**Torbay Safeguarding Children Board**

**Minutes**

**Chairperson: Ian Ansell**

**Date: 14th September 2017**

**Venue: Rooms 11 & 12, Paignton Library & Information Centre**

**Attendees:**

Ian Ansell Independent Chair, Torbay Safeguarding Children Board

Nick Hollins TSCB Business Manager

Andy Dempsey Director of Children’s Services, Torbay Council

Anne Osborne Assistant Director of Children’s Services, Torbay Council

Si Costin Detective Inspector, Devon & Cornwall Police

Cathy Hooper Designated Nurse, South Devon & Torbay CCG

Cllr Julien Parrot Executive Lead, Children and Adults, Torbay Council

Nicky Bond Headteacher, St Marychurch Primary School, Torquay

Jane Wilkinson Named Nurse, Torbay & Southern Devon NHS Foundation

Trust

Cllr Cindy Stocks Torbay Council

Wendy Rowden Office of the PCC

Anne Proctor Operation

Caroline Dimond Director of Public Health, Torbay Council

Liz Lawrence Safeguarding Lead, South Devon College

Ali Hitchins Careers South West

Cath Plewes TSCB Coordinator *(minutes)*

Pat Teague Director, Healthwatch

**Apologies:**

Mandy Davies Group Manager, Devon & Somerset Fire Service

Laraine Dibble Designated Doctor, South Devon & Torbay CCG

Julian Hook Manager, Careers Southwest

Sarah Tompkinson Headteacher, White Rock Primary School (Primary Education)

Jane Viner Director of Professional Practice, Nursing and Peoples

Experience, Torbay & South Devon NHS Foundation Trust

David Moffitt Assistant Chief Officer, Head of Devon & Torbay Local Delivery

Unit, National Probation Service

Matt Caunter Headteacher, Torbay School, Paignton (Special Education)

Pete Brown Head Teacher, St Cuthbert Mayne School (Secondary

Education)

Jo Robison Criminal Justice, Partnerships and Commissioning Manager

Richard Kirkup Manager, Checkpoint, The Children’s Society

Dani De Beaumont Manager, Action for Children

Chrissie Slaney Lay Member / District Executive Safeguarding Officer,

Methodist Church

Stephen Parker Detective Superintendent, Devon & Cornwall Police

Carly Peplow Principle Social Worker

**Non-attendees:**

Lorna Collingwood-Burke Director, South Devon and Torbay Clinical Commissioning

Group

Maria Harding Lay Member

Steve Parrock Chief Executive, Torbay Council

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| **Agenda Item 1 – Minutes of previous meeting and actions arising.** |

* 1. 207-03-09 1.5 AD updated the group, that this was something still being considered by children’s services. AD asked that the action be rolled over.
  2. 2017-03-09 2.1 AD explained that monitoring letters are publically available on the Ofsted website. CP agreed to circulate the link for these to the Board. ACTION
  3. 2017-06-15 1.12 AD confirmed that the draft self-assessment for SEND is almost complete, and he agreed to circulate this, once completed to members ahead of the next Board meeting. ACTION
  4. 2017-09-15 1.15 IA asked that the discussion regarding the relationship between CDOP and the TSCB be held during the discussion in relation to the CDOP Annual Report.
  5. 2017-09-15 3.1 IA noted that a draft Annual Report had been circulated. NH will be picking this up on his return to work. A final draft should be available to go out to Board members by the end of September prior to going through the council’s scrutiny process.
  6. 2017-06-15 4.5 Action completed. Task and finish group was held and the Business Plan was updated.
  7. 2017-06-15 5.9 JW stated that she did not have an update on the action and asked that this be rolled over to the next meeting. ACTION.
  8. 2017-06-15 5.16 AD stated that he had discussed ‘breaking the cycle’ multi agency pilot with CD, and the intention is for Public Health to pick up the work in conjunction with AO. Roll over to the next meeting ACTION
  9. 2017-06-15 5.19 AD advised that Children’s Services have commissioned an independent review undertaken by colleagues in Hampshire to try to understand the issues surrounding the numbers of children subject to Child Protection plans.
  10. 2017-06-15 7.3 NH and CH will be meeting in order to produce an aggregated report, which will be circulated to the Board. ACTION
  11. 2017-06-15 7.4 IA confirmed that the South West Ambulance Trust have provided a Section 11 audit return. Action completed.
  12. 2017-06-15 8.1 IA confirmed that issues surrounding the Board budget have now been resolved. Action completed.
  13. JP noted that the Neglect Launch event had been postponed, and asked that the Board don’t lose sight of this.

