

**IW LOCAL SAFEGUARDING CHILDREN BOARD
STRATEGY GROUP MEETING HELD ON THURSDAY 22nd OCTOBER 2009
AT THE BARGEMAN'S REST, NEWPORT**

PRESENT

David Parkinson	Independent Chair
Rosie Rae	Board Manager
Linda Dawson	Chair – SCWG & PD&P Group (also obo Kevin Walton)
Martin Ward	Police – Island PPU
Nikki Shave	Probation
Sally Stewart	Interagency
Deborah Cameron	IW Council – Interim Director of C&YP Services
Gill Vickers	IW Council – Adult Services
Nicolas Crick	IW Council – C&YP Services, Targeted Intervention
Kate Freeman	Chair – Performance Monitoring & Evaluation Group
Lorna Neale	LSCB Operational Support (Minutes)

1. APOLOGIES

Carol Alstrom, Steve Apter, Meg Abbott, Dr Andrew Watson, Paul Street, Kim Brown, Cllr Dawn Cousins, Sue Holman, Brian Edwards, Kevin Walton, Jo Cousins, Martin Robinson, Janet Barker

ACTION: David Parkinson will be writing to Chief Officers regarding attendance with a formal request for members to prioritise LSCB meetings.

2. CHAIRS OPENING REMARKS

2.1 Feedback from Child Death Overview Panel (CDOP)

- Angela Mukhopadhyay from GOSE will be taking over responsibility for advising CDOP.
- The new Panel Manager is currently on sick leave.
- There has been a delay in producing the Annual Report but this is now with the graphic designer and should be available shortly. 2 x seminars were held at Netley in May and June covering the content of the report.
- The Safer Babies Campaign was successfully launched at an event held at Northwood House on the 8th October.

ACTION: Martin Ward to circulate the Police document - CDOP Strategic Summary to all Board members.

2.2 Big Day Out

- The BDO was held on 11th October and attended by Rosie, Lorna and Martin. The LSCB stand provided leaflets and information about the LSCB and safeguarding and NSPCC Staying Safe packs were provided for VCS organisations. Parents, carers, professionals, children and young people were questioned on their awareness of the LSCB, safeguarding issues and the LSCB website. We were also able to recruit a group of parents and young People to act as a consultation forum to ensure that their views are taken into account as part of the LSCB planning.
- The Chair thanked Martin Ward on behalf of the Board for his support at this event.

2.3 Business Plan

- The Business Plan has been circulated for comment. Any feedback to be given to the Board Manager by 2nd November 2009.

2.4 Performance Framework Development

- The PMF was circulated to members some time ago. Responses are required by tomorrow (23.10.09) lunchtime.
- Concern was raised that the Board will still not be adequately informed as to

whether the Island is appropriately safeguarding as the framework still has some gaps. There is a lot of lower level quality information available that could fill the gaps and Kate Freeman confirmed that she can provide this data for the Performance Monitoring & Evaluation sub-group to look at although the group may not have the capacity to analyse and pull all of the information together on top of the other work they are expected to carry out against the Business Plan. The LA will do their best to support this by providing short term resources but there may also be budget implications for the LSCB.

2.5 Feedback from Core Group

- The last Core Group meeting was held on Wednesday 14th October and was largely spent discussing finance issues, including the proposed budget for 2010/11.
- The Chair and Board Manager have had an additional meeting with Brian Edwards and Sue Wadsworth to look at Training, and Jane Dowdell has been commissioned to undertake a training needs analysis and produce a programme. Jane will be contacting all agencies and her report should be completed by the end of November.
- The need for a Joint Safeguarding Strategy for all agencies was a recommendation which arose from the last Ofsted inspection pilot. Deborah Cameron has produced a Strategy for the LA which has been circulated to members and is happy to assist with drafting a joint strategy. The Children's Trust Staying Safe group will be working on this but representation is also needed from the LSCB. Martin Ward has volunteered from the Police and a request for representation will be made to Health. The agreed deadline for completion of the Strategy is December '09 and this will be reported on at the next LSCB Strategy Group meeting. Nicolas Crick will be leading on this piece of work

ACTION: Sally Stewart to ensure that a representative from Health Visiting is nominated to work on the joint strategy & forward nomination to Nicolas Crick.

- A Financial Monitoring Report to 30th September 2009 was circulated to members. The report details the original budget, actual expenditure and income to date, revised budget proposals, and projected outturn for the LSCB. The current situation is that there is likely to be a shortfall of approx. £76k in this years' budget unless partners are able to increase their percentage contributions. The Police have confirmed that they will increase their contribution by the requested amount. The LA is not in a position to confirm their requested increase at present but there is no suggestion of reducing the budget. Health is in a similar position. Probation have a new Local Director who will be responsible for their local devolved budget and he will need to be involved with any financial discussions.
- The Terms of Reference for the Core Group have been circulated to Strategy Group members for approval. If no comments are received they will be taken as read.

