



Keeping children safe is everyone's responsibility

Brent LSCB Meeting Minutes

Wednesday 23rd July 2014

9.30am-12.30pm

Brent Civic Centre

Present:

<u>Name</u>	<u>Designation</u>
Angela Chiswell	Head of Youth Support Services
Afzal Ghany	HR Manager- Brent Council
Angela Clarke	Brent LSCB Lay Member
Lisa	Representing Catherine Knights, CNWL Mental Health Trust
Chris Spencer	Independent Chair of Brent Local Safeguarding Children Board
Chris Williams	Head of Community Safety
Cllr Ruth Moher	Lead Member for Children and Families – Brent Council
DI Liam Adams	Metropolitan Police Child Abuse Investigation Team (CAIT)
Dr Arlene Boroda	Designated Doctor for Safeguarding Brent CCG
Sharon Healy	Attending on behalf of Chief Executive ADVANCE
Fiona Alderman	Principal Lawyer, Children and Young People Brent Council
Gail Tolley	Strategic Director, Children and Young People
Graham Genoni	Operational Director Social Care, Children and Young People
Helen Duncan-Turnbull	Head of Support Planning and Review, Adult's Social Care
Yvonne Leese	Community Services Director Brent
Kay Charles	Special School Representation
Pauline Fletcher	Designated Nurse for Safeguarding Brent CCG
Sandy Youngson	Health Improvement Specialist
Sara Williams	Operational Director Education and Early Help, Children and Young People
Dr Sarah Basham	GP Representative
Gary Passaway	Service Manager Brent UCC, CareUK
Sarah Alexander	Head of Safeguarding, Brent Social Care
Sue Matthews	Brent LSCB Development Manager
Wendy Proctor	Brent LSCB Business Support Officer
Dana Scott	Representing Bridget Jansen, NWLH NHS Trust

Apologies:

<u>Name</u>	<u>Designation</u>
DCI John Foulkes	Metropolitan Police Child Abuse Investigation Command
Jo Ohlson	Borough Director for Safeguarding NHS Brent
Bridget Jansen	Deputy Director Nursing NWLH NHS Trust (Deputy Chair)
Marcia Whyte	Probation Service
Acting DCI Mike West	Metropolitan Police, Brent Borough Command
DI Lily Benbo	Representing DCI Mike West, Met Police
Laurence Coaker	Head of Housing Solutions, Brent Council
Pam Ulstein	Brent Magistrate
Melanie Smith	Director of Public Health
Sam Denman	Acting Assistant Chief Officer National Probation Service
Sue Gates	Brent Council Head of Early Years
Tessa Awe	Chief Executive of Voluntary and Community Sector (VCS)
Neil Macdonald	Head of Locality Service Brent Children and Families Social Care
Richard Morris	CAFCASS
Catherine Knights	Associate Director of Operations CNWL Mental Health NHS Trust

Minutes completed by: Wendy Proctor, LSCB Business Support Officer

Distribution list: All members of the LSCB

50/14 **Apologies**

All apologies are noted on page 2 of these minutes.

51/14 **Minutes of the last meeting**

The minutes from the 4th June 2014 meeting were accepted as an accurate record.

52/14 **LSCB Minutes Action Log**

NWLH Safeguarding Annual Report

The NWLH Safeguarding Annual Report now accurately reflects the CDOP data and the issues raised by Dr Arlene Boroda now resolved.

Schools competing priorities set by the government

Kay Charles will summarise the issue raised that Schools are becoming frustrated with the competing priorities set by the government and Chris Spencer will raise this at the next London LSCB meeting that he attends.

MASE Panel

All Social Care teams, the GUM Clinic and A & E have been provided information about the MASE Panel. Sarah Alexander is happy to visit Schools and other settings to raise awareness. The Chair suggested that perhaps there needed to be a more proactive mechanism to this task and partners could be directly approached in order to raise awareness.

CSE Strategy

The CSE Strategy was presented to the Executive Group and will be presented for sign off at the October meeting.

