

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

26 JUNE 2009

PRESENT:

Jim Gould – **Independent Chair**

Bronwen Lacey (Director for Services for Children & Young People, PCC)

Mairead MacNeil (Assistant Director of Children’s Social Care, PCC)

Simon White (Safeguarding Business Manager, PCC)

Maureen Grimley (Chairing and Reviewing Manager, PCC)

Benji Shoker (Youth Offending Team Manager, PCC)

Joy Howick (Children in the Community, Services for Children & Young People, PCC)

Paul O’Sullivan (Director of Health Services for Children and Families, NHS Plymouth)

George Norman (Naval Personnel and Family Service and Royal Marines Welfare)

Andy Bickley (Devon and Cornwall Constabulary)

Elaine Hay (CAFCASS)

Sue Baldwin (Designated Nurse – Child Protection, NHS Plymouth)

Sue Rosner (Devon & Cornwall Probation Service)

Shirley Walker (Local Area Manager, Connexions)

Derek Moore (Assistant Director Action for Children, Voluntary Sector)

Alison Kearnes (NSPCC)

Chris Ward (Devon and Cornwall Constabulary)

Steve West (Devon and Somerset Fire and Rescue Service)

APOLOGIES FOR ABSENCE:

Peter Vallis (Devon & Cornwall Probation Service)

Philip Smale (City College Plymouth)

Kerry Todd (Adult Protection Co-ordinator, PCC)

		ACTION
1.	Welcome and Introductions	
1.1	Jim Gould, Independent Chair welcomed those attending today’s meeting and explained his background prior to taking up his new role.	
1.2	Apologies were received as detailed above.	
2.	MINUTES OF PSCB MEETING HELD ON 27 MARCH 2009	
2.1	The minutes of the meeting held on 27 March 2009 were agreed as an accurate record.	

		ACTION
<p>3</p> <p>3.1</p>	<p>MATTERS ARISING</p> <p>3.8 Action included in agenda item 11 – action plan following review of children subject to a child protection plan.</p> <p>3.9 Agenda Item 11 at today’s meeting. (Action Plan following review of children subject to a child protection plan).</p> <p>3.11 Benji Shoker to update on Hidden Harm Action Plan and seek ratification of the Board.</p> <p>8.1.1 No written comments received regarding the 2009/10 Business Plan.</p> <p>8.1.2 Rag Ratings updated in Business Plan.</p> <p>8.1.3 Laming Report recommendations will be incorporated within the Business plan during the year.</p> <p>8.1.4 New Executive Group established. Next meeting for diaries 17/07/09 – schedule of meeting dates already sent out.</p> <p>8.1.5 Representative from the Independent/Voluntary Sector and Police still to be appointed to the Executive Group.</p> <p>8.1.6 A PSCB Complaints Procedure will be submitted to the Board in September.</p> <p>8.1.7 A Vice Chair will be elected at today’s meeting.</p> <p>9.3 Letter re attendance at PSCB meetings will be sent out following consideration of Attendance Report at today’s meeting.</p> <p>9.5 Attendance Report is Agenda Item 7. Attendance is falling and in many cases, meeting attendance is only just over the 50% mark.</p> <p>10.3 Performance indicators within the data sets to be reviewed by the Executive Group by 30/09/09 – action ongoing.</p> <p>10.4 Comments from external researcher looking at child protection plans are included within the action plan due to be discussed as agenda item 11 (i.e. action plan following a review of children subject to a child protection plan).</p> <p>11.5.2 PART TWO MINUTE</p>	

		ACTION
	<p>11a 3.1 & 11a 3.2 The Laming recommendations will be the focus of the afternoon session/workshop being run by Maureen Grimley and Sue Baldwin.</p> <p>12.3 No written comments have been received regarding the Safer Employment Quality Standard. The matter will be discussed further as Agenda item 13.</p> <p>18.2.2 Jim Webster to update on his action to set up a task and finish group to look at the process for referrals and the use of the CAF.</p> <p>18.3.1 Jim Webster to deliver an overview of the Police 'Hydra' training around child protection and domestic abuse – Agenda Item 18 at today's meeting.</p> <p>19.2 A front line practitioner will be invited to every meeting commencing in September 2009.</p>	
4	ROLLING ACTION POINTS	
4.1	There were no outstanding rolling action points.	
5	ELECTION OF VICE CHAIR TO THE PSCB	
5.1	Paul O'Sullivan was the only nomination received for the role of Vice-Chair to the PSCB.	
5.2	AGREED Paul O'Sullivan to act as Vice Chair to the PSCB during the year 2009 / 2010.	
6	FINAL RATIFICATION OF THE PSCB BUSINESS PLAN 2009/10	
6.1	Simon White reported that the rag ratings within the Business Plan had now been amended and terms of reference added to the Annual Sub Group Chairs Report.	
6.2	The Business Plan 2009/10 was agreed and ratified.	
7	PSCB MEETING ATTENDANCE REPORT	
7.1	Simon White provided a report on attendance at all PSCB and Sub Group meetings. It was noted that attendance is dropping off and we need to ensure that all agency representatives attend on a regular basis and contribute to the delivery of our work programme. A letter from the Chair will be sent to all lead members to remind them of their commitment to PSCB meetings and the delivery of our objectives/priorities.	Simon White/ Jim Gould

