



MINUTES

**The Local Safeguarding Children Board
Meeting Held on Monday 22nd January 2018 at 1.30 pm in
Conference Room A&B, 1829 Building, Countess of Chester Health Park,
Liverpool Road, Chester**

Present

Board Members

Gill Frame (GF) LSCB Independent Chair
Emma Taylor (ET) Director of Children's Social Care, CWAC
Jo-Ann Carnwell (JaC) Rep for Kate Daly-Brown (KDB) Deputy Director of Nursing, Mid Cheshire Hospitals NHS Foundation Trust
Peter Shaw (PS) Detective Superintendent, Cheshire Police
Mark Parkinson (MP) Director of Education
Lisa Jenkins (LJ) Senior Operational Manager, Nation Probation Service
Cllr Nicola Meardon (NM) Elected Member
Helen Brackenbury (HB) Interim Director of Integrated Early Support
Steve Dool (SD) Head Teacher, Neston High School
Paula Wedd (PW) Director of Quality and Safeguarding, NHS West Cheshire CCG
Satwinder Lotay (SL) rep for Avril Devaney (AD) Director of Nursing, Cheshire and Wirral Partnership
Nicky Dowling (ND) Head Teacher, Highfield Primary School
Alison Kelly (AK) Director of Nursing and Quality, Countess of Chester Hospital
Gareth Jones (GJ) Head of Service, Youth Justice Service
Jackie Rooney (JR) Senior Nurse, Quality & Safeguarding, NHS England
Moira Angel (MA) Director of Quality and Safeguarding (rep for Kath Senior (KS) Director of Nursing, Performance and Quality, East Cheshire NHS Trust

In Attendance

Paul Jenkins (PJ) Senior Manager, Safeguarding Quality Assurance Unit
Anne Eccles (AE) Designated Nurse, Safeguarding Children/Children in Care (also rep for Judith Thorley)
Chris Baggs (CB) Director of Learner Services, Cheshire College

Visitors

Melanie Kynaston (MK) Assistant Director of Nursing, CoCH (shadowing Alison Kelly)
Gordon Grinney (GG) LSCB Quality Assurance Officer

Administrator – Noreen Gallagher (NG)

APOLOGIES

Caroline Crosby, Legal Safeguarding Manager, Safeguarding and Litigation Team, CWAC

Alison Amesbury, Senior Manager, Housing Solutions

Gavin Butler (GB) Principal Social Worker and Senior Manager, Mental Health and Learning Disabilities

Judith Thorley (JT) Chief Nurse and Director of Quality, NHS South Cheshire CCG & NHS Vale Royal CCG (rep Anne Eccles)

Pauline Butterfield (PB) Dioceses of Chester Safeguarding

Gareth Cheesman (GC) LSCB Lay Member

Avril Devaney (AD) Director of Nursing, Cheshire and Wirral Partnership (rep Satwinder Lotay)

