

## WORCESTERSHIRE SAFEGUARDING CHILDREN BOARD

Wednesday 12<sup>th</sup> June 2019, 2.00pm – 5.00pm



**"Working in partnership to keep all children and young people safe and thriving within an environment where safeguarding is everybody's business and intervention and support is timely and right for individuals and families"**

**Keeping every child safe    Ensuring joined up working    Challenge and Support    Learning from SCRs and other serious incidents**

### Present:

Liz Altay, Public Health, *deputising for Frances Howie* (LA)  
Matthew Armstrong, Independent Schools rep (MA)  
Derek Benson, WSCB Independent Chair (DBe)  
Sarah Berry, Minutes (SB)  
Julia Breakwell, College rep (JB)  
Natalie Burford, Early Years (NB)  
Sarah Cox, Adult Services, WCC (SC)  
Catherine Driscoll, Director of ChS (CD)  
Angela Eason, WSCB (AE)  
Jo Goldie, Community Rehabilitation Company (JG)  
Sue Haddon, WSCB Business Manager (SH)

Denise Hannibal, Education Safeguarding Adviser, *deputising for Nick Wilson* (DH)  
Suzanne Hardy, WH&CT *deputising for Michelle Clarke* (SHa)  
Michael Hunter, Young Solutions, Community and Voluntary Sector (MH)  
Heather Manning, CCG's *deputising for Ellen Footman, David Lewis and Lisa Levy* (HM)  
Deborah Narburgh, Worcs Acute Hospitals NHS Trust *deputising for Vicky Morris* (DN)  
Nick Pullan, Middle School rep (NP)  
Tina Russell, Assistant Director, Safeguarding ChS, (TR)  
Jane Stanley, Healthwatch – participant observer (JS)  
Jackie Stevenson, National Probation Service (JSte)  
Sarah Wilkins, Assistant Director - Early Help and Commissioning (SW)  
Helen Williams, First school rep *deputising for Amanda Salisbury* (HW)

### Apologies:

David Lewis, Designated Doctor; Frances Howie Director of Public Health; Paul Robinson, Chief Executive, WCC; Nick Wilson, Assistant Director (Education and Skills), WCC; Lisa Levy, Chief Nursing Officer and Director of Quality and Executive Safeguarding Lead for CCGs; Kevin Dicks, District Councils; Alan Roll, High School rep; Ellen Footman, Designated Nurse; Keith Barham, Head of Service, West Mercia Youth Justice Service; Nathan Travis, H&W Fire and Rescue Service; Superintendent Damian Pettit, WM Police.

Item	Discussion	Action
Part 1	DBe opened the meeting, welcomed members, introductions were made and apologies given.	
Strategic Planning:		

Item	Discussion	Action
<p><b>Worcestershire Safeguarding Children Partnership</b></p> <ul style="list-style-type: none"> <li>• WSCP Plan (for publication)</li> <li>• WSCB Budget</li> <li>• WCSP Information Sharing Agreement</li> </ul>	<p>The WSCP Plan was presented by DBe. Following minor amendments the document is currently awaiting WM Police sign off.</p> <p>Discussion included:</p> <ul style="list-style-type: none"> <li>• SHa questioned whether 'Get Safe, Stay Safe' might cause confusion as 'Get Safe' is aligned to the exploitation agenda. DBe responded that a planned GET SAFE launch later in the month will clarify how it links to Get Safe, Stay Safe, and TR added that GET SAFE is about strategic cross working and linking through to WSCP.</li> <li>• The new partnership logo is yet to be decided. Supt Damian Pettit is in the process of co-ordinating a design.</li> </ul> <p><b>Decision:</b> The WSCP plan will be published on or before 29 June 2019.</p> <p>TR informed that the wider WSCP will meet twice yearly with the first meeting in February 2020 at which the Safeguarding Partners will feed back on the first five months of the new arrangements. Members of the three sub-groups are to be invited to the February meeting and the sub-group chairs will present feedback on their group's activities. There is challenge around partnership commitment to sub-groups with an expectation that Partners ensure there is appropriate representation on each of the three groups.</p> <p><b>Action:</b> Meeting dates and membership of sub-groups to be circulated to Board members in order for Partners to plan attendance and ensure appropriate representation.</p> <p>SH presented for information the WSCB Budget Statement covering April to September 2019. Partner contributions for 2019/20 have covered the agreed six month period and invoices have been issued. It is anticipated that reserves will continue to grow between October to March unless the Partnership commissions a further Serious Case Review (SCR). DBe noted that the Independent Chair's pay and expenses have been subject to a number of FOI requests. The Budget Statement was received by the Board.</p> <p>SH presented the final draft of the Information Sharing Agreement between constituent members of the WCSP. Following discussion at the last Board meeting, feedback has been received and actioned. This document covers how the WSCP will handle personal data and expectations of constituent agencies when handling data on behalf of the Partnership. It is an expectation that all agencies will sign up to the ISA.</p> <p><b>Discussion included:</b></p> <ul style="list-style-type: none"> <li>• SC noted that she understood that this would be a joint ISA with the Worcestershire Safeguarding Adult Board (WSAB). DBe responded that as the WSCP and WSAB are now on a different statutory footing it makes sense for there to be two distinct documents which closely mirror each other.</li> <li>• MH questioned who would be the Data Controller referred to in Part 5. TR clarified that this will fall into the remit of the new Partnership Co-ordinator post.</li> </ul> <p><b>Decision:</b> The WSCB approves the ISA and Board members agree to act as signatories on behalf of their respective agencies.</p>	<p>SH</p>

