



Keeping children safe is everyone's responsibility

## BRENT LSCB MEETING MINUTES

Thursday 10<sup>th</sup> September 2015

13:30-16:30

Brent Civic Centre

### Present:

#### Designation

Brent CCG - Designated Doctor for Safeguarding Children  
 Brent CCG - Designated Nurse for Safeguarding Children  
 Brent Council – Chief Legal Officer  
 Brent Council - Deputy Head of Community Safety & Public Protection  
 Brent Council - Director of Public Health  
 Brent Council - Head of Locality Service Brent Social Care  
 Brent Council - Head of Safeguarding Children & Young People  
 Brent Council - Head of Youth Support Services  
 Brent Council - Health Improvement Specialist (Training) Public Health  
 Brent Council - Lead Member for Children & Young People  
 Brent Council - Operational Director Social Care Children & Young People  
 Brent LSCB Business Manager  
 Brent LSCB Business Support Officer  
 Brent LSCB Independent Chair  
 Brent LSCB Lay Member  
 Brent LSCB Lay Member  
 CAFCASS Senior Service Manager for Greater London  
 CNWL Mental Health Trust - Associate Director Quality, Safety and Safeguarding (Deputy Chair)  
 College of North West London – Safeguarding Lead  
 Community Rehabilitation Company (CRC) – Assistant Chief Officer  
 Metropolitan Police - Brent Borough Command  
 National Probation Service – Probation Officer – attending on behalf of Sam Denman  
 National Probation Service – Probation Officer – attending on behalf of Sam Denman  
 Special School Representation – Head Teacher The Village School

#### Name

Dr Arlene Boroda  
 Pauline Fletcher  
 Fiona Alderman  
 Karina Wane  
 Dr Melanie Smith  
 Neil Macdonald  
 Sarah Alexander  
 Angela Chiswell  
 Sandy Youngson  
 Cllr Ruth Moher  
 Graham Genoni  
 Sue Matthews  
 Wendy Proctor  
 Mike Howard  
 Pamela Stewart  
 Angela Clarke  
 Danielle Dunbar  
 Catherine Knights  
 Anna Openshaw  
 Cassie Newman  
 DCI Mick Gornall  
 Paulette Ranger  
 Sarah Pimblett  
 Kay Charles

### Apologies:

#### Designation

Brent CCG - Clinical Lead for Safeguarding  
 Brent CCG – Chief Operating Officer  
 Brent Council - Head of Community Safety and Public Protection  
 Brent Council - Head of Early Years  
 Brent Council - Head of Housing Solutions  
 Brent Council - Head of Support Planning and Review, Adults Social Care  
 Brent Council - HR Manager  
 Brent Council - Strategic Director, Children and Young People  
 Brent LSCB Lay Member  
 London North West Healthcare Trust (LNWH) - Deputy Director of Nursing  
 Metropolitan Police - Child Abuse Investigation Command  
 National Probation Service - Assistant Chief Officer  
 Primary School Representation – Head Teacher Stonebridge Primary School

#### Name

Dr Sarah Basham  
 Sarah Mansuralli  
 Chris Williams  
 Sue Gates  
 Laurence Coaker  
 Helen Duncan-Turnbull  
 Afzal Ghany  
 Gail Tolley  
 Lucille Allain  
 Colette Mannion  
 DCI John Foulkes  
 Sam Denman  
 Sophie Allen

