

**PLYMOUTH SAFEGUARDING CHILDREN BOARD (PSCB)
MINUTES OF THE FULL BOARD MEETING**

27 MARCH 2009

PRESENT:

Paul O'Sullivan (Director of Health Services for Children and Families, NHS Plymouth), **in the Chair**
 Bronwen Lacey (Director for Children's Services, PCC)
 Simon White (Safeguarding Business Manager, PCC)
 Maureen Grimley (Chairing and Reviewing Manager, PCC)
 Mairead MacNeil (Assistant Director of Children's Social Care, PCC)
 Claire Cordory (Performance Manager, PCC)
 George Norman (Naval Personnel and Family Service and Royal Marines Welfare)
 Jim Webster (Devon and Cornwall Constabulary)
 Derek Moore (Assistant Director Action for Children, Voluntary Sector)
 Philip Smale (City College Plymouth)
 Elaine Hay (CAFCASS)
 Sue Baldwin (Designated Nurse – Child Protection, NHS Plymouth)
 Paul Northcott (Devon & Cornwall Constabulary)
 Chris Munn (Devon & Cornwall Probation Service)
 Shirley Walker (Local Area Manager, Connexions)
 Amanda Cox (Strategic Health Authority)
 Alison Kearnes (NSPCC)

APOLOGIES FOR ABSENCE:

Barry Keel (Chief Executive, PCC)
 Kerrie Todd (Safeguarding Adults Manager, PCC)
 Joy Howick (Children in the Community, Children's Services, PCC)
 Benji Shoker (Youth Offending Team Manager, PCC)
 Verity Jones (Assistant Director, PCC)
 Richenda Broad (Policy & Planning Manager, PCC)
 Peter Vallis (Devon & Cornwall Probation Service)
 Dr Carolyn Adcock (Plymouth Hospitals NHS Trust)
 Alex Hanson (Devon and Somerset Fire and Rescue)
 Alex Mayor (Medical Director, Plymouth Hospitals' Trust)

The meeting started at 9.05am and ended at 12.20pm

		ACTION
1.	Welcome and Introductions	
1.1	Paul O'Sullivan, Chair for today's meeting, welcomed those attending.	
1.2	Apologies were received as detailed above.	
2.	MINUTES OF PSCB MEETING HELD ON 19 DECEMBER 2008	
2.1	Regarding item 3.8, this should read "The first Circle of Support and Accountability... "	

2.2	The minutes of the meeting held on 19 December 2008 were agreed as an accurate record, subject to the change detailed in 2.1.	
3	MATTERS ARISING	
3.1	Minute 3.1: The cards were being printed and would be with members shortly.	
3.2	Minute 3.2: This matter is on today's agenda.	
3.3	Minute 3.5: Morris Watts was unable to attend the March meeting of the PSCB, but would now be attending the June meeting.	
3.4	Minute 3.6: This matter is on today's agenda.	
3.5	Minute 3.7: The Corporate Manslaughter presentation would be sent to members shortly.	
3.6	Minute 3.9: UK Border Agency membership of the PSCB would be discussed at the Executive Group Meeting on 8 May.	
3.7	Minute 5.3: A meeting would be taking place in April 2009 to analyse Plymouth's position re the Haringey JAR. A special meeting of the Full Board in June was also being considered to review the position.	
3.8	Minute 8.1: This work had yet to be completed and was deferred to the June meeting	Joy Howick/Carolyn Adcock/Jim Webster
3.9	Minute 8a: Review of Children Subject to a Child Protection Plan – Action Plan. This item would be presented to the board in June.	Mairead MacNeil
3.10	Minute 9.2: Current practice of sharing information being actioned by all agencies.	
3.11	Minute 11.2: The Hidden Harm Action Plan was out for consultation with the relevant sub-group. Members agreed that the final plan could be approved through the Chair's Urgent Business process to avoid further delay in its implementation.	Benji Shoker
3.12	Minute 12.3.5: All agencies now promoting reflective learning and practice.	
4	ROLLING ACTION POINTS	
4.1	There were no outstanding rolling action points.	

