

**MINUTES OF BLACKPOOL LOCAL SAFEGUARDING CHILDREN BOARD (BLSCB)
TUESDAY 29th SEPTEMBER 2009**

Present:

Dennis Charlton	Independent Chair
Janet Hambly	Assistant Director Targeted Services
Paula Swindlehurst	Quality Assurance Service Manager
Angela Walmsley	LSCB Business Development Manager
Sara Taylor	LSCB Business Development Manager
Tess Tackett	LSCB Training Coordinator
Chris Turner	Senior Probation Officer in place of Ian Phillips
Liz Holt	Director of Children's Community Health Services, NHS Blackpool
Dr Cathie Turner	Designated Nurse, Child Protection NHS Blackpool
Dr Robert Wheatley	Designated Doctor, Child Protection, Blackpool Hospital's Trust
Susan Morley	Service Manager, Blackpool & Lancaster CAFCASS
Justin Srivastava	DCI, Lancashire Constabulary
Lynne Worden	Headteacher, St John Vianney Catholic Primary School
Dawn Lang	Assistant Director, NSPCC
Dr Efreem Jones	Vice Principal, Sixth Form College
Jim Keefe	Deputy Head, Arnold School
Sarah Price	Local Safeguarding Children Board Administrator

Guests:

Tony Baxter DI Lancashire Constabulary

1. INTRODUCTIONS

Introductions were made.

APOLOGIES RECEIVED FROM:

Peter Jefferson, Chief Executive, Blackpool Coastal Housing

Marie Thompson, Deputy Director of Nursing & Quality Clinical Governance Directorate, Blackpool Fylde & Wyre Hospitals Trust

Ian Phillips, Assistant Chief & Area Director Blackpool, Lancashire Probation Service

Alison Long, Principal Solicitor, Legal Department, Blackpool Council

Delyth Curtis, Assistant Director, Children's Health

Dr Arif Rajpura, Director of Public Health

Dr Colin Scott, St Paul's Medical Centre

Dr K Vasudev, Faith Group Representative

Sue Harrison, Assistant Director Learning & Achievement, CYPD

Karen Smith, Assistant Director, Assessment Prevention & Support, Adult Social Care & Housing

Andrew Lowe, Head of Service, Youth Offending Team

Julie Smith, Pupil Welfare Manager

2. MINUTES AND MATTERS ARISING FROM 14th July 2009

Safer Recruitment

The group has met twice, and discussed ways in which good safer recruitment practice could be shared amongst agencies.

It is proposed that a task & finish group be set up to look at safer recruitment, with the suggestion that Linda Dutton chair the group.

Each member to forward appropriate HR reps for inclusion in group to

Action

ALL

LSCB Admin to collate.

Discussion will be held with regards to a document produced by the local authority and Linda Dutton's team which could be shared across agencies. Delivery of training will be another area for discussion, with a recommendation that the LSCB influence the training provided.

Lancashire and Blackburn with Darwen are currently undertaking work on safer recruitment, and there is a possibility that Blackpool could tie-in with this.

Once a meeting has been held with agency HR reps, a paper will be produced for the Board to put forward ideas on how safer recruitment can be implemented across the LSCB.

CDOP

The funding issue with regard to the SUDC nurses has now been resolved. The funding for SUDC is based on population and for the CDOP Coordinator, on an even % split.

Critical Case Review

One of the recommendations from the CCR was for investigations to be made into the full hospital records being available for every child that attends A&E. Unfortunately, as the bulk of records are still paper based, this is not possible. There is currently an alert system in use for children, where a consultant has concerns. This could be opened up to include children that Children's Social Services have concerns about.

It was agreed that the Board see the above-mentioned as an interim solution. It may be possible for the original recommendation to be implemented if/when electronic records are used.

Item to be brought to next Board highlighting the recommendation and the issues from the CCR, and request Board decisions and advice on the best direction to move in.

**LSCB BDM /
Agenda**

Minutes agreed as an accurate record.

Agenda Items 29.09.09

3. Budget

Invoices have been sent to all contributory agencies. Some invoices are still outstanding.

Copy invoice and note to be sent to Board representative of those agencies not paid.

LSCB Admin

The next financial planning meeting will be held for all contributory agencies on 24th November 2009.

Confirmation of time and venue to be sent.

LSCB Admin

4. Sexual Activity in Under Age Children

A report written by DI Tony Baxter and Dr Cathie Turner was provided to all present.

In the last 6 months 56 young people are known to be/have been engaged in under aged sexual activity. The majority are in male/female relationships with children of their own age. 28 referrals have been made, 3 of these are for children being treated for STI's.