NWLH CQC Inspection

There have been several CQC inspections carried out on health services in Brent and it was agreed that an overall Health CQC inspection report will be presented to the Board at the next meeting.

Welfare Reform

Social Care has seen an increase in the number of families using children's legislation to stay in Brent following all other housing options being exhausted as a result of the Welfare Reform. A meeting has taken place to discuss the concern that there will be a significant increase in the number of families coming to Social Care who will be required to relocate out of the borough in September 2014. The Board will keep an eye on this and consider any consequences there may be as a result.

Information on the Welfare Reform was fed back to Head Teachers and the Brent Schools Partnership. It was felt that Head Teachers should act as advocates for families and support them in the process.

MARAC

A concern was raised with the Board at the last meeting that MARAC data shows that there are a low number of referrals from Brent Social Care.

A discussion between Sharon Healy (ADVANCE) and Graham Genoni, Operational Director of Social Care will take place to clarify this. The findings will be reported to the Board in order to establish whether further support or challenge may be required.

Communication with the Coroner

The action to raise the concern with the London LSCB Chairs that communication with Coroners has become a challenge is outstanding and Chris Spencer will raise this at the next London LSCB meeting that he attends.

Domestic Homicide Review

There has been 4 Domestic Homicide Reviews (DHR) conducted in Brent that partners have contributed to and the partners involved would like to have sight of the final reports and an update on the publication of these reviews.

It was noted that 2 of the Domestic Homicide Reviews have failed Home Office assessments and as a result are being re-written.

The Board were informed that another DHR has commenced and the Board would like Community Safety to ensure that all agencies involved are formally notified of this review.

Some concerns were raised about the focus on children within DHR's conducted and the Board requested that where children are involved in DHR cases then they must be included in scoping of the review.

It was recognised that the governance for DHR's sits with Safer Brent Partnership and the Community Safety Partnership, Gail Tolley, Strategic Director Children and Young People will raise these issues with both groups.

Consideration is being given to having a joint learning event in September combining learning from the Child I & J SCR and the DHR's.

Reflective Audits

A proposal has been developed and the Quality, Audit and Outcomes sub group members will be leading on the reflective audits which have been undertaken. The target is to complete 16 of these audits over the year. A report on the learning from the audits that have been conducted to date will be presented to the board at the next meeting.

LSCB Dataset

All agencies are still required to send Wendy Proctor up to 5 key relevant safeguarding indicators that should be included in the LSCB dataset. Sue Matthews will chase all partners.

Constitution

Sue Matthews will amend the constitution with the agreed amendments and ensure it is published on the LSCB website.

ACTION :-

- 1. Sharon Healy (ADVANCE) to discuss and clarify the concern that low numbers of referrals are being sent into MARAC from Brent Social Care with Graham Genoni, Operational Director Social Care.**
- 2. Chris Williams to ensure that all agencies involved in the recently commenced Domestic Homicide Review are formally notified.**
- 3. Gail Tolley to discuss the Domestic Homicide Review concerns raised at the Board with both the Safer Brent Partnership and the Community Safety Partnership.**
- 4. Sue Matthews to ensure that a report on the learning from the Reflective Audits that have been conducted to date is presented at the next board meeting.**

53/14 Standing Items

Issues arising from Inspection & Self Assessment

CareUK CQC Inspection

CareUK had an unscheduled CQC visit in February 2014 and had a successful and positive visit. It was noted that the Lead GP takes an active role in providing safeguarding training to staff. A question was raised about whether the CQC looked at tracking disabled users as there have been some children with disabilities experiencing a different service with regards to patient transportation and ambulance services. It was agreed that this question will be taken back to CareUK for clarification.

Brent CCG CQC Inspection

Brent CCG had a CQC inspection that took place from the 9th to the 13th June 2014.

A set up meeting that took place was very helpful and all partners that contributed were thanked. The following themes have come out of the inspection;

- The CCG's role in supporting GP Practices
- Feedback from MASH
- Some recommendations in relation to Children Looked After.

The final action plan will be presented to the Board in October and any outstanding actions will be included in the PIP.

