

Minutes
Meeting Title: Leicester Safeguarding Children Board Meeting
Date: 26th September 2019
Venue: Tea Room, 1.12, Town Hall, Leicester

Name	Role	Agency	Present	Apologies	Absent
(The Chair)	Independent Chair of the LSCB	Independent	✓	✗	✗
(AT)	Lay Member	LSCB	✗	✓	✗
(ASp)	Consultant Nurse, Safeguarding Children and Adults	Leicester Clinical Commissioning Group	✗	✓	✗
(AEJ)	Acting Designated Doctor for Safeguarding Children	Leicestershire Partnership NHS Trust	✓	✗	✗
(AS)	Deputy Chief Nurse	Leicestershire Partnership NHS Trust	✓	✗	✗
(BB)	Head of Service (HoS)	DLNR Community Rehabilitation Company	✗	✓	✗
(CT)	Director of Social Care and Early Help	Leicester City Council	✓	✗	✗
(CS)	Headteacher, <i>City Primary Heads Representative</i>	Education	✗	✓	✗
(CW)	Director of Nursing and Quality	Leicester Clinical Commissioning Group	✓	✗	✗
(CM)	Head of Service	CAFCASS	✗	✓	✗
(JDF)	Head of Service, Early Help	Leicester City Council	✓	✗	✗
(JaB)	Named Professional for Safeguarding/Prevent Lead	Leicester Clinical Commissioning Group	✗	✓	✗
(JH)	Designated Nurse, Children and Adult Safeguarding	CCG	✓	✗	✗
(JB)	Principal, Representing Secondary Heads	New College Leicester	✓	✗	✗
(MC)	Head of Safeguarding	University Hospitals Leicester NHS Trust	✗	✓	✗
(MD)	Head of Serious Crime	Leicestershire Police	✓	✗	✗
(MH)	Senior Operational Support Manager	HMPPS, Nation Probation Service	✗	✓	✗
(PT)	Director of Learning & Inclusion	Leicester City Council	✓	✗	✗
(PP)	Head of Law, <i>LSCB Legal Advisor</i>	Leicester City Council	✓	✗	✗
(RH)	LLR CDOP Public Health Consultant	Leicester, Leicestershire & Rutland CDOP	✗	✓	✗
(RL)	Director of Adult Social Care	Leicester City Council	✓	✗	✗
(SR)	Lead Member, <i>Participant Observer</i>	Leicester City Council	✓	✗	✗
(SI)	Deputy Principal, <i>Further Education Representative</i>	Leicester College	✓	✗	✗
(SF)	Strategic Director Social Care & Education	Leicester City Council	✓	✗	✗
(TB)	HoS Children's Safeguarding and Quality Assurance,	Leicester City Council	✗	✓	✗

In Attendance

Name	Role	Agency	Role at Meeting
(OR)	Admin and Business Support Officer	LSCB	Minutes and Business Support
(BC)	LSCB Manager	LSCB	Advisor to the Board
(LB)	LSAB Manager	LSAB	SAB Manager
(RS)	Acting Public Health Consultant	Public Health	Public Health Consultant
(SB)	Serious Crime Partnership Manager	Leicestershire Police	Deputising for Matt Ditcher due to his pre-arranged late arrival
(BM)	Participation & Engagement Manager	LCC	Young People's Presentation to the LSCB
(KA)	N/A	Bad Shoes Films	Young People's Presentation to the LSCB
(JOB)	N/A	Bad Shoes Films	Young People's Presentation to the LSCB
(KP)	N/A	Bad Shoes Films	Young People's Presentation to the LSCB
(JF)	N/A	Bad Shoes Films	Young People's Presentation to the LSCB

1.	Welcome, Introductions and Apologies.
1.1	The Chair welcomed members and noted the above apologies. A special welcome was made to BM, KA and the young people attending for agenda item 2.
Part I	Participation and Engagement Spotlight
2.	Young Peoples' Presentation to the LSCB <ul style="list-style-type: none"> • 'The Words We Don't Say' – Video Resource and Toolkit • GenSelect Enquiry Update • How Will You Hear Me? – Jenny's Story
2.1	The Board were informed that the <i>"The Words We Don't Say"</i> film is currently still in a state of postproduction. However, it was confirmed that no changes will be made to the story, however bits of audio and the credits need to be added. It was noted that a realism style of direction was used as

the goal was to ensure that it felt very real and the intention is to make people feel uncomfortable. It was noted that all involved actors knew their respective character's full back stories and a lot of work had gone into ensuring that the young people felt supported with their roles. BM informed the Board that it is intended for the film and making-of to be shown together. Briefing notes are to be provided to schools regarding the appropriate age for the film and a formal certification process is underway. It was noted that a trigger warning will be added prior to the film and advice lines will be added to the credits.

