

City of York Safeguarding Children Board

Board Meeting Minutes

Date:

13th December 2017

Venue:

Snow Room (GO35) West Offices

Present:

(SW) Simon Westwood, CYSCB Independent Chair

(SS) Dr Sarah Snowden, Vale of York Designated Doctor for Safeguarding Children

(FM) Fiona Mockford, Head of Safeguarding York Teaching Hospital

(KH) Karen Hedgley, Designated Nurse for Safeguarding Children VoY CCG

(JA) Jackie Adams Named Nurse Safeguarding Tees, Esk and Wear Valleys represented (KA) Karen Agar, Associate Director of Nursing, TEWV

(JB) Juliet Burton, CYSCB Business & Performance Manager

(SR) Cllr S Rawlings, Lead Member, CYC Councillor

(JS) Jon Stonehouse, Corporate Director of Children, Education and Communities

(ER) Eoin Rush, Assistant Director, Children's Services

(SA) Sarah Armstrong, Chief Executive, York CVS

(BT) Barry Thomas, Lay Member

(JC) Jemma Cormack, Safeguarding Manager NYP (representing Lisa Winward Deputy Chief Constable NYP)

(KM) Kim McDonnell, Service Manager, CAFCASS

(KMc) Kevin McAleese, Independent Chair Safeguarding Adults Board (representing Kyra Ayre(KAY) Head of Service Adult Safeguarding

(CB) Cathy Brown, CYSCB Performance & Governance Officer (Interim)

(DR) Debra Radford, NSPCC, Children's Service Manager

(WB) Will Boardman, Strategy & Policy Group Manager (People & Neighbourhoods)

(CW) Caroline Williamson, Schools Safeguarding Advisor

(NMcV) Niall McVicar, Head of Early Help and Local Area Teams

(TH) Tricia Head, Head Teacher, Danesgate Community

(MG) Matthew Grant, CP Lead St Peters School

(EW) Emma Wilkins, Senior Probation Officer (representing Louise Johnson)

(LE) Lisa Egginton, Nursery Manager (representing Sarah Armstrong CEO CVS for the first half of the meeting)

(MP) Marie Pearson Business Support – Minutes

Apologies:

(MP) Melanie Perara, Deputy Head of Legal Services

(LD) Laura Davis, Workforce Development Adviser, CYSCB

(MC) Michelle Carrington, Chief Nurse of Vale of York CCG

(ZL) Zoe Lightfoot, Head Teacher, Hempland Primary Academy

(AD) Anita Dobson, Senior Public Health Manager

(KA) Kyra Ayre, Head of Service, Adult Safeguarding (Kevin McAleese attending)

(LW) Lisa Winward DCC, North Yorkshire Police (was represented by Jemma Cormack Safeguarding Manager NYP)

(NC) Nigel Costello, Superintendent

(TB) Tom Brittain, Head of Housing Services

(LJ) Louise Johnson, Head of Area, North Yorkshire National Probation Service NE Division (was represented by Emma Wilkins, Senior Probation Officer)

(DE) Dot Evans, Head of Social Work Practice, Children's Social Care

(SH) Sarah Hill, Chief Executive, IDAS

(AF) Amanda Flanagan, Manager for Children and Young people IDAS

(MF) Martin Farran, Director of Adult Social Care

(AR) Amanda Robson, Senior Nurse NHS England Yorkshire & Humber

(MR) Megan Rule, Communications Manager, Communities & Neighbourhoods

(VO) Vikki O'Brien, Community Director, CRC (Community Rehabilitation Company)

1. Introductions and apologies.

2. Draft Minutes and Actions from 27th September 2017

The minutes of the last meeting were discussed and the following amendments were requested.

JA highlighted that Kyra Ayre and Karen Agar had the same initials so it was not always clear sometimes who the minutes referred to. *Kyra Ayre to be K Ay.*

Page 9 CCG staff has received safeguarding training that is beneficial.

Page 10 change wording to *JS highlighted that there was much more focus on the Healthy Child Service (instead of Health) in CQC report.*

Page 11 York Teaching Hospital Foundation Trust - 1st bullet point of challenges should read *recalling and relaying information* not 'relying'.

