

**Minutes of the Herefordshire Safeguarding Partner's Board  
Monday 18 November 2019 3.00pm – 4.30pm  
Goodrich Room, Plough Lane, Hereford**

**Present:**

Liz Murphy Sue Thomas	Independent Chair Superintendent, Local Policing Commander for Herefordshire, West Mercia Police
Chris Baird Ellen Footman	Director for Children & Families, Herefordshire Council Head of Safeguarding, Designated Nurse for Safeguarding Children and Adults, NHS Herefordshire Clinical Commissioning Group

**In attendance:**

Ed Hughes (minutes) Philippa Granthier	Business Support Co-ordinator, Safeguarding Business Unit Interim Business Manager, Safeguarding Business Unit
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Item		Action
	<b>Welcome</b>	
	<p>The Chair welcomed all to the November Herefordshire Safeguarding Partner's Board meeting.</p> <p>LM informed members that Cath Thomas, (Head of Service, Safeguarding and Review) is currently writing a funding bid to the National Exploitation Centre. She will be asking partners for information on partnership working, by the closing date, which is tomorrow.</p> <p><b>Action – all partners to respond to Cath with requested information.</b></p>	<b>ALL</b>
1.	<b>Minutes of the previous meeting, action log and matters arising</b>	
	<p><u>Minutes</u> The minutes of the previous meeting on 23 October were approved as an accurate record.</p> <p><u>Action log</u> Members considered the following outstanding actions from the action log: (updates in bold)</p> <p>Action No 3 (10.09.19 ref 4.2) <i>Harmful Sexual Behaviour - PG to look at Business Unit funding reserves, and relevant procurement rules to look at feasibility of funding the NSPCC Support Package for HSB. Also ST agreed PCC funds are available.</i> <b>Complete. NSPCC Support Package ordered, funded entirely from Business Unit reserves. The launch meeting is planned for January 2020.</b></p> <p>Action No 14 (23.10.19 ref 3.1) <i>Case Review Final Sign Off - PG to amend the Terms of Reference for the Quality and Effectiveness Group to reflect this agreed process.</i> <b>Not yet completed; to be completed and presented to Dec 19 QE meeting</b></p>	

	<p>Action No 15 (23.10.19 ref 4.1)  <i>Finance / Funding - PG to draft letter, and pass to Chief Executive for signature, before circulating to partners.</i></p> <p><b>In progress; LM asked for further discussion on this at the end of the meeting.</b></p> <p><b>It was subsequently agreed that a report on the review of the Business Unit would be completed by end of November (PG).</b></p> <p><b>Draft budget to be developed alongside this report and letter sent as previously agreed to inform budget setting within partner agencies that will take place in Dec 19 (PG)</b></p> <p>Action No 19 (23.10.19 ref 7.2)  <i>Development &amp; Practice Group - Key members of the Development and Practice Group to update the neglect strategy and accompanying action plan virtually, thus avoiding the need for an additional meeting.</i></p> <p><b>Will be discussed under item 2a. below.</b></p>	
2.	<b>Partnership Business</b>	
	<p>a. <u>Business priorities</u></p> <p>Members considered the existing business plan which runs to March 2020 with 4 priorities:</p> <ul style="list-style-type: none"> <li>• Neglect</li> <li>• Child Exploitation (CE)</li> <li>• Children with Disabilities</li> <li>• Early Help</li> </ul> <p>PG advised the plan has not been updated since May 2019, and many of the actions are rated green. Any outstanding actions from each of the previous HSCB sub-groups were captured in closure / handover reports to the new arrangements. These are currently being developed into an action plan for the remainder of the year.</p> <p>LM sought clarity around governance; the partners advised that;</p> <ul style="list-style-type: none"> <li>• child exploitation activity and oversight has been assigned to the CE group which reports to the Community Safety Partnership. Harmful sexual behaviour has a specific task and finish group established and this sits under the CE priority</li> <li>• The children and young people’s partnership has specific groups and activity that address both children with disabilities and early help.</li> </ul> <p>Partners agreed that the priorities and activity of this partnership needed further work and clarity.</p> <p>CB had shared feedback following a review into child protection work by Essex County Council which highlighted their view of evidence of a risk averse approach and an expectation of cases coming into social care (and some cases open at a higher threshold of intervention than appeared necessary). This raises questions again about staff across the partnership understanding and correctly applying the thresholds guidance. This area should be a critical element of the work of safeguarding partners but does not appear as a standalone priority, although members reflected that many of the actions under the early help priority actually referred to thresholds and levels of need.</p>	

