

**LOCAL SAFEGUARDING CHILDREN BOARD
20 MAY 2016
9.30 AM - 12.30 PM**



Present:

Alex Walters, Local Safeguarding Children Board (LSCB) Independent Chair
Nancy Barber, Deputy Director of Nursing, Berkshire Healthcare NHS Foundation Trust
Philip Cook, General Manager, Involve
Clare Dorning, Head of Housing Strategy & Needs, Bracknell Forest Council
John Ennis, Senior Probation Officer, Thames Valley Probation Service Bracknell
Peter Floyd, Lay Member
Chief Inspector Dave Gilbert, Bracknell Local Police Area Commander, Thames Valley Police
Keith Grainger, Secondary Head Teachers' Representative
Lorna Hunt, Chief Officer: Children's Social Care, Bracknell Forest Council
Dr Janette Karklins, Director of Children, Young People & Learning, Bracknell Forest Council
Karen Roberts, Head of Youth Offending Services, Bracknell Forest Council
Abigail Simmons, Head of Adult Safeguarding and Practice Development, Bracknell Forest Council
Kellie Williams, Community Safety Manager, Bracknell Forest Council
Rob France, Superintendent, Thames Valley Police, Thames Valley Police
Jo Barnett, Named Professional for Safeguarding, Berkshire East Clinical Commissioning Group,
Berkshire East Clinical Commissioning Group
Hannah Powell, Senior Probation Officer, Thames Valley Community Rehabilitation Company
Lorraine Collins, Strategy & Development Manager

Participating Observer:

Councillor Dr Gareth Barnard, Executive Member for Children, Young People & Learning (Vice-Chairman of the Executive)

In Attendance:

Alison Burnell, LSCB Partnership and Performance Officer
Jonathan Picken, Local Safeguarding Children Board Business Manager
Lorraine Collins, Strategy & Development Manager
Mairead Panetta, Head of Safeguarding, Bracknell Forest Council

Apologies for absence were received from:

Geoff Davis, Senior Probation Officer, The Thames Valley Community Rehabilitation Company, The Thames Valley Community Rehabilitation Company Limited (TV-CRC)
Karen Frost, Head of Prevention and Early Intervention, Bracknell Forest Council
John Trevains, Assistant Director of Nursing, Patient Experience & Safeguarding, NHS England South
Jillian Hunt, DAAT Co-ordinator
Debbie Hartrick, Deputy Director of Nursing (Safeguarding Lead), Berkshire East Clinical Commissioning Group

1. Minutes and Matters Arising

The minutes of the Local Safeguarding Children Board meeting 18 March were approved as a correct record.

