

Minutes of the Brent Local Safeguarding Children Board, held in Loftus Road Stadium on Tuesday 14 February 2017 between 10:04am and 13:10pm.

Present:

<u>Designation</u>	<u>Name</u>
Barnardos - Assistant Director Children's Services West Locality	Marie Moody
Brent CCG – Assistant Director	Duncan Ambrose
Brent CCG - Designated Doctor for Safeguarding Children	Dr Arlene Boroda
Brent CCG - Designated Nurse for Safeguarding Children	Gillian Attree
Brent Clinical Commissioning Group (CCG)	Dr Sarah Basham
Brent Council – <i>attending on behalf of Nigel Chapman</i>	Paula Swindlehurst
Brent Council - Children and Young People Operational Director Safeguarding, Performance and Strategy	Brian Grady
Brent Council - Children and Young People Strategic Director	Gail Tolley
Brent Council - Director of Public Health	Dr Melanie Smith
Brent Council - Head of Adults Services	Helen Duncan-Turnball
Brent Council – Head of Community Safety	Karina Wane
Brent Council – Head of Safeguarding and Quality Assurance	Sonya Kalyniak
Brent Council – Strategic Partnership Manager	Meenara Islam
Brent Council Lead Member for Children and Young People (Observing)	Councillor Mili Patel
Brent Local Safeguarding Children Board (LSCB) Business Manager (Interim)	Yvonne Byrne
Brent LSCB Business Support Officer	Wendy Proctor
Brent LSCB Independent Chair	Mike Howard
Brent LSCB Lay Member	Angela Clarke
Brent LSCB Lay Member	Pamela Stewart
Central London Community Healthcare (CLCH) Trust – <i>attending on behalf of Trish Stewart</i>	Rachel Phillips
Central North West London (CNWL) Mental Health Trust - Associate Director Quality, Safety and Safeguarding	Catherine Knights
Child and Family Court Advisory and Support Service (CAFCASS) – Enhanced Family Court Adviser	Katie Warren
London Ambulance Service (LAS) – Head of Safeguarding	Ginika Nwafor-Lwundy
London Ambulance Service (LAS) - Quality Governance & Assurance Manager	Chris Miles
London North West Healthcare (LNWH) Trust – Head of Safeguarding	Carol Ann Williams
Metropolitan Police – <i>attending on behalf of DCI John Foulkes</i>	DI Jason Dawson
Metropolitan Police – Brent Borough Command – Criminal Investigation Department	DCI Pete Wallis
National Probation Service - Assistant Chief Officer	Clare Ansdell
Primary School Representation – Head Teacher Stonebridge Primary School	Sophie Allen
Queens Park Rangers in the Community – Head of Safeguarding	Janet Barr

Guests:

<u>Designation</u>	<u>Name</u>
Brent Council - Principal Officer Looked After Children and Permanency	Kelli Eboji
Brent Council Executive & Member Services Governance and Civic Assistant	Nikoleta Nikolova

Item 1	Apologies for Absence and Substitutions	Chair
Key Points	<ul style="list-style-type: none"> • Apologies for absence had been received from: <ul style="list-style-type: none"> ○ Anna Openshaw-Lawrence, College of North West London Safeguarding Lead ○ Laurence Coaker, Brent Council ○ Gill Bal, Head Teacher of Wembley High Technology College ○ DCI John Foulkes, Child Abuse Investigation Command Unit of the Metropolitan Police ○ Kay Charles, Head Teacher of The Village School (Special School Representation) ○ Colin Sweeney, Brent Council's Governance and Civic Manager ○ Pam Ulstein, Brent Family Court Magistrate ○ Catherine Crawford, Brent Safeguarding Adult's Board Interim Business Manager ○ Nigel Chapman, Brent Council's Operational Director Integration and Improved Outcomes ○ Trish Stewart, Central London Community Healthcare (CLCH) Trust's Head of Safeguarding • Substitutions attending on behalf of standing members were: <ul style="list-style-type: none"> ○ Rachel Phillips attended on behalf of Trish Stewart ○ DI Jason Dawson attended on behalf of DCI John Foulkes ○ Paula Swindlehurst attended on behalf of Nigel Chapman • The Chair welcomed new members of the Board: <ul style="list-style-type: none"> ○ Chris Miles, Quality Governance & Assurance Manager for the London Ambulance Service (LAS) ○ Clare Ansdell, Assistant Chief Officer for the National Probation Service ○ Cllr Mili Patel, Brent Council Lead Member for Children and Young People ○ Carol Ann Williams, London North West Healthcare (LNWH) Trust's Head of Safeguarding ○ Katie Warren, Enhanced Family Court Adviser for Child and Family Court Advisory and Support Service (CAFCASS). ○ DCI Pete Wallis, Metropolitan Police Brent Criminal Investigation Department (CID) • Nikoleta Nikolova Brent Council's Governance and Civic Assistant attended to observe the meeting. 	