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| **Agenda Item 2 – Children’s Improvement Board update** |

2.1 AD updated the Board on the latest Children’s Improvement Board which was held on 10th September 2017 and the latest monitoring visit which highlighted some issues with quality of recording.

2.2 It is anticipated that the next monitoring visit will take place on 31st October & 1st November. AD stated that he believes Children’s Services are no longer at an inadequate level, but the improvement is still very new and there are still risks for the improvement process due to this.

2.3 JP added that the Council met at the Children’s Overview and Scrutiny. JP advised that there was huge support from Councillors in respect of understanding of corporate responsibilities across the Council in order for them to be prepared for the visit.

2.4 AO stated the last monitoring visit was very different from the other two, focussing on quality of practice. When Ofsted return for their next visit, they will be sitting with workers in their teams and asking questions, rather than sitting in a room reading case-notes.

2.5 JW asked whether Children’s Services were looking for anything in particular from partners in respect of the re inspection. AD confirmed that some good work has been done to understand what the joint processes are and he would like partners to be clear about these, what is working well and what isn’t and then able to point to a tangible resource that has improved.

2.6 IA reminded those present that the Board were also found inadequate. AD agreed to circulate the questions that were sent to Council around to Board members. ACTION

2.7 IA & NH will revisit what the Ofsted recommendations for the Board were and will recirculate to the group. IA asked that Board members then reflect back what might have been missed. ACTION – Agenda at the next Board ACTION

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| **Action:** | **By whom:** | **Deadline** |
| 2.6 AD to arrange to circulate the questions that were sent to Council out to Board members. | AD / TSCB Coordinator | End October 2017 |
| 2.7 IA & NH to review the Ofsted recommendations for the Board and recirculate these to Board members. | IA & NH | End October 2017 |

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| **Agenda Item 3 – Update on TSCB Annual Report 2016/17** |

3.1 IA advised that the Annual Report was near completion. NH & IA will circulate the draft to partners by the end September, prior to going through the Council’s scrutiny processes. ACTION

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| **Action:** | **By whom:** | **Deadline** |
| 3.1 IA & NH to complete the draft Annual report and circulate to members. | IA & NH | End September 2017 |

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| **Agenda Item 4 – TSCB Business Plan 2017/18** |

4.1 Members of the Board considered the TSCB Business Plan. IA reported that for the next Board meeting IA and NH will produce an Action Plan to run alongside the Business Plan with commentary on where each action has got to. ACTION

4.2 IA noted that the draft Domestic Violence strategy has been circulated. JP stated that he would like to see some links between the work of the Board and the strategy. AD concurred that the strategy does need some more work in relation to integrating the practical ‘service offer’ and processes such as MARAC.

4.3 AP noted that there is a proposal going to the next Stronger Communities Board to integrate DV into the IOM arrangements, focussing on those families where DV is present. These will be the target group.

4.4 CD noted that the Domestic Violence Strategy does have appendices which may not have been circulated alongside the strategy.

4.5 JP stated that the concerns had surrounded how robust the vision at the start of the strategy is as well as how practical the objectives are.

4.6 CD asked for comments on the Domestic Violence Strategy to be returned as soon as possible, prior to it being represented to Torbay Council SLT. Any members of the TSCB that wish to feedback regarding the strategy should email the TSCB and then IA and NH will provide a formal response ACTION.

4.7 IA noted that he and other Board members met recently with David Poole from the Independent Inquiry for Child Sexual Abuse. The inquiry have a truth project and are inviting individuals to give evidence, either in person or in written form, where they have been subject to abuse in an institutional setting. IA advised that the inquiry do not accept evidence from anyone under the age of 18 years old. It is expected that an interim report will be available in April 2018.

4.8 IA asked that should any Board member be in touch with an adult for whom the criteria are met, they should consider referring them to the truth project. Contact information is available on their website [www.iicsa.org.uk/](http://www.iicsa.org.uk/) . IA noted that the information is more relevant for the Adults Board and David Poole is in touch with Julie Foster, Independent Chair of Torbay Safeguarding Adults Board.

