

SWINDON LSCB MEETING

14 March 2006 - 1.30pm to 4.30 p.m. – TR7, Drove Road

MINUTES

Present:

Hilary Pitts	Group Director, Children, SBC (Chair)
Mike Ash	Head of Service - Housing Strategy
Millie Carmichael (to present item 2)	Teenage Pregnancy Strategic Development Worker, Swindon PCT
Gina Dennis	LSCB Business Manager
Julie Downey	Head of Safeguarding, Children's Services SBC
Adina Grace	Designated Nurse, Assistant Director, Commissioning Team, PCT
Jim Hogg	Wiltshire Ambulance Service (nominated substitute)
Janet King	Designated Doctor, Consultant Paediatrician, S&MNHST
Kevin Leaning	Head of Youth Offending Team
Toni Lloyd	Pharmacy Representative
Liz Mearns	GP
Trish O'Donnell	Area Children's Services Manager, NSPCC
Jean Pollard	Director C & F, Children's Services, SBC
Rabindra Shah	Chief Executive, Connexions
Lynda Wearn	Deputy Director of Public Health

Apologies:

Jill Crook	Strategic Health Authority
Fiona Jewkes	Named Doctor for Child Protection, Medical Director, Wiltshire Ambulance Service
Kevin Maidment	Head of Community Safety and Criminal Justice, Wiltshire Constabulary
Claire McConnel	Service Manager Wiltshire, CAFCASS
Mal Munday	Assistant Chief Officer (Specialist Services), Probation
Francesca Thompson	Director of Nursing, S&MNHST

Action

1. Welcome

LSCB Chair, Group Director, Children, SBC (Hilary Pitts) welcomed members to the first meeting of the new Local Safeguarding Children Board with new members present, following it's launch at the January meeting.

2. Presentation: Under 16s & Sexual Health Work

The presentation stressed the importance of linking this work to child protection and referencing it in the LSCB's multi-agency training, as well as the parallels with work on drugs and the need to bring both together.

It was noted that this piece of work is to be included in Working Together as an example of good practice.

The LSCB formally endorsed and adopted the policy, subject to confirmation from the police. Group Director, Children (Hilary Pitts), will write to them. The term 'cause for concern' is also to be reworded as 'children in need' in line with Children's Services processes. Agencies should act accordingly.

Action

HP

3. Minutes of last meeting and Matters Arising

The minutes of the meeting held on 17th January were agreed as accurate subject to the following amendments:

P1 Fiona Jewkes has submitted her apologies. Janet King is Designated Doctor for Child Protection and Helen Price is Named Doctor for Child Protection.

P4 end of first paragraph to read 'there has been a significant amount of multi agency foundation training'.

P4 Clarification to be added – 'all booked training has been cancelled because of the long-term sickness of the ACPC Training Officer. The effective delivery of a multi-agency training programme is a key priority for Swindon LSCB.'

The LSCB needs a report when the issues relating to the **crime scene pilot** are resolved.

(Dr HP)

The meeting of the Serious Case Review sub-group took place on 9 March and reviewed SCR Action Plans.

The **issues with the Prison Escort Service** are to be referred to in the overview report for **SCR CP** (due for completion March/April 06) which will be presented to the LSCB in due course.

(JD/ MA)

Manager QA Team, Children's Services, SBC (Steph McQuade) is keeping up to date on the development of the regional procedures and will be attending the inaugural meeting shortly.

(SM)

Item 5 – the barrister's advice is that it is unlikely that the LSCB would be successful in preventing the disclosure of the overview report on SS to the coroner. The Police and PCT have indicated that they will make their records available. Members requested that it be made clear that third party information must be protected (the coroner is offering to do this re SS) and that cases should be reviewed individually.

AOB – The Sanctuary is moving from its current location to the Gables (Gablecross). The aim is to ensure facilities are equivalent to those currently offered and they are to be inspected shortly.

