**TSCB Meeting**

**Minutes**

**Chairperson: Ian Ansell**

**Date: 15th June 2017**

**Venue: Paignton Library & Information Centre, Paignton**

**Attendees:**

Ian Ansell (IA) Independent Chair, TSCB

Steve Parrock (SPk) Chief Executive, Torbay Council

Andy Dempsey (AD) Director of Children’s Services, Torbay Council

Cllr. Julien Parrott (JP) Executive Lead, Children and Adults, Torbay Council

Cllr. Cindy Stocks (CSs) Councillor, Torbay Council

Chrissie Slaney (CSy) Lay Member

Richard Kirkup (RK) Manager, Checkpoint, The Children’s Society

Det. Supt. Stephen Parker (SPr) Devon & Cornwall Police

Jo Robinson (JR) Office of the Police and Crime Commissioner

Alex Stuckey (AS) TSCB Practice Manager

Liz Lawrence (LL) Assistant Principle, South Devon College

Anne Proctor (AP) Assistant Chief Officer, DDC CRC

Jane Wilkinson (JW) Named Nurse, Torbay and South Devon NHS Foundation

Trust

Nick Hollins (NH) Business Manager, Torbay Children’s Services.

Lin Ferguson (LF) Assistant Director of Children’s Services, Torbay Council

Lyn Gooding (LG) Partnership & Commissioning Officer, Office for the Police

and Crime Commissioner.

Dani De Beaumont (DDB) Manager, Action for Children

Nicky Bond (NB) Headteacher, St Marychurch CofE Primary School

Peter Brown (PB) Headteacher, St Cuthbert Mayne School

Cath Plewes (CP) TSCB Coordinator

**Apologies:**

Dr. Caroline Dimond Director of Public Health

Maria Harding Lay Member

Sarah Thompson Manager South West Ambulance NHS Trust

Jane Viner Chief Nurse, Torbay and South Devon NHS Foundation

Trust

Penny Rogers Managing Partner: Safeguarding, Devon Partnership Trust

Cathy Hooper Designated Nurse, Safeguarding Children, SD&T CCG

Julian Hook Manager, Careers Southwest

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

1. The minutes of the previous meeting were agreed as an accurate record of the meeting with two comments made:
2. 2017-03-09 1.5 should read ‘Data on young people **detained** overnight...’.
3. Det. Supt. Stephen Parker attended the meeting, not Det. Supt. Keith Perkin as stated.
4. The action of the previous meeting were reviewed and agreed as complete with the following exceptions.
5. **2017-03-09 1.5** This has not progressed as the priority has been embedding the single front door. AD asked for the action to remain on the plan.
6. **2017-03-09 2.1** There had been a delay in distributing due to the election process, the letter is now available on the Children’s Services website and can be circulated to partners.
7. AD advised that the next monitoring visit from Ofsted is likely to be the week of 24th July and at that point Children’s Services are likely to learn when re-inspection will take place. This will be within two years of the original inspection, and following four monitoring visits.
8. **2017-03-09 3.22** IA noted that the Neglect Strategy had now been launched, and this is available to view on the TSCB Website. IA stated that he had written to partners to ask for details of how they intend to embed the strategy in their organisations and this will be brought back to the September Board meeting.
9. JP stated that he was disappointed that no official launch event had been planned for the Neglect Strategy, given the amount of work that the strategy involved. LF concurred that in discussion with the Head of Service group within Children’s Services, the consensus had been that they would have liked a multi-agency launch event. JW agreed that from a health perspective, an official launch would be welcomed.
10. IA confirmed that following agency responses in September a launch event would be arranged.
11. **2017-03-09 4.11** JW advised that a paper gone to the Integrated Safeguarding and Inclusion Committee, that group have asked for some clearer guidance from the TSCB regarding the data that is required. JW stated that it would be helpful to split accidents and non-accidental injuries in the data provided to the TSCB. Overall however, JW stated that clarity is needed from the TSCB regarding why that particular data is required and what the TSCB intend to do with it.
12. **2017-03-09 5.1** AD noted that the Local Authority and partners will be required to produce a self-assessment of SEND arrangements to prepare for the inspection. Once that self-assessment is completed, AD suggested bringing that back to the TSCB for consideration.
13. IA stated that the Section 11 Audit had revealed that partner agencies have some difficulty in identifying children with disabilities.
14. **2017-03-09 7.4** LD asked that the hard work of the Resus Team at the hospital be acknowledged, they have been very supportive of the community on getting the resus training.
15. **2017-03-09 9.4** IA advised that a meeting was to be held the following week to ensure that there is a more accountable relationship between the Board and CDOP in order to keep members sighted on what is happening at the panel. IA agreed to update the Board at the next meeting.

