

**Minutes**  
**Meeting Title:** Leicester Safeguarding Children Board Meeting  
**Date:** 23<sup>rd</sup> March, 2017  
**Venue:** Room G.01, City Hall, Charles Street, Leicester

<b>Present:</b>	
The Chair – Independent Chair of the LSCB	
ASp - Consultant/Designated Nurse, Safeguarding Children and Adults, CCG	CR - Deputy Chief Nurse, UHL NHS
CT - Director of Social Care and Early Help	CS - City Primary Heads
CB – Performance Information and QA Advisor	CW - Director of Nursing and Quality
DT - Head of Service, Early Help (Specialist Services), LCC	DP – Head of Community Safety & Safer Leicester
FC – Strategic Director, Children’s Services, LCC	JW - Lead Nurse for Families, Young People and Children’s services LPT.
LG – Student Observer	LR – Executive Consultant, Learning Services, LCC
NT - Children’s Service Manager, Barnardo’s CareFree Young Carers Service	NR – Student Observer
PK - Assistant Chief Executive, DNLR CRC	PO - Legal, LCC
RST- Service Manager, CAF/CASS	RT - Director of Public Health
SR - Lead Member, LCC	SI – Deputy Principal, Leicester College
SCh – Lay Member	SC - Head of Serious Crime, Leicestershire Police
SMB – Domestic Violence Co-Ordinator	SG - Head of Service, Children’s Safeguarding , LCC
VP – Head of Professional Practice and Education	
<b>Apologies:</b>	
CD - Deputy Head of Leicester, Leicestershire and Rutland	JR - Interim LSCB Manager
JA - Consultant in Public Health	SA - Vice Principal, Wyggeston QE College (WQEIC)
<b>LSCB Office</b>	
PrP – Policy Officer	

	<b>Minutes:</b> OR - Admin and Business Support Officer			
<b>1.</b>	<b>Welcome, Introductions and Apologies.</b>			
1.1	<p>The Chair welcomed members to the meeting and noted the apologies above.  Rethinking “Did Not Attend” video shown to the group. The video was jointly commissioned by the Nottingham City Council, NHS Nottingham and the NCSCB (Nottingham City Safeguarding Children Board) to encourage practitioners to identify children as “Was Not Brought” as opposed to “Did Not Attend”, when referring to them not being presented at medical appointments. The group agreed that it was a very powerful message and SR queried what the result and impact of this video is and where it is being used. VP confirmed that LPT have conducted an audit covering this query, the result of which will come to a forthcoming LSCB meeting.  The Chair requested that a link to the video be added to the LSCB website.</p>			
Ref	Actions	Person/s responsible	By	Desired outcome /Progress Update
1.1	Link to Rethinking “Did Not Attend” video to be added to LSCB website.	LSCB Office	30.03.2017	Action Complete
1.2	VP to present audit findings on the impact of the Rethinking “Did Not Attend” video when the audit has been completed.	VP	When audit has been completed and embedded. Date to be confirmed.	
<b>2.</b>	<b>Matters arising from the minutes of the Board meeting on 09/02/2017</b>			
2.1	<p>The minutes were accepted as an accurate record of the meeting.  The following actions from the previous meeting were discussed:</p> <p><b>2.1 RT to return to the Board at a later date to give briefing on outcome of children’s survey of views of the life lived. - This action is on-going and a date is required.</b></p> <p><b>2.3 JR/RT to agree a date by which all responses need to be received by Tiffany Birch and email to be sent by LSCB Office informing partners. - This action is complete.</b></p> <p><b>2.4 RT to receive an invitation to attend a FE (Further Education) Safeguarding Committee Meeting to facilitate focus on the issues raised in the JSNA. – This action is on-going. A Further Education meeting is taking place in the next term and SI agreed to send an invitation to RT.</b></p> <p><b>3.4 AC to email out current membership list for the Participation and Engagement Group for LSCB partners to confirm agency representative – This action is complete.</b></p> <p><b>5.2 Monitoring visit report to be shared with partners. – The Monitoring visit report will be sent out with the minutes of the meeting.</b></p> <p><b>5.3 Refreshed Improvement Plan to be shared with partners. – The Refreshed Improvement Plan will be sent out with the minutes of the meeting.</b></p>			

