

## Board meeting MINUTES

<b>Meeting:</b>	NTSCB Board Meeting	<b>Date and time:</b>	26 November 2018 @ 1pm		
<b>Location:</b>	Linskill Centre				
<b>Designated Board Members Name and job title</b>	<b>Agency</b>	<b>Present</b>	<b>Apologies</b>	<b>No apologies</b>	<b>Deputy</b>
Richard Burrows (RB) Chair of the Board	Ind	√			
Angela Yilmaz (AY) Head Teacher – Riverside Primary School	Education - Schools	√			
Paul Weatherstone (PW) Head of North of Tyne National Probation Service	NPS		√		Sheila Askew
Eleanor Reyland (ER) Legal Services	NTC	√			
Chris Aitken (CR)	Lay Member		√		
Craig Anderson (CA) Policy, Performance and Research Manager	NTC		√		
David Baldwin (DB) Head Teacher – Norham High School and Churchill Community College	Education - Schools	√			
Ellie Anderson (EA) Assistant Director Business Assurance	NTC	√			
Ellie Monkhouse (EM) Executive Director of Nursing and Midwifery	NHCFT		√		Trish Grant
Elizabeth Rowan (ERo)	Lay Member		√		
Judith Fletcher (JF) TyneMet College	Education – FE College		√		
Jacqui Old (JO) Head of Health, Education, Care and Safeguarding	NTC		√		

Jackie Jollands (JJ) Group Nursing Director - North	<b>NTW</b>	√			
Jan Hemingway (JH) Designated Nurse	<b>NHS North Tyneside CCG</b>	√			
Jane Pickthall (JP) Head of The Virtual School	<b>NTC</b>		√		
Jill Prendergast (JP) Lay Member	<b>Lay Member</b>		√		
Lesley Davies (LD) Senior Manager	<b>NTC</b>	√			
Lesley Young-Murphy (LYM) (Vice Chair) Executive Director of Nursing & Transformation	<b>CCG</b>	√			
Lindsay Blackmore (LB) Deputy Director, North of Tyne for Northumbria CRC.	<b>CRC</b>		√		
Martin Bewick (MB) Strategic Housing Manager	<b>NTC</b>			√	
Michael Vincent (MV) Designated Doctor Safeguarding Children	<b>NHCFT</b>	√			
Councillor Peter Earley (PE) NTC			√		
Pete Xeros (PX) YOT Operations Manager	<b>NTC</b>	√			
Scott Hall (SH) Chief Superintendent	<b>Northumbria Police</b>	√			
Sharon Haggerty (SH) Deputy Director Nursing and Quality	<b>NHS England</b>				To receive minutes
Sue Burns (SB) NTSCB Business Manager	<b>NTC</b>	√			
Suzanne Armstrong (SA)	<b>Cafcass</b>	√			
Wendy Burke (WB) Director of Public Health	<b>NTC</b>		√		
Julie Firth (JF) Assistant Director, Children's Services	<b>NTC</b>	√			
Julie McManus (JM) NTSCB Administrator	<b>NTSCB</b>		√		
Caroline Harriott, NTC Minute taker	√				

Item		Action
1	<b>Welcome and Apologies for Absence</b>	
	<p><b>Welcome and Apologies for Absence</b> Apologies noted above.</p> <p>Julie Firth, Assistant Director, Children’s Services was welcomed to the meeting as a new member. She will represent Children’s Services, NTC instead of Nik Flavell who will no longer be a member of the Board.</p> <p>Scott Hall, Northumbria Police was also welcomed as the Northumbria Police rep who has taken over from Mick Paterson.</p>	
	<p><b>Declaration of Interest</b></p> <p>None declared</p>	
	<p><b>Correspondence</b></p> <p>The following were tabled for information</p> <ul style="list-style-type: none"> <li>• <b>Association of Independent LSCB Chairs October 2018 Newsletter.</b></li> <li>• <b>Multi-Agency Statutory Guidance in Female Genital Mutilation (FGM) – revised guidance October 2018</b> SB explained the TriX procedures will incorporate the revised guidance.</li> <li>• <b>Child Death Review Statutory and Operational Guidance (England) October 2018</b> LYM confirmed that a regional task group is being arranged now that the guidance has been issued, to consider the local options for CDOP arrangements.</li> </ul>	
2	<b>Minutes of last meeting held on 24 September 2018</b>	
	<p>Pages 1 and 2 accepted as correct.</p> <p>Page 3, <b>Section 11</b> – Members have been informed that the development session has been arranged for 8 January 2019 and it is proposed the session is split into two halves. Part 1 will look at the S11 returns with organisations being asked to ‘evidence’ their scaling in specific standards. The second part of the session will provide an update on the future Multi Agency Safeguarding Arrangements (MASA) and the work of the North and south of Tyne Strategic Forum.</p> <p>Page 4, <b>Joint Targeted Area Inspections – child sexual abuse</b> – SB commented there was a discussion at the last Business Group and feedback from the groups Children’s Social Care rep re progress on the task group is awaited. SB had a meeting with Barbara Morris (LSCB Trainer) to consider the current training offer in relation to child sexual abuse. The training has been revised and the next course is fully subscribed, probably a reflection of new practitioners in the workforce. SB</p>	