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| **Action:** | **By whom:** | **Deadline** |
| 1.12 The self-assessment of SEND arrangements, once completed, to be presented to the Board for consideration. | AD | September 2017 |
| 1.15 Update of the relationship between CDOP and the TSCB | IA | September 2017 |

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

1. IA noted that there was a focus at the last Children’s Improvement Board meeting on performance issues such as the numbers of children on child protection plans.
2. LF noted that there was a Progress Improvement Plan for the TSCB, and she questioned whether this should be a standing agenda item for this meeting. IA advised all the improvement activity is captured in the TSCB Business Plan 2016-17.

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

1. IA noted that an early draft of the Annual Report is in place. IA acknowledged that there is some urgency to get it in place at the latest before Ofsted visit in July. The working draft will be circulated to members within two weeks.
2. IA noted that AS will be chasing members for content, and asked that if members are contacted that they please prioritise her request. It is intended that a final draft Annual Report will be ready by the end July 2017.
3. AD stated that in respect of the cycle of business planning, Ofsted had expressed concerns about the delay in the 2015/16 annual report going through the council’s scrutiny processes. AD stated that he would like the 2016/17 annual report to go through scrutiny by September 2017 at the latest.

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| **Action:** | **By whom:** | **Deadline** |
| 3.1 Annual Report 2016/17 working draft will be circulated to the group | Alex Stuckey | 29th June 2017 |
| 3.3 Final Annual Report 2016/17 to be presented to Torbay Council’s Overview and Scrutiny Panel in September 2017 | Ian Ansell | September 2017 |

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

1. A discussion took place regarding the draft priorities and business plan as circulated with the agenda.
2. JW stated her concern that the Graded Care Profile (GCP) is a considerable document for use when there is chronic neglect; however it would not be appropriate for it to be used consistently in every neglect case.
3. GG stated that she would like a reaction to the Child and Social Work Act 2017 reflected in the Business Plan, particularly in relation to what the CCG, Police and Local Authority are doing to support Multi-Agency working in Torbay.
4. AD added that there was a need for overt commitment of the TSCB to take over the work of the Children’s Improvement Board.
5. AD indicated that he would be happy to meet with colleagues as part of a TSCB Business Plan Task and Finish group. SP, GG and NH agreed to be part of the group.

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| **Action:** | **By whom:** | **Deadline** |
| 4.5 AD, SP, GG, NH and IA to meet as a task and finish group to update the TSCB Business Plan 2017/18 | AD, SP, GG, NH & IA | End July 2017 |

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| **Agenda Item 5 – TSCB Performance Report** |

