

# BRENT LSCB MEETING MINUTES



Keeping children safe is everyone's responsibility

**Thursday 14<sup>th</sup> April 2016**

**09:30-12:30**

**College of North West London –Wembley Campus**

**Present:**

**Designation**

Barnardos - Assistant Director Children's Services West Locality  
 Brent CCG – Attending on behalf of Duncan Ambrose  
 Brent CCG - Designated Doctor for Safeguarding Children  
 Brent CCG - Designated Nurse for Safeguarding Children  
 Brent Council - Adults Social Care Head of Support Planning and Review  
 Brent Council – Attending on behalf of Chris Williams  
 Brent Council – Children & Young People - Head of Service Partnership, Planning & Performance (Observing)  
 Brent Council - Children & Young People Head of Safeguarding & Quality Assurance  
 Brent Council – Children and Young People Operational Director Integration & Improved Outcomes (Interim)  
 Brent Council - Children and Young People Strategic Director  
 Brent Council - Director of Public Health  
 Brent Council - Head of Housing Solutions  
 Brent Council - Lead Member for Children & Young People  
 Brent LSCB Business Support Officer  
 Brent LSCB Independent Chair  
 Brent LSCB Lay Member  
 Brent LSCB Lay Member  
 Brent LSCB Training Coordinator  
 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  
 Family Magistrate Court  
 Metropolitan Police – Brent Borough Command Superintendent  
 Metropolitan Police - Child Abuse Investigation Command  
 National Probation Service - Attending on behalf of Sam Denman  
 Primary School Representation – Head Teacher Stonebridge Primary School  
 Secondary School Representation - Principal Ark Elvin Academy  
 Special School Representation – Head Teacher The Village School  
 Queens Park Rangers In the Community (Observing)

**Name**

Marie Moody  
 Dionne Greenaway  
 Dr Arlene Boroda  
 Jane Bell  
 Helen Duncan-Turnbull  
 Karina Wane  
 Nigel Chapman  
 Sarah Alexander  
 Kevin Jones  
 Gail Tolley  
 Dr Melanie Smith  
 Laurence Coaker  
 Cllr Ruth Moher  
 Wendy Proctor  
 Mike Howard  
 Pamela Stewart  
 Angela Clarke  
 Kathryn Bryans  
 Danielle Dunbar  
 Catherine Knights  
 Anna Openshaw-Lawrence  
 Sam Rosengard  
 Pam Ullstein  
 Nigel Quantrell  
 DCI John Foulkes  
 Sandra Kennedy  
 Sophie Allen  
 Annabel Bates  
 Kay Charles  
 Andy Evans

**Apologies:**

**Designation**

Brent CCG – Assistant Director  
 Brent LSCB Lay Member  
 National Probation Service - Assistant Chief Officer  
 Primary School Representation – Head Teacher Malorees Infant School  
 London North West Healthcare Trust (LNWH)-Assistant Director for Safeguarding Children

**Name**

Duncan Ambrose  
 Lucille Allain  
 Sam Denman  
 Sian Davies  
 Lesley Tilson

<b>Item 11</b>	<b>Welcome &amp; Apologies</b>	<b>Chair</b>
<b>Key Points</b>	<ul style="list-style-type: none"> <li>All apologies are noted on page 1 of these minutes.</li> <li>Thanks were extended to College of North West London for hosting the meeting.</li> </ul>	
<b>11.1 Welcome New Members &amp; Introductions</b>	<ul style="list-style-type: none"> <li>All new members were welcomed to the Board.</li> <li>Andy Evans from QPR in the Community attended the meeting as an observer.</li> <li>Thanks were extended to both Sarah Alexander &amp; Councillor Ruth Moher for their contributions to Brent LSCB.</li> </ul>	

<b>Item 12</b>	<b>Minutes of last meeting/Matters Arising</b>	<b>Chair</b>	
<b>Minutes</b>	<ul style="list-style-type: none"> <li>The minutes from the meeting were accepted as an accurate record with the following amendments: <ul style="list-style-type: none"> <li>Lesley Tilson's correct designation is London North West Healthcare Trust (LNWH) – Assistant Director for Safeguarding Children.</li> <li>Annabel Bates is representing Brent secondary schools rather than academies on the Board.</li> <li>Marie Moody's correct designation is: Barnardos - Assistant Director Children's Services West Locality</li> <li>Amend the typo 'hotspots'.</li> <li>The BFFD referral audit presentation will be circulated to all members.</li> </ul> </li> <li>The minutes from January 2016 will be amended and published on the LSCB website.</li> </ul>		
<b>12.1 Action Tracker</b>	<ul style="list-style-type: none"> <li>See the action tracker document for updates on actions.</li> <li><u>12.1.1 Update on the use of the Independent Domestic Violence Advocates</u></li> <li>A meeting took place between the Community Safety team who contract the IDVAs at the Police station and Children's Social Care.</li> <li>The outcome of the discussions were: <ul style="list-style-type: none"> <li>The children's IDVA is oversubscribed.</li> <li>IDVAs to begin visiting families at home.</li> <li>Signs of Safety, safety planning is allowing social workers to support families without referral to an IDVA.</li> <li>Referrals to other organisation who can support victims continues.</li> <li>Some problems emanate from the change in staff and the contracting arrangements, communication needs to improve with current and new workers.</li> <li>Training available is but new workers may not know about it, further advertising to take place.</li> <li>A clear referral process will be developed.</li> <li>Links with the MASH and IDVA's will be strengthened.</li> <li>All open Domestic Abuse cases will be reviewed to ensure that where possible a referral has been made to the IDVA.</li> <li>The numbers of consultations will be collated.</li> <li>Monthly meeting set up between Localities and Community Safety to review referrals.</li> </ul> </li> <li>This will now be overseen by both Children's Social Care and Community Safety.</li> </ul>		
<b>Actions</b>		<b>Action Owner</b>	<b>Deadline</b>
Make agreed amendments to the January 2016 minutes and publish on the LSCB website.		Wendy Proctor	16 <sup>th</sup> June 2016
Circulate the BFFD Audit presentation from the January 2016 meeting to all members.		Wendy Proctor	16 <sup>th</sup> June 2016