Matters Arising

- The Emergency Duty Team's review of Appropriate Adult function had not yet been received by the Board, and it was agreed that this would be formally raised by the LSCB Chair **(Action: Alex Walters)**
- The Learning and Improvement Sub-group's work around GP engagement in and attendance at Child Protection Conferences was an ongoing piece of work and would be reported to the LSCB in due course.
- It was reported that Janette Karklins had put forward the proposal for the LSCB peer review to the South-East Regional Sector Led Improvement group, and this had been agreed. A peer review would likely take place in September/October 2016, and would impact all partnership colleagues. It was recognised as useful opportunity to measure effectiveness.
- The project within the Council's transformation work which focussed on families with mental health needs and substance misuse was looking at the range of Council services which parents with mental health or substance misuse needs would come into contact with, rather than just Childrens Services. A briefing note and scoping document were requested, and that the Terms of Reference for the project group would be circulated. **(Action: Janette Karklins)**
- The Child Protection Conference participation template had been discussed but had not yet been circulated. **(Action: Angella Wells)**
- It was reported that the MODUS computer system was owned by the Police and Crime Commissioner's office. Although other partners and services had reported general issues with the system, reports of specific problems had not been raised. Although it was intended to change, there was no timescale for any changes to the system. The problems experienced in Bracknell and in the Probation service were due to ICT Firewalls and users forgetting passwords, and it was noted that Bracknell Forest had reported more issues with the MODUS system than other areas in the Thames Valley. It was agreed that if specific issues with MODUS were collated, then a response could be send to the PCC by Rob France **(Action: John Ennis/Kellie Williams/Rob France)**
- Training around the multi-agency review of a MAPPa case in West Mercia had gone ahead and the resultant work was ongoing and would be fed into the next meeting of the LISG. **(Action: John Ennis)**
- It is understood that the report on a potential vulnerable group of children educated at home (EHE) was now available, and it was agreed that this would be brought to the July meeting of the Board. **(Action: Jonathan Picken/Christine McInnes)**
- A progress report on the work of the Communications and Community Engagement Subgroup was requested for the July Board meeting. **(Action: Peter Floyd)**
- The Joint Targeted Area Inspection (JTAI) audit template had been received from Oxfordshire and sent to Graham Symonds and Lorna Hunt. Permission would be sought to share the document with the Board. **(Action: Alex Walters)**
- The LSCB multi-agency audit on Thresholds (phase one) had been received by the LISG. An update on phases two and three would be reported into the next meeting of the LISG. Initial learning from this work had been shared with partners at its last meeting. **(Action: Jonathan Picken)**
- It was agreed that the E-Safety presentation given to the Board should be presented to the Children and Young People Partnership Board where discussions would be held to consider how governance of the project can be achieved. **(Action: Kelly Williams/Jonathan Picken)**
- The Female Genital Mutilation (FGM) task and finish group had met on two occasions, and work was nearing completion. A report was requested for the July Board meeting. **(Action: Mairead Panetta)**

- The Protecting Young People at Risk task and finish group had not yet started. It was suggested that the group could consider the remit and overlap with the group run by Peter Hodges, Head of Service for LAC on similar issues, and it was agreed that this would be discussed. **(Action: Angella Wells)**
- The Review of Continuum of Help (Thresholds) Guidance group was due to start in the week commencing 23 May 2016. This work will be integrated into the new permanency strategy, and it was requested that the permanency strategy be brought to the July Board meeting. **(Action: Sarah Roberts/Jonathan Picken)**
- The Minimum Standards for Child Protection Plan Visits task and finish group was reported to have met and to be building on work, which had already begun. It was requested that a final report on the group be brought to the September Board meeting. **(Action: Mairead Panetta)**
- The Department for Education's review of LSCBs had completed and the Board awaited a final report and the government response. It was noted that the report would likely be released between the EU Referendum and Parliament recess.

2. Reports

The Board received a report on the progress of the pan-Berkshire Policies and Procedures Sub-group, hosted by Slough LSCB.

The group aimed to conduct a significant review of procedures due to previous concerns around delay and the review process, and to clarify the difference between guidance and supporting information. The procedure priorities reviewed within the reporting period were S47 enquiries and children moving across boundaries.

It was reported that previous representation had been made to Slough LSCB as the host LSCB regarding the robustness of this process, but attendees at the last meeting commented that the process had felt adequate and robust, with a good balance of representation. Social Care representation had been achieved through Bracknell Forest Head of Safeguarding. The sub group has now established a future programme of policy reviews.

Current policies on managing allegations, complaints and escalation policy are currently being reviewed. Board members were asked for their input into the work of the group and the revision of these policies and procedures, which would be routinely circulated for comment. **(Action: Mairead Panetta)**

3. Safeguard Practice Diagnostic feedback

The Board received a detailed report on the outcomes of the LGA Safeguarding Practice Diagnostic (SPD) and the Action plan developed by Children's Social Care.

The SPD in January 2016 was the second SPD to have been undertaken in Bracknell Forest, the first being in November 2013. It had been commissioned from the Local Government Association, and was undertaken by employees of other Local Authorities who were employed in similar roles to a prescribed format.