Donna Yates, Assistant Chief Executive, Community Rehabilitation Services

Tony Sharples (TS) Public Health Specialist

Samantha Myers-Whittaker (SMW) Head Teacher, Archers Brook School

Tom Cheadle (TC) Service Manager, CAF/CASS

Dr Rajiv Mittal (RM) Designated Director, Safeguarding Children

Susan Hewitt (SH) Safeguarding Practitioner, North West Ambulance Service

No	Item
01/18/01	Previous Minutes and Matters Arising
	<p>The minutes from the previous meeting were read and agreed as accurate with actions updated as per log.</p> <p>Operation Encompass – ND advised that all CWAC schools have received details of the new scheme and PS confirmed that Cheshire Police are now in a position to test the technology. Board members discussed operational issues with Egress and PS agreed to check how this system will work with police IT. It is understood that a Communication Strategy is already in place and PS will send communication to MP.</p> <p>Actions:</p> <ul style="list-style-type: none"> - Cheshire police will initially test system with a sample of users. - PS will check use of Egress with IT and send communication to MP
01/18/02	Chairs Report
	<p>GF presented the report for information. Key issues noted:</p> <ul style="list-style-type: none"> - Quality Assurance subgroup requires a new chair as PW, the current chair, will be stepping down – she has chaired the group for the last 3 years; - Audit and Case Review subgroup will also need a new chair as AE will be retiring at the end of March and returning on a reduced number of hours. Whilst she will be an active member of the subgroup she will not be in a position to chair. <p>PW and AE were thanked for the work that they had undertaken on behalf of the Board.</p> <p>Action:</p> <ul style="list-style-type: none"> - Board members to consider taking on the role of subgroup chairs. Anyone interested can contact GF directly. <p>Changes to i-ART</p> <p>ET gave an overview of the proposed changes to i-ART. Following the review presented to the members at the development day in November, as agreed the initial meeting of the multiagency i-ART task and finish group took place a few weeks' ago and agreed that the first priority would be to determine the role and function of i-ART. ND confirmed that she is part of this group and LJ advised that Probation is also linked in. ND outlined</p>

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	<p>the key issues for schools that needed working through; impact for SCIE team, re-badging message to all schools, determining best use of safeguarding leads. In order to progress HB is securing three senior practice leads to support school settings and AE is also discussing health pathways with North West Ambulance Service. Discussions so far have been really positive and supportive but more understanding is required.</p> <p>ET asked that it be noted that an e-mail has previously been sent to members outlining the proposed changes and she asked Board members for support and endorsement of the proposed changes.</p> <p>The Board endorsed the proposed changes.</p> <p>The Annual Meeting between LSCB/CWAC and North Wales counterparts took place on 19/01/18. It provided an opportunity to follow up on outstanding issues and ongoing work. Work is continuing in relation to cross border placements and information sharing. Governance arrangements were also discussed and North Wales agreed to share their ToR and Governance structures.</p>
01/18/03	<p>Discussions Regarding Future Direction of Safeguarding Partnership Arrangements in line with the revised Working Together Guidance</p>
	<p>ET provided an update on progress of discussions regarding future direction of partnership working. Under the new guidance the three key statutory agencies assume responsibility for partnership working with no requirement to maintain a safeguarding board, although partners acknowledged that the CWAC LSCB is strong and well-functioning.</p> <p>Representatives from the principal agencies (Local Authority, Police and CCG) across the four pan Cheshire boroughs met to consider the implications of the legislative changes and decide next steps. The timeframe for implementation of the new process is for new arrangements to be agreed by April 2019 with a further 3 months to implement. ET confirmed that principles have been agreed and red lines identified as:-</p> <ul style="list-style-type: none"> • No increase in workload. • Adopt pragmatic approach. • Look at sub group functionality. • Explore pan Cheshire approach with localised arrangements continuing. <p>Partners recognise that this is a work in progress and a wider group will meet in March to consider all four local positions.</p> <p>Action:</p> <ul style="list-style-type: none"> - To be a standing agenda item at all future meetings to ensure engagement and consultation across the wider partnership.
01/18/04	<p>Unregistered Schools</p>
	<p>MP has tabled this item in order to raise awareness of unregistered schools to Board members following national focus on this area. The Local Authority and partners have an over-arching responsibility to be aware of unregistered schools and potential risks posed by them. MP outlined the definition of an unregistered school (any establishment that provides full time education for 5 or more pupils of school attendance age) and highlighted that some parents may not be aware that an educational provision is</p>