4. Communications to the Board

- A letter was received from Dr John Eastgate regarding under age drinking and child protection. The LSCB is now the key agency in relation to the licensing act. Deputy Director of Public Health, Lynda Wearn, reported that the Community Safety Partnership is developing an alcohol strategy, aimed at restricting sales of and access to alcohol for young people. GPs should write to Celia Carrington at Trading Standards if specific shops are

LSCB Mgmt Group / LW

identified. A report will be brought to LSCB (approximately 6 months).

- Both Swindon College & New College have offered LSCB representatives – they have been asked to agree a way forward between them.

A letter has been received re. the SW Region 'Child Deaths Pilot' asking for a link person (Manager QA Team, Children's Services, SBC - Steph McQuade – was suggested) and social worker. S&MNHST are also contributing. They will need reports on child deaths not covered by SCRs, e.g. perinatal, RTA, etc. This provides a route towards looking at this element of the LSCB's responsibilities prior to 2008.

5. Swindon LSCB – Structure & Launch

Constitution

The constitution was ratified by the LSCB with the following recorded notes and amendments:

2.1.4 – GP Liz Mearns asked that it be noted that she cannot make commitments on behalf of all GPs.

2.1.6 – amend to show that the LSCB should link to

- Children's Trust Board
- PCT Board
- Adult Services
- Community Safety Partnership (including the Domestic Violence Forum)

It will further consider other links within the wider community to enable it to fulfil its functions.

6.1.1 – Borough Solicitor (Andrew Ferguson) is to provide an amended statement about the Legal Advice he can provide.

Appendix 8 – the Children's Trust Board diagram is not finalised and will change.

A letter is to be sent to all members asking them to indicate formally who is to be their nominated substitute (see 2.1.5). In the case of the PCT and S&MNHST, who both have two representatives (including the Designated Doctor and Designated Nurse), it was agreed that one further person should be identified to act as nominated substitute.

Group Director, Children, SBC (Hilary Pitts) alerted the LSCB to a possible conflict of interest in chairing both the Children's Board and LSCB but will continue in both roles until the position is clearer.

Conference & Launch

This will be an opportunity for multi-agency staff to find out about the LSCB. Because of the JAR, it was agreed that this should be held in September/October. Suggestions for speakers included Al Aynsley-Green, Sir Michael Bichard, Dame Butler-Schloss and Peter Gilroy.

The day should be organised around speaker availability, with a long morning, displays, workshops around a key theme and lunch.

Action

LSCB Mgmt Group

GD

AF/GD

HP/GD

GD

LSCB Mgmt Group

Web Site

The proposals for the LSCB web site were approved in principle. The following feedback was given:

Visual concept

- If possible, the image should encompass age range (baby to teens), ethnicity, gender and disability – it was acknowledged this may be difficult in the key image and could be addressed through other images used throughout the site. GD
- There should not be any logos on the front page except that of the LSCB, though partner logos will be included elsewhere. GD
- The tag line 'Safeguarding Swindon's Children' needs to be visually stronger. GD

Content

- The ideas for content were approved, with some changes in ordering of pages. GD
- An alternative term should be used instead of 'professionals' to encompass voluntary groups, Scout Leaders, etc. who might not identify with the term. GD

Member Induction & Child Protection Training

It was agreed to hold a member induction day on Thursday 25 May along the lines suggested (copy of proposal attached).

- It will be open to members and nominated substitutes – other team members will have the opportunity to find out more about the LSCB at the Launch (see previous page).
- Head of Safeguarding (Julie Downey) is to take this forward, with support from Designated Doctor (Janet King) and LSCB Business Manager (Gina Dennis). JD / JK / GD
- As far as possible the day will draw on our own expertise.
- In particular, it was requested that it clarifies expectations of members and some understanding of why their participation in the LSCB is important.

