

**Minutes of the Meeting of the Warwickshire Safeguarding Children  
Board meeting held on 31 January 2017**

| <b>Present</b>  |   |               |
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| <p>David Peplow<br/>Rebecca Bartholomew<br/>Andrew Bourne<br/>Mandy Braimbridge<br/>Jenny Butlin-Moran<br/>Councillor Les Caborn<br/>Jackie Channell<br/>Martin Cowan<br/>Leanne Dagger</p> <p>John Dixon<br/>Keith Drinkwater<br/>Victoria Gould<br/>Sarah Harris<br/>Cornelia Heaney<br/>Sue Ingram</p> <p>Andrew Jones<br/>Jackie Kerby<br/>Helen King<br/>Tom Kittendorf<br/>Andy Nolan</p> <p>Michelle Norton<br/>Adrian Over<br/>Minakshee Patel<br/>Ben Patel-Sadler<br/>Simon Powell<br/>Deborah Saunders<br/>Jamie Soden<br/>Sally Taylor<br/>Andy Wade<br/>Beate Wagner<br/>Councillor Chris Williams<br/>Diane Woliter</p> | <p>Independent Chair<br/>Chief Quality Officer, Warwickshire North CCG<br/>Head of Service for Warwickshire, Warwickshire Probation, CRC<br/>Assistant Director of Nursing, CWPT<br/>Service Manager, People Group, WCC<br/>Health Portfolio Holder, WCC<br/>Designated Nurse, Safeguarding for Warwickshire, CCGs<br/>Housing Advice Manager, Stratford District Council<br/>Lead Nurse Safeguarding Children, SWFT, Deputising for Helen Lancaster<br/>Strategic Director, People Group, WCC<br/>Lay Member<br/>Young People Legal Services Manager, WCC<br/>Principal Social Worker, WCC<br/>WSCB Development Manager, Safeguarding Team<br/>Violence Against Women and Girls Strategy Development Manager, WCC<br/>Deputy Chief Executive, Warwick District Council<br/>WSCB Learning and Improvement Officer<br/>Deputy Director of Public Health, WCC<br/>Sports and Recreational Manager, Rugby Borough Council<br/>Chief Inspector, Warwickshire Police, Deputising for Adrian McGee<br/>Director of Nursing, GEH<br/>Education Safeguarding Manager<br/>Corporate Equality and Diversity Advisor, Rugby BC<br/>Democratic Services Officer, WCC<br/>Assistant Director(Leisure &amp; Community Development) NWBC<br/>Lay Member<br/>Interim Deputy Director of Nursing, Coventry and Rugby CCG<br/>Interim Head of Service for Education &amp; Learning<br/>Assistant Chief Probation Officer, Warwickshire Probation<br/>Head of Service, Children and Families, WCC<br/>Lay Member</p> | <b>ACTION</b> |
|   | <b>Apologies for Absence</b>  |               |
|   | <p>The following were noted:</p> <p>John Coleman, Service Manager, MASH<br/>Alison Davies, T/Detective Superintendent, West Mercia and Warwickshire Police<br/>Craig Dicken, Equality and Child Protection Officer, NBBC<br/>Helen Lancaster, Director of Nursing, SWFT (Leanne Dagger)</p>   |               |