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	<p>unregistered; even some settings may not recognise that they come under this classification. Ofsted must be notified of all unregistered schools and the SCIE team are also supplying assurance on this issue, which has been raised at Children's Trust/Local Authority and LSCB.</p> <p>GJ raised a query regarding some of the work undertaken by the Youth Offending Service. It was considered that it did not fit within the definition; however GJ agreed to raise with the Youth Justice Board</p> <p>Actions:</p> <ul style="list-style-type: none"> - MP will share guidance with NG for dissemination. - GJ will check Youth Justice Board view.
01/18/05	Pan Cheshire Harmful Practices Strategy
	<p>The Pan Cheshire Harmful Practice Strategy was made available for members to consider (it had been previously circulated) and no further comments were received. GF asked for it to be noted that the Strategy includes Female Genital Mutilation which closes an Ofsted recommendation.</p> <p>The Board endorsed the Pan Cheshire Harmful Practices Strategy.</p>
01/18/06	JTAI Consolidated Response
	<p>The Board reviewed the draft JTAI Consolidated Response and commented as follows:-</p> <ul style="list-style-type: none"> - The response needs to be smarter with relevant actions. - Lead Partner and timeframe need to be added. - The response can refer to the more detailed action plan. - A covering letter to Ofsted is also required. <p>Members discussed a reporting schedule for the detailed plan. GF stressed that each agency was responsible for providing evidence of delivery of their own actions and to take these through their respective organisations' governance arrangements. Members agreed to have an update on the completion of actions and the impact from the relevant agencies on a rolling schedule at future meetings:</p> <ul style="list-style-type: none"> - Criminal Justice (Police, Probation and YOS) – July 2018 - Health - October 2018 - Local Authority - February 2019 <p>The Board endorsed the Plan</p> <p>Action:</p> <ul style="list-style-type: none"> • Revised Consolidated Response document to be disseminated and returned via NG; • NG to schedule agency updates on the forward plan
01/18/07	CDOP Annual Report 2016-17
	<p>The Board received the CDOP Annual Report for 2016-17 and GF highlighted that the new Independent Chair had done an excellent job in completing this document, which will be published on the LSCB website. Members were asked to support the report recommendations and demonstrate as a Board how we would comply.</p>

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	<p>AK highlighted the differences in North Wales and CWAC processes but agreed to strengthen CDOP cross border relationships. GF confirmed that this issue was also raised at last Friday's annual meeting between CWAC LSCB and North Wales counterparts. The Board considered the way we work with public health colleagues and how to evidence work undertaken on issues such as mental health and safe sleeping.</p> <p>Action:</p> <ul style="list-style-type: none"> - GF to check status of the report re: Rapid Response with Mike Leaf, CDOP Independent Chair
01/18/08	Update on Neonatal Review
	<p>AK provided a verbal update on the CoCH Neonatal Review and confirmed that the formal action plan has been completed and will be reviewed at a Trust meeting in February to make sure that all actions are embedded. The police investigation is still ongoing with no date given for completion. CoCH have put staff support in place and discussions are taking place around returning the unit to pre incident working. Daily monitoring is undertaken with no safety concerns raised. CoCH are now awaiting the outcome of the police investigation.</p> <p>GF commented that the North Wales Regional Board had asked for an update and that whilst a verbal update had been given at the recent joint meeting – the Board notes would be shared.</p>
01/18/09	Executive Update to Board
	<p>PJ outlined key issues raised at Executive meeting on 13th December 2017:-</p> <p>Business Manager Post</p> <p>In the absence of a Business Manager PJ has been tasked with exploring options for more effective management. Discussions have been held with adult counterparts (LSAB) to look at potential viability of developing a joint post. PJ is compiling a draft structure (including pros and cons) which will be sent to Delyth Curtis, Director of People, for decision as the adult post is Local Authority funded.</p> <p>Board members drew attention to the potential for slippage whilst no Business Manager is in post. PJ felt that capacity issues were more reflective of increased workload around a number of ongoing Reviews than business not being progressed but agreed that the reserve is sufficient to fund additional short term capacity to complete specific pieces of work. PJ confirmed that the training programme has not been affected by the lack of business manager and CSE is included within the training curriculum.</p> <p>Action:</p> <ul style="list-style-type: none"> - PJ and GF will discuss interim requirements outside meeting. <p>Quality Assurance Group Chair</p> <p>Paula Wedd has reluctantly agreed to step down from chairing this group owing to increased commitments within her own agency. GF thanked Paula for the sterling job she has done over the last 3 years in establishing and driving the work of the group, and invited Board members to apply for this role.</p> <p>Child Sexual Exploitation</p> <ul style="list-style-type: none"> - CSE Peer Review - Review currently in progress (see later comments under agenda item 10a) - Remit - Discussions are being scheduled to look at broadening remit of