The known figures have more than doubled in the last 12 months, and there are serious concerns regarding the number of referrals being made. None of the 28 referrals made were prosecuted as the main concern is to prevent these children going onto to exploitative relationships.

The report proposes that a task centred group is convened to

- review and strengthen the current LSCB procedures and guidance for staff working with sexually active young people
- undertake further analysis of this issue and consider the data available and the integrity of that data
- to identify the reasons why this apparent rise in numbers has occurred
- to form judgements as to the best ways of addressing this issue
- to develop a strategy for action which links with existing strategies such as the Teenage Pregnancy Strategy and Sexual Health Strategy.

It was asked if all referrals were heterosexual, which they were.

Clarity must be provided as to the rationale behind the process, and be presented as a Board document that agencies sign up to. This will ensure that informed decisions are made.

A mandate will be required that states that under 13 sexual activity is a safeguarding issue and threat.

The Board are agreeable to accept the proposal that the group meet to collect further data and bring the initial findings and recommendations back to the Board.

Head Teacher St John Vianney (SJV) will contact all primary heads informing them of the issues regarding sexual activity in under 13's, and feedback to the group.

HT, SJV

5. Induction Process and Pack

The LSCB Business Development Manager and Training Coordinator met with the Assistant Chief & Area Director Blackpool, Lancashire Probation Service to trial the induction booklet produced by Isobel Colquhoun. The process followed is included at the back of the booklet.

The Board are requested to approve both the document and the process and endorse the booklet.

There are minor amendments required. Pg 8, as it has been agreed to disband the Policy & Procedures sub group, this should now be removed.

LSCB BDM

The % figure should be divided by 6 meetings per year. Attendance will need to be monitored to meet this SLA. It would be helpful to send a note of previous attendance with the minutes.

**LSCB BDM /
LSCB Admin**

LSCB Business Development Manager to include previous attendance at sub groups in report to Board.

LSCB BDM

Sub group membership will be reviewed to ensure relevance of representative.

The monitoring mechanism would need to reflect in the language, that some members represent more than 1 agency/group.

If representatives are not meeting the standard set, the document will need to state what the consequences are.

It was asked if a system of deputies will be developed, and if so, will the deputies also require induction.

It was agreed that the document is to be updated as discussed and used as an interim measure in its current format. This will be reviewed as required, including once the Safeguarding Delivery Unit is set up to ensure that it is Laming compliant, and when the revised Working Together is published (due December 2009). Any changes will be brought to the Board.

It was agreed that it will remain as an interim draft document.

6. Safe at Home

Chair received a letter in early September from RoSPA with regards to the National Home Safety Equipment Scheme, and would like the Board to agree the best way forward.

Board members to send contact details for most appropriate person in their agency to LSCB Admin. Letter will then be copied to the identified contact.

**All Members
LSCB Admin**

7. Annual Report

The draft report has been written and the Business Plan is almost complete. It will be passed to the Chair for approval by w/e 09/10/09. Once Chair's approval has been received, it will then be sent to all Board members for review.

LSCB BDM

If the document requires passing before any agency committees, members are to inform Chair of the dates.

LSCB Business Development Manager agreed with Chair to complete a 1 year Business Plan. Next year, a 2 year Plan will be completed as a separate document. The Business Plan will be revised once GONW guidance is received, following the revisions to Working Together.

8. CP Cases – Multiple Associated Factors

This report was presented at the last Operational & Quality Assurance meeting, and the data provided was very useful. A request was made from that meeting for the report to be shared with the Board.

Although there has been a significant decrease in referrals in the last 3 years, Blackpool is still almost double the North West average.

The number of referrals being made subject to CP Plans has increased considerably, affecting everybody's workload.

The number of court proceedings, as well as the number of children involved, has also increased over the last 3 years. These increases have are linked to the impact of the death of Baby P, and an increased awareness and support for domestic abuse.

In Blackpool there are currently 156 children on CP Plans, most of which are affected by domestic abuse. There is now representation on the Multi-Agency Audit Group from Adult Services.

Between 06/07 and 08/09 there has been a considerable reduction in the number of referrals made, although the number of referrals leading to a CP plan has increased. This is mainly due to more effective referrals being made since the introduction of Integrated Children's Services

Of the 156 children subject to cp plans at 31.03.09, 21.2% have sex offender involvement. This is a significantly high number, which the Board found concerning, and requested further information in this area.

**LSCB BDM /
LSCB BDM
Assistant**

LSCB BDM Assistant will undertake a specific piece of work alongside the Quality Assurance Manager, to provide further information on the breakdown of the figures provided. Many of these will show multiple characteristics. QA Service Manager/QA Manager/BDM & BDM Assistant will look at the information that is most useful for the Board, and will consider the active involvement of the father.