It was stated that the film provides a highly complex, nuanced context for young people around what is and is not a healthy relationship and is intended to provoke discussion as part of other work in either the curriculum or with youth work. The film is not a safeguarding film in the context of protection from predators, but rather about understanding the passage of adolescence. Peer pressure and the use of alcohol are two themes that will be pulled out from the film. The film also challenges viewers to consider what resilience looks like in a healthy relationship.

Board members were in agreement that the film made them feel very uncomfortable and was hard hitting, but a subject that must be addressed. SR stated that whilst the film is focussed on the four main characters, the other people in the room have a role. It was agreed that the response by the boys in the room is nearly as bad as the act itself. The Director noted that the filming also brought awareness to the people involved and the actor's parents have been massively involved in the process.

Board members went on to discuss how the film would be presented in schools and it was noted that an issue will be that there will be a multitude of people delivering it. JB advised that lesson plans along with the film would be more appropriate than briefing papers, as they will provide more guidance for teachers, and assist them in pulling out the richness of the film. It was also agreed that both a pre and post talk with children would be required to ensure that the subtleties and nuances of film are not missed. BC noted the amount of existing resources around coercion. JDF suggested a train the trainer type model as she feels it would provide a great level of support. Board members agreed that this would be a useful step and KA stated the importance to ensure that the males are not felt to be demonised and feel that they are being blamed.

JB noted that it would be difficult to get teachers together for a train the trainer session due to teaching schedules and responsibilities. BM agreed that there is a need to be creative about how this is done, and BC noted that different resources can be used for different services. It was confirmed that a private screening for the young people is taking place on 19th October and a list of Board members wanting to attend is required in order to issue tickets. Board members agreed that sign-posting after the video will be very important and AS raised the need to consider sexuality, religious perspectives and mental health.

AP18/19 BM and BC to convene a task and finish group to work on the lesson plan and other TWWDS resources for completion by 31/10/19.

AP19/19 BM to make contact with JB regarding her membership and input into the T&F Group ASAP.

AP20/19 JB to provide details of the RSE Group and BC to request the video resource is referenced on the agenda ASAP.

	<p>AP21/19 All Board members to advise the LSCB Office if they want a ticket to the private screening by 01/10/2019.</p>
<p>2.2</p>	<p><i>How Will You Hear Me? Jenny's Story</i> was presented and CT informed Board members that she met Jenny and was told her story. CT noted that Jenny was a very measured, humble person who had a traumatic experience and wants practitioners to learn from her story. It was stated that it is a historical story and Jenny agreed to support the process with the film. The Board were informed that <i>How Will You Hear Me?</i> Suite of films are a training resource/toolkit and each film is a real-life personal statement of a young person within the city. The films are embedded into the <i>How Will You Hear Me?</i> toolkit. This is the latest film in the collection.</p> <p>BM noted that the films are used by professionals and some rich learning in there. It was stated that the stories are emotional, but they are not all negative and some good practice is in evidence. Jenny's Story was about not listening and the impact of not being heard as well as the difference that was made by one worker who listened and believed Jenny's story. JB noted that she would like to incorporate the film in safeguarding training in schools and feels that the suite of films could be used in schools, BM stated that other films are more relevant depending on the context. CT raised that this would be good timing for a re-launch to occur for the suite of films. BM agreed to discuss the films being used within schools with JB outside of the meeting. CT confirmed that she has discussed use of the films with the Safeguarding in Education team.</p> <p>BM informed the Board that a final film; 'Was Not Heard', which explores the stories that young people want to tell adults is in final production. The film will carry a very clear message for professionals and is going to be launched at the LLR children's voice conference at DMU in November.</p> <p>The collection <i>How Will You Hear Me?</i> short films can be accessed here: https://vimeo.com/channels/hwyhm. <i>Jenny's Story</i> can be accessed here: https://www.youtube.com/watch?v=ck5uzeEgSdY</p> <p>AP22/19 All board members to disseminate the links to the resource and promote their use in their organisation. AP23/19 LSCB Office to include in LSCB Newsletter and Training materials as appropriate.</p>
<p>2.3</p>	<p>BM provided an update regarding the GenSelect enquiry and noted that the launch is taking place on 4th October 2019 and the report has gone to partners who took part. The message is to trust young people when they want to lead a meaningful scrutiny of services. It was noted that GenSelect can provide meaningful and useful insight back to services and their leads. Board members noted they were excited to see partner's response to the report and feedback will be provided to the December Board meeting. AP24/19 Board members to confirm their attendance with BM by 27/09/19.</p> <p>The Chair thanked BM for her work on this and in turn BM thanked Board members for support over the last few years of work with young people.</p>

