

**LOCAL SAFEGUARDING CHILDREN BOARD  
23 SEPTEMBER 2016  
9.30 AM - 12.40 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  
Ian Boswell, Community Safety Team  
Peter Floyd, Lay Member  
Karen Frost, Head of Prevention and Early Intervention, Bracknell Forest Council  
Chief Inspector Dave Gilbert, Bracknell Local Police Area Commander, Thames Valley Police  
Keith Grainger, Secondary Head Teachers' Representative  
Debbie Hartrick, Deputy Director of Nursing (Safeguarding Lead), Berkshire East Clinical Commissioning Group  
Lorna Hunt, Chief Officer: Children's Social Care  
Karen Roberts, Head of Youth Offending Services, Bracknell Forest Council  
Angella Wells, Head of Performance, Management & Governance, Bracknell Forest Council  
Catherine Bates, Primary Head, Ascot Heath Infant School  
Ian Dixon, Head of Targeted Services Bracknell Forest Council  
Dr Lisa McNally, Consultant in Public Health  
Chris Stannard, Public Health

**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

**Apologies for absence were received from:**

Abigail Simmons, Head of Adult Safeguarding and Practice Development  
John Trevains, Assistant Director of Nursing, Patient Experience & Safeguarding, NHS England South  
Lucy Cooke, Clinical Director for Children's Services, NHS  
Superintendent Rob France, Superintendent, Thames Valley Police, Thames Valley Police

**1. Minutes and Matters Arising**

The minutes of the meeting on 15 July 2016 were approved as a correct record.

Matters arising

- Debbie Hartrick notified the Board of an event on 20 October, 3-6pm at Maidenhead Town Hall (previously disseminated to the LSCB) to discuss the CAMHS Transformation fund projects. All partners were reminded about their invitation to attend. Further updates were requested on the implementation and challenges of the CAMHS Transformation Plan for the January meeting of the LSCB. **(Action: Debbie Hartrick)**

- Angella Wells would bring an update on the Children's Social Care Safeguarding Practice Diagnostic action plan at the November meeting. **(Action: Angella Wells)**
- The delivery of the PICADA programme as a shared service was an ongoing discussion, but challenges to this included funding and staff capacity.
- Health partners were asked to check whether internal domestic abuse training was being provided, or whether a lack of health representation at multi-agency training should be investigated. **(Action: Nancy Barber/Jayne Reynolds)**
- Angella Wells reported that she had met with Sonia Johnson who oversees SEMRAC arrangements to issues affecting 16/17 year olds. It was agreed that arrangements were in place for this age group under current statutory processes. As a result the Board were advised that the task and finish group would not be required, but that this decision could be reviewed in the future if there was any indication that it would be necessary.
- It was confirmed that comments from children would be added into the DAPS evaluation forms following discussion at the July Board.
- It was agreed that a review of the DAPS programme would be circulated with the minutes. **(Action: Lizzie Rich)**
- Alex Walters confirmed that she would be speaking with Timothy Wheadon, Chief Executive of the Council regarding its support for the LSCB's Communications. **(Action: Alex Walters)**
- A report had gone to the CSE Strategic Group regarding the placement of Looked After Children out of borough whose host authorities did not include them in their CSE/Missing processes. It was reported that this was a national issue due to a lack of communication between Local Authorities and Local Police Areas, which had placed the duty of communication on the foster carers. The Board resolved that the guidance was clear and that the duty was on the Local Authority to notify a host authority of any Looked After Children placed in their area and if they became aware of involvement in CSE.
- The Board was updated on the issue of emergency contraception distribution amongst young people. It was reported that this was a difficult area to measure due to young people getting contraception from more than one provider, and due to the anonymous nature of the service. The Board highlighted the importance of sufficient training being provided to staff to enable them to detect signs of CSE. The Board were reassured that any woman prescribed EHC were fully assessed and Public Health were looking at available data to feed into the LSCB performance dataset.
- Phil Cook reported that Social Care were trying to engage with faith groups with the help of Involve, but that this was an ongoing process.
- The Board were updated that the Prevent Strategy and Action Plan had been signed off by the Prevent steering group on behalf of the CSP and would be the focus of an LSCB workshop for members of its Partnership Forum.
- It was agreed that the Draft Joint Partnership Protocol would be brought to the November LSCB meeting as discussions were still ongoing. **(Action: Alison Burnell/Jonathan Picken)**

## 2. CP Chairs

Angella Wells, Head of Performance Management and Governance presented the Annual Report covering Child Protection conferences which took place between April 2015 and March 2016. The report showed progress against all of the recommendations in the previous years' annual report.