ACTION: All members to feedback any comments regarding the Core Group TOR to Rosie Rae by 26.10.09.

3. TO APPROVE THE MINUTES OF THE LAST MEETING HELD ON 03.09.09

- The minutes were agreed as a true and accurate record with the exception of Martin Ward's action under item 11, which should read:-
"Martin Ward to liaise with Tony Parsons (Police) to identify what action has already been taken and to ask him to write to all Language Schools (and copy to Tourist Board) highlighting the ISA regulations."

MATTERS ARISING FROM PREVIOUS MINUTES

3.1 Agency Representatives for Audit

- A bank of expertise is required that can be used for particular / specific audits. Other than Police, despite a previous request for nominations no nominations have

been put forward to date.

ACTION: Agencies to forward the names of their nominated representatives to Kate Freeman.

3.2 Working Together Chapter 8 Consultation

- No feedback has been received for collation into a co-ordinated response from the LSCB and the consultation has now ended. However, it is believed that several agencies have responded directly on an individual basis.

3.3 Young Runaways

- The Protocol was presented at a Pan-Hants Strategic meeting last week chaired by Kevin Walton.

ACTION: Nicolas Crick to circulate the minutes when available and present a summary at the next LSCB Strategy meeting on 10th December.

3.4 Headteachers Briefing / LSCB Website

- The website details were not included in the Headteachers briefing as the deadline for submissions had already lapsed. However, details of the website were provided at the briefing meeting and LSCB leaflets distributed.

3.5 Joint Mental Health & Drug Services Protocol

- No feedback has been received by Deborah Cameron to date and members were reminded again to please respond to this request.

3.6 ISA Regulations

- These have been uploaded to the LSCB website but cannot currently be viewed by users until the LA web team have updated the site. There is a link to the ISA website which carries regularly updated information.

3.7 Practice Liaison Forums

- The decision has been taken that PLF's sit within the Children's Trust so they will be leading on this. Deborah Cameron stated that there is a lot of interest and she is happy to host some informal sessions for managers to get together and discuss issues. It is hoped that one or two sessions can be scheduled in before Christmas. One of the topics that might be covered is Domestic Violence.

4. TO RATIFY THE JOINT PROTOCOL WITH CHILDREN'S TRUST

- The Joint Protocol between the Isle of Wight LSCB and the Children's Trust which clarifies the respective roles and inter-relationship of both Boards had previously been circulated to members. The Board fully agreed the decision to accept and adopt the protocol.

5. TO NOTIFY THE BOARD OF THE FORTHCOMING SECTION 11 AUDIT

- The Section 11 Audit is being undertaken on a Pan-Hants basis with Hampshire leading.
- There has been a minor delay waiting for Portsmouth to approve the audit tool but this has now been agreed and will be sent out to the relevant agencies tomorrow with a request for return by 15th December 2009.
- Rosie has written to the agencies which will need to undertake the audit locally to forewarn them. The agencies covered by the Isle of Wight audit are the Local Authority, PCT and the Prisons.
- Panel interviews will take place on the Island in January and these will be followed by Pan-Hants panel interviews in February 2010.

6. TO RECEIVE BRIEF FEEDBACK FROM THE WORKING GROUPS

6.1 POLICY DEVELOPMENT & PRACTICE GROUP – Linda Dawson

A report from the sub-group will be circulated to members.

- The inaugural meeting of this group took place on 22nd September.
- Agencies were well represented and TOR for the group have been agreed.
- The group discussed the current state of policies and placed these into priorities for action. Training was agreed as a high priority, with Equality & Diversity and Thresholds for Intervention agreed as medium priority. All other policies were agreed as low priority at this point.
- The group made recommendation to the Board that a Training Model needs to be put in place as a matter of urgency. The work to be undertaken by Jane Dowdell should achieve this.
- The Board were asked to take a decision on whether this group should look at Sexual Exploitation as this has been raised as an issue locally and if so, to provide clear terms of reference. Lisa Didier-Carter has been asked to attend the December Board meeting to give a presentation on this subject so a decision regarding what action the Board needs to take can be taken after the presentation.

6.2 PERFORMANCE MONITORING & EVALUATION – Kate Freeman

A report from the sub-group has been circulated to members.