Item 45	Welcome from Chair	Chair
<b>Key Points</b>	<ul style="list-style-type: none"> <li>All apologies are noted on page 1 of these minutes.</li> </ul>	
<b>45.1 Introductions &amp; discussion regarding role of Board Member</b>	<ul style="list-style-type: none"> <li>Mike Howard was appointed as the Brent LSCB Independent Chair on 1<sup>st</sup> June 2015.</li> <li>This is the first LSCB meeting chaired by Mike Howard.</li> <li>The Chair noted there is an expectation that all members fully contribute to all LSCB meetings.</li> <li>All members introduced themselves and briefly outlined their understanding of what the LSCB is and their role on the Board.</li> <li>All board members are encouraged to have open and transparent discussions.</li> </ul>	
<b>Board Focus</b>	<ul style="list-style-type: none"> <li>The board was reminded of the statutory duty of LSCB's including the expectation to challenge and hold the partnership to account.</li> <li>The Chair has found it difficult to see areas where the board has made a difference to date and the focus of the Board needs to be evidencing impact and outcomes.</li> <li>Brent Children's Services likely to be inspected soon and the Board must be in a position to meet the challenges of the LSCB review which is a separate element of the inspection.</li> </ul>	

Item 46	Minutes of last meeting/Matters Arising	Chair
<b>Minutes</b>	<ul style="list-style-type: none"> <li>The minutes from the 10<sup>th</sup> June 2015 meeting were accepted as an accurate record.</li> </ul>	
<b>46.1 Action Tracker</b>	<ul style="list-style-type: none"> <li>See the action tracker document for updates on actions.</li> </ul>	

Item 47	Board Restructuring	Chair
<b>47.1 Changes to meeting structure, membership and ways of working</b>	<ul style="list-style-type: none"> <li>Changes have been made to the room layout to encourage full member participation.</li> <li>The Board agreed the proposal to remove the Executive Group.</li> <li>A reduction has been made to the number of meetings (5 per year) with a gap of approximately 10 weeks between each meeting including an extended period over the summer.</li> <li>The Chair will lead the horizon scanning and agenda planning and members will be expected to input into the agenda setting process.</li> <li>The Sub Group chairs will meet regularly with the Chair.</li> <li>Members are required to ask questions, be critical and demonstrate challenge has made a difference.</li> <li>Presentations at meetings will be reduced and have stronger focus on impact and what the expectations of the Board would be.</li> <li>Alternative venues for the meetings will be sought to promote stronger engagement across the partnership.</li> <li>Stronger links will be made with other Brent Boards with shared agendas and some of these links have already been initiated by the Chair.</li> <li>Board members will also be expected to strengthen their links where they sit across multiple Boards.</li> </ul>	
<b>47.2 Review of LSCB Sub Groups</b>	<ul style="list-style-type: none"> <li>The Chair has conducted a review of the LSCB &amp; Sub Group membership and work.</li> <li>The Board recognises that some sub groups have lost focus and this review was conducted to improve how the sub groups support the LSCB to meet its statutory responsibilities and increase effectiveness.</li> <li>The proposed new structure was presented to the Board and will be circulated for comments.</li> <li>The education representation on the Board will be expanded to include Secondary Schools.</li> <li>Letters will be sent to all sub group Chairs informing them of the changes and invitation letters to new members will be sent by the end of September 2015.</li> <li>The proposal to affiliate the MASE Panel and Missing Children Panel to the Board was agreed. This will aim to provide these groups with a concrete governance structure and raise the profile of the LSCB.</li> <li>There is no plan to develop a communications sub group although there is recognition that the visibility of the Board needs to be raised across the partnership.</li> <li>Members were asked to encourage colleagues that have an interest in safeguarding and the LSCB to join sub groups.</li> </ul>	