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	<p>exploitation to encompass other elements such as criminal etc.</p> <ul style="list-style-type: none"> - Pan-Cheshire and Local Work – Concerns have been expressed about the ‘disconnect’ between pan Cheshire and local communication/work streams and the importance of strengthening links has been noted. <p>Executive Recommendations</p> <ul style="list-style-type: none"> - Recruit new Quality Assurance Group Chair - Form a task and finish group to look at wider exploitation remit. - LSCB to seek assurance that need for appropriate links between pan Cheshire and local groups is understood. <p>HB highlighted that CSE and wider exploitation are priorities of the Community Safety Partnership (CSP) and the task and finish group must include representation from this partnership. Arran Duggan was identified as an appropriate contact for the Serious Crime Team and PJ agreed to speak to him. GJ said that Youth Justice Services (YJS) would also want to be part of this group. The Board agreed that group findings could also feed into other work streams. SD advised that talks had been given to schools on “County Lines” and PS confirmed that he had already been involved in this work with Cheshire East. The Local Authority suggested providing ‘Lunch and Learn’ sessions on this theme with this information to also be made available on a wider footprint to ensure that crucial agencies such as housing can access knowledge.</p> <p>Action:</p> <ul style="list-style-type: none"> - PS to deliver presentation on “county lines” at April board meeting <p>Risk Register – GF has reformatted the Risk Register and content will be reviewed at the next Executive meeting.</p>
01/18/10	Quality Assurance/Performance
a)	<p>Update on CSE Peer Review</p> <p>PJ reported on progress of CSE Peer Review and noted that the delay in receiving selected cases caused additional pressure. The six cases supplied have now been audited with additional overview provided by small group.</p> <p>Gradings applied:- 1 - Good 4 - Requires Improvement 1 - Inadequate</p> <p>A report will now be sent to the Peer Reviewers who will then select two cases to be examined in detail by all practitioners involved on 5th February, with final report from Peer Review to be received 14 days later.</p> <p>Key areas highlighted include further discussion required on one case and recording issues identified. Peer Reviewers have been notified of weak indicators at outset of Review and Report findings will influence work of the CSE Task and Finish Group.</p>
b)	<p>SQAU 2017-18 Q2 Report</p> <p>Headlines</p> <ul style="list-style-type: none"> - Reduction in Child Protection (CP) numbers but underlying rationale for drop not apparent. Unit will continue to monitor and update in future reports. - Capacity of CP Chairs will be increased to improve midpoint tracking, strengthen review of CP plan progress and apply more effective scrutiny/challenge.