Safer Brent Partnership

An increasing concern was raised with the Board regarding urban street gangs and setting up drug dealing locations. 9 out of 15 gangs known in Brent have been involved in this activity which involves going into a remote area and finding a vulnerable person, taking over their property and selling drugs from that property. Children are being recruited by these gangs to find the locations and responsible for doing the deal. Some work is taking place to try and understand this problem.

There are also increasing risks to sexual exploitation where pictures of underage girls with price tags attached to them are being traded.

The Board requested an update on the progress of the work on gangs and sexual exploitation will be presented to the Board at the next meeting.

Feedback from Brent Children's Partnership

The Brent Children's Partnership will be reinvigorated over the summer and an update on the progress of this will be given to the Board at the next meeting by the Director of Children's Services.

Partnership Improvement Plan

A fully updated PIP will be brought to the October meeting.

All members were reminded that it is extremely important that this document is updated regularly and it was reiterated that if Board members need any assistance using it Wendy Proctor is available to support.

ACTION :-

- 1. Chris Williams and Sarah Alexander to present an update on the progress of the work being done to address gang activity and sexual exploitation in Brent at the next meeting.**

54/14 Brent LSCB Sub Groups

Vulnerable Groups

DCI Tariq Sarwar has been promoted with the Police and as a result the Vulnerable Groups Sub Group will now be chaired by Acting DCI Mike West.

The Voice of the Child

The first meeting of the reinvigorated sub group has been arranged and the group will consider how children's views could be included within the Business Planning Day.

Serious Case Review

A final draft has been written on the Child I & J SCR and the final report will be presented to the Board in October. The learning events from this SCR are being planned and the lessons learnt clarified before the training events are held.

The Chair will consider publication of the review and what impact the inquest may have on this.

Quality, Audit & Outcomes

An audit programme has been developed for the year.

The LSCB self audit has been completed in draft and this will be brought to the Business Planning Day for further exploration.

A report will be presented to the Board at the next meeting on the key findings and learning points from the Reflective Audits that have been conducted to date.

Policies and Procedures

The group has reviewed a number of protocols for Board ratification including:

- Pre-Birth Protocol
- Domestic Homicide Reviews Protocol
- LSCB Child Protection Conference Complaints Procedure,
- FGM Guidance

The Board signed off all the protocols with the agreement that any final amendments will be sent to Wendy Proctor, LSCB Business Support Officer for finalising and adding to the LSCB website.

Child Death Overview Panel

The Child Death Overview Panel was discussed under item 58/14 on the agenda.

Developing a Learning Culture

The LSCB annual safeguarding conference is taking place on the 12th November 2014.

A playing card training activity to learn about Working Together 2013 has been produced by the group and this card pack can be used within teams as a training exercise.

Pauline Fletcher, Designated Nurse Safeguarding Children has agreed to be the new Chair of the Developing a Learning Culture Sub Group as Jo Ohlson is no longer working for Brent CCG.

ACTION :-

- 1. Chris Spencer to consider publication of the Child I & J SCR and what impact the inquest may have on this.**

55/14 LSCB Business Planning Day

The LSCB Business Planning Day is taking place on the 24th September 2014, members were asked to prioritise their attendance at this event.

56/14 LSCB Communication Strategy

The LSCB Communications Strategy has been developed focussing on raising awareness of the LSCB.

A set of LSCB road show events have been planned across the borough to raise the profile of the Board and also promote the LSCB Policies and Procedures.

The Board signed off the strategy with a few amendments to be made before it is published on the LSCB website.

ACTION :-

- 1. Sue Matthews to make final amendments to the Communication Strategy and ensure it is published on the website.**

57/14 LSCB Training Strategy

The LSCB training strategy is currently being amended to ensure that this document currently reflects what the Board is going to do and how this will be done.

The Board agreed the strategy with the following amendments to be made:

- The training strategy should dovetail with the intercollegiate health document
- The section on Evaluation and Outcomes needs to be strengthened
- The Learning & Improvement Framework should be linked to the strategy
- Learning from the CDOP and other critical incidents should be included
- Articulate Brent's levels of training against the London levels

ACTION :-

- 1. Sue Matthews to amend the LSCB Training Strategy following the Board's comments.**

58/14 CDOP Annual Report 2013/14

The CDOP Annual Report 2013/14 was presented to the Board.