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|           | <p>Adrian McGee, T/Detective Chief Superintendent<br/>Warwickshire Police (Andy Nolan)<br/>Louise Mohacsi, Headteacher, St Nicholas CE Primary<br/>Kate Morrison Director of Volunteering WCAVA<br/>Peter Sidebotham, Consultant Paediatrician Designated<br/>Doctor Child Protection<br/>Alison Tennant, NHSE<br/>Lesley Tregear, Warwickshire Youth Justice Service Manager<br/>Alison Walshe, Director of Quality and Performance, South<br/>Warwickshire CCG</p>   |  |
| <b>1.</b> | <b>Welcome and introductions – new lay board member</b>  |  |
|           | <p>David Peplow (Independent Chair) welcomed Deborah Saunders and Diane Woliter who had recently been appointed as Lay Members to the Board. David Peplow thanked Keith Drinkwater (Lay Member) who had served the Board for a period of seven years – this was his last meeting in the role.</p>  |  |
| <b>2.</b> | <b>Minutes of last meeting and matters arising</b>   |  |
|           | <p>Members noted that Glynis Washington (Interim Chief Nursing Officer, Coventry and Rugby CCG) did not attend the previous meeting – Jamie Soden (Deputy Director of Nursing) had attended the previous meeting on her behalf.</p> <p>The Board noted that the titles of some members were incorrect (namely Jackie Channell, Rebecca Bartholomew and Jenny Butlin-Moran). Officers would ensure that all job titles would accurately reflect the roles being undertaken by respective Board members.</p> <p>At page four of the minutes and in relation to the item ‘Childs Journey – update and new processes’, the Board noted that this action was applicable to all agencies on the Board (Members of the Board to provide assurances by 1 December regarding Threshold Document).</p> <p>The Board then analysed the attached action matrix where the following points were noted:</p> <ul style="list-style-type: none"> <li>• At Page two, it was noted that the Board had written to NHS England in relation to the Coventry and Rugby CCG not having carried out the review – a response</li> </ul> |  |

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|                  | <p>had not yet been received from NHS England.</p> <ul style="list-style-type: none"> <li>• At page three, it was noted that the item in relation to information on job descriptions would be referred to the business management group for action.</li> <li>• At page four (item 2), it was noted that there had been a limited number of responses received from Board members (outlining what work their respective agencies were undertaking to address the questions posed).</li> <li>• At page five (item 7), it was noted that the issue of reassurance would be covered during this meeting.</li> <li>• On the final page of the matrix, it was noted that Board members had supplied a great deal of information with regards to the Lay Member question around bullying which had been posed at a previous meeting. This item would be covered in more depth further on in the agenda.</li> </ul>  | <p><b>Cornelia Heaney to recirculate question to partners.</b></p>              |
| <p><b>3.</b></p> | <p><b>Update on integrated working – meeting with WSAB chair</b></p>   |   |
|                  | <p>David Peplow (Independent Chair) provided the Board with an update with regards to how the WSCB and the WSAB might work together in the future. The Board noted that the Chairs of both Boards had met – both Chairs agreed that the work of both Boards could be better joined up. Discussions had taken place around how potential cost savings could be achieved by adapting the way in which both Boards operated. Members noted that no definitive conclusions had yet been drawn – David Peplow would update the Board at future meetings on the progress being made in this area.</p> <p>John Dixon (Interim Strategic Director, People Group, WCC) informed the Board that each partner organisation on the Board would be required to increase their budget contributions if the WSCB was to continue to function in its current format. If contributions were not increased then members would have to work together to reshape how the Boards operated (to achieve cost savings). Proposals in relation to budget contributions and/or the redesign of the WSCB and WSAB</p> | <p><b>David Peplow to provide progress updates at future WSCB meetings.</b></p> |