4.9 CH stated her concern about the timescales in the Business Plan, particularly as much of the work to be undertaken by the Quality Assurance Subgroup has a deadline of March 2018, which she feels is unrealistic. IA confirmed that he is happy to review these as necessary when receiving updates to each Board meeting.

4.10 AD thanked the Board members who took the lead on populating the Business Plan with actions, however he agreed that some of the timescales may need to be amended.

4.11 CD stated that whilst she is the Chair of the Performance Management Information Subgroup, she does not feel that she has the capacity to undertake the actions that are attributed to her. AD agreed that CD has taken many actions, which should be attributed to a Performance Lead.

4.12 IA & NH agreed to look further at the ownership of actions and the timescales within the Business Plan and update these. ACTION

4.13 SC advised that Business Plan action 1.5 – Revisiting the recommendations from Operation Mansfield, which took place in 2010 was some time ago, and the emerging trend is now much different. SC confirmed that through the MET Subgroup, they will endeavour to ensure that the learning has been embedded.

4.14 WR asked about the cross-cutting themes, and whether they would be reported on in some way. IA confirmed that the Board does need to evidence that the cross-cutting themes have been considered.

4.15 CSs asked for clarification on whether the Board have a duty to follow up on the Performance Data provided to ensure that it is accurate.

4.16 IA stated that unless these was significant cause for concern, then this would be unlikely. However there is much experience on the Board who will act as critical friends in relation to interpreting the performance data provided and assessing when there may be a cause for concern.

4.17 AD noted that if an organisation commissions a service then they are duty bound to monitor the services performance. In addition to this, the measures within the Performance Report are grounded in comparative data to allow for meaningful interpretation.

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| **Action:** | **By whom:** | **Deadline** |
| 4.1 An action plan, to run alongside the Business Plan to be devised and presented at the next Board meeting. | IA & NH | 14 December 2017 |
| 4.6 Feedback on the draft Domestic Violence Strategy to be sent to the TSCB Business Unit, for collation prior to a formal response by IA on behalf of the Board. | All Members | End September 2017 |
| 4.12 IA & NH to amend ownership of actions and the timescales within the Business Plan. | IA & NH | End October 2017 |

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| **Agenda Item 5 – TSCB Performance Report – Quarter 1 2017/18** |

* 1. IA explained that the Dashboard for Q1 has been brought to the meeting in its entirety on this occasion, at his request to highlight the lack of narrative provided by organisations.

5.2 CH asked for clarification that all of the right partners are represented at the Performance Subgroup meetings. CD advised that in the main, there are adequate representatives, although no-one has been identified to sit on the group from South Devon & Torbay CCG. NH advised that at the last Performance Subgroup meeting, members of the meeting advised that they were not aware that they had to provide narrative to the data. However, NH noted that this has been raised at the Board previously, and he is concerned that perhaps there has been a miscommunication between Board members and those in their organisations that provide the data.

