

# Devon Safeguarding Children Board

Chairman: A J Wooderson

Minutes 11<sup>th</sup> March 2011

Exeter Racecourse  
Kennford



## Attendees:

Alan Wooderson	Independent Chair	Devon Safeguarding Children Board
John Davey	Director of service delivery	Careers South West Ltd
Helen Nicholls	Headteacher of South Brent Primary School	DAPH (Devon Association Primary Headteachers)
John Clements	Detective Superintendent	Devon and Cornwall Constabulary
Jim Wood	Area Manager for Exeter, East & Mid Devon	Devon County Council Youth Offending Team
Anne Whiteley	Director of Children and Young People's Services	Devon County Council Children and Young People's Service
Jennie Stephens	Director of Adult and Community Services	Devon County Council
Rory McCallum	Director of Early Years and Families	Devon County Council Children and Young People's Service
Judith Johnson	Director for Learning and Schools	Devon County Council Children & Young People's Services
Chris Dimmelow	Head of Safeguarding	Devon County Council Children and Young People's Service / Devon Safeguarding Children Board
Liz Davenport	Director Operations	Devon Partnership NHS Trust

Julie Mitchell	Performance Improvement and Quality Assurance Lead Officer	Devon Safeguarding Children Board
Jennie Hamilton	In attendance for Sarah O'Shea	Further Education
Kate Gurney (Dr)	General Practitioner	Local Medical Committee
Stephen Richardson (Dr)	Named Doctor NHS Devon.	NHS Devon
Charles Holme	Designated Doctor Child Protection Devon	NHS Devon
Virginia Pearson (Dr)	Director of Public Health and Devon Drug and Alcohol Action Team Chair	NHS Devon / Devon County Council
Mandy Cox	Programme Lead CYP	NHS South West Strategic Health Authority
Carolyn Mills	Director of Nursing	North Devon Healthcare NHS Trust
Geoff Gurney	Service Manager	NSPCC
Em Wilkinson-Brice	Director of Nursing and Patient Care	Royal Devon & Exeter Hospital Foundation Trust
Michele Thornberry	Nurse Consultant Safeguarding Children	Royal Devon & Exeter Hospital Foundation Trust
Jacqui Warne	Head Teacher Ellen Tinkham School	SHAD (Special Head teacher Association Devon) Vice Chair
Heather Parker	In attendance for Liz Childs	South Devon Healthcare NHS Foundation Trust
Mark Goodman	Manager	Voluntary Youth Services

**Apologies:**

Vicki Heywood	Service Manager	CAFCASS
Brenda Bartlett	Assistant Director Children s Services	Children and Young People's Services
Charlotte Coker	Assistant Chief Officer Local Delivery Unit	Devon and Cornwall Probation Trust
Andrea Davis	Lead Member and Councillor	Devon County Council
Sarah O'Shea	Head of Student Service, Exeter College	Further Education
David Fitzsimmons	DASH Representatives / Principal	Holsworthy Community College
Kevin Finan	Director of Communities	Mid Devon District Council
Helen Hyland	Designated Nurse Child Protection	NHS Devon
Alison Allen	Named Nurse Safeguarding	NHS Devon
Liz Childs	Director of Nursing	South Devon Healthcare NHS Foundation Trust

<b>Agenda Item 1</b>	<b>Welcome and Introductions Apologies Completed actions Declare Interests / Conflicts of Interest</b>	<b>Presenter Alan Wooderson</b>
<b>Discussion</b>	The Chair welcomed everyone to the Devon Safeguarding Children Board (DSCB) meeting and detailed the apologies and substitutes for agency representation. It was noted that the majority of action points are complete with any outstanding items being progressed or covered on the agenda. No declarations of interest or conflicts were advised by Board members.	

