



Minutes of Herefordshire Safeguarding Children Board

Wednesday 25 April 2017 - 1.30 to 4.30pm
Herefordshire Group Training Association, Holmer Road Hereford

Present:		
Sally Halls	SH	Independent Chair, Herefordshire Safeguarding Children Board
Chris Baird	CB	Interim Director of Children's Wellbeing Services, Herefordshire Council
Margo Evans	ME	Manager, Oaks Ltd Childrens Centre - Early years representative
Sue Thomas	ST	Superintendent, Local Policing Commander for Herefordshire, West Mercia Police
Sian Bailey	SB	Headteacher, Blackmarston School - Special Schools representative
David Cookson	DC	Deputy Head of Service, National Probation Service (left 3.35pm)
Alison Curson	AC	Deputy Director of Nursing, 2gether NHS Trust
Jocelyn Anderson	JA	Chief Executive Officer, WMRSASC representing HVOSS
Richard Hibbs	RH	Lay member, HSCB
Dr Sally Stucke	SS	Designated Doctor, Herefordshire CCG
Lynne Renton	LR	Deputy Director of Nursing, Herefordshire CCG
Adam Scott	AS	Assistant Director, Safeguarding and Family Support, Herefordshire Council
Tim Knapp	TK	Headteacher, Whitecross School, Secondary schools representative (left 3.50pm)
In attendance:		
Steve Eccleston	SE	Manager, Safeguarding Boards Business Unit
Lisa Beavan	LB	Learning & Development Officer, Safeguarding Boards Business Unit
Ed Hughes	EH	Business Support Coordinator, Safeguarding Boards Business Unit
Alison Chambers	ACh	Hoople Ltd, Chair of Training & Workforce Development subgroup (attended for item)
Apologies:		
Debra Baldwin	DB	Director of Personnel and Senior Designated Safeguarding Person, Herefordshire and Ludlow College - FE Colleges representative
Anne Owen	AO	Interim Executive Lead Nurse, CCG
Mandy Appleby	MA	Head of Safeguarding and Principal Social Worker, HC
Steve White	TC	Service Manager, CAF/CASS
Lucy Flanagan	LF	Director of Nursing, Wye Valley NHS Trust
Sue Coleman	SC	Chief Executive, West Mercia Women's Aid
Helen English	HE	Quality and Safeguarding Lead, NHS England
George Branch	GB	Assistant Chief Officer, Warwickshire & West Mercia CRC
Councillor J Lester	JL	Lead Member, Children's Wellbeing (participant observer)
Councillor J Hyde	JH	Cabinet support, Children's Wellbeing (participant observer)

1.	Introduction	
	The Chair welcomed all to the meeting and introductions were made.	

2.	Minutes of last meeting, matters arising and action log	
	<p><u>Minutes of the last meeting</u> The minutes of the last meeting on 25.01.17 were approved as an accurate record.</p> <p><u>Matters arising from the minutes</u> None</p> <p><u>Action Log</u> See below for actions that are still outstanding. All other actions were closed / completed and removed from the main log.</p> <p><u>Outstanding Actions</u> Action No. 60 (17/10/2016) Ref. 4.2 Early Help (Perpetrator Programme review) Ongoing - Jon Roberts, Chair of DVA Sub Group has now received the closing report on the programme from Herefordshire Housing, and has requested further detailed information from HH which has not yet been provided.</p> <p>Action No. 68 (25/01/2017) Ref. 4.2 Addaction Assurance Report - Review how many Addaction service users have children, and feed back to the Board via the business unit. Ongoing – Business Unit awaiting figures</p> <p>Action No. 69 (25/01/2017) Ref. 4.2 CSE Strategic Group - Criminal Justice agencies (YJS/CRC/NPS) to discuss arrangements for representation on the CSE Strategic group. Ongoing – David Cookson to follow up on behalf of NPS</p>	
3.	Serious safeguarding incidents	
	<p>SB informed members that she was involved in a significant referral where the response from MASH could have been quicker. The matter will be escalated to Children’s Social Care by SB.</p> <p>JA raised the issue of ‘peer on peer’ abuse, amongst school pupils and it was discussed by members. It was noted that victims are being put back into classes with alleged perpetrators.</p> <p>Members noted that there is no clear guidance throughout Herefordshire or in the wider West Mercia region; TK added that schools are left to manage the issue to the best of their ability, and that guidance would be welcomed.</p> <p>It is unclear whether child protection strategy meetings are taking place in every such circumstance.</p> <p>JA agreed to provide relevant case details to SE, to assist in the development of clear guidance for managing peer on peer abuse within schools. Herefordshire is leading this development on behalf of the four West Mercia LSCBs.</p>	