	<p>and BM agreed it would be useful to share some learning in this area from national and local learning reviews. JFe has not had an update re the task group and will follow this up.</p> <p>Page 5, <b>Mental Health, Children and Young People.</b> SB has discussed with WB and is looking at planning a themed Board meeting on this topic in March 2019</p> <p>Page 5 <b>Corporate Parenting Committee.</b> RB confirmed he is meeting with Councillor Earley on 10 December 2018. The Business Group have agreed a draft reporting schedule to the Board in relation to twice yearly reports from the Corporate Parenting Committee.</p>	
<b>3</b>	<b>Matters Arising</b>	
	<p>3.2 <b>Practice Week November 2018.</b> This is due to take place next week within Children’s Social Care. JF commented that it will give senior managers an opportunity to observe a range of practice and is part of a process of making sure senior managers have an understanding of front line practice. It is the first event of this type in North Tyneside and is viewed as an opportunity to celebrate good practice. It is envisaged that it will become a regular event and partners will be invited to take part in future.</p> <p>3.4 <b>Feedback on thematic approach to NTSCB meetings.</b> Following the first thematic event on Domestic Abuse, members were asked to complete a short survey on their views on the effectiveness of the approach. A report was circulated in relation to the responses;</p> <ul style="list-style-type: none"> <li>- It included a lot of information and was a lot to take on board all at once.</li> <li>- It is a good way of giving an overview of what is working well and where the outstanding issues are.</li> <li>- Some material could have been shared prior to the meeting and then usefully use the hour to discuss certain aspects.</li> <li>- It is a good way of discussing different themes and seeing it from other people’s perspectives</li> <li>- It is a good idea to pull together all of the information and for members to engage with the topic.</li> </ul> <p>It is agreed the thematic approach will continue and SB will reflect on the feedback and incorporate in to future sessions. The Business Group will consider future themes based on the business plan priority groups.</p>	
<b>4</b>	<b>Standing Items</b>	
	<p><b>4.1 Financial Report</b></p> <p>SB presented the report which covers the position up to 1 November 2018. She highlighted that a second Serious Case Review is being</p>	