Item 2	Minutes of the Previous Meeting	Chair
Key Points	<ul style="list-style-type: none"> • The minutes of the previous meeting held on 29 November 2016 were accepted as an accurate record. 	

Item 3	Matters Arising	Chair
Key Points	<ul style="list-style-type: none"> • The Chair thanked Janet Barr on behalf of Queens Park Rangers for hosting the Board meeting at Loftus Road Stadium. • Board members were encouraged to suggest suitable alternative venues for future scheduled meetings. <p><u>Safer Sleeping</u></p> <ul style="list-style-type: none"> • The Chair reminded Board members of the importance of raising awareness of Safer Sleeping in Brent. • Safer Sleeping week was scheduled for the 13-17th March 2017 and a programme of activities to promote this in Brent was being developed. 	
(3a) Actions of Previous Meeting	<ul style="list-style-type: none"> • Two actions were deferred for completion until April 2017; <ul style="list-style-type: none"> ○ The Chair would seek assurance from the Football Association (FA) on what systems and procedures it has in place to monitor the grass roots football clubs. ○ Yvonne Byrne would clarify the accuracy of the terminology within the Policies & Procedures Sub-Group November 2016 Briefing report with the Sub Group Chair. 	

Item 3	Matters Arising	Chair
(3b) Domestic Abuse Information Sharing Arrangements	<ul style="list-style-type: none"> The Board recognised that further work was required to develop a robust plan for appropriate and secure information sharing arrangements between Police & Schools. It was noted that similar information sharing arrangements have been successfully developed in Nottinghamshire and Gwent. A task and finish group would be set up to explore other areas arrangements and develop robust information sharing arrangements. 	
(3c) Brent Local Safeguarding Children Board Future Options Paper	<ul style="list-style-type: none"> The Chair produced an options paper on the future of Brent LSCB following the Government response to the Alan Wood Review that was published May 2016. Further updates on the future of LSCBs are expected to take place after the Children's Social Care Bill has been approved by Parliament. The Local Authority would be the lead decision maker on the strategic multiagency safeguarding arrangements in Brent. Concerns were expressed that there seemed to be no clarity on whether the planning of arrangements would include consultation with the Community and Schools. 	

Item 4	Standing Items	Chair
(4a) LSCB Budget	<ul style="list-style-type: none"> A draft LSCB budget report including a budget profile for 2017/18 was presented to the Board. It was recognised that confirming the LSCB budget has been a difficult process. The Local Authority were the largest contributor to the budget and have been covering increasing costs. <p><u>Serious Case Reviews</u></p> <ul style="list-style-type: none"> Whilst a Serious Case Review was not undertaken in 2016/17, there may be a Serious Case Review commissioned at any time, therefore an annual allocation must be given to this activity. <p><u>Contributions</u></p> <ul style="list-style-type: none"> Brent LSCB is one of the lowest funded Boards in London. All annual contribution amounts continue to be set by each contributing partner agency and it was recognised that partner contributions to the LSCB budget are not proportionate and require review. It was noted that a number of partner agencies have not contributed to the LSCB budget. <p><u>Engagement with Children and Young People</u></p> <ul style="list-style-type: none"> The Board recognised that there has been a historical lack of engagement with children and young people. A proposal for the Board to commission a project to engage children and young people has been approved by the Chair. The allocated funding for this engagement project was planned to be utilised as an incentive for young people to participate. <p><u>Training</u></p> <ul style="list-style-type: none"> The way in which the Board approached its training offer will be reviewed to progress joint training with Harrow LSCB and the Local Safeguarding Adults Board. All recommendations proposed in section four of the report were accepted. It was recognised that this document is a draft and further clarification would be required to finalise the LSCB budget. Members were encouraged to send comments and amendments to the LSCB Interim Business Manager. The LSCB Business Manager would update the budget with the suggested amendments: <ul style="list-style-type: none"> Include a full list of all partner agencies to the contributions table to indicate who currently contributes annually to the LSCB budget. 	