<p>2.1</p> <p>2.2</p> <p>2.3</p> <p>2.4</p>	<p>ST highlighted that there is ongoing dialogue across West Mercia Police on thresholds / levels and the understanding of them.</p> <p><b>Action - CB to ask Liz Elgar to present the feedback from Essex at the next Quality &amp; Effectiveness group meeting on 6 December.</b></p> <p>The new business plan needs to be agreed before the end of March 2020, incorporating the priorities for next year.</p> <p><b>Action - It was agreed that PG will lead on the production of the new plan.</b></p> <p>Members discussed the need to update the neglect strategy. It was felt that there should be a clear lead identified for neglect who would take forward the priority area across the partnership including development of the strategy.</p> <p><b>Action – CB to identify a lead for neglect</b></p> <p>LM advised that other work appeared to be happening on Adverse Childhood Experiences (ACE) and that this should be incorporated into the neglect priority area. She also noted that the neglect strategy is often led by Public Health.</p> <p>b. <u>Engagement of children &amp; young people</u></p> <p>PG informed members that the Development &amp; Practice Group have been tasked with developing an engagement strategy but had requested further clarity from the partners as to what was required as need to be clear on why engagement is being done, and what is taking place.</p> <p>After discussion, it was agreed that a framework of principles and activity is required:</p> <p><b>Action - Development &amp; Practice Group to create a framework on ‘engagement of children &amp; young people’ to include what is already in existence (existing groups and mechanisms) and further recommendations as to what else should be in place that is purposeful. This to be drafted for Q&amp;E group consideration before approval by the partners in March 2020.</b></p>	<p>CB / EH</p> <p>PG</p> <p>CB</p> <p>D&amp;P Group</p>
<p>3.</p>	<p><b>Governance</b></p>	
	<p>a. <u>Risk Register</u></p> <p>Members agreed for this to be discussed at the Quality and Effectiveness Group in Dec 19 and for red risks to be escalated to the SPB in future.</p> <p>b. <u>Performance Data</u></p> <p>Members discussed the issue of providing performance data from across the partnership in future. LM challenged why data is not being provided given the data exists within the agencies. WMP collect data on a Force footprint and work is taking place to agree what data needs to be provided in future on a local basis. It was agreed that partners would submit what data is available now and EF will be copied into the requests to health providers so CCG can help unblock any issues:</p>	

3.1	<p><b>Action - Police, CCG, Wye Valley NHS Trust, Herefordshire Mental Health &amp; Learning Disability Services, and Local Authority Childrens Social Care and Education to provide Quarter 2 2019/20 data by 29 November so that it can be presented at the next Quality &amp; Effectiveness group meeting on 6 December.</b></p> <p>c. <u>Outstanding Audit Actions</u></p> <p>Members agreed for this to be addressed at the Quality and Effectiveness Group</p> <p>d. <u>Understanding and application of thresholds</u></p> <p>This was discussed under agenda item 2a Business Priorities and will be addressed in Business Plan 20-21.</p> <p>e. <u>Budget 2020-21</u></p> <p>Members agreed to discuss this at the end of the meeting.</p>	ST/EF/ CB/PG
4.	<b>Approval</b>	
4.1	<p>a. <u>Partnership Summit Draft Agenda</u></p> <p>Members discussed the draft agenda for the first partnership summit, which is on the theme of 'resolution of professional disagreements'.</p> <p>LM said that she felt the current policy is skewed towards children's social care, and feedback suggests that many professionals are either unaware of the policy, don't think it will make a difference, or are fearful of repercussions if the policy is used.</p> <p>Members discussed the issues around engagement and ownership of the partnership and its priorities; feedback from the new groups has been of a lack of clarity around roles and purpose. The three partners need to agree and set out the core purpose, principles and behaviours that are expected. Having the three partners at the summit is important, to reinforce the message that all are expected to engage and contribute to the work of the partnership.</p> <p>The audience for the summit was discussed and it was decided that there should be a morning session re the partnership aimed at all staffing levels from strategic managers to practitioners. The case work activity on the escalation policy could be a practitioner event in the afternoon.</p> <p><b>Action – PG to work on the detail, involving partner reps from Q&amp;E and D&amp;P groups as necessary.</b></p>	PG
4.2	<p>b. <u>Quality Assurance Framework</u></p> <p>PG provided a verbal update that this had been drafted and circulated to nominated members of the Q&amp;E group. The Q&amp;E group would consider the document at its meeting on the 6 December, for approval at this board in January 2020.</p> <p><b>Action – Consideration of the Quality Assurance Framework to be agenda item in January 2020; EH to add to the forward plan for SPB</b></p> <p>c. <u>Serious Case Review 'Harry' Report</u></p>	EH

<p>4.2</p> <p>4.3</p>	<p>EF presented the Serious Case Review report for approval. Members agreed that the recommendations were not clear and did not fully address all the issues that were raised in the body of the report.</p> <p><b>Action – EF to write to the report author for further work to be undertaken in drafting recommendations that directly addressed all the issues raised in the report.</b></p> <p><b>Action – EF to present amended report for consideration at the next board on the 18 December 2019</b></p>	<p>EF</p> <p>EF</p>
<p>5.</p>	<p><b>Messages to / from partnership groups</b></p>	
<p>5.1</p>	<p>No partnership group meetings had been held since the last SPB</p> <p>In light of discussions throughout the meeting it was agreed that it would be beneficial for the partners and the chairs of all the groups to meet to set out what is expected of the Chairs and the groups, and their roles. This should be arranged before the Quality &amp; Effectiveness Group meeting on 6 December, but if that is not possible then before the next partners meeting on 18 December.</p> <p><b>Action – Safeguarding Business Unit to arrange this meeting between Partners and Group Chairs.</b></p>	<p>EH</p>
<p>6.</p>	<p><b>Information items</b></p>	
	<p>Members noted the Joint Case Review Report</p>	
<p>7.</p>	<p><b>Any Other Business</b></p>	
	<p><u>Logo ideas from design team</u> Members considered proposed logo ideas for ‘safeguarding children and young people in Herefordshire (SCYPiH). It was agreed that the Safeguarding Business Unit should make a recommendation for the next partners meeting. It would be sensible to have some synergy with the existing Safeguarding Adult Board logo.</p> <p><u>Regional Safeguarding Discussion Paper</u> The Regional Safeguarding Discussion Paper was noted.</p> <p><u>2020-21 Budget</u> The 2020-21 budget was discussed but not minuted.</p>	

Date of next meeting – 18 December 2019.