



<b>Meeting</b>	<b>Warwickshire Safeguarding Executive Board</b>
<b>Date</b>	<b>Monday 13<sup>th</sup> March 2023</b>
<b>Present</b>	<p>Elaine Coleridge-Smith (<i>Warwickshire Safeguarding - <b>CHAIR</b></i>)            Jackie Channell (<i>Coventry and Warwickshire Integrated Care Board</i>)            Nigel Minns (<i>Warwickshire County Council</i>)            Pete Hill (<i>Warwickshire Police</i>)            Tracy Pilcher (<i>Coventry and Warwickshire Integrated Care Board</i>)</p> <p><b><u>In Attendance:</u></b>            Amrita Sharma (<i>Warwickshire Safeguarding</i>)            Chelsea Jones (<i>Warwickshire Safeguarding</i>)</p>
<b>Apologies</b>	N/A

Item	Discussion	Action Required (if any)	Owner
1.	<p><b>Welcome, Introductions and Apologies</b></p> <p>The Chair welcomed everyone to the meeting.</p>		
2.	<p><b>Minutes of the previous meeting</b></p> <p>The minutes of the previous meeting were agreed as an accurate record.</p>		
3.	<p><b>WSEB Assurance Visit to the Front Door – Overview of findings</b></p> <p>The WSEB were presented with an overview of the findings from WSEB's recent Assurance Visit to Warwickshire's Front Door:</p> <p><u>Observation of meetings</u>            Strengths:</p> <ul style="list-style-type: none"> <li>• The daily Domestic Abuse meeting was found to be very efficient, responsive, and professionally conducted; good partner engagement/representation throughout</li> <li>• Timely decision making facilitated through partner's ability to access their respective information systems to feed into decision making</li> <li>• Relevant inter professional challenge, debate, outline of rationale and resolution evident in the meeting</li> <li>• Evidence of good record keeping</li> </ul>		



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	<ul style="list-style-type: none"> <li>DREAMM meeting was well structured and had several multiagency attendees most of whom participated throughout. The content covered Missing, Return interviews, Gang connections and exploitation</li> <li>Viewed to be thorough in its coverage and content</li> <li>Consideration of real time information leading to clear actions</li> </ul> <p>Pete Hill advised that the HMIC inspectors also observed the Front Door meetings and came to the same conclusions as the WSEB.</p> <p><u>Conversations with staff</u></p> <p>Strengths:</p> <ul style="list-style-type: none"> <li>Good relationships and openness to discuss issues. Representation of Adult Social Care within the MASH contributes to timely decision making</li> <li>Daily meetings provide good opportunity to discuss high concern contacts into the front door</li> <li>Meetings now take place with safeguarding leads from different agencies to discuss improvements in the quality of information recorded within initial contact forms i.e., introduction of a separate section on the MAC form where agencies must talk about their risk assessment and any current offences. If this is not completed, this will be returned to them for completion</li> <li>Good levels of evidence that the voice of the child is being captured within information discussed at meetings</li> <li>Placement of education representatives within the front door is aiding the reduction of inappropriate contacts from education settings and provides better signposting opportunities</li> <li>Introduction of Microsoft 365 / Teams to communicate with partners has made a “huge difference” when</li> </ul>		



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	<p>working from home; has helped to improve accessibility</p> <p>Areas for consideration:</p> <ul style="list-style-type: none"> <li>Although there is a pathway in place for staff working within the Front Door to obtain information from Coventry and Warwickshire Partnership Trust, the process is not as smooth as if there was someone who could access the information instantly. Therefore, it was agreed that consideration is to be given for a CWPT practitioner to be based within the Front Door. Nigel Minns is to raise this issue at the next CAMHS meeting</li> <li>Amrita Sharma is to liaise with George Shipman to understand what improvements can be made to make information on Mosaic re: children's history/lived experience being more visible to partners working within the Front Door</li> <li>The WSEB were advised that Carmen Lazea and Frances Walsh are producing training on completing a better MAC form</li> <li>George Shipman is delivering a presentation to the WS Partnership Groups Meeting on how the Front Door operates</li> </ul> <p><u>Audit of case files</u></p> <p>Strengths:</p> <ul style="list-style-type: none"> <li>Good use of information and timely decision making. Visit on the same day. Child focused approach. Clarity around home and parents' relationship with school and good rationale for decision</li> <li>Contacts are managed in a timely way and progressed through the front door process, to MASH, to assessment were deemed necessary</li> <li>Voice of the child/family/carers is captured and used to inform decision making, confidence in overriding</li> </ul>	<p>Discuss the lack of CWPT representation within the Front Door at the next CAMHS meeting</p> <p>Liaise with George Shipman to discuss Mosaic</p>	<p>NM</p> <p>AS</p>