	<p>There was an update on changes in membership. Pete Jeffs (PJ) has left the employment of East Devon District Council and is temporarily replaced by Mark Williams (MW). Dr Charles Holme (CH) and Anne Whiteley (AW) are both retiring and the Chair thanked them both for their huge contribution to the work of the Board and to safeguarding Devon's children and young people. Their respective replacements are Dr Steve Richardson (SR) and Jennie Stephens (JS) who were welcomed to the Board.</p>
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Agenda Item 2	Any Matters Arising	Presenter
	<ul style="list-style-type: none"> <li>Multi Agency Safeguarding Hub (MASH) Governance update and minutes from the first MASH Board meeting</li> </ul>	Anne Whiteley
<b>Discussion</b>	<p>The Governance arrangements for the MASH have been agreed with both the MASH Board and the Operational Delivery Group now active. The Board will report to both the Devon Safeguarding Children Board (DSCB) and Individual Boards of Partner Organisations as appropriate. The Board will meet three times a year and administrative support will be provided by the DSCB Office. AW thanked members for their attendance at the initial meeting and advised that all Partner Agencies were well represented.</p> <p>The Board have commissioned Task and Finish groups to complete project work including improving MASH communications. Nicola Channon (NC) has been seconded as a project manager to aid the future roll out and development of MASH ensuring secure planning and implementation. It was agreed that the roll out of MASH to the southern part of Devon will take place from the 4<sup>th</sup> April 2011. The Board have secured research capability from LGID who are currently interviewing key staff and partners about the MASH and developing metrics which may be able to be used to prove the business case going forward.</p>	
<b>Conclusion</b>	<p>An update on the continued development and progress of MASH will be presented to the next DSCB. The Board noted the revised date for rolling out MASH across the rest of Devon.</p>	

Agenda Item 2	Any Matters Arising	Presenters
	<ul style="list-style-type: none"> <li>DSCB Budget 2010/11 monitoring report and 2011 Funding and Partnership Agreement</li> </ul>	Nicola Allen / Alan Wooderson
<b>Discussion</b>	<p>A report on the DSCB Budget and Partnership Agreement was presented to the Board which detailed the 2010/11 forecast outturn position, the forecast level of reserves available to the Board along with the Budget and Partner Contributions for 2011/12.</p> <p>The Board were asked to consider the following recommendations:</p> <ul style="list-style-type: none"> <li>That the report be noted.</li> <li>That the level of contributions for 2011/12 by the partners for the DSCB pooled budget be endorsed.</li> </ul> <p>Despite serious financial constraints, Safeguarding still remains a priority for all partners and a letter has been sent to partners detailing the level of contribution to the pooled budget for 2011/12 which indicates that contributions will need to be increased by 3%. Nicola Allen (NA) to liaise with John Clements (JC) regarding the Police's contribution.</p>	

<b>Conclusion</b>	The Board agreed the recommendations and noted that the DSCB financial reserves may need to be utilised to cover the deficit in next year's budget. The proposed Partnership Agreement will be circulated to Partner Agencies who contribute to the pooled budget for their immediate agreement and signing. It was also noted that Devon County Council (DCC) have contributed to the peninsula Child Death Overview Panel (CDOP) for the next financial year 2011 to 2012.		
<b>Action Point</b>	<b>Action Owner</b>	<b>Deadline</b>	
Liaise with JC c/o Devon and Cornwall Police regarding their contribution to the pooled budget.	Nicola Allen	Immediate	

<b>Agenda Item 2</b>	<b>Any Matters Arising</b> <ul style="list-style-type: none"> <li><b>Working Together policy compliance</b></li> </ul>	<b>Presenter</b> <b>John Clements</b>	
<b>Discussion</b>	An assessment matrix was produced which had been circulated to partner agencies and sub group chairs that documented and demonstrated their compliance with the new policy guidance contained within Working Together. The outstanding returns for Working Together have been received by the Policy Procedures Service Development (PPSD) sub group and the group will seek to reassure the Board that 'Working Together' is embedded throughout the partnership to the required levels. The view from the chair of the sub group is that compliance levels across all partners is commendably high.		
<b>Conclusion</b>	A final report will be presented at the next Board meeting in June 2011 for approval and the PPSD group are confident of good compliance across the Partner Agencies. This report will also incorporate the changes in the South West Child Protection Protocol (SWCPP).		
<b>Action Point</b>	<b>Action Owner</b>	<b>Deadline</b>	
Present the final Working Together report at the next DSCB meeting.	John Clements	30 May 2011	

<b>Agenda Item 2</b>	<b>Any Matters Arising</b> <ul style="list-style-type: none"> <li><b>CAF Audit update</b></li> </ul>	<b>Presenter</b> <b>Dave Roberts</b>	
<b>Discussion</b>	An update on the CAF Audit was presented to the Board by Dave Roberts (DR) in the absence of Brenda Bartlett (BB). The purpose of the audit was to complete a high level 'stock take' of the embedment of CAF in the context of the closure of AXS. The audit has highlighted key themes and an action plan will be completed to take forward CAF and respond to critical issues. DCC have identified administrative support for this process and communications will be circulated detailing the short term arrangements which will support the implementation.		
<b>Conclusion</b>	A final report will be available at the end of March 2011 which will outline findings and propose recommendations. This report will also be made available for schools who are critical to successful CAF usage. The Board agreed that the final report will be distributed by the end of March.		