**LSCB BDM
Assistant / QA
Service
Manager / QA
Manager**

9. LSCB Website

BDM Assistant has undertaken a piece of work to initially scope alternatives for the LSCB website, and has provided 4 options.

The preferred option would be Option 1; a standalone LSCB website. The initial quote is for £1595, plus an annual fee of £180, from Northern Monkey. The quote from Corporate IT is £3,500, plus an annual fee. It was suspected that the initial quote would be for the most basic website, and that the fee would increase accordingly.

It was suggested that the BDM Assistant review other LSCB websites, and contact those LSCBs that have user friendly websites, and obtain the name of the provider.

**LSCB BDM
Assistant**

Board requested that the stand alone website be researched in more detail and an option analysis with full costings be produced.

10. Forced Marriage & Honour Based Violence (Child Victims)

Each member present was given a copy of 'Multi-agency practice guidelines: Handling cases of Forced Marriage'.

In early 2008 a large pan-Lancashire consultation event took place on Forced Marriage, focussing on a number of things including data collection, brining offenders to justice and service provision.

A strategic working group has been set up, following statutory guidance. The guidance can be obtained from www.fco.gov.uk/forcedmarriage.

There are 3 requests for the Board to consider:

1. the Board give the mandate for the strategic working group to continue with their current work;
2. Training requirements are to be delivered by LSCB; and
3. Chief Executives of all statutory agencies to be made aware of their obligations.

All Members

The Training sub group are fully behind the pan Lancashire package, which has already been discussed, and approval made.

It was asked if this is a prevalent issue in Blackpool. There are 17 Blackpool cases per month. The child victims are recognised as child protection cases.

The figures to hand are that currently 20% are child victims, including children under the age of 6.

Lancashire is the 3rd biggest referrer to the forced marriage unit.

The strategic group are suggesting that a Lancashire document is produced based on the document provided, as a working protocol.

It was requested that the group add Female Genital Mutilation (FGM) to the Terms of Reference and see if the statistics prove that further information is required in the protocol.

Strat Wkg Gp

The Board agreed to all 3 requests.

11. Operational and Quality Assurance Sub Group

Following the recent inspection by CAADA , 7 of the 11 principles were scored green, and 4 amber for minor issues. No area scored green for everything.

The CATALYST Team are now fully operational. Kath McTavish to be invited to the next Board to present a brief report on work so far.

A Missing from home report was presented by DI, Lancashire Constabulary. The figures currently show no sign of reducing and the Looked After Children reports remain the highest single occurrence.

Training Sub Group

The induction pack for Training Pool members has been produced, highlighting over 20 points of good practice, aiming at best practice. The document requests managers agree to release trainers to give the training and also allow time for preparation. The LADO has joined the sub group, together with a representative from Adult Services.

A protocol on Fabricated and Induced Illness is going to the Operational and Quality Assurance sub group, which is underpinned by pan Lancashire

Named Nurse Safeguarding

training.

There is an action planning day in October, where the group will be looking at the Board's training strategy. This will then be brought before the Board.

Policy and Procedures Sub Group

The joint protocol between Lancashire, Blackburn with Darwen and Blackpool on Children and young people who run away or go missing from home or care is being launched on 21st October 2009 at Ewood Park, Blackburn.

The group discussed the process for the development or amendment of multi-agency LSCB policy, now that the sub group has been disbanded. All Board members were provided with a copy of the flow chart.

There will now be a standardised process and documents.

The Board agreed the process.

The Adult mental health and child protection protocol is now ready for launch. QA Service Manager is to contact Adult Services with a view to arranging the launch.

The Domestic Abuse protocol will be shared and taken to the next Operational and quality Assurance Meeting.

Unaccompanied Asylum Seeking Children protocol is ongoing.

There are a number of other documents currently in progress by Named Nurse, Safeguarding, NHS Blackpool, which will be discussed at the next Operational and quality Assurance Sub Group.

Case Review Sub Group

There were no new cases at the last meeting.

The Internal Review is ongoing; feedback will be given at the next Board meeting.

Discussions were held about when a Serious Case Review should be considered, when a child has gone missing. It was agreed that a proof of life investigation be completed by the Police unless serious concerns were raised by any agency.

The main body of work is the current Serious Case Review. A further extension has been requested, as it came to light that 2 additional IMR's would be required. The extension was granted, and the submission date is now 13th November 2009.