	<p><b>7.3</b> PrP to liaise with SMB, Domestic Violence Co-Ordinator to consider how the recommendations can be incorporated into the report and future learning and how feedback to the board provides assurance of work that has been undertaken. – <b>This action is complete.</b></p> <p><b>8.1</b> - Report on CQC inspection to be presented at the next LSCB. - <b>This action is complete.</b></p> <p><b>9.2.1</b> PP to research test case on consent and disseminate to partners. - <b>SR to discuss with JR on her return from annual leave.</b></p> <p><b>9.2.2</b> Update on Front Door/One Number and progress of establishment of EH Assessment Hub – <b>This action is in progress and will come back to a forthcoming Board meeting.</b></p>			
Ref	Actions	Person/s responsible	By	Desired outcome/Progress Update
2.1.1	RT to be sent an invitation to FE Safeguarding Committee Meeting ( <i>from action 2.4 of last LSCB meeting</i> ).	SI	30.03.2017	
<b>3.</b>	<b>Presentation – Domestic Violence</b>			
	Q&A's Forward Plan			
3.1	DP and SMB gave a presentation on Domestic Violence to the group. The Chair noted that a high level over-arching strategic view is required and the Board need to be made aware of what difference is being made, specifically around children. The importance to look at the community impact was also raised.			
3.2	<p>SC informed the group that Multi-Agency Risk Assessment Conferences (MARACs) are not as strong as they should be. This is primarily due to the high number of cases, which allow only five to ten minutes of discussion for each case. SC suggested that daily MARAC discussions may be an option going forward and would allow more time for discussion and ensure a sharp, child focus. SC noted that there are on-going reviews, but they are not currently focusing on children and requested that a review of the MARAC process be conducted with a focus on children.</p> <p>It was noted that various Focus Groups are currently in progress within Children Social Care &amp; Early Help service and a Focus Group for MARAC would be useful. The group will consider MARAC in partnership terms and will look at where the significant gaps and also what is currently working well.</p> <p>PK informed the group that the Community Rehabilitation Company (CRC) are well engaged with the MARAC process, as are the National Probation Service (NPS), although the NPS do not attend every meeting.</p> <p>SC agreed to set up a small, high level LLR Executive Group to consider the MARAC process and report back to the Board.</p> <p>The MARAC process is also to be added to the agenda for the next Performance, Analysis and Assurance Group (PAAG) meeting. The purpose will be to consider the following: whether the right data is being collated and analysed; whether the right questions are being asked and what difference is being made. The PAAG will then provide a report to the next Board meeting.</p>			

	The Chair requested that SC provides feedback to schools in regards to the concerns expressed at the Board meeting around communication and information sharing between schools and the MARAC process. This can result in schools not being provided all of the relevant information for the MARAC process. SC noted that he may not have the resources to conduct this. The Chair of the Board noted this issue as a concern and would like feedback from SC on further decisions to reassure the issue.			
3.3	The Chair confirmed that Domestic and Sexual Violence will again be presented at a Board meeting in approximately six months.			
Ref	Actions	Person/s responsible	By	Desired outcome /Progress Update
3.2.1	SC to set up small, high level LLR Executive Group to review current MARAC process.	SC	Board Meeting – 06.07.2017	
3.2.2	MARAC process to be added as an agenda item for the next PAAG meeting.	CB/LSCB Office	PAAG meeting – 09.05.2017	
<b>4.</b>	<b>Chair's Business</b> <i>- Transition of responsibilities from LCC Improvement Board to LSCB</i>			
4.1	The Chair and FC are due to meet with TC, the Chair of the LC Improvement Board. This meeting will be reported on at the next LSCB meeting. The Chair discussed the LSCB Peer Review that is currently being conducted by JH. The Chair also noted that a need to see progression and a level of confidence in the Board is of importance and improvements need to be demonstrated. A succinct, direct report will be produced following the Peer Review. Feedback from the review will be provided at the next Board meeting.			
Ref	Actions	Person/s responsible	By	Desired outcome /Progress Update
4.1	Feedback from the LSCB Peer Review to be provided to partners at next Board meeting.	The Chair/The Chair	Board Meeting – 15.06.2017 (Development Day)	
<b>5.</b>	<b>LCC Improvement Board Update</b>			
5.1	FC discussed the LC Improvement Board and confirmed that the monitoring visit report will be circulated with minutes. A second monitoring visit is due to take place at end of April and will be focussed around care planning. FC noted that the Ofsted Inspection is expected to take place in June with potential dates being the 12 <sup>th</sup> or 19 <sup>th</sup> . Partnership work will be a big focus of the Inspection and the relationship between partners and agencies is critical. Focus groups are currently in the process of being set up and areas have been identified. These include MAPPA (Multi-agency Public Protection Arrangements), MARAC and Private Fostering. The goal of these focus groups is to identify any issues that need addressing.			