With above amendments the minutes were agreed as accurate.

Action 270917/1: SW will discuss with Jon Stonehouse how best to seek a nomination for the Secondary School representative on the Board.

JB has spoken to Maxine Squire (Assistant Director Education & Skills) regarding this. This request for a secondary school representative has been sent to all head teachers with no response. MS is now trying to find a Deputy Head or Designated Lead. JB/MS are waiting for a response. **Still outstanding.**

Action: 270917/2 NMcV to check the membership of the LADP (Local Area Delivery Partnership) to determine whether there are representatives from CAMHS/TEWV are present. There are now representatives on the membership.

Action complete.

Action 270917/3 Karen Agar to send details of the PAMIC Tool to the Safeguarding Adults Board.

JA confirmed that she has checked with Karen Agar and details of the PAMIC Tool have been sent, however Kevin McAleese advised that he has not seen any correspondence relating to this. *JA to ask KAg to reissue and cc KMc.*

Action 270917/4 JS to arrange for an Assurance Report on the 0-19 Healthy Child Service to be brought to the February 2018 Board Meeting. **Action complete**

3. Chair's Update.

SW thanked Eoin Rush who was attending his last meeting before leaving CYC for being a strong, positive member of the Board, an effective Chair of PDSG and for his consistent early notification to the Chair of sensitive issues.

SW confirmed that it has been agreed that Dot Evans Head of Social Work Practice, Children's Social Care will take over as Chair of PDSG.

Debra Radford Service Manager NSPCC will Chair the CSA& E/Missing from Home Subgroup.

CORAG (Chief Officers Reference and Accountability Group) will continue next year and the 18/19 budget contributions from NY police, the Council and CCG have been agreed.

The funding from CAF/CASS and Probation has not yet been discussed.

Board arrangements:

- The Chair's report, Planning for Future arrangements, on today's agenda once amended and agreed by the Board will inform the decision-making group of the 3 statutory partners (LA, Police and CCG). Jon Stonehouse, Lisa Winward & Michelle Carrington are to meet in January 2018 to discuss this.

There is an opportunity to suggest changes to the draft statutory guidance by responding to the DfE consultation which ends on 31.12.17

Nationally there are differing views on the CDOP (Child Death Overview Panel) and who, from health, should lead e.g. whether it should be led by Public Health.

SW advised that the Working Together guidance must go through the parliamentary process and there is still a possibility that because of the Brexit

process the guidance could get pushed back.

SW advised that OFSTED have completed their inspections of LSCB Boards and 68% this year are either good or outstanding.

There is a need for the Board to contribute and support mental health in schools. It was highlighted that there is a Mental Health Strategy Group in which strategic partners and young people will have input. JS advised that the Child Education & Scrutiny committee reviews how schools deal with mental health situations in schools.

It was mentioned that the School Wellbeing Service has been very positive. There will be a need evaluate what has been achieved in the last 4 years since the last evaluation by the Scrutiny Committee.

Action: 13/12/17/01 JB to circulate to Board members the consultation on the Green Paper “*Transforming young people’s mental health provision*”

JS advised that John Thompson (Head of Secondary School Improvement) is going to speak about this to the Mental Health Scrutiny Review. The Head Teacher from Huntington School will attend along with representatives from the Youth Council.

4. Priority Delivery Scrutiny Group (PDSG) with sub-group highlights

ER felt that we still need assurance that issues around Domestic Abuse for children and young people which were the subject of a CYSCB report are being picked up by Safer York Partnership.

JB highlighted that it is an item on the CYSCB Forward Agenda for Feb 18. The CYSCB report on DA has sent to the Safer York Partnership and the Joint Coordinating Group.

JS stated that he is to attend the next SYP meeting and that the item is on the agenda.

CSA&E / MfH Subgroup

The subgroup believes that Sexually Harmful Behaviour is a key issue and is establishing a multi-agency subgroup to address this. The prevalence of, and knowledge about, the sexual abuse and exploitation of disabled children is to be

explored further. SW agreed that it should be looked at in a broader sense.