5.3 CD presented her covering report and recommendations to the meeting, as circulated with the agenda.

* 1. JP stated his concern that members of the subgroup had suggested that the indicators were not the right ones. IA confirmed that the indicators within the data set are those that have been agreed by the Board. CD confirmed that she was not advising changing the indicators, but that they should be grouped by topic rather than organisations.
  2. AD stated his concern about the lack of data and narrative supplied for quarter 1. The Board must be able to evidence a full report on the data set for the next Ofsted inspection. If some of the indicators are incorrect, then this should be explained to the Board, and the Board will consider this.
  3. IA & NH agreed to speak with all of the partners regarding the data and commentary to make sure that there are no issues in providing the data we have requested.
  4. AD asked for the quarter 1 data set to be repopulated, this can then be built on for the next meeting.
  5. CD asked for clarification that the amendments as recommended within her report have been agreed. AD stated that he strongly opposes any amendment of the format of the Performance Dashboard until such time as the Board has exhaustive reporting of all indicators. Members of the meeting were in agreement that the format of the dashboard should remain and that efforts should be made to ensure that all agencies provide the requested data and narrative as requested.
  6. It was agreed that there was a need to highlight areas of concern, however JW stated that she would be concerned if a RAG rating method was adopted, as this may not be the most appropriate way to rate the data. It was agreed that a direction of travel method was more appropriate, but this would need to be based on the narrative provided by each organisation, which was crucial.
  7. **Q1 performance report discussion:**
  8. AD acknowledged the large increase in Child Protection (CP) cases of 91%. AD noted that Steve Crocker from Hampshire facilitated a useful session together with partners to explore this issue in greater detail. Some cases, on exploring the application of thresholds, were found to be CP cases, but were being managed as Child In Need (CIN) cases. This resulted in a lot of growth. In addition there is increased confidence in the multi-agency arrangements which has driven an increase in multi-agency discussion. Thirdly, there appears to be a reluctance to step down from CP. AD advised that there has been no additional risks identified which has driven up the number of CP cases, but the increase reflects the improvement journey.
  9. AD added that Dave Watson from Hampshire will be undertaking a ‘Deep Dive’ audit. He noted that there has been no increase in the Looked-after population, the figures remain relative static.
  10. AD stated that more decisions have been made in the MASH within 24 hours. In relation to the MASH, AO advised that meetings are now being chaired within the MASH rather than in the Single Assessment Team. AO confirmed that decision making should be within 24 hours, but if information is missing and can be provided quickly, cases can remain open in the MASH for up to 48 hours prior to starting an intrusive investigation, as long as there is no imminent risk.
  11. AO noted that partners have reflected that confidence was needed in the CIN process. Operationally changes have been made to the CIN process to ensure that chairing is undertaken by Social Work Managers to give confidence that cases can be managed at CIN.
  12. PR asked for clarification on whether data is captured regarding the timeliness of communication back to the referrer. AD confirmed that he would look into this ACTION.
  13. CD agreed that it would be useful to look at the flow of children in the system. AD advised that this information is available and Children’s Services report this into the CIB however, flow is not a safeguarding concern and so wouldn’t be appropriate for the Board.
  14. IA advised that whilst not a safeguarding issue, it would be useful to understand what changes have occurred due to the altered Early Help arrangements in Torbay. AD stated that he did not believe that it would be helpful to add more Children’s Services data to the performance report at this time.
  15. JP stated his concern that the rates of domestic abuse where children present in the Police data appear to be falling. SC stated that further interrogation of the data is required, as these figures may be the result of the roll out of a new system in the Central Referral Team. SC confirmed that he would take this issue for further analysis.
  16. IA noted that the high rate of MISPERs had not been raised in the MET group but the group are looking at the effectiveness of the Missing Monday’s process in meetings.
  17. AD stated that Children’s Services have also identified some process issues in respect of MISPERs and CSE and AO and SC will work together on this. ACTION for an update in respect of this work to be provided to the next meeting.
  18. CD asked whether the work undertaken by SC and AO will address the lack of data on CSE within the performance data set. SC confirmed that this issue was on the MET action plan, and the group are in the process of finalising what data is available and where they can collect that from. SC confirmed that he would update the group at the next meeting. ACTION
  19. In respect of data indicators 11 and 52 IA queried whether the data provided indicates an issue for young people in Torbay in respect of substance misuse. CD reported that there is an open access service available in Torbay for young people. IA questioned whether the numbers in treatment were increasing in Torbay? CD stated that she did not believe so. JW advised that when a young person arrives in the ED in an intoxicated state, they are provided with information regarding local support services that might be relevant to them. However she does not have any data regarding the take up of services by those particular young people.
  20. SC stated his concern that many of the outreach and support services, particularly in schools have gone and so young people are not able to access any early intervention type services for support and advice. SC stated that there were issues for Torbay in relation to gangs and New Psychoactive Substances (NPS).
  21. A discussion took place regarding drug use in Torbay and the types of gang related behaviour that are being seen in the young people who are resident here.
  22. Concern was raised about the incompleteness of the Quarter 1 report. IA agreed and confirmed that once the data and narrative is received from partners, he and NH will endeavour to populate an amended version of the Quarter 1 performance dashboard. ACTION

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| **Action:** | **By whom:** | **Deadline** |
| 5.15 AD to look into whether timescales for MASH to feedback to referrer are captured in the Children’s Services data set | AD | December 2017 |
| 5.20 SC & AO to work jointly in respect of CSE & MISPER processes. An update to be provided to the next meeting. | AO & SC | 14th December 2017 |
| 5.21 SC report to include analysis of the data available for CSE that the MET subgroup are undertaking | SC | 14th December 2017 |
| 5.25 NH to populate an amended Quarter 1 performance dashboard for completeness, once data and narrative are received from partners | IA & NH | End October 2017 |

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| **Agenda Item 6 – Partners response to the Neglect Strategy** |
| **Attachments:** |

6.1 A number of written reports have been received by partners in respect of how they are implementing the Neglect Strategy. These reports were circulated to those present. Copies are attached.