	<p>SR added that it is important that increased demand does not become part of the narrative when the LSCB or Local Authority are unable to do things. Information around changes in population and demand should be used to show how the LSCB is changing services to best meet challenges and changes. The importance of this being a collective narrative with smart use of Joint Strategic Needs Assessment (JSNA) was also discussed. Going forward, any increases/spikes need to be communicated to other partners as a matter of urgency as this will allow partners an opportunity to prepare.</p>
	<p><b>Comfort Break</b></p>
<b>6.</b>	<p><b>Executive Chairs Group Highlight Report</b>  <b>Project Proposal</b>  <i>PAAG Assurance Work / Q3 Performance dashboard &amp; Pre-birth audit - to note</i></p>
6.1	<p>The Chair presented highlights and key issues from the Executive Chair Group Highlight Report.</p>
6.2	<p>The following points from the report were discussed:</p> <p><b>3.1.3:</b></p> <p>A.1.2b - Regarding the take up of the lead professional role across agencies. JDF to attend next Board meeting in July 2017 to discuss.</p> <p>B.1.3 - Regarding no evidence that the LSCB Participation and Engagement strategy is being implemented by partners. DT confirmed that the LSCB Participation and Engagement Group met on 15<sup>th</sup> March 2017 and was attended by a representative of the Shadow Board. Discussions took place around what has worked and the evidence and impact on improved outcomes as part of safeguarding reassurance. DT confirmed that there is a lot of work taking place and evidence will be collated as part of the Executive Sub-Group Report. Work streams for the group include further work on the LSCB website (including promoting the website via social media), promotion of the LSCB Strategy and the Children and Young Peoples Safeguarding Summit, which is likely to take place at the end of the year and will be reported back to the Board in due course. DT and two Shadow Board members will meet with JH as part of the LSCB Peer Review on 29.03.2017. SI informed the group that he will include the website in inductions to new students at Leicester College.</p> <p>C.1.19 - Regarding Children with Disabilities (CWD). PAAG will include data on disabled children and will request information from partners. CT requested clarity around what exactly is required when the request is sent out to partners.</p> <p>E.1.34 - Regarding lack of clarity as to how community awareness is going to be addressed in relation to FGM (following a discussion on FGM at a recent Children Trust meeting). It was noted that clarity will come once partners have provided feedback around what they are able to do. This will be dependent upon how partners respond.</p>

F.3.2 - Regarding LSCB seeking assurance from partners around the implementation of the Competence Framework. A meeting to discuss training and whether partners are aware of and/or using the Competence Framework will take place between PrP and ER.

A meeting between SG and ER regarding education will also take place.

**3.2** - Regarding the LSCB Annual report 2016-2017. JR is to support the initial draft of the Annual Report and support the incoming manager before leaving her role as Interim LSCB Manager.

**3.5** - Regarding PAAG - CB discussed the PAAG reports with the group. It was noted that requested data is coming in agency blocks and a review of the data set includes organising it in relation to the child's journey so that it flows and is not separated by agency. The final data set should be ready for Q1 (April to June) 2017. The group agreed that good progress has been made by the PAAG.

It was noted that partners need to consider recommendations in regards of the audits and evidence from partners that recommendations are being implemented will be required. A discussion took place around how improvements that have been made can be shown. It was agreed that examples of changes that had taken place within partnerships should be included. It was also noted that case studies and narratives give an opportunity to articulate what has been achieved, rather than just numbers.

In relation to the Pre-Birth audit Summary (paper 3, appendix f), SC raised that a key finding had not been converted into a recommendation, and also that recommendations need to be specific. Feedback from CSC to Police referrals was raised, and the Board were informed that a discussion between SG and SC (Police) had taken place previously where the view of the Police that they would not be able to deal with CSC feedback. SG and SC to discuss this further outside the Board meeting.

The Chair requested that the Safer Sleep leaflet (paper 3, appendix b) be cascaded around partner agencies.

The four recommendations on the highlight report were agreed by group.

Ref	Actions	Person/s responsible	By	Desired outcome /Progress Update
6.2.1	Request to be sent to partners for information to have specific questions of what is required from partners for the CWD spotlight.	SG/PrP	07.04.2017	