During the reporting period, there were 148 children who ceased to be subject to a child protection plan. At the end of the reporting period, 115 children were subject to a child protection plan. There had been 247 Child Protection Conferences; of these, 80 had been initial conferences and 167 had been reviews.

It was noted that the Signs of Safety approach had now been implemented in all Child Protection Conferences

Issues around quoracy and parental and child participation were set out in the report. These issues had been addressed during the reporting period and had improved over the year. Advocacy was now offered to all children subject to CPP unless they opted out.

The Board noted that there had been an increase in the number of conferences which the report suggested was due to the complexity of need and that this had demonstrated evidence of good multi-agency engagement. The report set out the detail of agencies' involvement and the number and percentage of those who provide reports and/or attend which shows an improving picture.

In response to questions, the following points were noted:

- If there were concerns regarding agency involvement, this should be escalated. However, members were asked to remember that this reporting period was for the previous financial year, and that agency involvement was anticipated to have improved further in the current financial year.
- Clarity was needed regarding the data collection for health professionals who were able to represent and speak for more than one service at conferences.
- Work was ongoing by the team to clarify the data collected regarding quoracy.
- It was requested that an audit of repeat Child Protection plans be presented to the LISG Sub-group when complete **(Action: Angella Wells)**.
- There had been no change to the Pan-Berkshire policy on complaints about CP Conferences. Angella Wells had fed in her concerns during the consultation that involving the LSCB in an operational issue was not appropriate and there would need to be a further discussion at the Policies and Procedures sub group. **(Action: Alex Walters)**
- Karen Frost volunteered the help of the Early Help team in advocacy provision which would be progressed outside of the meeting. **(Action: Karen Frost/ Angella Wells)**
- The Chair felt it would be helpful to have more detail in the report on the evidence of challenge **(Action: Angella Wells)**
- The recommendations and priorities for 16/17 were agreed.

### 3. **IRO Annual Report 2015/16**

Angella Wells, Head of Performance Management and Governance presented the Independent Reviewing Officer (IRO) Service.

There was one lead IRO, and two part-time IROs who also work as Child Protection Chairs. The IRO process had changed to ensure that it was more child-centred with the outcome written up as a letter to the child. The IRO would also meet with children outside of formal proceedings to obtain their views.

The report highlighted the quarterly audit mechanism which had been well received, and commented on the ongoing work to improve links with SiLSiP .It set out in detail the use of the dispute resolution process and the challenges made with examples.

On the 31 March 2016, there were 98 children and young people who were looked after. During the financial year 2015/16, 62 children had become looked after, and 69 had ceased to be looked after. A total of 293 Looked After Children had been reviewed by the IROs in the financial year 2015/16, slightly lower than the previous year. In 2015/16, 98% of Looked After Children reviews had been carried out within statutory timescales.

Recommendations from the report included:

- an increased involvement with fathers
- developing understanding and use of social media
- more frequent data collection
- involving Head of Service to observe reviews

Members asked how the data in the report could be benchmarked against other Local Authorities, and it was reported that the national and local statistical neighbours performance data was available and would be included in future reports. **(Action: Angella Wells)**

Members commented on the helpful case examples used throughout the report. Members asked where the challenge and scrutiny for the IRO service came from, and although it was recognised that the Corporate Parenting Advisory Panel provided scrutiny, challenge from the Board would ensure continuous improvement for this vulnerable group of children. Alex Walters notified the Board that the management arrangements for IRO services and its scrutiny function was an ongoing national discussion.

The Board welcomed the report and agreed the recommendations and actions for 2016/17.

#### 4. **LADO Annual Report 2015/16**

Angella Wells, Head of Performance Management and Governance presented the LADO annual report 15/16.

It was reported that all actions from the previous annual report had been completed apart from one ongoing action regarding data collection across the Thames Valley. The actions taken had encouraged referrals to the LADO which had shown an increase in notifications. The focus for the year 2016/17 would be improving benchmarking data and the report did set out some comparisons with Berkshire LA.

Nancy Barber commented that Berkshire Health NHS Foundation Trust (BHFT) had previously received a challenge by the Board due to the historically low level of referrals made to the LADO. As a result all referrals were now monitored to improve awareness. However, the Board was asked to remember that the Trust focussed more on adult than children's services, and there were internal allegations management for adult services. Debbie Hartrick added that children were often chaperoned whilst in a health setting.