A training session will be taking place on the 12th September 2014 looking at the themes of preventable child deaths and the details of this training session have been circulated.

The CDOP has noted that it is a struggle to obtain Post Mortem reports.

The Board agreed the annual report with the following amendments to be made:

- Ensure the correct number of unexpected deaths is consistent throughout the report.

The Board would like there to be further consideration to whether there are any trends in the location of child deaths in the borough as there seems to be high numbers of child deaths in the NW10 area. The Board would like to support the CDOP in sharing the annual report with the Health & Wellbeing Board and specifically note this location trend.

ACTION :-

- 1. Dr Arlene Boroda to request to share the CDOP Annual Report with the Health & Wellbeing Board.**

59/14 Private Fostering

The Private Fostering Report was amended following the presentation to the Board in February 2014.

Brent has very low reported numbers of Private Fostering arrangements and a campaign is being run to encourage people to report these where schools and other settings should be targeted.

It was agreed that this would be added to the next Designated Teacher's Forum meeting agenda.

AGREED :-

- 1. Sarah Alexander to ensure that Private Fostering is added to the next Designated Teacher's Forum meeting agenda to raise awareness within Schools and other settings.**

60/14 IRO Annual Report Amendments

Following the presentation of the IRO Service Annual Report at the last meeting the amendments suggested by the Board have been made.

It was recognised that there is a journey of improvement since the team moved into the Safeguarding Service in April 2014.

The Board agreed this report based on the following amendments being made before it is signed off by Gail Tolley, Strategic Director, Children and Young People:

- Further context and clarification should be included within the Health section of the report.
- The recognition that IRO's go into prisons is an example of good practice that should be reflected.

61/14 DBS Audit

A short audit has been developed for partner agencies to complete to provide assurance to the Board that they are complying with the DBS Safeguarding requirements.

The Board agreed that an additional question should be included about staff having contact with children before they have completed their DBS checks.

It was agreed this audit will be circulated to all partners for completion.

It was also agreed that this audit should be sent out to all Schools/Education Settings for completion including Early Years providers.

A report on this audit will be presented to the Board in December 2014.

ACTION :-

- 2. Sue Matthews to ensure that the DBS Audit is circulated to all partners and educational settings in Brent for completion.**

62/14 YOT HMIP Inspection

The summary report of the YOT HMIP Inspection was presented to the Board. All recommendations made by the inspectors reflected the actions that were already identified in the service improvement plan.

The key themes that were noted from the inspection are as follows:

- Consistency
- Management oversight
- Partnership working/information sharing

It was recognised that two pieces of work were taken away as national examples of good practice.

Brent is YOT will be part of a thematic inspection of resettlement work starting on the 20th August 2014 and this inspection may involve other agencies.

The Board requested reassurance that the inspection action plan is being taken forward, this will be presented at the next Board meeting along with the outcome of the Thematic Inspection.

ACTION :-

- 1. Angela Chiswell to present the YOT HMIP Inspection action plan and the outcome of the Thematic Inspection to the Board at the next meeting.**

63/14 LSCB Governance Protocols

Sue Matthews has developed LSCB Governance Protocols outlining the governance arrangements between the LSCB and Safer Brent Partnership, the Safeguarding Adults Board and the Health and Wellbeing Board.

The Board has agreed to these protocols and is awaiting confirmation from the other Boards before the protocols are published on the LSCB website.

It was agreed that as part of reinvigorating process of the Brent Children's Partnership (BCP), a governance protocol will be drawn up between the LSCB and BCP.