Ref	Action	Person/s responsible	By	Desired outcome
2.1.1	AP18/19 BM and BC to convene a task and finish group to work on the lesson plan and other TWWDS resources.	BM, BC	31/10/2019	
2.1.2	AP19/19 BM to make contact with JB regarding her membership and input into the T&F Group.	BM	ASAP	
2.1.3	AP20/19 JB to provide details of the RSE Group and BC to request the video resource is referenced on the agenda.	JB	ASAP	
2.1.4	AP21/19 Board members to advise the LSCB Office if they would like a ticket to the private screening.	Board members	01/10/2019	
2.2.1	AP22/19 All Board members to disseminate the links to the resource and promote their use in their organisation.	Board members	ASAP	
2.2.2	AP23/19 LSCB Office to include <i>How Will You Hear Me?</i> information in LSCB Newsletter and Training materials as appropriate.	LSCB Office	N/A	
2.3.1	AP24/19 Board members to confirm their attendance to GenSelect launch with BM	Board members	27/09/19	
Part II	LSCB Strategic Board Business			
3.	Minutes and matters arising from Board meeting on 22.07.2019			
	<ul style="list-style-type: none"> • Strategic Board Meeting Minutes • Action Log 			
3.1	<p>The minutes from the last meeting that took place on 22.07.2019 were agreed as an accurate record.</p> <p>The outstanding actions were discussed:</p> <p><i>AP13/19 – The Chair is to have a discussion with SF around whether the LSCB is included within the governance map for the SEND Board</i></p>			

	SF confirmed that this has been updated and the LSCB is now included within the governance map for the SEND Board.
4.	<p>Core Business and Chairs Executive Highlight Report</p> <ul style="list-style-type: none"> • SIRG Highlight Report • LSCB Business Plan • LLR LSCB Threshold Document • LSCB Risk Register • LSCB Budget Report • LSCB PAAG Highlight Report
4.1	<p>SIRG Highlight Report</p> <p>BC informed the Board that this would be the final report and Work Plan for the SIRG, as it is transferring to the Case Review Group (CRG) on 17th October. It was noted that a new ToR has been draft and considered by SIRG and will be agreed at their first meeting taking place on October 3rd. They will also adopt the SIRG Business Plan and build in new activity as required. It was confirmed that CT will take over as Chair from 17th October.</p> <p>It was noted that all activity is green on the SIRG Work Plan and a project on the learning obtained from Rapid Reviews and SCRs is in progress. It was stated that currently commissioned SCRs need to be published under LSCB, which will need to run in parallel with the Chair being responsible for sign off and publication decisions. AP25/19 The Chair and CT are to meet to arrange publication timeline. BC informed the Board that all current SCRs are on schedule, although some on-going criminal investigations are causing some delays. There are two new notifications where rapid reviews have taken place and confirmation from the National Panel regarding the Chair’s decision is awaited.</p> <p>JDF raised Work Plan Item 2.3 - Assurance of Effectiveness of Early Help and queried whether the Early Help Offer report should be included and Board members agreed it would be useful for partners to see this.</p>
4.2	<p>LSCB Business Plan – CBC Work Plan</p> <p>BC confirmed that the LSCB Business Plan will be replaced by the Partnership Plan from 29th September. It was noted that there is nothing on the CBCE work plan that is flagged as needing an alert or additional reference on the Risk Register.</p>
4.3	LLR LSCB Threshold Document