6. LSCB Business

ACPC/LSCB Annual Report 2005/6 & Business Plan 2006/7

Excerpts from the first draft were reviewed, with particular emphasis on the Business Plan. The following comments and amendments were made:

- 'By When' should always be specific – no 'ongoing' items. GD
- Director C & F (Jean Pollard) is to draft an additional bullet point under 'Key Objectives by Function' around the more pro-active role regarding QA. JP

- A section on key risk areas is to be added in – the Group Director, Children (Hilary Pitts) has a template, which she will pass to the LSCB Business Manager (Gina Dennis).

Action
HP / GD

Additional amendments and corrections were made to the detail of the plan. The Management Group will further review an updated draft.

GD / LSCB
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Finance and Funding

There was some discussion of the difficulty in establishing a guaranteed % formula and funding stream when agencies own funding is not stable, particularly the smaller agencies.

For this year, Connexions Chief Executive confirmed funding of £5,000. This leaves the Police contribution still to be established. The Group Director, Children (Hilary Pitts) will contact them.

HP

There will be some carry forward from the current year, due mainly to the under spend on training as a result of the Training Officer's long-term sickness (see written report). Some of this is being committed to the training needed to 'catch up' with the LSCB's planned training.

7. Amalgamated Child Protection Inspection Plan

Papers were circulated prior to the meeting bringing together the health and children's services recommendations from the Child Protection Inspection. These fall into five key areas:

- ACPC/LSCB
- Registration
- Operational Guidance
- Training
- Serious Case Reviews

Monitoring of this joint agency action plan should be added into the LSCB Business Plan and appropriately cross-referenced.

GD / LSCB
Mgmt Group

8. Bichard Report

From the paper circulated prior to the meeting, Director C & F (Jean Pollard) highlighted the following specific issues:

- access to training regarding vetting in schools
- referring under age sex to the police
- recording decisions not to refer to the police

An adapted version of this paper may be needed for head teachers - Director C & F (Jean Pollard) is to assess this.

JP

An update is needed from the Police for the next meeting, including new vetting procedures.

KM

9. LSCB Training Update

- 15/16 March CP 1 is going ahead and is oversubscribed.

Action

Other training being planned for the next few months includes:

- Child Protection and Supervision
- Serious Case Reviews
- Assessment Framework
- See the Adult See the Child
- Challenging Other Professionals
- Secure Orders
- Conferences and Core Groups
- Domestic Violence
- Working With Neglect

Further dates are available and it is hoped to run CP2.

10. Serious Case Reviews Briefing

This was deferred – information on the process will be included in the LSCB Member Induction day.

11. AOB

- Representation on the LSCB Management Group – clarification is needed as to who will be the PCT's CEO delegated representative for this group and as to the Education representative. PCT / HP
- There have been some promotions that may change police representation at LSCB - Director C & F (Jean Pollard) will clarify this to the LSCB Business Manager (Gina Dennis). JP
- Area Children's Services Manager, NSPCC (Trish O'Donnel) brought it to the board's attention that the action plan for the Domestic Violence strategy needs re-writing for Swindon and that the LSCB needs to be involved (the Community Safety Partnership are picking this up). The LSCB Management Group are to look at this and the Deputy Director of Public Health (Lynda Wearn) will liaise with Director C & F (Jean Pollard). LSCB Mgmt Group / LW / JP
- Director C & F (Jean Pollard) was invited to talk to Avon & Wiltshire Partnership Mental Health NHS Trust's Child Protection Forum.
- A special LSCB Meeting was called to receive the overview report from Serious Case Review KB (see below) LSCB

The next LSCB meeting will be held on:

Tuesday 13 June 2006, Committee Room 2, Civic Offices, 1.30 – 4.30pm

There will also be a Special LSCB Meeting to receive the overview report from SCR KB on:

Tuesday 11 April 2006, Committee Room 2, Civic Offices, 1.30 – 2.30pm

LSCB Management Group meetings will be held on:

*Tuesday 11 April 2006, Committee Room 2, Civic Offices, 2.30 – 4.30pm
&*

Tuesday 9 May 2006, Committee Room 5, Civic Offices, 1.30 – 4.30pm