6.2.2	Education meeting between SG and ER to take place.	SG & ER	07.04.2017	
6.2.3	SG and SC to discuss the issue of CSC feedback to Police regarding Police referrals	SG & SC	07.04.2017	
<b>7.</b>	<b>LLR CSE, Missing and Trafficking Children's Operational Group</b>			
7.1	<p>A full update on the LLR CSE, Missing and Trafficking Children's Operational Group was provided at the last meeting. SC noted that a lot of quantitative data has been pulled in and the group is meeting this afternoon (23.03.2017). It was also confirmed that daily Risk Assessment meetings will be taking place from April 3<sup>rd</sup> onwards. The Tactical Threat meeting takes place weekly and the Strategic Threat meeting takes place on a monthly basis.</p> <p>The Chair requested assurance around what progress and what differences have been made by the group and also raised the issue of what will happen when the funding ends.</p> <p>The LLR CSE, Missing and Trafficking Children's Operational Group is to be an agenda item at the next Joint Executive Group meeting. The group is to continue providing oversight to the LSCB and will be brought back to Board every three months.</p>			
<b>Ref</b>	<b>Actions</b>	<b>Person/s responsible</b>	<b>By</b>	<b>Desired outcome /Progress Update</b>
7.1	Children's Operational Group to provide a report to the LSCB every 3 months	CT		
<b>8.</b>	<b>Update from Other Partners – Other matters arising from partnership- Opportunity for partners to highlight anything that the Board needs to know about their own agency (inspections, new emerging themes, risk that might impact on delivery of safeguarding services)</b> <i>LPT CQC Inspection Outcome Report – Implications for Safeguarding Children and Services to CYP with Poor Emotional Well-being and Mental Health Issues</i>			
8.1	<p>VP presented an overview of the CAMHS Stakeholder Summit and discussion points were presented. FC noted that she does not feel re-assured in regards of the risk of the children on the waiting list and has requested a copy of the list. VP confirmed that the complexities would not enable a waiting list to be provided and this would not be appropriate; VP accepted the offer of support. VP will provide a verbal update in relation to two specific points; 1) an update as to how the offer of support from the Local Authority, in relation to the waiting lists within CAMHS community, has been taken forward and 2) an update on the involvement of young people in relation to the CQC CAMHS findings, for example, the Young Person's CAMHS summit.</p> <p>SR raised that approximately [REDACTED] children have been assessed, but then not supported. It was noted that timely intervention can stop future referrals to Social Care. The group discussed what steps the partners at the LSCB can make to assist with this and support CAHMS. FC suggested that</p>			

	<p>discussions be arranged to look at the best way to do this. CT agreed to set up a meeting to discuss this and noted the importance of understanding the actual problems and that patterns/trends need to be understood.</p> <p>The Chair asked that LPT provide some further consideration in their Improvement Plan to ensure that safeguarding children is adequately addressed, alongside more focus on the quality of CAMHS intervention and difference made to young people.</p> <p>SI informed the group that mental health is a major issue within further education and children within the ages of 16 to 18 are a particular concern. A lack of communication between schools/colleges and CAHMS was raised by Sch.</p> <p>DT noted that the Young Person's Shadow Board see mental health as a priority for young people and this provides an opportunity for them become involved. CR also noted that some good work around children's mental health is on-going between UHL and LPT and that this is a step in the right direction.</p> <p>A discussion took place around the issue that the LSCB receives no reassurance on the quality of practice that children and young people with poor emotional well-being and mental health issues receive and does not know what difference in being made. An agenda item will be part of the next LSCB meeting to provide a short update. VP invited board members to be involved with the future mock inspections.</p>			
8.2	SC noted that Her Majesty's Inspectorate of Constabulary (HMIC) Effectiveness Report on Vulnerability requires improvement and a draft HMIC Child Specific Inspection will be ready to be reported on for the next Board meeting.			
Ref	Actions	Person/s responsible	By	Desired outcome /Progress Update
8.1.1	A verbal update report on the CQC Inspection Improvement Plan is to be presented at the next LSCB meeting.	VP	Board Meeting – 06.07.2017	
8.1.2	Meeting to take place to discuss how the partners at LSCB can best assist children on the CAMHS waiting lists.	CT	07.04.2017	
8.1.3	Children and young people with poor emotional well-being and mental health issues to be added as agenda item for July LSCB meeting.	LSCB Office	07.04.2017	
8.2.1	SC to provide report on HMIC Child Specific Inspection at next Board meeting	SC	Board Meeting – 06.07.2017	
<b>9.</b>	<b>2016/2017 - LSCB Budget Report</b>			
9.1	SG presented the LSCB Budget Report and noted that it was not the end of year budget report as detailed on the agenda, but a projected budget report.			



	It was confirmed that additional funding has been agreed from partners. As previously documented, the reason for the overspend is the Interim LSCB Manager post and the additional Policy Officer that was previously employed. ASP requested that 'CCG' be used, as opposed to NHS for his agency on the budget report.			
Ref	Actions	Person/s responsible	By	Desired outcome /Progress Update
9.1	CCG to be used as opposed to NHS, for ASP's agency, for accuracy in the budget report.	SG	04.04.2017	
<b>10.</b>	<b>Reflections</b>			
10.1	No new risks were identified for inclusion on the Risk Register. The group agreed that today's meeting was strong and collaborative.			
<b>11.</b>	<b>Meeting Close</b>			
11.1	<b>Next Meeting(s):</b> Thursday 15th June 2017, 9.15am-1pm (Development Day) - Room G.02, Ground Floor, City Hall Thursday 6th July 2017, 9.15am-12.30pm - Room G.02, Ground Floor, City Hall			