6.2 JP questioned what AD would expect to see, if the Neglect Strategy was embedded successfully across agencies. AD stated that he would expect to see a reduction in cases of extreme neglect where Police or other agencies have to use their emergency powers of protection. Equally, he would expect to see cases being worked at a much lower level, in Early Help, offering support to those families that are struggling.

6.3 CS asked for clarification on the training that Devon & Cornwall Police are providing. SC confirmed that the training had just started to be rolled out. The training will be Devon wide and will be starting with PCs / patrol PCs and working upwards. CS questioned whether PCSOs would be able to access the training. SC advised that this was not planned at present and it would depend upon whether there was a resource there for this. SC reported that the training is based on ‘recognising vulnerability’ this will include VISTs and also when it is appropriate and proportionate to use emergency powers of protection.

6.4 LL stated that the training offered by south Devon College is a yearly update. ‘Safeguarding shots’ will be included in online training for staff.

6.5 JP noted that the Graded Care Profile has a useful wider context, particularly for professionals such as dentists, who are most likely to spot the signs of Neglect in the children that they treat.

6.7 CH advised that the CCG has won some money from NHS England to provide training to dentists around Neglect. CH confirmed that this training has been delivered.

6.8 TSDFT JW stated that there was a need to work on a universal measure to identify Neglect. JW stated that health colleagues find the Graded Care Profile too detailed to complete in every case. AD agreed that the Graded Care Profile is a useful tool, but is not appropriate for every case.

6.9 Torbay Children’s Services response: AO advised that there has been a gap in the roll out of the Neglect Strategy within Children’s Services, attributed to staff turnover and lack of attendance at training. AO confirmed that there will be a review of Workforce Development in conjunction with colleagues in Hampshire. This will include Social Care, Targeted Help and Early Help workforce. Neglect training will be included in the new roll out of training.

6.10 Outcome measures for Early Help (including neglect) will be considered by the TSCB Early Help Subgroup as part of their work-stream.

6.11 IA noted that members of the Board had requested a Neglect Event to launch the Neglect Strategy. NH will be arranging a date and consider a suitable venue. IA requested that Board members consider what they would like to get out of the event. CH advised that a task and finish group had been meeting to consider the event. Given that planning of a large event takes some time, CH suggested that the task and finish group meet again. Members of the task and finish group will include JW, JP, NH, SC, LL, AH ACTION for NH

6.12 AH confirmed that Neglect forms part of training for Careers Southwest staff.

6.13 AP advised that she would send the Neglect response for CRC to the TSCB Business unit.

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| **Action:** | **By whom:** | **Deadline** |
| 6.11 A task and finish group to be convened to consider planning of a Neglect event to launch the Neglect Strategy. | NH | End October 2017 |

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| **Agenda Item 7 – Organised Crime Local Profile – Child Sexual Abuse and Exploitation** |

7.1 SC gave an overview of the Organised Crime Local Profile – Child Sexual Abuse and Exploitation. He noted that of particular interest to the MET Subgroup is the link between CSE and organised crime. The review carried out in Bristol identified 43 groups of perpetrators. In Devon and Cornwall up to the end of 2016 only 2 groups had been identified, which appears to be very low in comparison. SC advised that documentation will be circulated to partners from the MET subgroup to encourage reporting to the Police to help to close the intelligence gap for Torbay.

7.2 SC highlighted the need to focus on attitudes of young males in relation to females / pornography and images on the internet, particularly regarding what they see as healthy relationships.

7.3 AD thanked Police colleagues for producing this very useful report and concurred that as well as protecting victims, there was a need to create a pro-social model of behaviour.

7.4 AD stated that there are so many ways for young people to meet each other online and to share pictures that it has become a very complex situation. AD asked SC whether a member of his team might be able to undertake a presentation to Children’s Services practitioners on the OCLP to ensure that the learning from the document is delivered

7.5 SC confirmed that the TSCB are currently revising the CSE training, the intention will be to embed learning from the OCLP into that training for practitioners.

7.6 AD noted that John Brown from University of Plymouth is an expert in this field and would be a very good speaker to invite to present to a training event.