Item 13	Board Update	Chair	
<b>13.1 Review of LSCBs</b>	<ul style="list-style-type: none"> <li>The Government review of the effectiveness of LSCBs is now complete and.</li> <li>It is not known when it will be made public.</li> </ul>		
<b>13.2 LSCB Ofsted Action Plan</b>	<ul style="list-style-type: none"> <li>The LSCB has developed an action plan to address the recommendations from the Ofsted review that took place in October 2015.</li> <li>All updates to the action plan will be submitted to the LSCB Business Support Officer.</li> </ul> <p><u>Metropolitan Police Inspection</u></p> <ul style="list-style-type: none"> <li>Brent Borough Police are awaiting feedback from a safeguarding services inspection.</li> </ul>		
<b>13.3 Update on LSCB Support Restructure</b>	<ul style="list-style-type: none"> <li>A restructure review is underway and a proposal has been developed and pending permanent arrangements an interim Business Manager is being appointed.</li> </ul>		
<b>13.4 Budget</b>	<ul style="list-style-type: none"> <li>An outline of the LSCB budget was produced by Brent Council's finance department.</li> <li>The Board felt that there needs to be a clearer presentation of the income and expenditure.</li> <li>The LSCB is an independent board and it was felt that the budget should be managed by the Chair and not managed by Brent Council.</li> <li>Further work will be undertaken to produce a budget report that is clearer and more informative.</li> <li>The partner contributions should also be clearly noted along with the Brent CCG additional cost of CDOP.</li> </ul>		
<b>13.5 Joint Targeted Area Inspections</b>	<ul style="list-style-type: none"> <li>An update on the Joint Targeted Area Inspection (JTAI) that were introduced in January 2016 was presented to the Board.</li> <li>The role of the LSCB remains significant in the JTAI.</li> <li>A collection of documents known as Annex A are required as part of this inspection and all partner agencies involved in the inspection were advised to collate an Annex A central repository.</li> <li>The Monitoring &amp; Evaluation sub group will begin the multi-agency audit programme which will aid preparation for the JTAI.</li> </ul>		
<b>Actions</b>		<b>Action Owner</b>	<b>Deadline</b>
	Present a clearer and more informative budget report that includes the Boards income and expenditure at the next meeting.	Mike Howard	16 <sup>th</sup> June 2016

Item 14	Update on Children & Young People Restructure	Gail Tolley
<b>Key Points</b>	<ul style="list-style-type: none"> <li>The Children &amp; Young People service has undergone a senior management restructure.</li> <li>The new structure came into effect on the 1<sup>st</sup> April 2016.</li> <li>An organisational chart of the new structure was circulated to the Board.</li> <li>Some senior managers opted to retire at the end of March 2016.</li> <li>The recruitment process is underway for the new posts and offers have been made to applicants for the permanent Operational Director posts.</li> <li>Some posts (including the Head of Safeguarding &amp; Quality Assurance) will be covered in the interim until the permanent positions have been filled.</li> </ul> <p><u>Brent Police Restructure</u></p> <ul style="list-style-type: none"> <li>The Metropolitan Police service has undergone a senior management restructure of the Brent Borough Command.</li> <li>There is now 2 Superintendents and 3 DCI posts which will come into effect on the 3<sup>rd</sup> May 2016.</li> </ul> <p><u>Community Rehabilitation Company Restructure</u></p> <ul style="list-style-type: none"> <li>The Community Rehabilitation Company underwent a restructure in December 2015 to form a pan-London delivery model with the service split into cohorts.</li> <li>Teams that are located in Brent will now be managing cases across London along with other boroughs within the cohort structure.</li> </ul>	

Item 14	Update on Children & Young People Restructure		Gail Tolley
Actions		Action Owner	Deadline
Present a full briefing on the Community Rehabilitation Company restructure at the next meeting.		Sam Rosengard	16 <sup>th</sup> June 2016
Ensure a briefing on the Brent Police restructure is presented to the Board at the next meeting		Superintendent Nigel Quantrell	16 <sup>th</sup> June 2016