1. AD presented the Q4 performance report to the meeting.
2. AD made partners aware of the lack of data received by the TSCB Business Unit for Quarter 4, despite being requested.
3. In relation to increase in Child Protection Plans in Torbay, AD advised that this is being driven by four factors. 1) Child Protection thresholds were not being applied correctly, this has now been rectified. 2) There is some cautiousness from partner agencies around the cases on the fringe of Child In Need and Child Protection, where the preference of partners is for a Child Protection planning approach to be followed. 3) There is also a reluctance to step down cases. 4) There is an accelerated re-registration rate driven by a failure to deal with chronic issues facing families in Torbay, primarily focussed on mental health, substance misuse and domestic abuse.
4. IA asked partners to ensure that data is provided with a narrative putting the information in context.
5. SP stated that he would like to discuss the appropriateness of the Police data indicators, outside of the meeting.
6. RK updated the Board on the progress of the Performance Management Information Subgroup. Confirming that the group were considering methods of presenting the data and a timetable of reporting, which included influencing the Board priorities for the following year.
7. LF questioned the need for a separate Performance Management Information Subgroup, alongside the existing Quality Assurance subgroup. In Hampshire these functions are both merged into one group, and chaired by the Assistant Director of Children’s Services. AS stated her belief that the groups would ultimately merge, once the process for gathering and reporting data had been refined.
8. GG queried whether it might be appropriate to have a common data set across the Peninsula. SP confirmed that the Police data set is a cross Peninsula data set, which feeds into the four LSCBs in the area.
9. IA asked for clarification on 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 confirmed that she would ask CAMHS for information and report back. LF stated that she would like to see data in relation to timescales for intervention / treatment from CAMHS.
10. SPr updated the meeting on the apparent decrease in Domestic Abuse incidents where a child is present, indicating that there had been some changes within the force in their crime reporting processes, which had had an impact on the figures for this quarter. This was a counting issue only and there is no risk of harm to any children as a consequence.
11. There was also a crime data integrity issue in that historical cases involving juveniles are showing on the data, although they may now be adults. SPr advised that this information needs to be stripped from the data to give a more accurate picture for Torbay.
12. In relation to the numbers of children subject to Child Protection Plans, AD advised that he has been concerned about the numbers of re-registrations due to the same issues as initial registration. AD noted that he had met with the Drug Service recently to consider a co-located adult services worker to jointly work those particular cases.JP stated that he welcomes the idea of a drug and alcohol worker being co-located, but would also like to see a health professional introduced to the team to provide some wellbeing ‘lifestyle’ work. LF acknowledged that a wellbeing worker to help families build resilience and provide coping strategies for families was something that had been discussed in the meeting. LF questioned whether there was that type of worker in Torbay that could provide this service.
13. AP suggested that a whole family response to families with complex needs would be something that Torbay should be considering. This would include adult provision around drugs and alcohol, mental health etc and how better to link in services for children, particularly considering the research of children with adverse childhood experiences, to build resilience for the future. JW confirmed that it was important action is taking to prevent the re-registrations in the first place. JW stated that whilst there are lifestyle workers in Torbay, this type of role requires a specialist worker in a team who are able to work with people experiencing drug and alcohol issues, mental health issues and domestic abuse.
14. In relation to the data in respect of CP and CIN cases, JW stated that she would welcome a deeper dive into the reasons why people do not want to step down cases and what is really going on. AD confirmed that he would undertake a deeper dive into the numbers of CP to identify the reasons for this. AD noted that Hampshire have a CIN protocol, a multi-agency document similar to a CP plan that assures partners of the work being undertaken under CIN. AD stated that he would like to explore a similar protocol for Torbay.
15. AP asked in tandem for a multi-agency group to consider a joint approach to tackling the issues in complex families. LF confirmed that there has been agreement for a domestic abuse worker and a substance misuse worker to join a multi-agency team. There is still a gap however for the wellbeing / lifestyle type worker.
16. AP asked for consideration of a worker to address criminal justice issues, given the research regarding adverse childhood experiences. AP stated that she would welcome further discussion outside of the meeting regarding this. AD agreed to bring a paper back to the next meeting regarding ‘Breaking the cycle’ work.
17. AD said that he would be happy to chair a meeting exploring a pilot focussing on Child Protection in the immediate term and move to develop for Child In Need to seek to better blend existing activity which addresses an offer for adults but demonstrably leads to better outcomes for children both to prevent progression onto CP, but to also start with the 30 or 40 cases each year that are coming back onto a CP plan. AD advised that there is no additional money for this and so this will need to be delivered with the existing resources available.
18. JP wanted to ensure that there would be no delay in ensuring that this pilot commences, he did not want to wait for a paper to be brought back to the Board in September before work started. AD confirmed that there would be no delay, as there were currently a cohort of children on repeat plans who the pilot would focus on.
19. JW agreed with the pilot focussing on the children on repeat plans however would also like to understand of the other 70%, whether the thresholds were being appropriately applied and that those subject to a Child Protection Plan are those that absolutely require that level of support. AD confirmed he would provide an analysis to the next meeting.
20. LF noted that the figures in Torbay for Children with Disabilities subject to Child Protection Plans is very low, and she would like that factored into any analysis.

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| **Action:** | **By whom:** | **Deadline** |
| 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 | September 2017 |
| 5.16 AD agreed to bring a paper back to the Board in relation to the ‘breaking the cycle’ multi agency pilot | AD | September 2017 |
| 5.19 AD to provide analysis of the children on Child Protection plans to reassure members that thresholds were being applied appropriately and that no child was subject to a Child Protection Plan that did not require it. | AD | September 2017 |

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| **Agenda Item 6 – Early Help** |

1. LF presented the Early Help Strategy to the Board and stated that Ofsted had noted a lack of understanding of Early Help across the partnership in Torbay. The Early Help launch event is being held on 18th July 2017. In preparation for this there have been a number of steering groups and task and finish groups held, which have been well attended by partners.
2. All members of the meeting agreed to endorse the strategy as presented.
3. NB stated that she has noticed a real improvement practically in relation to Early Help in Torbay already.