A draft Overview Report has been received by the independent author, which is to be considered by the Serious Case Review Panel.

There is discussion of producing a pan Lancashire IMR template to promote consistency across the county.

**QA Service
Manager**

**Ops & QA
Agenda**

**QA Service
Manager/Ops
& QA Agenda**

Child Death Overview Panel

The last meeting was not quorate. The Terms of Reference are being revised and the meeting dates are to be set more frequently. Rapid Response and SUDC Nurses work is being reviewed.

Give Me Room To Breathe training is starting in November.

LSCB Chair received a letter from HM Coroner with regard to keeping the relevant people informed of child deaths in the area. Notifications of child deaths are to continue being sent to LSCB Chair to ensure that all cases can be discussed at the Case Review Sub Group, and considered for Serious Case Review.

Meeting dates for 2010 to be requested by LSCB Admin to be incorporated in the LSCB Calendar for 2010.

LSCB Admin

12. Any Other Business

There is an extra-ordinary Board meeting to be held on 22/10/09, 1.30 – 3.00, Reception Room 4, Blackpool Stadium, to consider the Overview Report, Executive Summary and Action Plan for the current Serious Case Review.

BDM is currently reviewing Section 11 guidance. LSCBs are obliged to ensure that member agencies comply. A request was made that the Board ratify BDM undertaking an audit. The Board agreed.

**LSCB BDM/
ALL Members**

Action Plans following Baby P to be added as agenda item for next Operational and Quality Assurance meeting, and bring to the Board in January 2010, at which time the Laming LSCB Actions will be reviewed.

**LSCB BDM /
Agenda**

13. Date and Time of Next Meeting

Tuesday 24th November 2009, 1.30 – 4.30pm, City Learning Centre

Actions arising from meeting 29/09/09

2. Matters arising from meeting 14/07/09

Safer Recruitment

Board members to forward appropriate HR reps to LSCB admin

All Members

CCR

Recommendations and issues to be brought to next Board Meeting

**LSCB BDM/
Agenda**

3. Budget

Confirmation of time and venue to be sent.

LSCB Admin

Copy invoice and note to be sent to Board representative of those agencies not paid.

LSCB Admin

4. Sexual Activity in Under Age Children

Head Teacher St John Vianney will contact all primary heads informing them of the issues regarding sexual activity in under 13's, and feedback to task centred group.

HT, SJV

5. Induction Process and Pack

Pg 8 to be amended as P&P sub group now disbanded.

LSCB BDM

Note of previous attendance to be sent to all members with copy of minutes

**LSCB BDM /
LSCB Admin**

Attendance at Board and Subgroups to be presented at next Board meeting.

**LSCB BDM /
Agenda**

6. Safe at Home

Board members to send contact details for most appropriate person in their agency to LSCB Admin.

All Members

Letter will then be copied to the identified contact.

LSCB Admin

7. Annual Report

Draft to be circulated to all Board members for comments.

LSCB BDM

8. CP Cases – Multiple Associated Factors

Further information to be provided in relation to the involvement of sex offenders.

**BDM/BDM
Asst**

Specific task to be undertaken to provide further information on figures provided. Pertinent information for the Board to be highlighted. Active role of father to be considered

**LSCB BDM
Asst / QA
Service
Manager / QA
Manager**

9. LSCB Website

BDM Assistant to be requested to follow up as detailed and provide a fuller report.

**BDM/BDM
Asst**

10. Forced Marriage and Honour Based Violence (Child Victims)

It was requested that the group add Female Genital Mutilation (FGM) to the Terms of Reference and see if the statistics prove that further information is required in the protocol.

Strat Wkg Gp

Chief Executives to be made aware of their statutory obligations.

All members

11. Sub Groups

Training Sub Group

Fabricated and Induced Illness Protocol to be forwarded to Ops & QA sub group.

**Named Nurse
Safeguarding /
OPS & QA
agenda**

Policy and Procedures Sub Group

Adult Services to be contacted with a view to arranging the launch for Adult mental health and child protection protocol.

**QA Service
Manager**

Progress in developing Unaccompanied Asylum Seeking Children protocol to be monitored.

**Ops & QA
agenda**

DA protocol to be presented to Ops & QA subgroup

**P&P sub grp
chair/ Ops &
QA agenda**

CDOP

Dates of future CDOP meetings to be incorporated into the LSCB calendar.

LSCB Admin

12. Any Other Business

Section 11 Audit to be carried out. Tool to be devised and Board members to complete.

**LSCB BDM/ All
members**

Action Plans following Baby P to be added as agenda item for next Operational and Quality Assurance meeting.

**LSCB BDM
/Agenda**