Local Area Delivery Partnership (LADP)

NMcV provided an update. NMcV advised that the key issue was the membership. The membership has been reviewed along with the structure of the meeting and meeting dates have been set for next year. The right mix of people are now attending but not all at the same time. SW suggested that SA or NMcV should have dialogue with agencies about their capacity to attend.

Case Review Group (CRG)

There has been good progress made against the Child A Learning Lessons Review Action Plan

An extraordinary meeting has taken place which focuses upon 2 children, a victim and a perpetrator but CRG decided that it does not meet the criteria for a Serious Case Review. This has been endorsed by the Independent CYSCB Chair and the decision is to be sent to the National Panel of Independent Experts on SCRs.

There has been no information about progressing the serious incident review which is to be undertaken by NHSE. No final Terms of Reference has been received; the ToR is still in draft.

Action: 13/12/17/02 KH will chase up progress of Review and final Terms of Reference with NHS England for the incident review

SW asked KH to remind NHSE that we have notified the National Panel and that the National panel will be expecting a progress report on this.

Neglect

JS advised that there has been good presentation from Public Health on progress on dental health for children in York. There is now a better understanding of the data on this. The Chair was pleased that this demonstrated the effectiveness of the Board's challenge as this was raised as a key indicator three years ago.

VOIG

There is now a SEND (Special Educational Needs Designated Officer) on the membership list and good school representation.

Voice and Involvement Strategy is ready for reviewing. The Strategic Partnership Mental Health is going to be consolidated within the VOIG strategy. There was a very successful Secondary Voice Event and there was excellent feedback from young people regarding this.

A young persons' version of the CYSCB Annual Report is very nearly in final draft.

Learning and Development

SW advised that there is a capacity gap between the demand for training, highlighted by the Learning Needs Assessment, and funding to meet all those requests. Therefore a decision needs to be made on prioritisation. JB advised that some of the specialised training should be single agency and some is identified as 'wish' rather than 'need'. LD will be taking an update on Learning & Development to the next PDSG meeting in January 2018 for further discussion.

Information Sharing Protocol

KH advised that the Multi-agency Information Sharing Protocol will be introduced in a staged process. The governance of information has been agreed but the logistics of the information sharing processes with the Healthy Child Service still need to be addressed. Accident & Emergency (A&E) & Emergency Departments (ED) will be looked at first.

KH said that she would expect the ISP agreement to be signed off in January 2018.

Army Welfare Service with LSCB's

KMcA highlighted that the young people at the Army Foundation College are not cadets as mentioned in the PDSG Report; they are 'junior soldiers', they join the army from 16½ to 17½ years of age. The Chair thanked him for providing the correct terminology which would be used in future.

5. CYSCB Unit Report including Q 2 performance report

The evaluation of the Safeguarding Conference "Safeguarding is Everybody's Business" is now ongoing; initial feedback from the conference was that it was very successful.

There were issues with North Yorkshire Council's booking system and candidate evaluations of the conference. It has been agreed that another conference will

take place in 2 years time, because of the significant amount of work involved to organise the event.

KMcA said that the Strategic Chairs were keen to know the cost of the Harrogate Safeguarding Conference. It was established that the Systems Leadership Group will have an evaluation report presented including the costs at the meeting in January 2018 which the Independent Chairs attend.

During Safeguarding Week in York there were both public and practitioner facing events.

The Annual Report is now published JB asked members to encourage practitioners to read it as it highlights not only the work of the Board but affirms the work that practitioners are carrying out to safeguard children and young people.

The following guidance has been agreed at PDSG and is published online.

- Guidance for Schools on Recruitment of Sports Coaches and
- (F11) Fabricated/Factitious Induced Illness Guidance.

SA & JB have been working with colleagues in North Yorkshire to carry out a survey of safeguarding practice in the voluntary sector. The closing date was 1st December 2017. As yet the level of response is unknown but Board members suggested that should this be low, the submission date could be extended.

Caroline Williamson (Safeguarding Advisor for Schools) has used the regular safeguarding update with Designated Safeguarding Leads to encourage schools to respond to the Working Together to Safeguard Children 2018 consultation.

JB would like Board members to encourage practitioners to sign up to Twitter where they will find practice guidance and CYSCB training along with local and national policy and news.