Item	Discussion	Action
<ul style="list-style-type: none"> <li>Future Meetings</li> </ul>	<p><b>Actions:</b></p> <ol style="list-style-type: none"> <li>DBe to clarify with Bridget Brickley (WSAB Business Manager) the position regarding distinct ISA documents.</li> <li>Board members to send electronic signatures to SH by mid-July 2019 for adding to the ISA.</li> </ol> <p>It was agreed that the TOR and the WCSP and Sub Group meeting schedule to be sent to all partnership members.</p>	<p>DBe ALL  SH</p>
<p><b>Part 2 Business Matters</b></p> <p>2.1 Minutes and Matters Arising</p> <p>2.2 Updates:</p> <ul style="list-style-type: none"> <li>Alternative Delivery Model</li> <li>Ofsted inspection</li> </ul> <p>2.3 SEND and Safeguarding update</p> <p>2.4 Child Death Review reforms</p>	<p>Minutes of meeting held on 13.03.2019 were approved as an accurate record.</p> <p><u>Action Log Updates:</u></p> <p><b>Part 1, Strategic Planning: SCRs</b> Letter to be drafted to the National Panel seeking agreement to step down from SCR to a case review <b>Update:</b> Letter dated 10.5.2019 received from Chair of National Panel indicating agreement to case being stepped down to multi-agency case review on the basis that the criteria for a SCR is no longer met. <b>Action closed.</b></p> <p>A verbal update was provided by CD regarding implementation of the Alternative Delivery Model. Worcestershire Children First (council-owned company) is to be launched on the 1<sup>st</sup> October 2019. Rob Morrison has now been recruited as Board Chair. Councillors Marcus Hart and Karen May are also on the Board. Worcestershire Children First will have four non-executive Directors with CD as Chief Executive. Company's aim will be to have a single focus on outcomes for children.</p> <p>Ofsted are now onsite and preparing to complete a full re-inspection of ChS (which will not include the WSCB). The focus will be on children, so the inspectors will be holding discussions with frontline staff rather than senior managers. The inspection will begin next Monday 17 June until Friday 28<sup>th</sup> June. Much work has been done to improve the services provided for children and their families and CD no longer believes ChS are 'Inadequate'.</p> <p>SW presented the SEND Local Area Inspection briefing which was accepted by the Board. Progress was noted in the implementation of the Written Statement of Action, which continues to be closely monitored by the SEND Board, which should impact positively on promoting the welfare and safeguarding children.</p> <p><b>Decision:</b> Future reporting on issues which relate to promoting welfare and safeguarding children to be fed in through the WSCP Executive Group.</p> <p>The Child Death Review paper was presented by HM on behalf of EF. Working Together 2018 requires the Child Death Partners (LA and CCGs) to ensure that processes are in place to conduct independent reviews into all child deaths in the local area. Herefordshire and Worcestershire will operate their own local systems for undertaking Joint Agency</p>	

Item	Discussion	Action
	<p>Reviews and Child Death Review Meetings. Findings from these processes will feed into a joint Child Death Overview Panel which will identify local learning. Telford and Wrekin, Shropshire, Herefordshire and Worcestershire will come together for themed discussions about cases after the respective CDOPs have reviewed them. The Child Death Plan will be published on or before 29 September 2019. The briefing was noted by WSCB for information.</p>	
<p><b>Part 3 Final Highlight Reports from WSCB sub-groups</b></p> <p>3.1 Serious Case Review Group</p> <p>3.2 Improving Frontline Practice Group</p> <p>3.3 Monitoring Effectiveness Group</p>	<p>The closing SCR Highlight report was presented by SC on behalf of EF. Three SCRs have now been completed. Serious Case Review reports/learning will be placed on the WSCB website for three years and then removed. The TOR for the Childrens Safeguarding Practice Review Group (CSPR) has been agreed.</p> <p><u>SCR</u> – Learning and Improvement Briefing is ready, but advice is awaited about its promotion at planned learning events to be held on 4 July as the inquest will not yet have been completed. LIB may need to be made available on a later date once inquest is concluded.</p> <p><u>Publication</u> – Publication of the summary of learning will be timed to coincide with the conclusion of the inquest.</p> <p>SH presented the final IFPG Highlight report on behalf of DL which noted the following considerations for the WCSP:</p> <ol style="list-style-type: none"> <li>1. Community Voluntary Sector communications and workforce development – TOR for Quality Assurance Practice and Procedures Group (QAPP) to ensure strong CVS representation</li> <li>2. QAPP to consider whether the impact of SCR learning and Neglect Toolkit can be addressed through its audit programme</li> <li>3. Need to consider how the Partnership will monitor the impact of any inter-agency training delivered</li> <li>4. QAPP to consider partner agencies' training needs as reported in the Training and Workforce Audit</li> </ol> <p>The IFPG Highlight Report was noted by the Board.</p> <p>SW presented the final MEG Highlight report which noted the following considerations for the WCSP:</p> <ol style="list-style-type: none"> <li>1. The relevant functions of the MEG required under Working Together 2018 will transfer to the Quality Assurance Practice and Procedures Group (QAPP)</li> <li>2. A dip sample audit of agencies' compliance with Section 11 requirements will be carried out by the QAPP</li> <li>3. Section 175 Audit for schools will continue to be managed through education safeguarding (WCF). Any concerns or examples of good practice will be raised at the bi-annual WSCP meetings.</li> </ol> <p>The MEG Highlight Report was noted by the WSCB.</p>	