Reviewers had commented in the report that staff had a good knowledge of their children and families. They had also noted that progress had been made since the SPD in 2013, and that good multi-agency work was evident around Child Sexual Exploitation and Children Missing. The SPD stated that safeguarding services are based on solid foundations and areas for improvement are described as to stretch

performance and ambition further. The main area for improvement was the timeliness of Children in Need cases, including improvement in clarity of assessments and plans and evidence of impact.

It was reported that the review had allowed newly appointed staff to experience an inspection type process for the first time, and had helped the department to focus on permanency work and partnership working.

An action plan had been developed in light of the SPD, and most of the actions were due to be completed May 2016. It was agreed that a report on the progress towards the action plan would be brought to the September Board meeting. **(Action: Janette Karklins)**

The Board commended the quality of the work evident in Children's Social Care, and commented that the preparation and insight it gave would be useful for future inspections but would help drive further improvement in practice and outcomes for children.

4. **Principal Social Worker Report**

The Board received the Annual Principal Social Work Report, which detailed the most significant changes in Children's Social Care over the last year. The creation of the Children's Social Care Programme Board and an independent challenge panel in July 14 had been having a significant impact on recruitment and retention of staff.

It was reported that in 2015, there had been a significant staffing issue in Children's Social Care with up to 50% locum staff in two of the teams. When interviewed by a challenge panel, one third of front line social workers said that they would leave if their workload was not addressed, one third said that they would leave if their pay grade was not addressed, and one third said that they would stay regardless. Children Social Care management had taken steps to address these problems.

Extra staff had been recruited to the department, and it was reported that all managers were now permanent members of staff. In 2014, it was reported that care proceedings were being completed within 29.4 weeks, and in 2016 were being completed in 26.6 weeks.

However, the Board was reminded that there had also been a 14% increase in referrals to Children's Social Care, an increase in Child Sexual Exploitation Work and 21 families currently in Care proceedings.

Case load numbers were down, and newly qualified staff were having their workloads moderated. Staff morale in general had improved and the report evidenced numerous opportunities provided to frontline staff to feed back their views into the process.

Signs of Safety and the permanency strategy were due to be a significant feature of the year 2016/17, and an Innovation bid had been submitted to fund more staff to attend the five day Signs of Safety training.

The SPD had commented on the dual role of Principal Social Worker and Head of Safeguarding. The LSCB agreed that this duality needed to be made clear to Social Care staff in order to be effectively accountable. The ongoing work to make this clear was recognised.

In response to a question from the Board, it was reported that in 2013/14 the staff turnover rate had been 40%, and in 2014/15 it had been 14%. It was commented that

changes in neighbouring authorities could easily impact on this turnover rate as salaries changed nearby and that the issues impacting on the social care workforce needed constant monitoring in order to be maintained.

The Board welcomed the report and noted the significant improvements achieved.

5. **MASH 'Soft Launch' Update**

The Board received an update on the Bracknell Forest MASH and its soft launch.

It was reported that the MASH had gone live on Monday 16 May 2016, and the launch had gone to plan which was largely due to the careful planning and project management over the last year. Representatives from Health Education and the Police were involved in the team, and a MASH manager had been recruited successfully. In preparation for the launch, the MASH team had visited other MASHs at Milton Keynes, Brighton and Hove and Reading to observe the process.

Communication and the distribution of information on the MASH arrangements had been undertaken to relevant partner agencies, and it was highlighted that the LSCB members had responsibility to disseminate information to their organisations where appropriate.

The Board were informed of an official launch event on 29 July 2016.

The Board requested a report for its September meeting on the progress of the MASH. **(Action: Mairead Panetta)**

6. **Challenge Log - review and actions**

The Board received the LSCB Risk/Challenge Log for 2015/16 and 2016-17, and were invited to give updates or make amendments to actions by contacting Alison Burnell. The LSCB were updated on the MARAC self assessment which had moved forward with the Action Plan updated and funding allocated to progress these areas.