		ACTION
8	DATA SETS/MANAGEMENT INFORMATION	
8.1	Maureen Grimley presented the data set information to the Board.	
8.2	It was noted that a good baseline figure for understanding bullying implications was being developed with reference to information provided from the Tellus survey.	
8.3	Number of racist incidents, Police have a mechanism to collect this data. Consideration will be given as to how to incorporate this information within future data sets.	Claire Cordory
8.4	It was reported that the Derriford neighbourhood has a high rate of missing children and it was recognised that the figure includes the Southway area. We do not have a sophisticated system for recording missing children at this time but the matter will be continually reviewed.	
8.5	It was agreed that the Missing Children Team would pick this up as an action to improve our reporting and recording mechanisms.	Maureen Grimley/Claire Cordory
8.6	Private fostering arrangements received an 'Outstanding' grade by Ofsted in their inspection.	
8.7	Child Protection Plans – figures are rising. This is being monitored very carefully.	
8.8	Percentage of Children becoming the subject of a child protection plan for a second or subsequent time – the rapid rise in May will be reviewed and reported in the next return.	Maureen Grimley/Claire Cordory
8.9	Paul O'Sullivan and Sue Baldwin to meet to discuss the issues around GP attendance at child protection meetings (initial conferences and reviews) and the introduction of secure emails, outside this meeting.	Paul O'Sullivan/ Sue Baldwin
8.10	Attendance at Training Courses – concerned about non attendance need to know take up.	
8.11	Additional statistics to be provided around non-attendance at training courses.	Claire Cordory/Tony Staunton
8.12	Professional Practice Sub Group to consider how best to collect and monitor the most relevant data set information from each agency.	Mairead MacNeil

		ACTION
9	UPDATE ON SERIOUS CASE REVIEWS	
9.1	Maureen Grimley provided an update on all current SCRs and management reviews.	
9.2	Maureen Grimley was asked to provide a short written status report for all further PSCB meetings.	Maureen Grimley
10	PART TWO MINUTE	
11	ACTION PLAN FOLLOWING A REVIEW OF CHILDREN SUBJECT TO CHILD PROTECTION PLAN	
11.1	Karen Morris presented the action plan following a review of children subject to a child protection plan and highlighted that work will be undertaken around a number of areas.	
11.2	It was reported that there wasn't a consistent approach to recording child protection plans and how they are implemented. This will now be addressed.	
11.3	Minutes circulated within 10 days has improved.	
11.4	Family Support role, we do have attendance at each case Conference. They need to be more familiar about each case and look at timely reports and how much information needed prior to a conference.	
11.5	There is ongoing work around the ICS but it is recognised there are national difficulties. Need to look at who is being represented at Core Groups – who doing what work and taking responsibility for actions.	
11.6	Core assessments, this is a continuous process and needs to be robust.	
11.7	Each agency needs to have a standardised report format to ensure these are completed in a professional manner.	
11.8	It was agreed that Karen Morris would provide an update on work around these areas at the next Board meeting in September.	Karen Morris

		ACTION
12	PLYMOUTH POSITION FOLLOWING HARINGEY JAR RECOMMENDATIONS	
12.1	Maureen Grimley and Sue Baldwin reported that the Plymouth position following the Haringey JAR recommendation was still being collated. Each agency had already identified areas for development and improvement.	Maureen Grimley/ Sue Baldwin/ All agencies
12.2	Maureen Grimley and Sue Baldwin to ensure that each agency to complete an action plan on their areas for development and report back in September on progress.	
13	SAFER EMPLOYMENT QUALITY STANDARD	
13.1	Simon White reported that he had not received any written comments following the last Board meeting. The document was discussed and agreed as an exemplar of best practice. The Board agreed to ratify the document and for it to be promoted on the PSCB website.	Simon White
14	SOUTH WEST PENINSULA CHILD DEATH OVERVIEW PANEL AND RAPID RESPONSE TEAM PROTOCOL PACK	
14.1	The Board was provided with a draft protocol pack and Paul O'Sullivan gave a brief overview of the content. The document is being sent to each LSCB to be ratified and will be reviewed on an annual basis. All agencies have been involved in the development of the document.	Simon White
14.2	Bronwen Lacey asked to see who is on the current membership of the Child Death Overview Panel, rather than a list of posts.	
14.3	It was agreed to provide a list of people on the panel to be sent via email before next meeting.	
14.4	The PSCB agreed the Protocol Pack subject to annual review.	
15	DRAFT JOINT PROTOCOL BETWEEN MAPPA STRATEGIC MANAGEMENT BOARD AND LSCB'S	
15.1	Sue Baldwin introduced the draft protocol between MAPPA and the PSCB.	Sue Baldwin/ All Board Members
15.2	Written comments to be fed back to Sue Baldwin by Wednesday 1 July 2009. Once all comments have been considered, the protocol to be agreed through Chairs Urgent Business process.	