Performance

CB advised that in Neglect the CP listings have gone up to 60% this quarter. The Neglect Subgroup are considering the reasons why.

There was a sharp increase in the number of children reported missing in Q2 (end of September) this year. The Schools Attendance Adviser reported that it might be due to overseas students and lecturers leaving York in the summer and taking their

children with them. In September schools report on pupils who have a place but do not turn up.

6. Working Together 2018 Consultation: Agreement on Board Response

A set of Department for Education Consultation questions has been sent out to CYSCB Members and the responses from Board members have been collated. SW advised members that they would need collectively agree or disagree with each response before it officially goes as a Board's response. Responses have also been collated from the Child Death Overview Panel members and the Case Review Group members. The Board ran through the questions and agreed on Board responses.

JB will collate these and circulate the draft to Board members before finally submitting the CYSCB response to the DfE by 31st Dec 2017.

7. Evolution of Board arrangements in 2018/19

The Chair shared his thoughts and proposals for working towards new safeguarding children arrangements for York to replace the current Safeguarding Children Board from April 2018 onwards. These proposals have been to CORAG (Chief Officers Reference and Accountability Group) in November 2017.

The Independent Chair emphasised that it is not up to Board members to decide:

- What the decision-making process should be
- What the timetable for it is
- What the arrangements are to be commissioned

SW advised that the 3 statutory bodies represented by Jon Stonehouse (LA), Lisa Winward (Police) and Michelle Carrington (Health-CCG) would be meeting in January 2018 to discuss the processes and the timescales. The guidance allows for a 15 months transition for the new Working Together Guidance to be in place. Transitional arrangements could commence in April 2018. The new Guidance is expected to be in place at the latest by September 2018 (dependent on possible delay because of Brexit)

Board members discussed possible changes going forward including:

- Fewer sub-groups or fewer sub-group meetings with each one lasting longer.
- A greater spread of responsibility across relevant partners
- Not making any dramatic changes at this stage.

ER felt that **what** we do now works well and fits very well with the new guidance already.

KH we could develop more through our Quality Assurance process. KH felt that it was important to retain the timetable of agency assurance reports to Board.

DR felt that the frequency of meetings depended on the activity being undertaken and could be flexible e.g. if there was a campaign of some sort then more frequent meetings might be needed. DR felt that we should perhaps not plan so far ahead (a year in advance) with subgroups.

BT highlighted that the lay member was missing from the guidance. SW said that until the guidance changes there will still be a need for a lay member. SW said that there would still be need for community engagement when the new arrangements are in place.

BT advised that when choosing a community representative for the partnership care needed to be taken that the volunteer doesn't focus upon, and is only concerned about, a single issue.

BT advised that the community representatives would need an induction course and would need a gazetteer of what all the abbreviations stand for.

BT suggested that the community representatives should be time limited.

Action: 13/12/17/03 Members to send any final comments on the Working Together to Safeguard Children Consultation 2018 to JB by 20th December 2017

8. Outcomes /Evidence of Impact

Board members have engaged in useful discussions about the future of safeguarding arrangements for the protection of children and young people in York. This demonstrates a commitment from partners to the process.

The Board welcomes the appointment of the new IDAS Project Manager for Domestic Abuse Services for Children and Young People as evidence of the impact of the Boards pressure to improve access to services on this issue.

9. Forward Plan

JS confirmed that the Healthy Child Service Assurance Report will be available for the February 2018 Board.

JB will check whether North Yorkshire Probation & CRC Assurance Reports are ready for February 2018 meeting.

Standards for voluntary organisations will be discussed at the next meeting. The combined survey which York and North Yorkshire which was sent out to organisations may be discussed depending on the response.

Action: 131217/01	JB to circulate to Board members consultation on the green paper " <i>Transforming young people's mental health provision</i> "
Action: 131217/02	KH will chase up progress of Review and Final Terms of Reference for the serious incident review with NHSE
Action: 131217/03	Members to send any final comments on the Working Together to Safeguard Children Consultation 2018 to JB by 20 th December 2017

Date, time and venue of next meeting:

Wed 14th February 2018 2pm – 4.30 pm Snow Room (G035)