7.7 SC confirmed that there are many facets to CSE, online issues do need to be addressed alongside contact offending. IA questioned whether there may be some benefit to the Board hosing a ½ day event where some of the learning is disseminated to front line professionals.

7.8 All members agreed that a multi-agency event would be beneficial. NH, IA and SC will consider this further and advise members of a suitable date for a ½ day event. ACTION

7.9 JW asked for clarification on whether the document can be shared within organisations. SC confirmed that the document can be shared within organisations but is not for publication to public facing websites.

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| **Action:** | **By whom:** | **Deadline** |
| 7.8 Consideration of a half day event regarding learning from the OCLP CSE&A | IA, NH, SC | End October 2017 |

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| **Agenda Item 8 – Child Death Overview Panel (CDOP) Annual Report 2016/17** |

8.1 CD presented the Child Death Overview Panel (CDOP) Annual Report 2016/17 to the meeting.

8.2 CD highlighted crude death rates, which showed that for Torbay, death rates were slightly higher than other areas on the South West Peninsula. However, the number of actual deaths has reduced.

8.3 AO asked for clarification on the time of the incidence of deliberately inflicted injury, abuse or neglect as indicated in figure 8 on page 13. CD advised that she did not have this information with her, but she would check on this and let AO know. ACTION

8.4 AD reported that he would like to understand the overlap between the CDOP figures and which of those were considered as SCRs and IMRs. CH confirmed that she sits on CDOP and would be happy to provide a quarterly update to the group, which may have more timely information than waiting for an annual report/ ACTION for CH quarterly.

8.5 IA noted that the report makes specific reference within Themes and considerations for LSCBs (page 22) to ‘Commissioned services for end of life and palliative care for children and young people should provide a consistent offer with a defined care pathway.’ IA asked for clarification that this is in place in Torbay. CH confirmed that she would take this back and check in order to be able to reassure the Board. ACTION

8.6 CH made reference to the ‘Suicide by Children and Young People’ available here <https://www.hqip.org.uk/resources/report-suicide-by-children-and-young-people-2017/> . ACTION and add to Agenda for December.

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| **Action:** | **By whom:** | **Deadline** |
| 8.3 Clarification on the timeframe of the ‘Deliberately inflicted injury, abuse or neglect’ incident as indicated in figure 8 on page 13 of the CDOP report | CD | End October 2017 |
| 8.5 Standard Board agenda item – Quarterly reporting from CDOP, to be presented by CH | CH | Quarterly, ongoing |
| 8.6 Suicide by Children and Young People report to be circulated to Board members and to be an agenda item for discussion at the next Board meeting | CP | End October 2017 |

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| **Agenda Item 9 – TSCB Training Report** |
| **Attachment:** |

9.1 There was insufficient time to discuss the TSCB Training Report, which is attached for information. Any comments to be made to the TSCB Business Unit.

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| **Agenda Item 10 – Subgroup Attendance** |

10.1 There was insufficient time to discuss the Subgroup Attendance figures. The document was circulated with the agenda for information. Any comments to be made to the TSCB Business Unit.

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| **Agenda Item 11 – Summary of current Management Reviews** |

11.1 This document was circulated to members with the agenda for information.

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| **Agenda Item 12 - AOB** |
| **Attachment:** |

12.1 **Healthwatch:**

12.2 Pat Teague (PT) presented her proposal for Children and Young People Engagement 2017-18. (As attached) and asked for the Board to endorse the proposal. She asked whether Board members could help healthwatch with the funds necessary to run the programme (approximately £9000). PT stated that they would like the activity to be embedded into the annual cycle of events.

12.3 AD stated that this programme of activity would be useful in order for the Board to understand what it is like for a young person in Torbay. Children’s Services would be happy to support this and would be prepared to part fund the programme if other partners would be willing to contribute.

12.4 IA confirmed that the concept is a very good one, unfortunately the TSCB do not have any additional funds to put towards this programme. IA and NH will communicate the programme to partners for their consideration. ACTION

12.5 AH advised that Careers SouthWest are looking at how to engage with children and young people, and she would contact PT outside of the meeting to consider this further. AH advised that Careers SouthWest may not be able to make a financial contribution, but may be able to provide resources in another form, for instance staffing.