	<ul style="list-style-type: none"> ○ Amend the balance sheets to show the exact expenditure that has been offset by additional Brent Council contributions. ○ Specify all health service providers in Brent. ○ Include the exact annual figure of Brent CCG funding the Child Death Overview Panel function. ○ Clarify the Section 11 audit costs for transparency. ● The LSCB budget would remain as a standing item on the agenda.
<p>(4b) Feedback from Sub-Groups and Community Reference Group</p>	<ul style="list-style-type: none"> ● Progress reports were submitted by all sub-group chairs. <p><u>Child Death Overview Panel (CDOP)</u></p> <ul style="list-style-type: none"> ● The key point highlighted from the CDOP progress report as a significant issue was a vaccine preventable death and some London-wide scoping work would be undertaken as a result. ● It was also noted that attendance from health providers at CDOP remained disappointing. <p><u>Serious Case Review (SCR) Sub-Group</u></p> <ul style="list-style-type: none"> ● The key point highlighted from the sub-group progress report was the group would be considering a child death at the meeting scheduled for the 20 February 2017. <p><u>Policies and Procedures Sub-Group</u></p> <ul style="list-style-type: none"> ● The key point highlighted from the sub-group progress report was the sub-group welcomed single agencies submitting their safeguarding policies for review and amendment suggestions. ● The QPR in the Community Safeguarding Policy will be submitted to the sub-group for ratification. <p><u>Monitoring and Evaluation Sub-Group</u></p> <ul style="list-style-type: none"> ● The key point highlighted from the sub-group progress report was the ongoing activity of the multi-agency audit programme. ● The sub-group would spend some time capturing the learning and areas of good practice from audits. ● It was noted that the ongoing multi-agency Safeguarding Hub (MASH) monthly audit was an example of good practice in Brent. ● The Board was reminded that Brent would be subject to a Joint Area Targeted Inspection (JTAI) and it was agreed that this would be a substantive item on the next Board meeting agenda. ● The multi-agency audit programme includes audit themes that match the JTAI themes. <p><u>Community Reference Group (CRG)</u></p> <ul style="list-style-type: none"> ● The LSCB Lay Members have led the CRG work and would review the function and Terms of Reference of the group on request of the LSCB Chair. ● It was noted that the capacity of two Lay Members was limited and the Board would benefit from recruiting further Lay Members to strengthen the work with the Community. ● The Lay Members have lead a number of safeguarding activities within the Community; <ul style="list-style-type: none"> ○ Assisted Youth Groups in Brent to participate in a Radio programme discussing their views on the topic of educating young people about gangs (Vanessa Feltz Radio Show). ○ Provided a platform for the community to share and consider ways to address safeguarding issues faced in Brent. ○ Held an awareness raising session on mental ill health with young people that attended Newman Catholic College which highlighted the number of young people who had an informal caring role within their families.