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	<p>consent to ensure information is shared</p> <ul style="list-style-type: none"><li>• Evidence of appropriate application of thresholds and use of other relevant protocols in consideration of Contacts i.e., NAI protocol, CP medicals</li><li>• Clear documentation of rationale for decisions reached in respect of Contacts received/progressed through the front door or determined to require no further action</li><li>• Good management oversight of decisions reached at point of Contact into front door and beyond</li><li>• Case file notes are completed appropriately and to a very high standard with good levels of detailed information being recorded for use by any receiving agencies</li><li>• Evidence of good use of escalation protocol allowing partners with differing views to find a way forward</li></ul> <p><u>Telephone calls</u></p> <p>Strengths:</p> <ul style="list-style-type: none"><li>• Evidence of use of translation services to support front door conversations were deemed necessary</li><li>• Thorough and clear explanation and engagement with caller and conversation around consent</li><li>• Call handler demonstrated a good understanding of the concerns shared by caller and made appropriate recommendations</li><li>• Missed calls to the front door are routinely followed up, where details have been provided, unless the contact is related to a DA situation</li><li>• Opportunity is provided in between calls to allow the call handler to update information on the Contact form/system</li><li>• Appropriate questions are raised with the caller to ascertain more detailed information about the concern and family information</li></ul>		



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	<p>It was agreed that WSEB would carry out an audit on the Front Door every 12 months.</p> <p>The WSEB agreed that the findings from this assurance visit be shared at the forthcoming Joint Safeguarding Partnership Groups meeting.</p>	Item be placed on WSPG meetings forward plan for next meeting	AS
4.	<p><b>Multi-agency inspections</b></p> <p>The WSEB were advised that, at present, the partnership does not have a multi-agency programme for case file audits, which sits outside of the Core Strategic Thematic reviews work.</p> <p>The WSEB agreed that the WS Business Team would use the JTAI lines of enquiry for children and families who need help to develop the self-assessment and multi-agency case file audit toolkit for its next Strategic Thematic Review focusing on Early Help. This work is now in progress and Amrita Sharma is hoping to bring the workplan schedule to a future meeting of the WSEB for sign off. This work excludes the collation of Annex. A documentation.</p> <p>It was also agreed that the remaining area of JTAI themes i.e., multi-agency response to the criminal exploitation of children and the multi-agency response to identification of initial need and risk will not form part of the Business Team's workplan. It was the opinion of WSEB members that the statutory partners would be making their own preparations for any future inspections as part of their own ongoing organisational arrangements.</p> <p>Amrita Sharma is to liaise with Marina Kitchen and George Shipman to clarify the Business Teams position on the multi-agency inspections.</p> <p>Nigel Minns also confirmed that Ian Redfern will be leading the response to the April 2023 Adult Social Care Inspection Framework.</p>	<p>Add the Strategic Thematic Review workplan schedule to the next WSEB agenda</p> <p>Liaise with Marina Kitchen and George Shipman to clarify the Business Teams position on multi-agency inspections</p>	<p>AS</p> <p>AS</p>



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5.	<p><b>Refresh of WS Strategic Priorities/Plan</b></p> <p><u>Prevention of Early Intervention</u> The WSEB were advised that Marina Kitchen has recently attended a partnership event that brought together several agencies to look at what the new Early Help Plan might look like.</p> <p>Marina Kitchen has provided the following summary of the key priorities highlighted at the event:</p> <ul style="list-style-type: none"><li>• Utilise a common platform for partner data to inform a single view of the child across relevant services and report of the needs of children &amp; families effectively</li><li>• Move to integrated, co located locality teams around schools, who act as Lead Professional to support children and families access support at the earliest opportunity</li><li>• Enhance the Early help Integrated safeguarding training programme to include mental Health and Send Training, and offer to the wider partnership, schools, and communities</li><li>• Integrated, clear pathways between Early Help, SEND (including 0-5 early Support) mental health and attendance, with a coordinated and partnership approach to “think attendance”, enabling all our children to access school</li><li>• Utilise the power of our communities to actively support vulnerable children and families by utilising networks of area and association</li><li>• Integrated, clear pathways between Early Help and services from pre-birth to five years old. Enabling the 1001 days, integrated training to</li></ul>		