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| **Action:** | **By whom:** | **Deadline** |
| 12.4 Communication of the Healthwatch proposal to be made to Board members | IA & NH | End October 2017 |

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| **Chairs Signature** |

As Chair of this Torbay Safeguarding Children Board Subgroup, I agree that these minutes are an accurate representation of the discussion and decisions that took place at this meeting.

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| Signature | Date: 17th October 2017 |
| **Mr Ian Ansell** |

**Torbay Safeguarding Children Board Subgroup Actions**

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| **Agenda Item** | **Minutes No** | **Action** | **Action Owner** | **Deadline** |
| 1 | 2017-03-09 1.5 | 2017-03-09 AD will look into the costs and benefits of a MASH e-form | AD | 15th June 2017 |
| 1 | 2017-03-09 2.1 | AD explained that monitoring letters are publically available on the Ofsted website. CP agreed to circulate the link for these to the Board. | CP | End October 2017 |
| 1 | 2017-06-15 1.12 | AD to circulate the self-assessment of SEND arrangements, once completed, to members ahead of the next Board meeting. | AD | 7th December 2017 |
| 1 | 2017-06-15 5.9 | JW agreed to clarify what measures had been put in place by CAMHS to improve the numbers of children / young people assessed within 6 weeks of referral (indicator 2a). | JW | December 2017 |
| 1 | 2017-06-15 5.16 | AD agreed to bring a paper back to the Board in relation to the ‘breaking the cycle’ multi agency pilot | AD | December 2017 |
| 1 | 2017-06-15 7.3 | 7.3 Section 11 aggregated report to be circulated to the Board via email. | Ian Ansell / TSCB Business Unit | End July 2017 |
| 2 | 2017-09-14 2.6 | AD to arrange to circulate the questions that were sent to Council out to Board members. | AD / TSCB Coordinator | End October 2017 |
| 2 | 2017-09-14 2.7 | IA & NH to review the Ofsted recommendations for the Board and recirculate these to Board members. | IA & NH | End October 2017 |
| 3 | 2017-09-14 3.1 | IA & NH to complete the draft Annual report and circulate to members. | IA & NH | End September 2017 |
| 4 | 2017-09-14 4.1 | An action plan, to run alongside the Business Plan to be devised and presented at the next Board meeting. | IA & NH | 14 December 2017 |
| 4 | 2017-09-14 4.6 | Feedback on the draft Domestic Violence Strategy to be sent to the TSCB Business Unit, for collation prior to a formal response by IA on behalf of the Board. | All Members | End September 2017 |
| 4 | 2017-09-14 4.12 | IA & NH to amend ownership of actions and the timescales within the Business Plan. | IA & NH | End October 2017 |
| 5 | 2017-09-14 5.15 | AD to look into whether timescales for MASH to feedback to referrer are captured in the Children’s Services data set | AD | December 2017 |
| 5 | 2017-09-14 5.20 | SC & AO to work jointly in respect of CSE & MISPER processes. An update to be provided to the next meeting. | AO & SC | 14th December 2017 |
| 5 | 2017-09-14 5.21 | SC report to include analysis of the data available for CSE that the MET subgroup are undertaking | SC | 14th December 2017 |
| 5 | 2017-09-14 5.25 | NH to populate an amended Quarter 1 performance dashboard for completeness, once data and narrative are received from partners | IA & NH | End October 2017 |
| 6 | 2017-09-14 6.11 | A task and finish group to be convened to consider planning of a Neglect event to launch the Neglect Strategy. | NH | End October 2017 |
| 7 | 2017-09-14 7.8 | Consideration of a half day event regarding learning from the OCLP CSE&A | IA, NH, SC | End October 2017 |
| 8 | 2017-09-14 8.3 | 8.3 Clarification on the timeframe of the ‘Deliberately inflicted injury, abuse or neglect’ incident as indicated in figure 8 on page 13 of the CDOP report | CD | End October 2017 |
| 8 | 2017-09-14 8.5 | 8.5 Standard Board agenda item – Quarterly reporting from CDOP, to be presented by CH | CH | Quarterly, ongoing |
| 8 | 2017-09-14 8.6 | 8.6 Suicide by Children and Young People report to be circulated to Board members and to be an agenda item for discussion at the next Board meeting | CP | End October 2017 |
| 12 | 2017-09-14 12.4 | 12.4 Communication of the Healthwatch proposal to be made to Board members | IA & NH | End October 2017 |