5	SOUTH WEST GRID FOR LEARNING (SWGFL)	
5.1	David Wright gave a presentation about the SWGFL, with particular focus on internet safety, and reported the following:	
5.2	The SWGFL was an educational charitable trust which developed from a DFES project to ensure all state schools had broadband internet.	
5.3	There were a great many issues and risks surrounding the use of information and communication technologies by children and young people.	
5.4	Professionals working with children needed to be aware of the standards they must adhere to during their own internet activity.	
5.5	The Byron Review, published March 2008, was a review of the effects of exposing children to potentially harmful or inappropriate material on the internet and in video games.	
5.6	The internet was accessible through games consoles and mobile phones, not just PCs and laptops. Parents needed to realise how accessible the internet was.	
5.7	<p>Emerging issues included –</p> <ul style="list-style-type: none"> • technological issues including changes to gaming environments; • Web 3.0; • GPS in phones. 	
5.8	Jim Webster emphasised that internet access will increase, e.g. through wireless access in City Centre, and therefore focus was needed on addressing culture, attitudes and behaviour amongst children and young people.	
5.9	A UK Council on Child Internet Safety was being set up, and the SWGFL was being invited on behalf of safeguarding boards in the region.	
5.10	<p>The SWGFL –</p> <ul style="list-style-type: none"> • provided practical advice; • assisted with generational issues; • ran local and regional conferences; • produced publications; • conducted training sessions with parents, trying to provide opportunities for all parents in the region to better understand e-safety. 	

6	BUDGET UPDATE 2008/09	
6.1	Simon White explained the 2008/09 budget position as at 5 March 2009.	
6.2	There has been an overspend this year on the SCR, Advertising and Training Budgets but the overspend can be funded from training sales and the unallocated ABG grant.	
6.3	Income of approximately £12,000 from training sales will be carried forward to 2009/10.	
6.4	The accrued reserve fund currently stands at £801.	
6.5	Final budget position will be confirmed at the end of April and included within the 2009/10 Business Plan.	
7	PSCB GOVERNANCE ACTION PLAN	
7.1	The action plan was created following a PSCB Development morning on 16 January 2009.	
7.2	Members gave Simon White the authority to share the responsibilities to undertake various tasks amongst Full Board members.	
7.3	Members agreed the plan during a consultation period.	
7.4	Action Plan now in place and incorporated within the business objectives/priorities for 2009/10 and onwards.	
8	DRAFT BUSINESS PLAN 2007-10 (UPDATED 01.04.09)	
8.1	AGREED that	
8.1.1	- final written comments (to include verbal comments made at the meeting) would be forwarded to Simon White by 30 April, and the updated plan brought to the next meeting;	ALL
8.1.2	- RAG ratings must be standardised across the PSCB and the Children's Trust to ensure consistent definitions for 'green', 'red' and 'amber';	Simon White
8.1.3	- the business objectives/priorities would be further updated against the Laming Report's recommendations during this year;	Simon White
8.1.4	- a new Executive Group would be established, made up of Independent Chair, Vice Chair, Director for Children's Services, Safeguarding Manager, Safeguarding Business Manager and Sub Group Chairs;	Simon White

8.1.5	- in addition, a representative of the Independent Voluntary Sector and a representative of the Devon and Cornwall Constabulary be appointed to the Executive Group;	Simon White
8.1.6	- a PSCB complaints process needed to be established	Simon White
8.1.7	- a Vice Chair would be formally appointed at the next meeting of the Full Board.	Simon White
9	ANNUAL REPORTS OF SUB GROUP CHAIRS	
9.1	The reports have been incorporated into the business plan.	
9.2	Chairs of sub groups needed to be assertive in requesting members to formally commit to meetings, including naming a deputy.	
9.3	AGREED that members who were consistently not attending, plus the lead officers of their organisations, should be written to in order to ensure staff members were being sufficiently supported. Letters should be signed by Chair of the PSCB.	Simon White
9.5	AGREED that a full attendance report would be brought to the Board in June.	Simon White
10	DATA SETS/MANAGEMENT INFORMATION	
10.1	Maureen Grimley and Claire Cordory presented information from the portfolio of agreed data sets.	
10.2	It was recognised that qualitative as well as quantitative information must be recorded.	
10.3	AGREED that the Executive Group and Performance Manager would review the performance indicators contained within the data sets by 30.09.09.	Exec Group/Claire Cordory
10.4	Mairead MacNeil reported that an external researcher had been commissioned to look at Child Protection Plans. A report would be on the agenda of the next board meeting.	Mairead MacNeil
11	UPDATE ON SERIOUS CASE REVIEWS (SCR)	
	PART 2 MINUTE	
11a	LORD LAMING ENQUIRY	
11a.1	The Director for Children's Services reported that she had met with Lord Laming, other DCSs, the DCSF and some Local Authority Chief Executives.	