Item 15	LSCB Annual Report 2015/16	Chair
<b>Key Points</b>	<ul style="list-style-type: none"> <li>The LSCB is required to produce an annual report.</li> <li>Preparation of the 2015/16 annual report will begin when the Interim LSCB Business Manager is appointed.</li> <li>We will aim to reflect the achievements of partner agencies and the Board within the Annual report and the agreed brief is for it to be concise, punchy and visually appealing.</li> <li>It is proposed the Annual Report will be published in autumn 2016.</li> </ul>	

Item 16	Discussion: Draft Business Plan 2016-19	Chair	
<b>Key Points</b>	<ul style="list-style-type: none"> <li>The Board broke into discussion groups to review the draft LSCB Business Plan focussing on four areas: <ul style="list-style-type: none"> <li>16.1 The role of the sub groups in delivering the priorities</li> <li>16.2 The role of the Chairs Coordination Group</li> <li>16.3 The LSCB response to reducing the impact of Domestic Abuse on children</li> <li>16.4 How do we monitor the effectiveness of our activities?</li> </ul> </li> <li>A data report including hotspot maps was presented to the Board to aid discussion under 16.3.</li> <li>The Board has agreed to concentrate its work on 5 wards of Stonebridge, Harlesden, Wembley Central, Sudbury and Fryent.</li> <li>It was felt that further exploration of the issues behind this data is required to enable the Board to make a positive difference, the Performance sub group will take this forward.</li> <li>Board members were reminded that all partners should be contributing data and intelligence to the Performance sub group.</li> <li>The following suggestions were agreed from the discussions: <ul style="list-style-type: none"> <li>An information exchange could be piloted between the three schools that are represented on the Board and the Metropolitan Police that focusses on children who have come to Police notice as a result of domestic abuse.</li> <li>Board members should raise awareness of the LSCB and the priorities at events they are involved in.</li> <li>A mapping exercise could be conducted to find out what is already being done across Brent that focusses on the Board priorities.</li> <li>There should be a stronger focus on children and young people with disabilities.</li> <li>A list of agencies that offer DA services and a pathway will be circulated to all members.</li> </ul> </li> <li>A Domestic Abuse Champions Project has been commissioned that works with raising awareness within the eastern European communities in Brent.</li> </ul>		
Actions		Action Owner	Deadline
Circulate a list of agencies that offer DA services and the pathway guidelines.		Karina Wane	16 <sup>th</sup> June 2016

Item 17	Any Other Business	Chair
<b>17.1 Section 11 Challenge &amp; Support Programme</b>	<ul style="list-style-type: none"> <li>Due to a change of the Independent Chair, Brent LSCB did not undertake a Section 11 Challenge &amp; Support Programme in 2015.</li> <li>Joint Section 11 audits with Harrow LSCB have been conducted with CNWL &amp; LNWH Trusts to make the process easier for agencies who provide services to both boroughs.</li> </ul>	

	<ul style="list-style-type: none"> <li>• A proposal has been drafted to commission an independent consultant to lead on a more focussed Section 11 audit based on a model developed for Wandsworth.</li> <li>• The independent consultant would lead on the audit and the Monitoring &amp; Evaluation sub group would monitor the actions that arise from the audit.</li> <li>• The following concerns were raised by Board members: <ul style="list-style-type: none"> <li>○ London boroughs currently use the pan-London audit tool as a way to reduce the amount of work for partners that have services in more than one London borough, by adding another format of S.11 this could create more work.</li> <li>○ The engagement of health Designated Professionals should be fully considered.</li> <li>○ The process Brent has followed has been very robust and worked well previously.</li> </ul> </li> <li>• The proposal will be re-drafted considering all the comments and this will be re-circulated for Board consultation.</li> </ul>		
<b>17.2 National Association of Independent LSCB Chairs (AILC)</b>	<ul style="list-style-type: none"> <li>• The Board agreed not to pay for an annual subscription to the National Association of Independent LSCB Chairs (AILC) as it is already benefitting from the Chair's current membership.</li> </ul>		
<b>17.3 Venue for June Meeting</b>	<ul style="list-style-type: none"> <li>• Board members were asked to offer a venue for the next Board meeting.</li> <li>• The Village School in Kingsbury, Ark Elvin Academy in Wembley and Stonebridge Primary were offered as venues for future meetings.</li> </ul>		
<b>Actions</b>		<b>Action Owner</b>	<b>Deadline</b>
Re-draft the S11 audit proposal document and circulate to the Board for comments.		Mike Howard	25 <sup>th</sup> April 2016

<b>Updated CSE Strategy</b>	<ul style="list-style-type: none"> <li>• This paper are circulated for ratification.</li> </ul>
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**Brent LSCB meetings will be held on:**

DATE	Time	Venue
<b>Thursday 16th June 2016</b>	<b>13.30-16.30</b>	<b>Ark Elvin Academy</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>