The LSCB were reminded to ensure that the Challenge Log was updated as this would continue to be published as part of the LSCB Annual report

7. **6-monthly Chairs' Report**

The Board received the Report of the Independent Chair, produced by Alex Walters.

The Independent Chair was required to meet quarterly with the Council's Chief Executive, Lead Member and the DCS.

The Chair highlighted the following points from the report:

- The Chief Executive had undertaken an appraisal of the Independent Chair in February 2016, and objectives had been set for the coming year. Board members were thanked for their feedback into the appraisal process, and it was confirmed that the completed appraisal would be circulated to the LSCB in due course.
- In response to previous concerns around NHS Local Area Team engagement with the LSCB, it was reported that the Independent Chair had been in contact with John Trevains, Assistant Director for Safeguarding, NHS England (South Central) who was responsible for 14 LSCBs in the South of England. The Chair had suggested annual attendance at the Berkshire Chairs meeting and

John will receive all Bracknell Forest LSCB papers and attend the Board wherever possible.

- A response had been sought from CAFCASS regarding their infrequent attendance, but a response had not yet been received.
- The Board were informed that a second Lay Member was being recruited.
- An increase in financial contribution to the LSCB was noted and the contributors thanked.
- A peer challenge was proposed, and it was agreed that this would be a valuable process for the LSCB.
- Information regarding the merge of Thames Valley Police Wokingham and Bracknell areas had been sufficient and useful.
- It was noted that Keith Grainger, Secondary Head LSCB member had agreed to take on the chairing of the Bracknell Training and Professional Development group, which was welcomed, and the new charges for training had been implemented and the impact monitored.
- The SCR C had been published in February 16 .The Action plan was signed off and evidence of the impact will be formally monitored by the LISG.
- The report set out the context of the national LSCB review.

8. **LSCB Business Plan 2016-2019**

The Board received the LSCB Safeguarding Plan 2016-2019, which had formerly been known as the Business Plan 2016-2019.

Since the last meeting, the document had been in a consultation period with the youth council and other colleagues, and was presented to the secondary heads meeting. Feedback from these meetings and consultations had been included.

The action plan in the Safeguarding Plan had been reviewed to incorporate a growing list of actions into brief and useful headings for the core priorities and had identified the following targeted priorities for 2016/17:

- Increase the effectiveness of the long-term safeguarding of children and young people, including permanency planning work
- Ensure the effectiveness of the arrangements to reduce the impact of violence on children and young people
- Ensure the effectiveness of arrangements to deliver the provision of Early Help
- Strengthen arrangements in place to safeguard missing children and those at risk of CSE
- Ensure the effectiveness of arrangements to counter hate crime

The Board discussed issues of Adult Mental Health and substance misuse, CAMHS, gangs, and e-safety and questioned where these would fit in the safeguarding plan. It was recognised that these issues would be included in the detailed work of some of the sub groups and the current transformation work and the HWB Board and would be routinely reported into the Board but that these priorities were essentially priorities for improvement identified by evidence over the previous year.

The Board questioned whether there were sufficient resources to support the proposed work, and it was agreed that the aim of the LSCB was to hold partners and other partnerships to account, rather than leading on work. The Evidence section in the Safeguarding plan would document work within partner agencies and strategic partnerships which had been undertaken.

It was agreed that the LSCB members should contribute any further comments/input on the Safeguarding Plan by 3 June 2016 and the revised document would then be circulated. **(Action: Jonathan Picken)**

9. **LSCB Funding 2016-17**

The Board received three reports on the LSCB Final Budget 2016-2017:

- a) The first report outlined the overall expected budget of the LSCB. Additional financial input from Thames Valley Police was recognised, and the Police were thanked. It was also noted that Bracknell Forest Council had contributed £75,360 to the LSCB budget, and the Board acknowledged the ongoing financial support of the Council. It also recognised the decrease in contribution from the NPS.