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|           | would need to be formally considered in the coming months.  |  |
| <b>4.</b> | <b>Budget</b>   |  |
|           | <p>David Peplow (Independent Chair) introduced the report with the Board noting that:</p> <ul style="list-style-type: none"> <li>• The WSCB budget had been supplemented by the bringing forward of reserves from the previous year in order to achieve the required funding levels for it to operate in its current format.</li> <li>• It was projected that there would be a budget deficit of around £72,000 at the end of the current financial year. The deficit for the following financial year (2017-18) was estimated to be around £47,000 if contribution rates from partners remained the same.</li> </ul> <p>David Peplow informed the Board that he was open to any suggestions from partners with regards to potential increased contributions and/or the potential restructure of the WSCB. Members noted that if nothing changed, the WSCB would have no carry forward budget for the 2018-19 financial year and simply could not function in its current format. Members noted that any potential future Serious Case Reviews (SCRs) would also place additional pressure on the budget.</p> | <p><b>The Chairs of the WSCB and WSAB would meet within the next two months to discuss ideas around cost savings and the future format of the Boards. For the 2017-18 financial year, the WSCB would request the same level of contributions from partners. This item would be brought to future meetings so that a definitive solution could be agreed.</b></p> |
| <b>5.</b> | <b>Lay members' question – services to bullied children and children who bully</b>  |  |
|           | <p>David Peplow (Independent Chair) informed the Board that this question had been posed at a previous meeting – the responses from each agency were outlined in the accompanying papers.</p> <p>The Chair praised the responses received from partners. Keith Drinkwater (Lay Member) informed the Board that he was pleased with the responses and was heartened to know that the issue of bullying was taken seriously by all organisations represented on the WSCB. Members noted that the police treated cyber bullying with the same degree of seriousness as physical and verbal bullying – schools were also required to have policies in place to manage and deal</p>  | <p><b>Members noted that all responses to WSCB requests should be sent directly to the designated WSCB mailbox.</b></p>  |

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|           | <p>with any instances of cyber and physical/verbal bullying.</p> <p>Any further replies received from partners would be distributed with the minutes of this meeting.</p>   |   |
| <b>6.</b> | <b>Performance data</b>   |   |
|           | <p>Sally Taylor (Interim Head of Service for Education and Learning) introduced the report – the Board noted the following points:</p> <ul style="list-style-type: none"> <li>• The number of CAFs was increasing (more were being initiated through education professionals).</li> <li>• The engagement of fathers figures for quarter 3 could not be obtained because of a data entry issue – a revised report including this data would be shared with the Board when available.</li> <li>• Beate Wagner (Head of Children and Families) informed the Board that there had been a significant increase in new referrals made to social services via the Warwickshire MASH. Members of the Board noted that it was important for staff from all agencies to make appropriate referrals to the designated professionals who could best assist children when concerns were raised – this was not always via the MASH. The Council would be working to better publicise the relevant organisations where cases could be referred to. Although the MASH was an essential part of the referral process, there were instances where cases should have been directed to other agencies in the first instance. Members noted that it was crucial for professionals to communicate effectively to ensure that referrals were signposted to the most appropriate service.</li> <li>• Members noted that the police within the MASH were working to clear a significant backlog of historical DA cases which was placing a strain on existing resources.</li> <li>• In relation to children in need, the Board noted that there had been an increase in the number of notifications of new private fostering arrangements.</li> <li>• Triple P referrals had dropped substantially.</li> </ul> | <p style="text-align: center;"><b>Beate Wagner to share agency/organisation contact information with all members of the Board</b></p> |

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|           | <ul style="list-style-type: none"> <li>• The number of MARAC meetings had increased which was reassuring.</li> <li>• There had been a decrease in the number of children referred to the SARC. One issue identified here was the fact that children from the Warwickshire area could sometimes not be seen in Blue Sky Centre – instead they were taken to SARCS in the West Midlands area which was not ideal. This situation would continue to be monitored.</li> </ul>   |   |
| <b>7.</b> | <b>Threshold reassurance</b>  |   |
|           | The Board noted that reassurance had been provided from some District and Borough Councils.   | <b>Partners who had not yet responded were asked to send their reassurance.</b> |
| <b>8.</b> | <b>Domestic Abuse self-assessment</b>   |   |
|           | <p>David Peplow (Independent Chair) addressed the Board and informed members that the aim of this self-assessment exercise was to ensure that all partner agencies had an adequate strategy in place for dealing with and managing domestic abuse. Partners then fed back where the following points were noted:</p> <p><b>Warwickshire County Council:</b></p> <ul style="list-style-type: none"> <li>• A number of domestic abuse incidents were being initially referred to the MASH for action.</li> <li>• One challenge in this area was that the DASH domestic abuse tool used to risk assessment incidents had been designed with adult victims in mind – it would be important to ensure that the needs of children affected by domestic abuse were also catered for.</li> <li>• Another challenge was for the Social Care to access services to work with the perpetrators of domestic abuse.</li> <li>• Information sharing between partners would be key to ensuring that offenders and victims were provided with appropriate support throughout.</li> <li>• In relation to MARAC conferences, it had been noted</li> </ul> |   |

that there was a lack of specialist support services for children aged 16-18 who were referred. Work would be undertaken to determine where these children could turn to for support.