The Board noted the need for continual awareness raising of the LADO function within all organisations but also recognised evidence of good multi-agency engagement.

The Board welcomed the report and the recommendations made were agreed by the LSCB.

## 5. **Children's Social Care Annual Report 2015/16**

Angella Wells, Head of Performance Management and Governance presented the Annual Report: Complaints, Concerns and Compliments for Children, Young People and Learning.

There were 27 complaints being investigated under the statutory procedure, and 16 complaints under investigation under the corporate procedure which was an overall increase. There had been 3 Local Government Ombudsman referrals, one of which was still in progress. The report set out the type of complaints raised and the outcomes.

Monthly reporting on complaints was being developed, and staff had been encouraged to be proactive in requesting feedback.

The Board commented that it was extremely positive to see learning and improvement coming out of this scrutiny function, and that it was also pleased to see so many compliments.

The Board welcomed the report and agreed the future areas for development. Other partners were requested to supply similar reports produced within their organisations where possible, for the Board to assess performance as it was recognised that these reports provide a useful overview of the quality and effectiveness of the services. **(Action: All)**

## 6. **Learning and Improvement Sub Group**

Alex Walters presented the LSCB Learning and Improvement Sub-Group 6 monthly Progress Report.

It was noted that the key function of all LSCBs was to improve the effectiveness of partner agencies working together, and that this Subgroup made collective sense of this. It was commented that a range of learning opportunities and challenges had been identified in the Subgroup's work, and these had been captured in the challenge log.

The report set out the activity undertaken by the sub group including:

- The audit of thresholds and scoping of DA audit
- Review of SCR impact –one year on
- S.11 Audits of schools, early years and commissioned services by CSC
- A range of single agency auditing activity by partner agencies
- Supervision audit activity
- Disability survey
- Reading LSCB Case Review
- Health partners learning
- Residential provider action plan
- Performance data.

As more support for vulnerable families was expected to come from the voluntary sector, the Subgroup was considering the best way to involve and support them in the Learning and Improvement processes and use of S.11.

The report also set out the key learning and outcomes from this quality assurance activity around the effectiveness of early help and step up and step down procedures, GPs undertaking a revised S.11 process, the consistency needed in training, the

need for clarification in relation to parenting and community based services and the use of historical information in assessments.

The Board commented that the Subgroup's work provided good evidence of scrutiny and learning and the Chair praised partners on increased engagement and reflection on practice.

## 7. Performance Data Report

Alison Burnell presented the LSCB performance data report from the financial year 2015/16 and highlighted specific areas of focus for the Board.

### Vulnerable Groups – pupils with exclusion

Although the number of permanent exclusion remained low, the Board noted there had been a rise in fixed term exclusions in primary schools. It was reported that there had been a number of proposals to try and deal with the increase, but these had been met with financial and logistical challenges. A current High Needs review would help inform future arrangements and there would be a consultation process. Teaching colleagues reported that they were concerned about the level of challenge and lack of support available to them.

The Board requested clarification around whether these figures reflected multiple exclusions for the same cohort or an increasing number of children being excluded. It was agreed that this would be explored and reported back to the next meeting.

**(Action: Alison Burnell/Ian Dixon)**

### Mental Health – Self Harm referrals

The number of referrals for deliberate self-harm had increased from 17 in Quarter 3 to 21 in Quarter 4 of 2015/16, and there was no established cause for this. It was also reported that there was a Berkshire-wide suicide prevention strategy being developed by Wokingham, but that Bracknell Forest would be developing their own as well. It was requested that copies of these strategies be shared with the LSCB. **(Action: Lisa McNally)**

Lisa McNally explained there was additional data on self harm which might provide a more helpful picture. The Board requested an update on this at the next meeting.

**(Action: Lisa McNally)**

The Board were reminded of the need to deal with self-harm and suicide as separate issues, and that a higher number of self-harm presentations could also mean an increase in confidence in health partners.

### Multi-agency Training

The number of delegates on LSCB training courses in 2015/16 had decreased by more than half with the majority of these relating to universal training. The Training and Development Subgroup would be looking at the causes of this in more detail at their meeting to be held next week as well as the need for a Training Needs Analysis and evaluation processes to be developed.

Partners were invited to send any comments on the nature of data collected to Alison Burnell, as the Quarter 1 2016/17 data would be included in the next agenda.

## 8. LSCB Challenge Log

It was agreed that the Challenge Log would be sent out with the minutes. There were no significant issues to highlight as most were in progress for 16/17 and these had been updated.