The total expected income was £105,710, and the expected expenditure was £105,415. The Board recognised the need to be frugal over the coming year.

In response to a question from the Board, it was agreed that the Council Head of Finance would be approached to discuss the opportunity to roll over any funding into the next financial year and clarity would be sought on the CDOP funding for 16/17.

- b) The Board also received a report from the National Offender Management Service (NOMS), outlining the national position on funding contributions of the National Probation Service. It was reported that the Association of LSCB Independent Chairs would be making a national response to the report to the Assistant Chief Officer of NOMS.

The Board received a report from the Association of Independent LSCB Chairs (AILC) offering the LSCB membership of the AILC. However, it was recognised that the membership payment was fixed, regardless of the size of the local authority. Alex Walters, Independent Chair had put to the AILC that a split payment across the 6 Berkshire Local Authorities could be made. The Board agreed that if it was possible to contribute £250 per year to a pan-Berkshire payment then membership would be useful, but if not then the cost was too great. It was suggested that the other Independent Chairs of Berkshire LSCBs could be encouraged to make the same representation to the AILC.

10. **Schedule of Annual Report publication**

The Board received the outline schedule of the Bracknell Forest LSCB Annual Report publication process. It was commented that the timescales were ambitious but work had already begun to collate data and partners were urged to contribute additional information to help inform the report.

11. **CAMHS report**

The Board received a report on CAMHS in Bracknell Forest. It was noted that the data reflected up to January 2016 but the report had been requested to provide a more detailed narrative to the LSCB to contextualise performance.

It was reported that the CAMHS Transformation work had resulted in a CAMHS strategy previously circulated to the LSCB and will be presented to the Council's Executive from the Health and Wellbeing Board.

A bid had been placed for additional funding from the CCG's East Berkshire Transformation, for approximately £250,000. Of this total, £30,000 would go to fund Youthline and the rest to additional mental health services. It was suggested that Andrew Moody, Interim Head of the CCG be invited to the July Board meeting to present on the Transformation project. It was proposed that a schedule of financial proposals be circulated, if possible. **(Action: Janette Karklins)**

The Board noted that the performance data demonstrated improvement, and that success was often hidden by numeric data.

12. Minutes of other Strategic Boards

The latest minutes of the Community Safety Partnership, Children and Young People's Partnership Board and the Berkshire FJB were received by the Board.

13. Information Items (circulated electronically)

The Board noted the following information items:

- Children in Custody
- Forward Plan of LSCB Audits 16/17
- SARC Annual Report

14. AOB

Lorna Hunt reported on the launch of Fostercare Fortnight at The Look Out.

Cllr Gareth Barnard notified the Board that he had been formally reappointed as Lead Member at Annual Council on 18 May 2016.

Jonathan Picken reported on the lack of Local Authority representation at the SARC Commissioning group, and requested that this be addressed. He also raised the issue around the increasing demand for Child Protection conferences and concerns re schools engagement during holiday periods which was having an impact on the multi-agency progress. This issue would be addressed through the LISG.

Janette Karklins reported that two expressions of interest had been submitted to the Department for Education's Innovation fund. It was hoped that at the next round, these applications would go to full bid.

She also suggested that colleagues look at the recent Serious Case Reviews from Norfolk and Hertfordshire which would have learning points for the Bracknell Forest LSCB.

Janette also informed the Board that she would be retiring in September, and that the Council were recruiting for a permanent replacement post of DCS.

15. Key Learning Points

The Key Learning Points arising from the meeting were:

- Children's Social Care recruitment and retention- key influencing factors
- Impact of good multi-agency planning and preparation on development of operational services and anticipating potential tensions

16. Items for Immediate Communication

There were no items for immediate communication.

17. **Date of next meeting**

The next LSCB Board meeting was scheduled for 15 July 2016 in the Council Chamber, Easthampstead House.