	<p>The LLR LSC Threshold document has been through further processes since the last Board meeting in July and a Task & Finish (T&F) group has been put together. The final document has now been arrived at and it is planned for it to go through the publication process to become more polished. It was requested that Board members confirm that they are happy with the structure and content of the document. It was noted that the same process is occurring within Leicestershire County and the document was agreed at the LLR Joint executive Group meeting that it is the final version. The Chair stated that she feels it is a clear and simple guidance document and thanked everybody involved in the process. CW noted that it is a system LLR document.</p> <p>The document was formally signed off and agreed by the Board.</p>			
4.4	<p>LSCB Risk Register The LSCB Risk Register was presented to the group and noted to be the final Risk Register and was signed off. The Planning and Delivery Group (PDG) will determine whether to use same model going forwards.</p>			
4.5	<p>LSCB Budget Report BC noted that the next budget report will be produced in December and will include updated details which will include the efficiencies agreed by the partnership in the new arrangements. It was confirmed that there are currently no financial concerns.</p>			
4.6	<p>LSCB PAAG Report The PAAG report was presented and it was noted that it is concerned with work around transition planning and the alignment of processes across adult and children services, along with aligning reporting and core standards across LLR.</p>			
Ref	Action	Person/s responsible	By	Desired outcome
4.1.1	AP25/19 The Chair and CT are to meet to arrange publication timeline.	The Chair, CT	ASAP	
5.	<p>Multi-Agency Safeguarding Arrangements Update</p> <ul style="list-style-type: none"> • Leicester Safeguarding Children Partnership • Child Death Arrangements 			
5.1	<p>SF confirmed to members that the arrangements were published by end of June as per deadlines. It was confirmed that the Board is to continue in its current form to fulfil the function of the partnership. It was noted that the mechanics of sub-groups and alignment across LLR have been considered,</p>			

although more work is required around the role and function of the Independent Advisor. Preparation has begun for the new financial year in April 2020 and steps will be made to consider and review membership of the Board and sub-groups in the first three months of the year. It was confirmed that budgeting implications and alignment with LLR require further discussion.

CT stated that a small T&F group have been meeting to look at governance arrangements and the job description for the Independent Advisor, along with the ToRs for sub-groups and how they will feed into the LLR PDG. It was noted that alignment is almost identical for both Boards, although performance management and the QA framework has been a challenge. It was confirmed that a regular QA process is required to be overseen by the PDG and what the Board will need to see regarding assurance. The aim is for these steps to confirm the stability as a group of partners, whether demand is being met and the emerging themes that require a keen eye. It was noted that this is an opportunity for change and to do things differently.

It was raised that there is a need to consider indicators prior to impact and this would need to be part of the Assurance Framework. It was stated that the PDG will need to have a sufficient eye to service strategic leads for this Board and there is a need to have challenging conversations to ensure that the basics are achievable.

It was noted that although the Case review Group is separate, the same processes will be used across LLR. CT noted that there is a need to set aside any territorial tension across LLR for the PDG to work effectively. MD agreed, stating the need to build on strong partnership links and confirming that there are currently no unworkable dynamics.

AB raised an issue around assurance and stated the need for the confidence to offer both negative and positive assurance. CT agreed and added that there is a need to be able to challenge people effectively. Board members agreed that it is important not to lose general theme aspects and it was noted that negative assurance can be difficult but is also of importance. It was noted that the impact of information also needs to be considered. And that some work may need to be escalated to secure support. The framework requires additional work.

AP26/19 The Chair requested that a formal letter be sent to ASP from the Board for his hard work and dedication with the SIRG.

Ref	Action	Person/s responsible	By	Desired outcome
5.1.1	AP26/19 The Chair requested that a formal letter be sent to ASP from the Board for his hard work and dedication with the SIRG.	LSCB Office	10/10/2019	

Part III	Practice – LSCB Spotlight: Child Exploitation			
6.	Child Exploitation – Leicester Focus			
6.1	<p>CT reassured the Board that in terms of the process this is currently being agreed. It was confirmed that there is an agreed LLR process regarding the response to CE, which will be launched shortly. It was noted, however, that they have not been able to confidently draw out Leicester performance management information.</p> <p>It was stated that Donna Smalley, the LLR multi-agency lead for CSE produced the CSE quarterly data, but there is currently no lead in place to separate city data. The process is currently in the forming stage and one potential a way to go, is to internally flag CE as opposed to CSE. It was noted that four additional posts have been appointed within the City, sitting within YOS and it is very useful to have resource in place now. AP27/19 A report will be provided at the next Board meeting in December, with a full update including data and analysis of the figures. It was noted that although pathways have not formally launched, the Hub is effectively already working as a CE Hub and high-risk issues are dealt with immediately. MD noted that the problem is that there is not enough physical room in the hub, however co-location has, and continues to, work very well.</p>			
Ref	Action	Person/s responsible	By	Desired outcome
6.1.1	AP27/19 A report regarding Child Exploitation will be provided at the next Board meeting in December, with a full update including data and analysis of the figures.	MD	02/12/2019	
Part IV	LSCB Learning and Assurance Reports			
7.	CDOP Annual Report Highlights			
7.1	<p>BC informed members that RH was unable to attend. The CDOP Annual Report highlights will therefore be deferred to the next Board meeting in December.</p> <p>RS noted that he will look to get an update from RH and will query what themes can be pulled out city-wide.</p> <p>BC noted that national statistics on CDOP have been published this week.</p>			