4.	Neglect Strategy	
4.1	<p>SE introduced a discussion on the Neglect Strategy by outlining that the development of the strategy was an outcome from the recent Serious Case Review.</p> <p>Members were asked to consider the following three questions:</p> <ol style="list-style-type: none"> 1. Is the Board content with the draft strategy? 2. Will the scorecard provide the necessary information? 3. What are the key actions for the Task and Finish group delivery plan? <p>The feedback was noted separately and it was agreed that SE would incorporate this into the strategy, and circulate the updated strategy to board members for comment. It was also agreed that if no comments were received that would be taken as approval by members.</p> <p>Members agreed the recommendation to adopt the strategy following revision, and to monitor progress in relation to implementation via the Executive Group. It was further agreed that the delivery plan would be considered at HSCB in July, the strategy would be launched in autumn at the HSCB conference, and that progress with this priority would be reviewed at every HSCB meeting.</p> <p>In order to progress this priority, it was also agreed that the current Policies and Procedures subgroup would drive and oversee the delivery plan for at least the next 6 months. This will include agreement and launch of an assessment tool, training on the use of the tool, running the scorecard from now (i.e. end 2016/17) as a baseline against which to measure progress, and reviewing the thresholds of need document.</p> <p>Action – SE to revise the neglect strategy in light of the feedback from Board members and circulate to HSCB members for final comment/ approval.</p>	SE
5.	Scrutiny / Assurance	
5.1	<p><u>Neglect focus group results</u> LR gave a verbal update on the results of the neglect focus group. The focus group was useful; discussions identified challenges between agencies, including on appropriate levels of information sharing. A slow pace of response to neglect was also evident in some cases.</p> <p>A report will be produced for the HSCB Executive Group, which will inform the work of the neglect task and finish group.</p> <p>Action – LR to complete and present a report on the conclusions and recommendations from the neglect focus group to Exec Group (23 May) for consideration, and incorporation as appropriate into the neglect strategy implementation plan.</p> <p><u>Performance Scorecard</u> LR updated members on the continuing difficulties with obtaining data from certain agencies, and reminded members that they have a responsibility to ensure that information which is already collected, is shared, and that failure to provide data is a failure for the board. The board needs to assure itself of effective working and a key part of this is the ability to consider data.</p>	LR

	<p>A greater degree of information and analysis is needed from each agency, as up to now there has often been insufficient intelligence and analysis with supplied data.</p> <p>The following agencies were identified as being key for the provision of baseline data:</p> <p>Herefordshire Council West Mercia Police Herefordshire CCG / Health</p> <p>CB noted that Children’s Wellbeing would share their quarterly data, and ST agreed to follow up with Police measures.</p> <p>It was also agreed that in future the data would be reported to Board in the form of a quarterly highlight report with exceptions including non-provision of data.</p>	
6.	Delivering the HSCB Business Plan:	
	<p><u>Executive report</u> SE presented the Executive Report to the Board, with updates on the following:</p> <ul style="list-style-type: none"> - Areas of risk - Board priorities - Reports from Sub Groups - HSCB Effectiveness <p>Other items were covered as agenda items.</p> <p>Following the Executive Report, AS gave a verbal update on the Practice Learning Review (PLR) process, specifically on issues around Chairing.</p> <p>More Chairs are needed for PLRs, and this need is becoming particularly acute as often finding a suitable Chair is made more challenging by the fact that they cannot represent an agency which is involved within the PLR.</p> <p>Two solutions were proposed as follows:</p> <p>To form a larger pool of talent with the other Safeguarding Boards within the region, with reciprocal arrangements for Chairing PLRs region-wide.</p> <p>To widen the Herefordshire group of potential Chairs from just members of the Case Review Subgroup, to include all board member agencies.</p> <p><u>Regional policies update</u> SE presented the Regional Policies Update Report to the Board, outlining the change to hosting for HSCB procedures from 31 March following the award of the contract to a new provider. No issues have been reported regarding the changeover.</p> <p>The report was noted, though it was felt that delegation of decision making needs further clarification within the Board’s Constitution.</p> <p>In relation to regional policies, it was also noted that the Border Agency is looking to set up a single memorandum of understanding for all SCBs in the</p>	

<p>6.1</p> <p>6.2</p>	<p>region. The draft MoU will be circulated to Board members for information and comment.</p> <p>The draft regional Section 11 tool will be circulated to Board members and QA subgroup members for information. Further updates will be provided as this project develops.</p> <p>Action - Circulate the proposed memorandum of understanding relating to the new regional procedures to Board members for information and agreement.</p> <p>Action – Amend the Constitution to clarify decision-making in relation to regional and cross border matters.</p> <p><u>2017/18 budget report</u> SE presented the budget report to the Board, covering the following:</p> <ul style="list-style-type: none"> - The final HSCB/HSAB/HCSP Budget position for 2016 – 2017, and - a proposal for the funding of the HSCB/HSAB/HCSP in 2017 – 2018, including level of partnership contributions. <p>The report was noted and the following recommendation was agreed:</p> <p>That the Herefordshire Safeguarding Children Board supports the recommendations within the report (Appendix B), particularly that partnership contributions remain unchanged for 2017 – 2018, but that in relation to recommendation (iii) and the future funding of SCR’s and SAR’s, the HSCB await the work to be completed as requested by HSAB before a final decision is made in relation to that specific recommendation.</p> <p><u>Revised training and workforce development strategy, and CPD online terms and conditions of booking</u></p> <p>AC presented a revised training and workforce development strategy, and proposed changes to CPD online terms and conditions of booking.</p> <p>The Training and workforce development strategy was noted</p> <p>The changes to CPD online terms and conditions of booking, including the introduction of cancellation charges in particular circumstances, were agreed.</p>	<p>SE</p> <p>SE</p>
<p>7.</p>	<p>Any Other Business</p>	
	<p><u>Peer Review June 2017</u></p> <p>CB gave verbal information about the proposed peer review process, which comprises a casework review in June 2017 and a full safeguarding review in September. The latter will involve partners. Further details will be circulated once they are available.</p>	

	<p><u>Terms of reference - HSCB QA Subgroup</u></p> <p>LR presented proposed revised terms of reference document for the Quality Assurance (QA) subgroup. These were agreed.</p>	
	<p>Meeting closed at 4.15</p> <p>Date of future Board meetings:</p> <p>10 July 2017 9.30am to 12.30pm Bromyard and Sutton Rooms Plough Lane</p> <p>09 October 2017 9.30am to 12.30pm Bromyard and Sutton Rooms Plough Lane</p> <p>15 January 2018 9.30am to 12.30pm Bromyard and Sutton Rooms Plough Lane</p>	