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	<ul style="list-style-type: none"> - No increase in the number of Repeat Plans (which are at a low level). - Children in Care numbers remain relatively stable with good engagement/feedback on Independent Reviewing Officers (IROs), and significant reduction in IRO escalations. - Group supervision is being introduced to provide greater focus on quality and this will be incorporated in future SQUA reporting. - The Unit is exploring ways of increasing advocacy take up and will meet with commissioned services to see how we can drive their service. - Electronic options are also being investigated to improve survey response rate as young people are more amenable to IT communication. - In future the SCIE team will report separately on a termly basis. <p>ET cautioned that whilst there had been a decline in the number of CP cases, the levels of children coming into care, especially those that have not been previously open to other services, are rising with the current figure being the highest ever recorded. In particular, she questioned whether anything could have been done earlier to prevent the growing number of babies being taken into care and why children placed with parents under Interim Care Orders are not being managed under CP. PJ acknowledged the lack of challenge on alternative ways of handling these situations and GG confirmed that the subject of the T3 multiagency audit will be Children in Care, with cases sampled from the 6-13 age cohort. GF highlighted the importance of including appropriate questions within the audit tool and invited Board members to submit points they felt should be addressed.</p> <p>Action:</p> <ul style="list-style-type: none"> - Audit findings/recommendations to be discussed at future Board meeting. <p>PJ drew attention to the variance in timeliness and quality of reports submitted to CP conference and highlighted requirement for reports to be shared with parents prior to conference (failure to do so giving families the right to appeal CP decision on a technicality). He requested that this stipulation be removed from the Policy in the case of police reports as they are unable to share information with families that may prejudice ongoing criminal investigations and therefore only disclose details at conference. GF challenged making an exception for police and SL suggested reviewing wording rather than removing clause. PS acknowledged the information security issues involved and agreed to review police assessments and report back to PJ.</p> <p>Action:</p> <ul style="list-style-type: none"> - PS to review police assessment for CP and report back to PJ; - Members to look at timeliness and quality of case conference reports within their own organisation and be in a position to feedback any actions taken at the next meeting. <p>c) 2017-18 Q2 Multi Agency Performance Report</p> <p>GG highlighted key areas from Q2 performance report (which includes full dataset).</p> <ul style="list-style-type: none"> - Review of CSE flagging has been undertaken with inappropriate flags being referred back to CSE Operational Group for action. Discussion on role and function of CSE Operational Group is also in progress. - Reduction in CIN numbers due to cases being stepped down and data cleansing exercise undertaken by Children with Disabilities (CWD) following changes to their processes. - T3 multiagency audit (to be undertaken in March 2018) will focus on CIC cases between 6-13 age ranges to identify missed opportunities for earlier intervention. <p>AE confirmed that figures for children attending A&E department will be reinstated next quarter.</p>

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d)	<p>LADO Six Monthly Report (covering period 01/04/17 to 30/09/17) PJ presented report on behalf of Katherine Appleton, who has now left the Authority. Key Issues Identified</p> <ul style="list-style-type: none"> - Report places greater focus on outcomes and impact on young people. - Workload for duty LADOS is high with 105 consultations undertaken (resulting in 44 strategy discussions). - Highest category for referral is physical harm. - In future PJ will assume responsibility for Designated Officer role with recruitment of additional part time CP chair to reduce broader workload. <p>The Board confirmed it is happy with the report format, inclusion of case studies and frequency (bi annual)</p> <p>The Board endorsed the LADO Report</p>
e)	<p>Youth Detention Report PS reported that level of detentions has improved with the main concern regarding availability of secure accommodation in a small number of cases where this is required. Board members drew attention to previous discussions on what constitutes 'secure' but GJ stressed that it is the remit of the Local Authority to source appropriate accommodation under the agreed concordat. The pan Cheshire Youth Detention Group may need to review Protocol on this.</p> <p>Action:</p> <ul style="list-style-type: none"> - ET/PS will discuss arrangements outside Board meeting regarding accommodation and report back.
f)	<p>Update on Progress of Serious Case Reviews AE (chair of Audit and Case Review Group) provided updates on current Review as follows:-.</p> <div style="border: 1px dashed black; padding: 50px; text-align: center;"> <p>Irrelevant & Sensitive</p> </div>