8.	<p>Feedback from Other Strategic Partnerships and Partners</p> <ul style="list-style-type: none"> • Leicester City Children & Young People Justice Service • HMIP&P Inspection Report
8.1	<p>JDF informed the Board that an Inspection for Young People Justice Service (YPJS) took place in July. It was noted as an intense inspection process and achieved grading of good with outstanding features. The outstanding features were in relation to assessment planning, intervention and partnership working. A total of six recommendations were provided the majority of which were for the YPJS Board. Inspectors were impressed with the CE work and also liked seconded arrangements.</p> <p>AP28/19 Inspection Report on YPJS to be circulated once published.</p> <p>BC advised that MH had been unable to attend due to unforeseen circumstances and he will provide a precis from their Inspection outcomes and any actions resulting from it.</p> <p>BC advised that the LADO Annual Report and Independent Reviewing Officer Annual Report had been presented to Lead Members Briefing (LMB) and well received. The next step is for them to be presented at the City Mayor Briefing (CMB) and they will be published by the end of October 2019 and the link sent to Board members.</p> <p>In addition, the Private Fostering Annual Report had been presented to LMB and will go to CMB before it is published. BC noted that there is a need for partners to confirm who children live with and to notify the local authority if they do not live with a parent or close relative.</p> <p>SF noted that a big issue is demonstrating staff awareness of private fostering and there is a need to ensure that staff understand the basic concept of private fostering. AP29/19 Partners to seek and assess awareness within own organisation around private fostering. BC noted that there used to be a private fostering national awareness week and the website that ran it '<i>Someone Else's Child</i>' is no longer in effect. It was agreed that an awareness raising month is to take place in November.</p> <p>JH informed the Board of a CCG Information Sheet which has been produced with two columns, detailing who needs to be informed about private fostering and who does not. She advised that it is drawn from the information on the website which makes it very easy to understand.</p> <p>It was noted that the CQC have visited UHL and there is nothing to note from the inspection to date. JH stated that MC has informed her that no safeguarding issues have been raised thus far.</p>

	AP30/19 With regard to LPT and assurance regarding their inspection action plan an updated report will be required and a meeting with the LPT Trust Board is to be arranged for the new Partnership Board.			
Ref	Action	Person/s responsible	By	Desired outcome
8.1.1	AP28/19 Inspection Report on YPJS to be circulated once published.	JDF	ASAP	
8.1.2	AP29/19 Partners to seek and assess awareness within own organisation around private fostering.	Board members	ASAP	
8.1.3	AP30/19 With regard to LPT and assurance regarding their inspection action plan an updated report will be required and a meeting with the LPT Trust Board is to be arranged for the new Partnership Board.	AS	ASAP	
9.	Reflections and next Steps – Formal End to LSCB and Thanks			
9.1	<p>The Chair made a presentation to the Board and noted the questions which she posed in 2016, when newly in the role of Independent Chair. A brief discussion took place regarding the ‘Big Conversation’ that took place in 2016.</p> <p>The Chair stated that a great deal has changed, and it feels like a different world in terms of the quality of the partnership. It was agreed that there had to be a system led approach to safeguard children. The Chair was eager to acknowledge the journey undertaken and the improvements made. CW agreed, stating that the Board is in as good a place as it could possibly be.</p> <p>The Chair informed the Board that she attended some of the Festival of Practice events that took place last week and noted that it was a fantastic week.</p> <p>The Chair personally thanked Board members for the privilege of chairing the Board and thanked the Board Office for their support and particularly gave thanks to BC for her dedication and hard work. It was confirmed that this will be BC’s last Board meeting, as her role has been deleted as part of the move to new arrangements for the MASA. LB was welcomed as the new Board manager for the soon to be merged back office for SAB and Leicester safeguarding children partnership board.</p>			
11.	Meeting Close & Next Meeting			

11.1	Monday 16 th December 2019 – 9.30am – 12.30pm, City Hall, Room G.01