- Static membership of the group is still quite weak and a flexible approach for accessing additional expertise will be required when needed.
- A co-ordinated approach to consultation at the Big Day Out will be needed for next year and this should be part of the joint protocol between the LSCB and Childrens' Trust.
- There is concern within the group that they will not be able to achieve all the actions against the Business Plan this year and direction was requested from the Board as to what the groups' priorities should be.
- The Police are undertaking a research project within Portsmouth to gain service user feedback and information has been requested to determine if something similar can be carried out on the Isle of Wight. The Police are hoping to eventually extend the research into other areas but the first stage is still being developed in Portsmouth so this will not happen for quite some time.
- Part of Jane Dowdell's brief will be to develop a co-ordinated training programme and this will determine what reporting mechanisms are put in place.
- Service user feedback will be obtained by CP Conference Chairs as part of their remit.
- The Board agreed to provide support for data analysis when required.
- The Board agreed that tracking and evaluating the implementation of SCR recommendations should sit with the SCWG and the PM&E sub-group.

ACTION: Kate to track amendments on Business Plan and forward to Board Manager.

6.3 COMMUNICATIONS – Rosie Rae

A report from the sub-group has been circulated to members.

- The first meeting of this group took place in September and was chaired by Rosie. Andy Hollebon from the PCT will take over the role of Chair from the next meeting.
- A draft Communications Strategy has been produced and circulated to members of the sub-group for comment. This will be finalised at the sub-group's next meeting ready for sign off by the LSCB Strategy Group on 10th December.
- The group have been reviewing the LSCB website which received 691 hits in August. All Board members were reminded to continually review the site and identify and report any gaps in the content.
- An LSCB information leaflet for professionals has been produced and distributed.
- Rosie has met with the Rural Community Council to discuss communicating to VCS organisations including faith groups.

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- The group discussed the annual conference and agreed that for various reasons, the event should not proceed in November. In order to plan the event effectively, the date has been put back to March 2010. Jan Horwath has been secured as a key note speaker. The Board will need to agree the focus for the event, target audience and budget.

7. ANY OTHER BUSINESS

7.1 E-Safety

- Rob Ellis will continue with his role as E-Safety lead for the Local Authority but all agencies will need to have their own E-Safety lead in place.

ACTION: Each agency to identify an E-Safety lead and forward name to Board Manager.

ACTION: Deborah Cameron to ask Rob Ellis to lead time limited group of E-Safety leads from each agency to manage the implementation of the new strategy.

7.2 Minutes from other Meetings

- It was agreed that minutes from the Adult Safeguarding Board and the Children's Trust will be standing items on the LSCB Strategy Group agenda for future meetings.

7.3 Bruising Protocol

- A new protocol on bruising will be going out for consultation shortly and will be included on the agenda at the December Strategy Group meeting.

7.4 Joint Strategic Needs Assessment

- A JSNA has been undertaken by the LA and Health Service and a chart produced to summarise the findings. The chart is grouped by ward and gives a summary of health, social conditions and social care for each ward within the authority.
- The assessment has been useful in understanding what is going on and where resources should be targeted. The chart also highlights patterns for further investigation.
- The JSNA will be displayed at the C&YP Plan planning day and will be part of the delegate pack.

13. DATE OF NEXT MEETING

- **Thursday 10th December 2009**
- **10.00am – 1.00pm**
- **Venue – The Bargeman's Rest, Newport**

ACTIONS OUTSTANDING FROM MEETING OF 3rd September 2009

	Action	Responsibility	Due Date	Actioned
1	Feedback any comments on the Joint Mental Health & Drug Services Protocol proposals to Deborah Cameron	All Board Members	31.10.09	
2	Identify an audit representative to work on future inter-agency audits and forward names to Kate Freeman	All Board Members	04.11.09	Police reps – M Ward & W Priston
3	Write media bulletin on ISA regulations	Janet Barker	10.12.09	
4	Forward nominations for Communications Sub-Group membership to Rosie Rae	All Agencies	24.11.09	

ACTIONS FROM MEETING OF 22nd October 2009

	Action	Responsibility	Due Date	Actioned
5	Write to Chief Officers regarding attendance with a formal request for members to prioritise LSCB meetings.	David Parkinson	10.12.09	
6	Circulate CDOP Strategic Summary to all Board members.	Martin Ward	31.10.09	
7	Contact Health and request a representative from Health Visiting to work on the joint safeguarding strategy. Forward nomination to Nicolas Crick.	Sally Stewart	31.10.09	
8	Feedback any comments regarding the Core Group TOR to Rosie Rae.	All Members	26.10.09	
9	NC to circulate minutes of Pan-Hants Strategy meeting on Young Runaways and present summary at next Board meeting.	Nicolas Crick	10.12.09	
10	Track amendments on Business Plan and forward to Board Manager.	Kate Freeman	31.10.09	Completed 26.10.09
11	Identify an E-Safety lead and forward name to Board Manager.	All Agencies	31.10.09	
12	Ask Rob Ellis to lead time limited group of E-Safety leads from each agency to manage the implementation of the new strategy.	Deborah Cameron	31.10.09	