationship Abuse Project Update

Sue Ingram presented an update on the Domestic Violence and Relationship Abuse Project which works with children and young people between 4 and 18 years old (or up to 25 years with a disability) who have experienced domestic abuse.

The Board noted the contents of the report.

Steve Shanahan asked if Rugby was included in North or South. Sue Ingram replied that currently there is no geographical priority but she is unsure which Rugby would be included in.

It was stated that Jane Williams is the representative for Health on the group.

12. Daniel Pelka Serious Case Review

Richard Long presented a report on identifying learning that should be applied in Warwickshire from the Serious Case Review in Coventry.

There is a second review being undertaken in Coventry at the request of the Children's minister.

The special cases sub-committee is commissioning a review of the work done in Warwickshire with Daniel's family.

The Board noted the work of the special cases sub-committee and the contents of the report.

A suggestion was made that the word 'professionals' be replaced by the term 'practitioner' (to include, for example, volunteers) Richard noted that 'professionals' is the word used in the SCR report.

13. Agency Updates

Richard Long has received a letter confirming the arrangements for the HMIC child protection inspections in 2014. Every police force will be subject to an inspection in 2014.

Andy Wade updated the Board on the changes in Probation. The senior managers for Warwickshire will be known by the end of January.

Cornelia Heaney updated the Board on the replacement for Mark – the job description has been altered and the job title is now Interagency Learning and Improvement Officer. A conditional offer has been made to

a potential candidate and the postholder should start in January.

14. WSCB Constitution

A replacement report was circulated at the meeting due to a problem with the previous version. Calvin Smith presented an update to the WSCB Constitution.

Helen Hipkiss commented that the Commissioning Board is now known as NHS England.

Calvin Smith stated that the changes are not major. Richard Long commented that the Chairs are not necessarily the most senior members of the agencies involved – the alternative to a Chairs Meeting is an Executive Group. Calvin replied that the constitution has generally served WSCB well but that now is the time for review.

Jenny Butlin-Moran queried the term Development Officer and it was agreed that this would be changed to Development Manager. Jenny Butlin-Moran suggested that the Constitution states who the Business Plan Annual Report is shared with and it was agreed that the document would be amended to this effect.

The Board approved the proposed constitution, with the proposed amendments.

Calvin
Smith

It was agreed that the Chairs Meeting give consideration to reducing the size of the Board, confirm methods for election of chairs of subcommittees and a timescale for updating the terms of reference for subcommittees.

It was agreed that the Constitution should reflect the new arrangements for the probation service when the new structure comes into being.

15. Workplans for WSCB Sub-Committees

Workplans for the WSCB Sub-Committees were presented.

- District Council
- Schools, Learning and Education - It was noted that guidance for safe recruitment for schools is overdue.
- Health
- Systems, Procedures and Guidelines
- Performance, Monitoring and Evaluation
- Special Cases
- Strategy, Communication and Information
- Training – Cornelia Heaney stated that in the absence of a training officer, some of the aspects of the workplan have stalled – there is currently no training programme for 2014 although this should be completed at the beginning of the new year.
- CSE – Lesley Tregear stated that she is struggling to get the right people together of the right level in their organisations and asked the Board to confirm their commitment to the group and propose appropriate representatives.

16. Any Other Business

There was no other business.

17. Date of Next Meeting

The next meeting is on Thursday 27 February 2014 in Saltisford Building 1, Conference Rooms 1&2.