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	<div style="border: 1px dashed black; padding: 10px; display: inline-block;"> <h2 style="margin: 0;">Irrelevant & Sensitive</h2> </div>
01/18/11	Information to be Received
a)	Children’s Trust Briefing The Children’s Trust briefing received for information with no comment from Board members.
01/18/12	Any Other Business
	<p>Think Family Task and Finish Group Meeting on 22/01/18</p> <p>Key Issues</p> <ul style="list-style-type: none"> - Confirmation required that LSAB have endorsed Think Family Principles and Work plan. - Agreement that all commissioned services must incorporate Think Family philosophy. <p>Actions:</p> <ul style="list-style-type: none"> - Further group meeting to be arranged in early March. - Commissioners to be invited to the next Task and Finish Group <p>Neglect Task and Finish Group Meeting – 12/01/18</p> <p>Key Issues</p> <ul style="list-style-type: none"> - The group reviewed the Neglect Strategy against NICE Guidance and agreed that it only needs to be referenced in the Strategy as the Guidance is more relevant to operational activity. - The group agreed that the information contained in the Guidance encompasses current issues and therefore proposed that the Neglect Screening Tool and modified Assessment should be reviewed in the light of the revised guidance, with the updated suite of documents to be launched together. - PJ also requested permission to review Practice Standards against the Guidance. <p>Transitions Task and Finish Group</p> <p>ET informed members that she had met with Jennifer McGovern as there was a concern regarding focus and progress of this work; and that the focus needed to move away from thresholds and more to the consideration of the support needed. A conversation was taking place with the T&F Group chair in order to progress.</p> <p>Domestic Homicide Review</p> <p>HB advised that that one DHR is currently in progress with potential for others following changes to legislation. Health and Wellbeing Board membership will be reviewed to ensure it is appropriate for consideration of such cases.</p>
	<p>Meeting closed at 4.20 pm</p> <p>Next Meeting: Monday 16th April 2018 at 1.30 pm in Conference Room A&B, 1829 Building, Countess of Chester Health Park, Liverpool Road, Chester.</p>

LSCB Board Attendance 2017-18

Members	Agency	Meeting Dates			
		05/06/17	20/10/17	27/11/12	22/01/18
Gill Frame (Chair)	Independent Chair	√	√	√	√
Alison Amesbury/ Terry Upton	Housing Solutions	Apr	Apr	Apr	√
Do Bedford/Chris Baggs/Jo Kavanagh	West Chester College	Apr	√	Apr	√
Helen Brackenbury	Integrated Early Support	√	Rep	Rep	√
Gavin Butler	Adult Safeguarding	Apr	Apr	Apr	Apr
Tom Cheadle	CAFCASS	√	√	√	Apr
Gareth Cheesman	Lay Member	Apr	Apr	Apr	Apr
Dee Davies/Jackie Rooney	NHS England	Apr	Apr	Apr	√
Caroline Crosby	Legal Safeguarding Manager	N/a	N/a	N/a	N/a
Avril Devaney/ Andrea Hughes	Cheshire and Wirral Partnership	√	√	Rep	Rep
Steve Dool	Neston High School	Apr	Rep	Apr	√
Nicky Dowling	Highfield Primary School	√	Apr	√	√
Anne Eccles	Designated Nurse/CCG	√	√	√	√
Lisa Jenkins/ John Davidson	National Probation	√	√	√	√
Paul Jenkins	Safeguarding Quality Assurance Unit	√	√	√	√
Gareth Jones	Cheshire West, Halton and Warrington Youth Offending Service	√	Apr	Apr	√
Sian Jones	LSCB Business Manager	√	X	X	X
Allison Kelly	Countess of Chester Hospital	√	Apr	Apr	√
Nicole Meardon	Elected Member	√	√	Apr	√
Dr Rajiv Mittal	Designated Doctor	√	√	√	Apr
Samantha Myers-Whittaker	Capenhurst Grange School	Apr	√	Apr	Apr
Mark Parkinson	Education, CWAC	√		√	√
Kath Senior	Cheshire East NHS Trust	Apr	Apr	Apr	Rep

Tony Sharples	Public Health	√	√	√	Apr
Alison Lynch/ Kate Daly-Brown	Mid Cheshire NHS Trust	√	√	√	Rep
Emma Taylor	Children's Social Care, CWAC	√	√	√	√
Judith Thorley	NHS Vale Royal Clinical Commissioning Group	Rep	Rep	Rep	Rep
Paula Wedd	NHS West Cheshire Clinical Commissioning Group	√	Apr	√	√
Gareth Lee/ Peter Shaw	Cheshire Police	√	√	√	√
Donna Yates	Cheshire and Greater Manchester Probation	√	Apr	Rep	Apr
Noreen Gallagher	Administrator	√	√	√	√