		ACTION
16	GOVERNANCE AND MANAGEMENT OF SAFEGUARDING WITHIN PLYMOUTH CITY COUNCIL	
16.1	Item deferred to next meeting of the PSCB.	Mairead MacNeil
17	GOVERNANCE AND MANAGEMENT OF SAFEGUARDING WITH DEVON & CORNWALL CONSTABULARY	
17.1	Item deferred to the next meeting of the PSCB.	Andy Bickley
18	REVIEW OF METROPOLITAN POLICE 'HYDRA' TRAINING ON CHILD PROTECTION AND DOMESTIC ABUSE	
18.1	Item deferred to the next meeting of the PSCB.	Andy Bickley
19	PLYMOUTH DOMESTIC ABUSE STRATEGY	
19.1	<p>Morris Watts, Domestic Abuse Partnership Manager gave an overview of the work of the domestic abuse partnership and the introduction of the domestic abuse strategy. Morris reported that-</p> <ul style="list-style-type: none"> - 6000 domestic abuse incidents in Plymouth last year - 1 in 4 women are exposed to violence - this accounts for a quarter of all violent crime - 90 % of children are witness to domestic abuse - higher in deprived neighbourhoods - 15% involves drugs and alcohol - £15m cost to all services - need to look at preventative work. - representation on each board may be useful. 	
19.2	The Executive Group would consider how best the PSCB can engage with Morris Watts and the Domestic Abuse Partnership around the issue. Consideration would be given to Morris' attendance at Board Meetings on a more regular basis.	Jim Gould
19.3	Alison Kearnes raised that this brings back to linkage with Childrens Trust and suggested a proposal to integrate with Lord Laming's report and for the Executive Group to take this matter forward.	
19.4	Paul O'Sullivan stated that work around safeguarding and domestic abuse should be a priority of this group and included within the Children and Young People's plan. There also needs to be a better understanding of the relationship between CAF and MARAC at service level.	

		ACTION
20	ANY OTHER BUSINESS	
20.1	PART TWO MINUTE	
20.2	PART TWO MINUTE	
20.3	PART TWO MINUTE	
20.4	<p><u>Section 11 Audit Report</u> Tony Staunton presented the findings of the 2008 Section 11 Audit Report and explained the ongoing work by the Peninsula LSCB's to consider a dedicated Peninsula wide document for use in the future. Tony Staunton, Maureen Grimley and Simon White had concerns that the possible new process will be unmanageable and unwieldy in the future and could cause logistical problems for Plymouth. Tony Staunton was asked to provide a full brief on the concerns for consideration by the next Executive meeting on 17 July 2009. The Independent Chair of the PSCB would then raise the issue with Peninsula Chair colleagues.</p> <p>Bronwen Lacey agreed to raise this matter with DCS colleagues in the Peninsula.</p>	<p>Tony Staunton</p> <p>Jim Gould</p> <p>Bronwen Lacey</p>
21	DATE OF NEXT MEETING	
21.1	AGREED that the next PSCB meeting will take place on 25 September 2009.	

LUNCH BREAK

THE MEETING RECONVENED WITH THE AFTERNOON DEVELOPMENT SESSION

		ACTION
22	LORD LAMING REPORT RECOMMENDATIONS	
22.1	PART TWO MINUTE	
23	TERMS OF REFERENCE FOR THE SERIOUS CASE REVIEW REGARDING LITTLE TED'S DAY CARE UNIT	
23.1 to 23.24.5	PART TWO MINUTE	

		ACTION
24	FURTHER BUSINESS	
24.1	<p><u>Race Equality Awareness Conference</u> Mairead MacNeil reported that Unions within Plymouth City Council had asked for a Race Equality Awareness Conference and to discuss this issue with the PSCB. Mairead and the Board agreed that Race Equality and Diversity is embedded throughout our work and it was not felt necessary to hold a dedicated conference on this topic at this time. Mairead MacNeil to feedback these comments to the PCC, JCC meeting.</p>	Mairead MacNeil
24.2	<p><u>Torbay Review of Regional Child Protection Procedures</u> Sue Baldwin reported that Torbay Council had reviewed the Regional Child Protection Procedures and come to the view that they were not 'fit for purpose'. Torbay has reverted to using the old 'Devon' procedures which we considered 'out of date'.</p>	
24.3	<p>Sue Baldwin was asked to investigate Torbay's concerns and report back to the Policy and Procedures /Professional Practice Sub Group to ensure that Plymouth are operating within up to date, reliable and best practice child protection procedures.</p>	Sue Baldwin