Item 47	Board Restructuring	Chair	
<b>47.3 Board Self Assessment (Brent LSCB Audit)</b>	<ul style="list-style-type: none"> <li>The Chair with the support of the officers of the Board have completed a draft self assessment of the Board using the framework of the audit completed in August 2014.</li> <li>This document outlines where we think the strengths and weaknesses are and the themes arising from the self assessment were presented to the Board.</li> <li>The commissioned report of the independent LSCB review (draft) was also presented to the Board.</li> <li>Brent LSCB has carried out some good work and there are some good examples that can evidence impact, this should to be reflected within the self-assessment.</li> </ul>		
<b>47.4 Proposed changes to support arrangements for the LSCB</b>	<ul style="list-style-type: none"> <li>The former Brent Council Chief Executive commissioned a review of the support arrangements of the Board prior to the Chair's arrival.</li> <li>The review concluded that some changes should be made and the Chief Executive made a decision to implement these changes.</li> <li>These changes are still in the consultation process and the final new arrangements are still under consideration.</li> <li>The LSCB has not been consulted on the support arrangement changes that have an impact and the risks or mitigation have not been identified.</li> <li>Members were invited to put concerns regarding the proposed changes to the Chair in writing.</li> </ul>		
<b>47.5 LSCB Budget</b>	<ul style="list-style-type: none"> <li>A proposed LSCB budget briefing paper was presented to the Board.</li> <li>Currently Brent Council and Brent CCG are the main contributors to the LSCB Budget.</li> <li>Some partners are not contributing to the Board budget and this needs further exploration by the Chair.</li> <li>The Met Police pay a set amount to all London LSCBs and this is low in comparison to the national contributions from other forces. This has been raised as a concern by the London LSCB Chairs in a letter earlier this year and the Board awaits a response.</li> <li>The Board recognised that some budget contributions are difficult for Brent LSCB to influence.</li> <li>As a result of the proposed changes to the support arrangements of the Board, Brent Council has increased its contribution.</li> <li>A request was made to ensure the budget accurately reflects the contribution from Probation and the Community Rehabilitation Company.</li> <li>A request was made to ensure that the CCG funding for CDOP is reflected in the budget.</li> </ul>		
<b>Board Focus</b>	<p><u>Independence of Brent LSCB</u></p> <ul style="list-style-type: none"> <li>A concern has been raised by partners that the independence of the LSCB from Brent Council is not as great as it should be and at times is too closely aligned.</li> <li>It is felt that the board is too dominated by Brent Council and sometimes the health agenda is not understood well enough and further exploration of the commissioning and provision of health services needs to take place.</li> <li>It was noted that the LSCB is the only meeting where multiagency and community members come together to discuss safeguarding and hold people to account and the Board will work as a partnership to strive towards having a shared vision and aim.</li> </ul>		
<b>Actions</b>		<b>Action Owner</b>	<b>Deadline</b>
	Circulate the proposed review of the LSCB and Sub Groups encouraging members to respond with comments.	Mike Howard	30 <sup>th</sup> Sept 2015
	Offer a venue other than the Brent Civic Centre for future LSCB meetings.	Appropriate Members	19 <sup>th</sup> Nov 2015
	Encourage other Brent Schools through the Brent Schools Partnership to offer their school as venue to hold LSCB meetings.	Kay Charles	19 <sup>th</sup> Nov 2015
	Write to the Chair with any concerns regarding the proposed changes to support arrangements for the LSCB to the Chair.	All Members	30 <sup>th</sup> Sept 2015
	Update the budget paper to reflect funding for CDOP and the contribution from the probation service providers.	Sue Matthews	30 <sup>th</sup> Sept 2015

Item 48	Revisions to the LSCB Constitution	Chair	
<b>Key Points</b>	<ul style="list-style-type: none"> <li>As a result of the proposed changes to the LSCB, the constitution has been reviewed.</li> </ul>		
<b>Board Focus</b>	<ul style="list-style-type: none"> <li>All members were asked to send comments and reflections on the redrafted constitution.</li> </ul>		
<b>Actions</b>		<b>Action Owner</b>	<b>Deadline</b>
	Send comments/reflections on the redrafted constitution to Sue Matthews.	All Members	30 <sup>th</sup> Sept 2015