<p>commissioned and the cost will take up the remaining 2018/19 budget. Annual expenditure is forecast to remain in budget.</p> <p>In relation to TriX pan policies and procedures project, there has been some delay in receiving a proposal from TriX in terms of cost because the lead manager is on long term sick leave. This has now been addressed and a meeting is proposed for 12 December between the regional Business Managers and TriX to progress. As well as the initial financial outlay there will also be an ongoing maintenance cost. RB reminded the Board that it would be advisable to formally scrutinise the new arrangements in terms of cost and returns.</p> <p><b>SB will report the final details back to members.</b></p> <p><b>4.2 Children’s Social Care Transformation and Signs of Safety (SOS)</b></p> <p>JF apologised that a presentation had not been prepared and she will arrange this for the next meeting. She has recently commenced employment in North Tyneside and explained that she has come from an authority with 10 years experience of using Signs of Safety who continue to develop the process. She feels it has been implemented in North Tyneside very well and that pace has not distracted from the quality. JF asked partners their views on how the SoS process was progressing.</p> <p>SH felt from a police perspective, they have had an overall review of how they manage their safeguarding responsibilities and the process fits with their agenda to strengthen responses.</p> <p>JH said that a trainer from the local authority has presented to the CCG safeguarding leads with the expectation they will cascade the information. JH will need to check on progress and that information is being received by GP’s. JH agreed it is early days in terms of SoS but there has been a positive start.</p> <p>AY stated in terms of schools, there is available learning on EHA’s and a focus on the child’s voice. In her school there is a lead worker, health visitor or family partner who can lead on the work and everyone is following the same structure. AY felt SoS is beginning to be embedded within these meetings and in the Child in Need and Child Protection Review meetings.</p> <p>DB agreed the SoS approach is helpful and can provide a structure to assist staff to manage meetings.</p> <p>ER commented the approach is being shared with the Judiciary and the impact may be that legal proceedings are shorter because a lot more is known about the family and decisions can be made earlier, with potential success of having a child placed within the family due to the networking aspect of the process.</p> <p>PX (YOT) stated he is part of the delivery group within North Tyneside. Initially, he had been thinking about how this would fit into the work of the</p>	<p><b>SB</b></p>
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<p>team and looked at other organisations to help with that. YOT are now starting to adapt the Signs of Safety practice model in all aspects of their work and young people say they have felt engaged, as against something they may have felt was 'done to them'. The method and practice is well received by staff and they can see the benefits.</p> <p>TG stated that community midwives have undertaken Signs of Safety training, and there are Nurse Advisor Partners in the MASH who use the Signs of Safety approach. They are now looking at supervision documents incorporating the approach.</p> <p>JF stated that it is about identifying strengths and hearing the voice of the child and family so children remain within their families supported by their network. It is good to test to see how Signs of Safety has enhanced that.</p> <p>JF spoke about Donald Forrester who heads the 'What Works Centre'. The Centre is looking to evaluate the Signs of Safety methodology and whether when Signs of Safety is done well it helps children and families. If it does, then further studies can explore what needs to happen to make sure it is delivered well. A link to the latest information can be found below:  <a href="https://whatworks-csc.org.uk/whats-new/blog/looking-for-signs-of-evidence">https://whatworks-csc.org.uk/whats-new/blog/looking-for-signs-of-evidence</a></p> <p>RB thanked members for the sharing of their experience and perspectives and felt that this would support future board discussion as we firm up our role and objectives in relation to supporting SoS and any implications this may have for our scrutiny and quality assurance arrangements</p> <p><b>Action - Presentation to be confirmed with a view to Board determining future role and actions re SoS</b></p> <p><b>4.3 Case Reviews</b>  <b>JH updated on the following;</b></p> <ul style="list-style-type: none"> <li>➤ SCR, Kevin. The Executive Summary has been circulated to members and a publication date of 19/12/2018 agreed with the Highlands Child Protection Committee. The CPS has agreed with publication and the criminal case is ongoing. The National Panel have been notified and SB will make contact with family members resident in North Tyneside to inform them of publication. A briefing will be prepared to accompany the Executive Summary and both will be placed on NTSCB web site. Members are requested to inform the relevant people within their organisation of the publication. In relation to the recommendations JH identified the action for the local authority is to ensure that robust arrangements are in place to request and obtain checks outside of N Tyneside agencies and specifically if the area if the child is place in, or is from Scotland where different processes can cause delay.  <b>Board members agreed to formally accept and publish the Executive Summary.</b></li> <li>➤ SCR, Claire/Sarah. A draft report by Jane Wiffin, Independent Reviewer was considered at a Panel meeting on 10 October 2018.</li> </ul>	<p><b>JF/SB/ RB</b></p>
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The Panel agreed the report requires further work and another meeting is required to consider a revised version.

- RB felt it fair to alert the board about the number of panel members raising concerns about the quality of work by the Independent Reviewer, and part of the next Panel meeting will be to look at that to ensure the third version is of sufficient quality and the report meets the objective of the review.
- SCR, Child JA. An Independent Reviewer is being sought for the Review but there is little availability. JH and SB are meeting with a possible candidate in December.

RB explained that from April 2019 Reviewers for any type of Review, including DHR's can be commissioned via the North East Procurement Organisation (NEPO) who will host a list of registered individuals.