	<p><u>Child Sexual Exploitation (CSE) Sub-Group</u></p> <ul style="list-style-type: none"> The key points highlighted from the sub-group progress report were; <ul style="list-style-type: none"> This group was set up following the CSE Thematic Ofsted Inspection in 2014. The group would link agendas with the Monitoring and Evaluation Sub-Group and the Community Reference Group. The group explored the multiple risk factors and triggers often present when a young person was at risk of sexual exploitation. Consideration would be given for the group to refocus activities on a wider agenda of vulnerable adolescents, this would link with plans to merge a number of different risk management panels together. A proposal for a review of the sub-group would be presented to the Board at the meeting scheduled for 20 April 2017.
(4c) Feedback from Chairs Group	<ul style="list-style-type: none"> No additional feedback was provided from the Chair's Group.
(4d) Performance Dashboard and Dataset	<ul style="list-style-type: none"> A Performance Dashboard and Dataset progress report was submitted to the Board. The Chair highlighted that developing the Performance Dataset has been a difficult process. The phase 1 dataset has been agreed and all Board members' comments were incorporated. It was recognised that the Local Authority have been the main contributor to the dataset. It was highlighted that there was a capacity issue and the Board have been over reliant on the support provided from the Local Authority Performance Manager. A business case would be submitted for the Board on 20 April 2017 to consider the development of an LSCB Data Analyst post. The eight Clinical Commission Groups (CCG) across London developed a common data framework that would be matched against the LSCB dataset. Board Members were reminded that there is an expectation that all members' would action requests and provide assurance on behalf of partner agencies they represent.
(4e) 2016-19 Business Plan : Annual Refresh and Action Plan	<ul style="list-style-type: none"> The draft action plan for the LSCB Business Plan 2016-19 was presented to the Board. The Chair requested that all Board members send comments and amendments to the Interim LSCB Business Manager.

Item 5	Update on the Football Association Sexual Abuse Investigations	Janet Barr
Key Points	<ul style="list-style-type: none"> The Football Association (FA) and the Metropolitan Police set up a telephone hotline for sexual abuse allegations. Over 250 disclosures have been received across London through the hotline. All London professional football clubs have received allegations of historical sexual abuse. A number of allegations were made against amateur football clubs within Brent, these allegations were subject to Metropolitan Police investigation and involved the LADO. Queens Park Rangers (QPR) have updated all safeguarding policies and procedures, reviewed the referral system and set up regular safeguarding meetings. QPR formed links with the Brent Local Authority Designated Officer (LADO) for allegations. The Chair extended another invitation to the Head of Safeguarding at the FA to meet to discuss how Brent LSCB could offer support and advice. 	

Item 6	Refreshment Break	Chair
Key Points	<ul style="list-style-type: none"> The refreshment break began at 11:30 and ended at 11:40. 	

Item 7	Update on Met Police response to Her Majesty's Inspectorate of Constabulary (HMIC) inspection	DCI Pete Wallis
Key Points	<ul style="list-style-type: none"> • Following the HMIC inspection of the Metropolitan Police, Brent Borough Command set up the Integrated Risk Management (IRM) Unit. • The IRM unit came into operation on 16 January 2017 with a focus on Child Safeguarding, Adult Safeguarding, Child Sexual Exploitation, Gangs and Missing Persons. • Additional Police Officers have been embedded into Brent Family Front Door with further plans to extend the capacity of the unit. • A training programme including covert operation briefings has been rolled out across the frontline borough Police Officers which has already proved successful in uncovering activities of a paedophile residing in Brent. • The Board recognised that setting up the IRM Unit was positive and receptive and was in support of this progress. • An update on the development and process of the IRM would be presented to the April 2017 Board meeting. • The Board would also welcome an update on the 'Super Borough' arrangements. 	
Item 8	Section 11 Process for 2017	Chair
Key Points	<ul style="list-style-type: none"> • A Section 11 Audit Process Report was presented to the Board. • The Section 11 audit process framework that was used in 2016 would be strengthened for the 2017 process. • The Chair reminded Board members that LSCBs are required to undertake Section 11 audits. • All LSCB partners will be expected to participate in the 2017 Section 11 audit process. • The Chair requested that all Board members send comments to the Interim LSCB Business Manager on a proposed list of questions to be included in the electronic survey part of the audit. 	
Item 9	LADO Annual Report 2015/16	Sonya Kalyniak
Key Points	<ul style="list-style-type: none"> • The LADO has responsibility for the management and oversight of all cases where allegations are made against staff and volunteers in Brent. • The Local Authority Designated Officer (LADO) Annual Report 2015/16 was presented to the Board. • It was recognised that the report was presented to the Board later than expected and service improvements have been made since the report was completed. • A specific reference to Supplementary Schools would be included within the report. • The LADO Annual Report 2016/17 would be presented to the Board in September 2017 and this would be added to the Forward Planner. 	
Item 10	Private Fostering: Progress Report	Kelli Eboji
Key Points	<ul style="list-style-type: none"> • A Private Fostering Progress Report from Brent Children and Young People was submitted to the Board at the request of the Chair. • Publicity campaigns and activities to raise awareness of Private Fostering continue to be undertaken in the borough. • It was recognised that there is a national issue of under-reporting of Private Fostering. • An invitation would be extended to the Brent Council Private Fostering Team to present information at the Schools Designated Safeguarding Lead (DSL) Network forum. • A suggestion to include Private Fostering awareness sessions within the LSCB training programme would be explored. • A suggestion was made that any publicity campaigns to raise awareness with General Practitioners in Brent would be carried out with the support of Brent CCG. 	