Item 49	Discussion regarding Performance Data	Chair	
<b>Key Points</b>	<ul style="list-style-type: none"> <li>A revised performance data model is being developed by the Chair and it will be circulated to all Board members.</li> <li>Currently the main source of data is the Local Authority.</li> <li>A new LSCB Performance Sub Group will be set up by mid-October 2015 as part of the restructure; this group will be responsible for collating, interpreting and reporting on the LSCB dataset.</li> <li>The Chair requested Board members to nominate their agencies performance analysts to join the Performance Sub Group.</li> </ul>		
<b>Board Focus</b>	<ul style="list-style-type: none"> <li>The Board recognises that the work on the LSCB dataset to date has been a struggle and there has been little focus on outcomes.</li> <li>All members were requested to suggest data from their agencies that should be included within the LSCB dataset.</li> <li>The Board agreed the dataset should focus on Missing Children, Domestic Abuse, Allegations, Exclusions and CSE.</li> <li>The data must be owned by the Board and the issues around sharing data and holding people to account will be explored.</li> </ul>		
<b>Actions</b>		<b>Action Owner</b>	<b>Deadline</b>
Circulate the revised performance data to all Board members.		Mike Howard	30 <sup>th</sup> Sept 2015
Nominate appropriate performance analysts to join the new LSCB Performance Sub Group.		All Members	30 <sup>th</sup> Sept 2015

Item 50	Review of the CSE Action Plan (Paper circulated prior to meeting)	Sue Matthews	
<b>Key Points</b>	<ul style="list-style-type: none"> <li>A meeting took place on the 13<sup>th</sup> August 2015 to clarify the remit of the LSCB and the Safer Brent Partnership in responding to the CSE agenda.</li> <li>The ultimate accountability for the CSE agenda is Brent rests with the LSCB.</li> <li>The CSE action plan has been updated to be more outcomes focussed; this document is owned by the LSCB.</li> </ul>		
<b>Board Focus</b>	<ul style="list-style-type: none"> <li>All members were asked to review the updated action plan and submit their views, comments and updates (<i>Members who have no feedback should respond and advise the LSCB Business Manager</i>). A comment was made that there is a need to include the awareness to pursue prosecutions within the action plan, this will be submitted in writing.</li> <li>The recommendations from the 'Girls in Gangs' Home Office peer review crosses over the CSE work and it was agreed that consideration will be given to including these recommendations in the CSE action plan.</li> </ul>		
<b>Actions</b>		<b>Action Owner</b>	<b>Deadline</b>
Review the updated CSE action plan and submit views, comments and updates ( <i>Members who have no feedback should respond and advise the LSCB Business Manager</i> ).		All Members	30 <sup>th</sup> Sept 2015

Item 51	Any Other Business	Chair	
<b>Key Points</b>	<p><u>Shineforth Evangelical Ministry</u></p> <ul style="list-style-type: none"> <li>Serious safeguarding concerns have been raised across London regarding a group called ShineForth Evangelical Ministry or ShineForth Youth.</li> <li>This information will be circulated to Board members to alert their organisations of this group.</li> </ul>		
<b>Actions</b>		<b>Action Owner</b>	<b>Deadline</b>
Circulate the details of the ShineForth Evangelical Ministry safeguarding concerns to all Board members.		Sarah Alexander	11 <sup>th</sup> Sept 2015
Ensure that the details of the ShineForth Evangelical Ministry safeguarding concerns are shared across their agency.		Board members	11 <sup>th</sup> Sept 2015

Item 52	Papers circulated for information/note	Chair
<b>Key Points</b>	<ul style="list-style-type: none"> <li>LSCB Meetings Forward Plan</li> </ul>	

**Brent LSCB meetings will be held on:**

<b>DATE</b>	<b>Time</b>	<b>Venue</b>
<b>Thursday 19th November 2015</b>	<b>09.30-12.30</b>	<b>To be confirmed</b>
<b>Thursday 28th January 2016</b>	<b>13.30-16.30</b>	<b>To be confirmed</b>
<b>Thursday 14th April 2016</b>	<b>09.30-12.30</b>	<b>To be confirmed</b>
<b>Thursday 16th June 2016</b>	<b>13.30-16.30</b>	<b>To be confirmed</b>
<b>Thursday 15th September 2016</b>	<b>09.30-12.30</b>	<b>To be confirmed</b>
<b>Thursday 17th November 2016</b>	<b>13.30-16.30</b>	<b>To be confirmed</b>