#### **4.4 North and South of Tyne Strategic Safeguarding Forum**

RB explained that the Forum consists of the 6 Local Authorities, 5 CCG's and Police (6 plus 5 plus 1) chaired by RB. The purpose of the forum is twofold, firstly to identify opportunities for strategic convergence re joint working learning from current shared working such as Operation Sanctuary and secondly to look at the possible options for the safeguarding arrangements (MASA) and report by the end of March 2019. It will assist in informing the 3 safeguarding partners about what they want to do, what they have to do and if they want to do that on a shared or partially shared basis. It is an important opportunity to strengthen partnership working. As an early adopter, funding has been made available from the Government overseen by the National Children's Bureau (NCB) A part time project coordinator, Peter Storey has been engaged to coordinate the various work streams.

There is a piece of work commissioned to identify different models for addressing domestic abuse in a way people feel is relevant. Also, learning from MSET arrangements and the wider implications for the whole system?

LYM commented that NT CCG were not invited initially so have not been involved in planning. Now there is a CCG representative in place. The difficulty in engaging the 12 different organisations was recognised. RB apologised that in the early stages some assumptions had been made which turned out not to be correct. This had now been addressed and the Forum continued to review membership.

A Forum newsletter is published every month which will continue to be circulated to board members.

Progress will be reported to the NTSCB development session planned for 8<sup>th</sup> January 2019.

**RB**

5	Items for Scrutiny and Decision	
	<p><b>5.1 LADO Report</b></p> <p>The LADO report was circulated to SB by Children’s Social Care this morning who subsequently forwarded it on to Board members. Some members are unable to open the document and it was therefore agreed, due to the late circulation, that the item will be deferred to the next meeting.</p> <p>SB stated that due to the delays in receiving performance information the Board is not in a position to assure itself that effective processes are in place in relation to the management of allegations and therefore this lack of assurance has been added to NTSCB risk register at the previous Business Group. RB noted that this ongoing difficulty was creating an obstacle to the wider assurance and learning opportunities regarding full partner involvement and being assured that whenever or wherever an allegation was made there is a consistent approach focused on safeguarding children and young people.</p> <p><b>Action – Business Group to assess risk and position and advise the Chair</b></p> <p><b>5.2 CDOP Annual Report 2017/8</b></p> <p>JH presented the report and explained the national data, as a comparison is not included because it is not yet available. However it was felt important to share the local performance with the board in a reasonable timescale for an annual report.</p> <p>The number of deaths over the last 5 years has remained fairly consistent. The numbers are small and therefore it is difficult to identify any themes. 42% of deaths are neonatal deaths (first 27 days of life) and then 0 – 1 year is the next significant number with very few older children. There are slightly more male than female deaths. The review process looks at features that may be able to be modified to change behaviours to make it less likely the same death would occur, e.g. smoking in pregnancy is known to be a contributory factor in the deaths reviewed.</p> <p>In relation to the higher incidence of deaths of Asian children, these relate to neonatal cases (there were none in North Tyneside in 2017/18) and from a meeting JH attended with health colleagues in Newcastle it was agreed that raising awareness of metabolic diseases in the Asian community needs to continue.</p> <p>The report covers the correlation between deaths and levels of deprivation. The Director of Public Health is a Panel member which assists continuity of information sharing.</p> <p>There continues to be deaths of babies due to co sleeping when parental drug or alcohol use is a feature. It appears advice is consistently given to parents in relation to the risks of co sleeping and there has been raising awareness previously. A need to target advice maybe a way forward.</p>	<p><b>JF</b></p> <p><b>SB</b></p>



RB commented that as the LSCB Chair, he has agreed the CDOP will share completed Form C's (the review form considered by the Panel) with the Learning Disabilities Mortality Review (LeDeR) Programme. LeDer is a national programme aimed at making improvements to the lives of people with learning disabilities. Reviews, including in relation to deaths of children, are being carried out with a view to improve the standard and quality of care for people with learning disabilities.

RB thanked JH for presenting the report and asked if the Board would adopt and endorse the report and identified learning

**The Board formally endorsed and accepted the CDOP annual report**

### **5.3 IRO Annual Report 2017/8**

SB, as Manager of the IRO Service, presented the report. The service is required to complete an annual report in respect of their work. There is a staffing complement of 6 IRO's and an agency worker has filled a vacancy for the majority of the reporting period. She left in July and her cases were covered until 2 new IRO's commenced with the Team this month.

The average case load number is slightly above the recommended number in case planning regulations, at 73. In North Tyneside, IROs have a dual role in that they chair Child Protection Conferences which is similar to the majority of other IRO teams.