Partners were asked to send any further updates through to Alison Burnell. **(Action: All)**

#### 9. **Pan Berkshire LSCB S11 Sub Group - Annual Report**

Jonathan Picken presented the Pan-Berkshire LSCB S11 Subgroup Report on behalf of the sub groups chair.

The work of the Subgroup was focussed on its scrutiny panel who invited organisations operating across Berkshire and local authorities to submit self assessments and present theses for scrutiny. Recent participating organisations included South Coast Ambulance, British Transport Police, and Berkshire East and West CCGs. The Subgroup was able to challenge these organisations, but as importantly could offer support and guidance to aid improvement.

Those organisations who had invested significantly in dedicated support for safeguarding were observed to have successfully created a strong safeguarding culture, and the Subgroup had been able to promote such practice within organisations who were struggling to meet the standards promoted.

There had been challenges regarding social care attendance at the meetings. A representative from Reading had previously attended but was no longer doing so. Members from Children's Social Care were asked to raise this within their regional network and Alex Walters resolved to raise this at the Pan-Berkshire Chairs' meeting. **(Action: Lorna Hunt/Alex Walters)**

#### 10. **Training and Professional Development Sub Group**

Jonathan Picken presented the report on the Training and Professional Development Sub Group.

The Training Needs Analysis had proven difficult to put together, but a format was due to be agreed at the Subgroup's meeting in September 2016.

The Subgroup were working to further develop the monitoring and evaluation processes. Further work was required to explore the reduction in the attendance of council staff attending level 1 training, and to identify the areas where inter-agency training was most needed. **(Action: Leah Thompson)**

The Board commented that there was a need to monitor the use of single agency training as an alternative for multi-agency training and for this to be the subject of more detailed reporting to the LISG. **(Action: Keith Grainger)**

The Board were advised that all Adult Social Care, Health and Housing staff had been advised to do the e-learning on CSE and Safeguarding.

#### 11. **Thresholds Guidance and Permanency Planning Strategy**

Jonathan Picken presented the LSCB Revision of Threshold Guidance and the 2016 Draft Implementation Plan.

The implementation plan had been developed and intended to encourage staff to understand and use the revised threshold guidance.

Phase 1 was to agree the Thresholds guidance at the Board.

Phase 2: the Board were advised that this phase of the plan would involve an inter-agency focus group, this would take place on 20 October and would be facilitated by Jonathan Picken and Sarah Roberts. The aim of this workshop was to identify and understand the barriers to dissemination and integration of the proposed guidance into day to day practice. This in turn would inform planning for phase 3.

Phase 3: workshops for frontline managers/supervisors/advisers would be held on 10 and 22 November. These workshops aimed to support a cascade model of threshold training amongst partner agencies.

Phase 4 would take place in Feb 2017 with an audit of partner's dissemination

The Board were reminded that there were no further changes to be made to the threshold document, and that this work would focus on dissemination and implementation.

The Board agreed the Thresholds guidance and committed to support the implementation plan.

It was suggested that the guidance be provided to the schools' designated safeguarding leads meeting. **(Action: Jonathan Picken)**

## 12. **Substance Misuse Update**

Jillian Hunt, Head of Drug and Alcohol Services presented the Drug and Alcohol Strategic Subgroup Progress Report.

There had been an increase in requests for information from the Multi-Agency Safeguarding Hub (MASH). Bespoke CAF training had been delivered to the DAAT team. In the latest performance data, there had been 14 adults in the Drug and Alcohol Service who were subject to Child Protection Plans. Jillian reported that substance misuse services and Childrens Social Care were working together with these families.

As a result of Council Transformation work, the DAAT were beginning to have a staff presence in the Family Intervention Team (FIT) where appropriate.

The Board were then asked to consider a policy developed in the Berkshire East Harm Reduction Forum regarding Needle Exchange for Young People under 18 years of age. It was noted that the DAAT were not currently aware of any under 18s using needle exchanges. The Board raised concerns around confidentiality, and discussed the procedure for information sharing and prosecution. The Board were reassured that if an under 18 was found to be using Class A drugs, they would be referred to Children's Social Care.

The Board agreed the Policy in principle but advised that the formal agreed process would be that it should go to the Pan-Berkshire Policies and Procedures Subgroup for consideration. **(Action: Jonathan Picken)**

## 13. **Commissioning of Heath Visitor Services**



Dr Lisa McNally presented the report on Commissioning of Health Visitor Services.