11a.2	Maureen Grimley gave an overview of the recommendations from the Laming Enquiry Report.	
11a.3	AGREED that -	Mairead MacNeil
11a3.1	- the Executive Group would review the Laming recommendations and allocate action points to the relevant Sub Groups;	
11a.3.2	- the June PSCB would be extended to include a two hour workshop on the Laming recommendations.	Mairead MacNeil
12	SAFER EMPLOYMENT QUALITY STANDARD	
12.1	Martin Boyce, Chair of the SESG, sent his apologies for not being able to attend.	
12.2	Members felt that they needed to take the document back to their own agencies for comments and consideration.	
12.3	AGREED that written comments would be sent to Simon White by 30 April.	All
13	CHILD DEATH REVIEW PROCESS ANNUAL UPDATE	
13.1	Tricia Davis, Carol Everson and Ann Morecraft from NHS Plymouth gave a presentation on the 12 months operation of the Child Death Review process, including the Rapid Response Team.	
13.2	GOSW recognised that the South West team was leading on this nationally, and national acclaim for the project had been received.	
14	CHILD DEATH OVERVIEW PANEL PLAN 2009/10	
14.1	It was reported that the Child Death Overview Panel's meeting structure had changed to ensure that the time of attendees was put to best use.	
14.2	Dr Charles Holme had designed the plan document and was giving input to the panel where needed.	
14.3	It was too early to see whether the Rapid Response process was benefiting families but anecdotal feedback is positive and similarly too early to make conclusive judgements for preventing child deaths. Some immediate recommendations had been made, but the project was designed to yield medium- to long-term results and show trends over time.	
15	NSPCC YOUNG WITNESS SUPPORT SCHEME	
15.1	Alison Kearnes reported briefly on the NSPCC Young Witness Support Scheme.	

15.2	It was recognised that ongoing monitoring of the scheme was taking place at the quarterly Peninsula LSCB Contract Monitoring Group meeting.	
16	CHILDREN'S TRUST ACCIDENTAL INJURY WORKING GROUP REPORT	
16.1	Graham Palmer presented the report of the Accidental Injury Working Group.	
16.2	A full needs analysis is currently underway.	
16.3	It was reported that Dave Sumner, Children's Trust Champion for accidents and injuries, had given briefings to the Trust and the PCC Children and Young People Overview and Scrutiny Panel on this subject.	
17	SOUTH WEST PENINSULA CHILD PROTECTION HEALTH FORUM	
17.1	An update paper was provided for information.	
18	ANY OTHER BUSINESS	
18.1	Inspection Arrangements	
18.1.1	The Performance Manager reported that as of 1 April 2009, new Ofsted inspection arrangements would be in place. The inspection regime was moving from assessing on the APA to using the CAA. No JARs would be held in the future.	
18.1.2	The three inspection strands were as follows:	
18.1.2a	- an annual review of outcomes across the ECM priorities including inspection activity into the CAA;	
18.1.2b	- an annual unannounced visit to the local authority;	
18.1.2c	- an annual announced visit, notice given two weeks in advance.	
18.1.3	These new inspection arrangements would be looked at in more detail by the Professional Practice Sub Group.	
18.1.4	Children's Services intended to run a 'mock' inspection to test preparedness.	
18.2	Common Assessment Framework and referrals	
18.2.1	Representatives of Children's Services and the police reported a growing number of referrals.	
18.2.2	AGREED that a task and finish group of the Professional Practice Sub Group be set up and led by	Jim Webster

<p>18.3 18.3.1</p>	<p>Jim Webster to look at the process for referrals and the use of the CAF.</p> <p>Training AGREED that the possibility of accessing the 'Hydra' training on child protection and domestic abuse run by the Metropolitan Police be explored and an overview delivered at the next PSCB meeting.</p>	<p>Jim Webster</p>
<p>19 19.1 19.2</p>	<p>DATE OF NEXT MEETING AGREED that the next PSCB meeting would be an all day event on 26 June 2009.</p> <p>AGREED that a 'front line' practitioner be invited to every PSCB meeting in order to give feedback to the board on its working remit.</p>	<p>Simon White</p>