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| **Agenda Item 7 – TSCB Section 11 Update** |

1. Gill Gant updated the meeting on the situation with Watcombe Hall / Huntercombe Group.
2. IA advised the Board that a Section 11 panel recently sat to consider audits received from Housing Associations and voluntary sector organisations. The representative from Sanctuary Housing had asked to become a Board member. All members of the meeting were supportive of this appointment, and IA agreed to extend the offer of a place on the Board to a representative from Sanctuary Housing.
3. IA agreed that the Section 11 aggregated report would be circulated to Board electronically.
4. IA noted that there has been no engagement from South West Ambulance Trust in the Section 11 audit and also in any other communications sent from the Board. GG advised that she would write to the South West Ambulance Trust to state her disappointment that they have not engaged in the process.

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| **Action:** | **By whom:** | **Deadline** |
| 7.3 Section 11 aggregated report to be circulated to the Board via email. | Ian Ansell / TSCB Business Unit | End July 2017 |
| 7.4 Letter to go to the South West Ambulance Trust in relation to their lack of engagement in the TSCB Section 11 process | Gill Gant | End June 2017 |

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| **Agenda Item 8 – TSCB Budget 2017/18** |

1. IA recirculated the figures for the 2017/18 budget to the Board. Some payment of contributions from partners is outstanding, and IA asked for Board members to chase up their organisation’s relevant payment teams to address this.

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| **Action:** | **By whom:** | **Deadline** |
| 8.1 Board contributions to be chased by relevant Board members | All Board members whose organisations contribute financially to the Board | End June 2017 |

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| **Agenda Item 9 – Missing MACA** |

1. The Board considered a report prepared by CH. AD stated that the MACA report was an excellent piece of work, and he would like to thank CH for her work on this, and added that he would like to congratulate The Children’s Society for their improvements in return home interviews.
2. AD will come back to the Board with further information regarding the issues raised in relation to the use of the Southwick judgement for young people who were homeless. He acknowledged that Children’s Services need to work on where the Return Home Interview information is stored on PARIS for this to be discoverable. Some clarity is required for Foster Carers about the difference between ‘missing’ and ‘absent’. AD will sit down with LJ to feed into the Action Plan.
3. JW confirmed that as a direct result of the report measures have been put in place to ensure that health professionals are engaging with the return home process.

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| **Agenda Item 10 – Any Other Business** |

1. IA updated the Board on the SCR referral in relation to C60. As Independent Chair, his view was that the threshold for significant harm had not been reached and had recommended that a Management Review take place. The papers had been sent to the National Panel for their consideration.
2. A discussion took place regarding the details of the injuries of the child. All members present were in agreement that an Independent Management Review, overseen by the TSCB was appropriate.

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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  1st August 2017 |
| **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 | 2016-09-22 6.2 Consider putting in a resource to making a MASH e-form version.  2016-12-07 update LF to speak with AD and provide a response to the TSCB Business Unit within one week.  **2017-03-09 AD will look into the costs and benefits of an e-form** | AD | 15th June 2017 |
| 1 | 2017-03-09 2.1 | 2nd monitoring letter to be circulated to TSCB members | TSCB Coordinator | End March 2017 |
| 1 | 2017-06-15 1.12 | The self-assessment of SEND arrangements, once completed, to be presented to the Board for consideration. | AD | September 2017 |
| 1 | 2017-06-15 1.15 | Update of the relationship between CDOP and the TSCB | IA | September 2017 |
| 3 | 2017-06-15 3.1 | Annual Report 2016/17 working draft will be circulated to the group | Alex Stuckey | 29th June 2017 |
| 3 | 2017-06-15 3.3 | Final Annual Report 2016/17 to be presented to Torbay Council’s Overview and Scrutiny Panel in September 2017 | Ian Ansell | September 2017 |
| 4 | 2017-06-15 4.5 | AD, SP, GG, NH and IA to meet as a task and finish group to update the TSCB Business Plan 2017/18 | AD, SP, GG, NH & IA | End July 2017 |
| 5 | 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 | September 2017 |
| 5 | 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 | September 2017 |
| 5 | 2017-06-15 5.19 | AD to provide analysis of the children on Child Protection plans to reassure members that thresholds were being applied appropriately and that no child was subject to a Child Protection Plan that did not require it. | AD | September 2017 |
| 7 | 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 |
| 7 | 2017-06-15 7.4 | 7.4 Letter to go to the South West Ambulance Trust in relation to their lack of engagement in the TSCB Section 11 process | Gill Gant | End June 2017 |
| 8 | 2017-06-15 8.1 | Board contributions to be chased by relevant Board members | All Board members whose organisations contribute financially to the Board | End June 2017 |