	<ul style="list-style-type: none"> Links would also be explored with the Community Reference Group to support raising awareness of Private Fostering within the community. An invitation would be extended to the Brent Council Private Fostering Team to present information at the Schools Designated Safeguarding Lead (DSL) Network forum.
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Item 11	Any Other Business	Chair
Key Points	<ul style="list-style-type: none"> No further business was discussed at this meeting. 	
(11a) Forward Planning	<ul style="list-style-type: none"> The following items were agreed to be added to the LSCB Forward Planner: <ul style="list-style-type: none"> <u>April 2017</u> <ul style="list-style-type: none"> Update on Joint Targeted Area Inspection (JTAI) Brent LSCB Data Analyst Business Case Update on the Integrated Risk Management (IRM) Unit plus a case study <u>September 2017</u> <ul style="list-style-type: none"> LADO Annual Report 2016/17. 	

Agreed Actions

Action	Action Owner	Deadline
Deferred Action: Seek assurance from the FA on what systems and procedures it has in place to monitor the grass roots football clubs.	Mike Howard	20 April 2017
Deferred Action: Clarify the accuracy of the terminology within the Policies & Procedures Sub-Group November 2016 Briefing report with the Sub-Group Chair.	Yvonne Byrne	20 April 2017
Send comments and amendments to the LSCB Budget Report to LSCB Interim Business Manager.	All Members	31 March 2017
Set up a task and finish group to develop a robust plan for appropriate and secure information sharing arrangements between Police & Schools.	Yvonne Byrne	20 April 2017
Update the budget with the suggested amendments and ensure the final report is circulated with the minutes.	Yvonne Byrne	28 Feb 2017
Share the QPR in the Community Safeguarding Policy with the Policies and Procedures Sub-Group for ratification.	Janet Barr	20 April 2017
Update the 2015/16 LADO Annual Report with the suggested amendments.	Sonya Kalyniak	31 March 2017
Circulate the proposed list of questions to be included in the Section 11 audit electronic survey.	Yvonne Byrne	28 Feb 2017
Submit comments to the Interim LSCB Business Manager on a proposed list of questions to be included in the Section 11 audit electronic survey.	All Members	31 March 2017
Submit comments and amendments on the LSCB Business Plan action plan to the Interim LSCB Business Manager.	All Members	31 March 2017
Ensure an invitation is extended to the Brent Council Private Fostering Team to present at the Schools Designated Safeguarding Lead (DSL) Network forum.	Sophie Allen	31 March 2017
Explore a suggestion to include Private Fostering awareness sessions within the LSCB training programme with the Learning and Development Sub-Group.	Anna Openshaw-Lawrence	31 March 2017
Link with the Brent Council Private Fostering Team to plan the best way to raise awareness of Private Fostering with General Practitioners in Brent.	Gilly Attree	31 March 2017
Explore links with the Community Reference Group to support raising awareness of Private Fostering within the community.	Yvonne Byrne	31 March 2017

Brent LSCB meetings will be held on:

DATE	Time	Venue
Thursday 20 th April 2017	13:30 – 16:30	The Village School