One of the priorities has been the implementation of Signs of Safety. IROs have been proactive in implementing Signs of Safety in relation to Child Protection and the next step is to consider its application in relation to the looked after children processes. There have been some issues with the SoS template documents and work is on going with LSC, the provider, to review some of the documentation to make it less cumbersome.

A second priority has been to increase participation in reviews. A lot of young people who are looked after long term keep in touch with their IROs and have a positive relationship. IRO try and visit all children/young people between reviews but this does not always happen due to capacity and also a number of young people who attend their reviews and state they do not want visits and will contact the IROs when needed.

In relation to Dispute Resolution, there is an agreed process in place for the IRO to raise issues in respect of individual cases and any wider observations of the LA as a corporate parent. One of the wider issues raised has been in relation to Life Story work as a number of young people do not have this in place in a timely way. This has been raised by the service before and a new senior manager has been appointed within Children's Services whose role includes strengthening Life Story work.

Most individual case issues are resolved at an informal level which is appropriate. During 2017/18 there were 39 concern alerts submitted, similar to

	<p>the number the previous year. Most are resolved in the early stages and in eight cases it has moved on to stage 1 of the Dispute Resolution process where a child concern could not resolve the issue.</p> <p>A regional IRO Managers Meeting has been re-established and the meeting report to the ADCS group. With a view to sharing good practice and addressing some shared priorities, a regional conference was held in October 2018. This went well and received good feedback from all involved; IROs and their managers, CAFCASS and senior managers from the six local authorities. The IRO Managers are keen to make the conference an annual event.</p> <p>There are some priority areas for 2018/19; in relation to RB's query about the team's involvement in Child Protection processes and request for an annual report. SB agreed to complete a report in relation to the chair's role in CP processes.</p> <p>SB concluded that the IRO service is in a strong place going forward with a full complement of staff. Both the new IROs are both very experienced and bring their own strengths and skills which will contribute to the teams' development. RB thanked SB and felt it was important to continue to understand and be assured that the important role the IRO service played in respect to Looked After Children and therefore how they were safeguarded.</p> <p>He noted the discussion as to whether the role the service and IRO's played in respect of child protection would benefit from separate scrutiny.</p> <p>Board members noted and endorsed the IRO report and welcomed SB's offer to submit a separate report re performance, quality and learning in regard to the IRO service role re Child Protection – Date to be scheduled.</p> <p><b>5.4 Quarter 2 Performance Report (CA)</b></p> <p>A report was not available for the meeting. In response to RB's query SB explained the Board papers were circulated on 6 November for today's meeting due to the annual leave of SB and the board administrator. A QILP meeting was held on 11 November and it was agreed in SB's absence that the report, in relation to Q2 performance was circulated. This did not happen.</p> <p>RB hoped the board would note the efforts made to pre plan and would be understanding of the reasons why this did not result in the desired outcome. He reminded members of previous board discussions regarding the need to ensure that QILP work was adequately supported and of the risks to the Board's overall position regarding a clear line of sight.</p> <p>The report will be shared at the next meeting.</p>	<p>SB</p> <p>CA</p>
<p><b>6</b></p>	<p><b>Items for information</b></p>	
	<p><b>6.1 Sub group minutes – Sexual Exploitation and Training sub group minutes circulated.</b> EA added that a Sexual Exploitation sub group was held on 16 November</p>	

	<p>2018. Work had been undertaken to audit 4 cases (2 young people and 2 adults). The outcome will be shared with the sub group and QILP.</p> <p>Additionally a presentation was given by Leisurewatch about their service and their commitment to raising awareness of safeguarding and exploitation. Predominately this is held in council leisure and library buildings and was well received. A presentation will be given to safeguarding adults.</p> <p><b>6.2 CAF/CASS</b></p> <p>SA presented a presentation to board members in relation to the national learning for CAF/CASS from Serious Case Reviews. It was agreed the presentation will be circulated to organisations with the minutes of the Board meeting.</p>	
<b>7</b>	<b>Partners Reports</b>	
	<p>JF stated the Regional Adoption Agency is due to be launched on Monday, 3 December to include South Tyneside, Northumberland, Gateshead Newcastle and North Tyneside and will be based in Longbenton. North Tyneside is the host organisation.</p>	
<b>8</b>	<b>AOB</b> None	

Date and time of next meeting:

Monday 28<sup>th</sup> January 13:00 – 15:30 Langdale Centre