ACTION :-

- 2. Sue Matthews and Gail Tolley to draw up a Governance Protocol between the LSCB and the reinvigorated Brent Children's Partnership (BCP).**

64/14 LSCB Meetings Forward Plan

The following items will be added to the LSCB meeting forward plan:

October Meeting

- MAPP Annual Report
- MARAC Annual Report
- Children's Social Care Audits Report
- CCG CQC Inspection Action Plan
- Healthy Economy Safeguarding & CQC Inspection Report
- Child I & J SCR
- YOT HMIP Inspection Action Plan and Thematic Inspection Outcome
- Gangs and Sexual Exploitation
- Learning from Reflective Audits

December Meeting

- Safeguarding in Schools (including S11 audit report)
- Social Care Annual Safeguarding Report.
- DBS Audit Report
- Caseloads in Children Social Care: An update

65/14 Any Other Business

- i. 'If I Had Help' Community Safeguarding Event

The community safeguarding event that was organised by a group of Brent young people was well attended and due to the success of this event it will be repeated.

- ii. Lay Member Interviews

The Lay Member Interviews are taking place tomorrow and the Board would like to appoint another 2 Lay Members.

iii. Board Papers

It was recognised that reports are being submitted to Wendy Proctor, LSCB Business Support Officer late which holds up the agenda and papers being circulated in good time ahead of the meeting. All Board members were reminded that all reports should be submitted within deadlines set to ensure ample preparation time for the meetings.

Date of next meeting:

Wednesday 8th October 2014

9.30am - 12.30pm

1st Floor Brent Civic Centre, Training Suite, Training Rooms 3 & 4,

Brent LSCB Meeting – 23rd July 2014 Action Log

Actions	Contact	Completion Date
Actions deferred from previous meeting		
Amend the Constitution with the agreed amendments and ensure it is published on the LSCB website.	Sue Matthews	
Summarise the issue that Schools are becoming frustrated with the competing priorities set by the government for Chris Spencer to raise with the London Board.	Kay Johnson & Chris Spencer	
All agencies to send Wendy Proctor up to 5 key relevant safeguarding indicators that could be included in the LSCB dataset.	All partners	
Raise the issue with the London Chairs that communication with Coroners is becoming a challenge.	Chris Spencer	
Present a summary of the safeguarding children outcomes from the current DHR to the Board at the next meeting.	Sarah Alexander and Dr Arlene Boroda	
MARAC		
Discuss and clarify the concern that low numbers of referrals are being sent into MARAC from Brent Social Care with Graham Genoni, Operational Director Social Care.	Sharon Healy (ADVANCE)	
Domestic Homicide Review		
Ensure that all agencies involved in the recently commenced Domestic Homicide Review are formally notified.	Chris Williams	
Discuss the Domestic Homicide Review concerns raised at the Board with both the Safer Brent Partnership and the Community Safety Partnership.	Gail Tolley	
Reflective Audits		
Sue Matthews to ensure that a report on the learning from the Reflective Audits that have been conducted to date is presented at the next board meeting.	Sue Matthews	
Gangs and Sexual Exploitation		

Actions	Contact	Completion Date
Present an update on the progress of the work being done to address gang activity and sexual exploitation in Brent at the next meeting.	Chris Williams and Sarah Alexander	
SCR Child I & J		
Consider publication of the Child I & J SCR and what impact the inquest may have on this.	Chris Spencer	
Communication Strategy		
Make final amendments to the Communication Strategy and ensure it is published on the website.	Sue Matthews	
LSCB Training Strategy		
Amend the LSCB Training Strategy following the Board's comments.	Sue Matthews	
CDOP Annual Report 2013/14		
Request to share the CDOP Annual Report with the Health & Wellbeing Board.	Dr Arlene Boroda	
Private Fostering		
Ensure that Private Fostering is added to the next Designated Teacher's Forum meeting agenda to raise awareness within Schools and other settings.	Sarah Alexander	
DBS Audit		
Ensure that the DBS Audit is circulated to all partners and educational settings in Brent for completion.	Sue Matthews	
YOT HMIP Inspection		
Present the YOT HMIP Inspection action plan and the outcome of the Thematic Inspection to the Board at the next meeting.	Angela Chiswell	
LSCB Governance Protocols		
Draw up a Governance Protocol between the LSCB and the reinvigorated Brent Children's Partnership (BCP).	Sue Matthews and Gail Tolley	