From October 2015, the commissioning of Health Visiting services transferred from NHS England to Local Authorities. The current Health Visiting contract in Bracknell forest with BHFT runs until December 2016 and the LA have agreed a further 15 month contract for Health Visiting and school nursing until March 2018. It was reported that the Royal Borough of Windsor and Maidenhead had integrated Health Visiting with Social Care, however it was noted that this would require a great deal of consideration if it were to be proposed in Bracknell

The report therefore set out potential options for future commissioning and provision of health visiting and school nursing services and welcomed consultation with the LSCB. It was recommended that this discussion should take place at a future meeting of the LSCB Forum in order to canvass colleagues. **(Action: Alison Burnell)**

It was noted that there was a Multi-Agency Steering Group to be set up, and Debbie Hartrick, Lorna Hunt and Karen Frost all volunteered to sit on this. The Board would be updated on the progress of this group. **(Action: Dr Lisa McNally)**

#### 14. **Bracknell Forest Council Innovations Bid Update**

Lorna Hunt, Chief Officer: Children's Social Care reported on the Bracknell Forest Council Innovations Bid Update to DfE as part of the DfE Innovation funding process.

Following the successful Hertfordshire innovation bid in 2015, Bracknell Forest Council along with Luton, Peterborough and West Berkshire were due to put in an innovation bid in partnership to transform Children's Services. The Hertfordshire approach had been to develop a multi-disciplinary team and place Adult Mental Health, Domestic Violence, Substance Misuse and other practitioners along with Clinical Psychologists in a holistic team to work with the family.

The Board were informed that the bid was in the final stages, and commitment was required from partners. The bid, if successful, would provide £12 million to fund two years of this holistic work across the four authorities and the future sustainability arrangements needed to be considered. Performance data would need to be provided throughout to prove the success of the project. It was anticipated that the work would focus more on Child Protection work than Looked After Children, as Bracknell Forest had a lower count of Looked After Children per 10,000 people than Hertfordshire.

The Board requested updates on the bid when available and a further report to update on progress.

#### 15. **Independent Chair's Annual Appraisal and Objections**

Alex Walters presented the Independent Chair's Annual Appraisal and Objectives for 16/17.

Partners were thanked for their responses, which were fed into the appraisal process. The Board congratulated Alex on a successful appraisal process.

#### 16. **LSCB Annual Report 2015/16**

Jonathan Picken presented the final draft LSCB Annual Report 2015/16.

Jonathan commented that he had received some feedback from partners but no significant comments or requests for changes. The Board were asked to send any final comments to Jonathan by 30 September to allow for a publication date by the end of October 2016.

The report would then be presented to the Council's Executive and to the Health and Wellbeing Board, The Community Safety Partnership, The Children and Young People's Partnership and the Police and Crime Commissioner for information.

Partners were requested to circulate the published report and ensure relevant staff were made aware of the key priorities (also set out in the LSCB Safeguarding Plan 2016 – 2019) and for sub groups to ensure their work was aligned with these.

#### 17. **Alan Woods Review Update (Update)**

Alex Walters updated the LSCB on the LSCB review.

The Children and Social Work Bill, which contained the proposed changes for LSCBs/SCRs and CDOP was making its way through the parliamentary process. Royal Assent is not expected until summer 2017 at the earliest and then there will be consultation on the regulations. The Department for Education anticipated implementation to be undertaken up until 2019. DfE would be hosting a small series of consultation events, which would take place in November/December 2016.

Once the proposals were clarified, this would be a future agenda item for the LSCB.

#### 18. **Any Other Business**

**Nancy Barber** reported that BHFT had integrated the Adult and Children's Safeguarding Team and Jane Fowler would be the new Head of Safeguarding.

The Board were also informed that this would be Nancy's last LSCB meeting, and partners thanked her for all her hard work and contribution over many years to the work of the LSCB.

**Lorna Hunt** notified the Board that Nikki Edwards, the new Director of Children, Young People and Learning would start next month on 3 October.

**Debbie Hartrick** introduced the DfE consultation on mandatory reporting and views were shared. It was agreed that it would be appropriate for partners to respond individually to this consultation.

#### 19. **Information Items**

The Board noted the following items which were circulated electronically:

- LSCB Threshold Guidance
- Bracknell Forest Council Permanency Planning Strategy
- LSCB Annual Report 2015/16
- CDOP Annual Report
- Mandatory Reporting Government Consultation
- CAMHS Conference

The Board agreed that the CDOP report would be presented to the Bracknell LSCB Partnership Forum meeting in October 2016.