<b>Action Point</b>	<b>Action Owner</b>	<b>Deadline</b>
Ensure the final CAF Audit report is circulated.	Rory McCallum	31 March 2011

<b>Agenda Item 2</b>	<b>Any Matters Arising</b>	<b>Presenter</b>
	<ul style="list-style-type: none"> <li>• <b>Operation Mansfield</b></li> </ul>	<b>Dave Roberts</b>
<b>Discussion</b>	A briefing was provided on Operation Mansfield currently underway and it was noted that regular reports are required by Ofsted. A Serious Case Review process will be required at some point in the future and the involved SCBs will collaborate on this.	
<b>Conclusion</b>	Chris Dimmelow (CD) has joined the Torbay SCR group to coordinate Devon's response.	

<b>Agenda Item 3</b>	<b>Strategic Co-ordination</b>	<b>Presenter</b>
	<b>a) The Munro Review of Child Protection - Interim Report - 'The Child's Journey'</b>	<b>Alan Wooderson</b>
<b>Discussion</b>	<p>An update on Professor Munro's second report which is reviewing child protection arrangements on behalf of the Coalition Government was presented to the Board. This interim report looks at a child's journey from those being identified as needing help to how best to provide that help. It also details how systems and professionals are organised to identify and respond to needs, and how situations which need more immediate protective responses are escalated.</p> <p>Alan Wooderson (AJW) summarised the main headlines of the report. This included the reemphasis of the importance of confident professional judgement (rather than simple compliance with technical processes), the proposal for multi agency early intervention work that may lead to less demand of a specialist nature i.e. section 47s, the strengthening of LSCBs to monitor and improve practice, training and impact, and the introduction of new datasets with agreed universal indicators. The report raised some concerns on the impact of the Comprehensive Spending Review (CSR) and outlined significant potential reforms of children and family social work and social work management.</p> <p><b>Recommendations</b></p> <ul style="list-style-type: none"> <li>• That the 'Munro Review of Child Protection Interim Report :The Child's Journey' be noted</li> <li>• That the emerging themes and findings are considered by the DSCB as part of its review of the Business Plan 2010-13</li> <li>• That the final Munro Review recommendations and the government response be disseminated to DSCB members at the June 2011 Board meeting. An action plan will then be agreed.</li> </ul> <p>Rory McCallum (RMCC) raised concerns that Devon were experiencing a disproportionate level of Sec 47 investigations of which 50% result in no further action (NFA). The process is to be reviewed by the appropriate DSCB subgroup. The Board were also advised that the Advanced Social Worker Professional post are being recruited to.</p>	

<b>Conclusion</b>	The Board approved the recommendations and noted that Devon is leading on some of the reports' recommendations with the implementation of MASH. It is anticipated that the final report will be presented to the Secretary of State, Michael Gove in April 2011 and that this will address outstanding issues and highlight key themes in terms of Early Intervention. The recommendations will be published soon after with the Government's response.		
<b>Action Points</b>	<b>Action Owner</b>	<b>Deadline</b>	
Circulate the final Munro Review report to the Board when published.	DSCB Office	June 2011	
An action plan to be produced in line with the recommendations from the Munro review that will be discussed at the next Board meeting.	Alan Wooderson	30 May 2011	