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3.4 GET SAFE Strategic Group	<p>DB presented the GET SAFE Strategic Group Highlight Report on behalf of DP which included the following issues for consideration by the WCSP:</p> <ol style="list-style-type: none"> <li>1. Need to maintain close links with OPCC with regard to the commissioning of services to support this agenda</li> <li>2. Need to map the respective roles and responsibilities of groups and bodies across the Partnership to ensure join-up and avoid duplication.</li> </ol> <p>The report was noted by WSCB.</p>	
<b>Part 4</b> <b>Worcestershire Safeguarding Website</b>	<p>Lyn Marie Chapman, Communications Officer for WSCB, presented the new joint safeguarding website to Board members. It links to other websites already in the public domain in order to avoid duplication and also links into the WCC website where necessary. The development of the website has been funded by NHEngland with support from the CCGs. It is an example of a very positive collaboration with the Worcestershire safeguarding Adults Board (WSAB). The link to the website is: <a href="https://www.safeguardingworcestershire.org.uk/">https://www.safeguardingworcestershire.org.uk/</a></p> <p>WSCB thanked LMC and those involved for their work on this project.</p> <p>TR noted that the three WSCP sub-groups will be required to ensure information is up to date on the new website around their areas of work.</p>	
<b>Any Other Business</b>  <b>Annual Report</b> <ul style="list-style-type: none"> <li>• WSCB Annual Report 2018/19 (agree process for sign-off)</li> </ul> <b>For Note</b> <ul style="list-style-type: none"> <li>• Children's Social Work Services Qtr 4 data and analysis</li> <li>• Budget Report</li> </ul>	<p><b>Action:</b> It was agreed that the first draft of the WSCB Annual Report 2018/19 will be circulated to Board members for comments in the next two weeks.</p> <p>Noted by WSCB.</p> <p>As discussed in Part 1 of the meeting. Report noted by WSCB.</p> <p>DBe acknowledged that as this is the final WSCB meeting and constitutes a formal handover to the new Worcestershire Safeguarding Children Partnership which will be fully implemented by 1 September 2019.</p> <p>SH, WSCB Business Manager, and her team members LMC and AE were all thanked for their respective contributions to the work of the WSCB over the years.</p>	SH
<b>Finish</b>	The meeting closed at 4.15pm	

**WORCESTERSHIRE SAFEGUARDING CHILDREN BOARD 12.06.2019 - Action Log**

<b>Item</b>	<b>Action</b>	<b>Responsible</b>	<b>Update (August 2019)</b>
<b>Part 1 Strategic Planning</b>	Meeting dates and membership of sub-groups to be circulated to Board members in order for Partners to plan attendance and ensure appropriate representation	<b>SH</b>	Membership finalised. Action completed.
<b>Part 1 WCSP ISA</b>	<ol style="list-style-type: none"> <li>1. DBe to clarify with Bridget Brickley (WSAB Business Manager) the position regarding distinct ISA documents.</li> <li>2. Board members to send electronic signatures to SH by mid-July 2019 for adding to the ISA.</li> </ol>	<b>DBe</b> <b>All</b>	Decision was subsequently made by the Safeguarding Partners that electronic signatures would not be used and names typed onto the ISA instead. Action closed.
<b>Future Meetings</b>	TOR and WCSP and Sub-Group meeting schedule to be sent to partnership members	<b>SH</b>	Final version of TOR, Membership and meeting schedule was circulated to Partners on 8 August 2019. Action completed.
<b>AOB WSCB Annual Report 2018/19</b>	It was agreed that the first draft of the WSCB Annual Report 2018/19 will be circulated to Board members for comments in the next two weeks.	<b>SH</b>	Draft has been circulated and comments received. Report is being finalised week commencing 5.8.19. Action completed.