**Probation Service:**

- Specific assessment tools were used to manage domestic abuse offenders.
- One difficulty was that the service dealt solely with the offender and not their families – additional work would be undertaken so that families of the perpetrator could also be supported.

**Police:**

- There was a gap in this service, primarily because the police were more than often the first service called when an incident of domestic violence/abuse was reported. At this initial stage, perpetrators and victims were reluctant to engage with the police.

**Health:**

- Warwickshire GPs were trained to use the IRIS programme.
- Difficulties arose when victims of domestic abuse were reluctant to confirm what had occurred when presenting themselves at a doctor's surgery or the accident and emergency department with injuries.
- More work was being undertaken in this area to determine how health could also work with perpetrators as well as with victims.

**Education:**

- If incidents of domestic abuse were identified in the evening, then it would be beneficial if professionals could let a child's school know the next morning so that the appropriate support could be provided to them. This is difficult to do in practice, discussion about how it could be done continues.

The Board commented that this had been a worthwhile

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|            | exercise – partners expressed a view that they would be happy to conduct a similar exercise in the future.   |   |
| <b>9.</b>  | <b>Agency and partnership updates</b>  |   |
|            | <p><b>MASH Update:</b></p> <p>The Board noted that the exact job description for the designated health professional to be placed in the MASH had not yet come out of the salary banding procedure. This was essential so that the right candidate could be identified for the role. It was hoped that this process would be completed in 2-4 weeks.</p>  |   |
| <b>10.</b> | <b>Special cases update: New SCR</b>   |   |
|            | <p>Cornelia Heaney (WSCB Development Manager, Safeguarding Team) informed the Board that scoping had been undertaken on four cases.</p> <p>One in relation to a looked after child who died in a road traffic collision was not going to have an SCR but the issues of concern would be addressed by CDOP.</p> <p>– One case where serious harm had come to a baby had been selected for a serious case review, and this had begun.</p> <p>Decisions on the final two had not yet been made, one is pending an appeal to the family proceedings court, a recommendation has been to the chair on the fourth.</p> <p>Publication of the H Review: The Board noted that a redacted version would likely be published in the next few days, with the full version likely to be published around 15<sup>th</sup> February 2017 (the delay in publication was due to ongoing family sensitivities).</p> <p>Jackie Kerby informed the Board that a seminar to present the findings from the Triennial Review would be taking place on 6<sup>th</sup> April 2017 – all members of the Board (including those on sub-groups) would be invited to attend.</p> | <b>Invites to be sent out to all Board members.</b> |
| <b>11.</b> | <b>Procedures sub-committee Update</b>   |   |
|            | The escalation procedure has been reviewed. It now requires all agencies to ensure that when staff consult a safeguarding lead in their agency about a child they are given feedback about action taken as a result. An internal escalation  |   |



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|            | procedures must be drawn up that enables staff who feel the response is insufficient or inappropriate can make representations about this via someone outside their line management.  |  |
| <b>12.</b> | <b>Reflections</b>  |  |
|            | <p>The Board had found it helpful to be updated on the current pressures being experienced by the MASH – partners were committed to ensuring that the MASH would function in an effective and efficient manner.</p> <p>The Board expressed a view that professionals across all sectors should not be reluctant to utilise the escalation policy.</p> <p>The deep dive in relation to domestic violence had been beneficial – it had been a useful and powerful exercise.</p> |  |
| <b>13</b>  | <b>AOB</b>  |  |
|            | None.   |  |
|            | <b>The meeting closed at 16.45</b>  |  |