<b>Agenda Item 4</b>	<b>Ensuring Effectiveness</b> <b>a) Safeguarding Performance Management Report</b>	<b>Presenter</b> <b>Julie Mitchell</b>
<b>Discussion</b>	<p>The current safeguarding performance report was presented to the Board which provides an overview of safeguarding information related to Devon along with supporting detail and comparator information where available. It was noted that the DSCB Business Plan details one overarching ambition and four outcome elements which will be supported by comprehensive data set under each outcome.</p> <ul style="list-style-type: none"> <li>- Protection from maltreatment;</li> <li>- Prevention of impairment to health and/or development;</li> <li>- Ensuring safe and effective care; and</li> <li>- Ensuring a safe environment.</li> </ul> <p>The Board discussed additional appropriate performance information which will assure the Board that children in Devon are safe. Members were advised that future reporting will include benchmarking against other LSCBs and a strategic overview analysis. JM requested that the Board assist in developing this overview which will then be captured in future minutes and Virginia Pearson (VP) asked for the current format to remain whilst agencies are in the current changing environment.</p> <p>The following recommendations were reviewed by the Board:</p> <ul style="list-style-type: none"> <li>• The Board notes the performance report and overview</li> <li>• The Board agrees the strategic statement to be recorded for each outcome area</li> <li>• The Board to determine the data sets to be presented under each outcome.</li> </ul>	
<b>Conclusion</b>	<p>The Board approved the recommendations and agreed with the proposal to develop a DSCB 'scorecard' to monitor progress and comment DSCB performance in key areas. It was also proposed that Devon benchmark their performance with other LSCBs and that additional metrics in intervention, wellbeing and healthy schools are included, with MASH data potentially assisting in the Early Intervention data.</p> <p>The report was well received and members agreed that the new format is more manageable in its structure focussing on outcomes.</p>	

<b>Agenda Item 4</b>	<b>Ensuring Effectiveness b) Analysis of 2 years of Multi Agency Case Audits</b>	<b>Presenter Maria Kasprzyk</b>
<b>Discussion</b>	<p>The Quality Assurance, Audit and Complaint (QAAC) sub group has undertaken 4 cycles of multi-agency case audits (MACAs) since April 2009. The audit team reviews case files from all agencies working with randomly selected children and families including GP records. Currently 36 children subject to child protection plans with accompanied sibling and parental case records have been reviewed and two families were audited using the appreciative inquiry (AI) model. It was noted that the AI enquiry has enhanced the audit process considerably. All the QAAC members have been trained to complete AIs and all audit findings are fed back to practitioners, their managers and agencies.</p> <p>The initial audit identified 5 key areas which have been maintained as the key lines of enquiry for all subsequent audits thus giving a secure base line against which to judge improvement. From April 2011 the audit team is intending to rate cases using the Ofsted descriptors in these areas and provide a breakdown of findings. The 5 identified areas are record keeping, multi-agency working, the identification of risk to children, the effectiveness of child protection meetings, supervision and management oversight. The audit team work to a high standard and are confident that their assessments are justified. The aim is still to promote outstanding practice although it was noted that most cases are now in the adequate category with only one being judged good. So still a long way to go to achieve the required improvements in standards.</p> <p>There have been 32 recommendations presented to the Board for consideration from the 4 audit cycles and the DSCB Executive are responsible for producing an action plan to implement and monitor the relevant recommendations.</p> <p>The Board noted that the outcomes from audits included the introduction of the Golden Rules for information sharing purposes, the facilitating of the initial discussion regarding MASH, improved training programmes and professionals now actively engaged in the process.</p>	
<b>Conclusion</b>	<p>The Board are pleased with the undoubted progress that the MACA programme of work has made to the assurance requirements of the DSCB. AW thanked the Police for the contribution that Steve Beety (SB) has made to developing and implementing the AI process. The next audit will review 8 cases in the South and will link with the Peer Review process. Plymouth's LSCB will be joining the next audit in April for learning purposes and during this audit all the children and families reviewed will be contacted to obtain their views of the safeguarding process.</p> <p>The final report for the April audit will be published in June 2011. The Chair highlighted the importance of lessons learned from audit and the importance of embedding lessons learnt in organisational practice and management.</p>	

<b>Agenda Item 4</b>	<b>Ensuring Effectiveness c) Executive Report - What are the things that the Executive and sub groups want the DSCB to prioritise for 2011/12</b>	<b>Presenter Rory McCallum</b>
<b>Discussion</b>	<p>A brief report was presented to the DSCB which detailed the respective views of sub group chairs in terms of their suggested priorities for the Board to focus on in 2011/12 and the agreed action points arising from DSCB Executive on 2 February 2011.</p>	

	The key themes of the report were outlined and included a proposal for regular communication with frontline staff via a newsletter, utilising near miss protocols, the requirement for procedural compliance with the adoption of SWCPP, contract auditing for out sourced services where the DSCB will require safeguarding reassurances and finally the implementation of a Prevention of Harm Sub Group.
<b>Conclusion</b>	The Board asked the DSCB Executive Chair, Rory McCallum (RMcC) to develop the Executive and sub group structures to provide the maximum impact and effectiveness for front line delivery.