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	<p>enable more practitioners to identify and support families earlier</p> <p>It was agreed that Marina Kitchen will present the finalised version of Warwickshire's Early Help priorities to the WSEB at a future meeting.</p> <p><u>New Strategic Plan on a Page 2023</u> The WSEB agreed the new Strategic Plan which will cover the period 2023-2026 and will be reviewed on an annual basis.</p>		
6.	<p><b>WS Budget 2023-2024</b></p> <p>Amrita Sharma reported there is a projected shortfall in the budget for 2023-2024. The WSEB agreed on a percentage increase to cover the shortfall. Amrita Sharma is to calculate the percentage increase and write to each partner agency to request the additional funding.</p>	Write to partner agencies to request additional funding	AS
7.	<p><b>Multi-Agency Interim Guidance for Joint agency Response to SUDIC</b></p> <p>Jackie Channell advised the WSEB that the Multi-Agency Interim Guidance for the Joint agency Response to SUDIC needs updating as there are inaccuracies highlighted within the document.</p> <p>In addition, Jackie Channell advised that the statutory partners are Warwickshire County Council, Coventry City Council, and the Integrated Care Board. Therefore, the report does not need to be signed off by the Safeguarding Partnership.</p> <p>Jackie Channell is to provide an update to Caroline Lamming-Chowen to advise her of the amendments required and to confirm that the report needs to be signed off by the relevant statutory partners.</p>	Liaise with Caroline Lamming-Chowen to discuss the report	JC
8.	<p><b>New Trauma Vanguard Module – UASC and Refugees Trauma</b></p>		



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	<p>The WSEB were advised that Warwickshire Safeguarding have been facilitating multi-agency bitesize training sessions along with a Train the Trainer programme for the Vanguard project.</p> <p>An additional module has now been produced to provide training for professionals on the trauma experienced by unaccompanied asylum seekers and refugees.</p> <p>Amrita Sharma is to liaise with John Coleman and Sharon Shaw to ensure that they have had oversight of the new module.</p> <p>The WSEB endorsed the new Trauma Vanguard training module.</p> <p>Tracy Pilcher advised that funding is now in place until March 2025 for the Vanguard project.</p>	<p>Liaise with John Coleman and Sharon Shaw to discuss the new Vanguard module</p>	AS
9.	<p><b>7 Minute Briefings</b></p> <p>The following list of draft 7 Minute Briefings were shared with the WSEB for sign-off. Amrita Sharma explained that these had been developed to respond to issues being identified within CSRs/SARs.</p> <ul style="list-style-type: none"> <li>• Modern Slavery and Human Trafficking (adults and children)</li> <li>• Contextual Safeguarding</li> <li>• Early Help</li> <li>• FGM</li> <li>• New Partners Joining Families</li> </ul> <p>It was agreed that the WSEB provide any feedback on the draft 7 Minute Briefings to Amrita Sharma by 27/03/23. Unless otherwise advised, the 7 Minutes Briefings will then be published and distributed across the wider partnership.</p>	<p>Provide feedback on 7MB's by 27/03/23</p>	All
10.	<p><b>Any Other Business</b></p> <p><u>Offensive Weapon Homicide Reviews</u></p>		





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	<p>Members were advised that discussions were taking place to understand how, and who will manage the new Offensive Homicide Reviews. The WSEB agreed that, unless the cases meet the criteria for a Safeguarding Adults Review, these reviews will sit within Community Safety.</p> <p><u>WS Conference Agenda – 22<sup>nd</sup> June 2023</u> Amrita Sharma advised the group that the British Motorcycle Museum has now been booked as the venue to host the event.</p> <p>Members suggested that the morning of the event should cover online harm and social influence, and the afternoon session should consist of relevant workshops and keynote speakers.</p> <p>Amrita Sharma is to arrange a task and finish group which is to include the following members:</p> <ul style="list-style-type: none"> <li>• Elaine Coleridge-Smith</li> <li>• Pete Hill</li> <li>• Daniel Atkins</li> </ul> <p>In addition, Amrita Sharma is to liaise with the NSPCC to see if they have any suitable keynote speakers.</p> <p><u>Exploitation Subgroup Meeting</u> George Shipman is to provide an update on the Child Exploitation and Extra Familial Harm Forums proposal at the Exploitation Subgroup meeting.</p>	<p>Set up a task and finish group</p> <p>Liaise with the NSPCC to discuss keynote speakers</p>	<p>AS</p> <p>AS</p>
	<b><i>Date of next meeting: Friday 14<sup>th</sup> April 2023, 9:30-12:00pm</i></b>		