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| Meeting Title: | Kent Safeguarding Children Board       |
| Date:          | 15 <sup>th</sup> August 2018           |
| Time:          | 2pm – 5pm                              |
| Location:      | Medway Room, Sessions House, Maidstone |
| Chaired by:    | Gill Rigg                              |

**Members Attendance at Meeting:**

| Name               | Title   | Representing  | Apologies | Attended        |
|--------------------|---|---|-----------|-----------------|
| Gill Rigg          | KSCB Independent Chair                                      | KSCB  |           | ✓               |
| Alison Broom       | Chief Executive   | Maidstone Borough Council                             |           | ✓               |
| Andrew Scott-Clark | Director of Public Health                                   | Public Health, KCC                                    |           | ✓               |
| Pauline Smith      | CEO   | CXK   |           | ✓               |
| Paula Wilkins      | Chief Nurse (CCG's)   | Clinical Commissioning Groups                         |           | ✓               |
| Claire O'Brien     | Chief Nurse (Acute Providers)                               | Maidstone and Tunbridge Wells NHS Trust               |           | ✓               |
| Claire Jones       | Assistant Chief Probation Officer                           | Kent, Surrey & Sussex Community Rehabilitation Centre |           | Emma Vecchiolla |
| Mary Mumvuri       | Executive Director of Nursing and Quality                   | Kent and Medway NHS and Social Care Partnership Trust |           | ✓               |
| Stuart Collins     | Director of Integrated Services – West (Early Help Lead)    | KCC   |           | ✓               |
| Peter Ayling       | Assistant Chief Constable                                   | Kent Police   |           |                 |
| Andrew Pritchard   | Temporary Chief Superintendent                              | Kent Police   |           | ✓               |
| Mark Janaway       | Programme and Performance Manager                           | KSCB  |           | ✓               |
| Matt Dunkley       | Corporate Director for Children, Young People and Education | KCC - CYPE  | ✓         |                 |
| Roger Gough        | Cabinet Member for Children, Young People and Education     | KCC - CYPE  | ✓         |                 |
| Sarah Hammond      | Director of Integrated Services – East (Social Work Lead)   | KCC - CYPE  |           | ✓               |
| Roger Sykes        | Lay Member  | KSCB  |           | ✓               |
| Charles Unter      | Lay Member  | KSCB  |           | ✓               |

|                                |   |   |   |   |
|--------------------------------|---|---|---|---|
| Tina Hughes                    | Senior Operational Support Manager        | National Probation Service (East & SE Region) |   | ✓ |
| Iain Witts                     | Head Teacher                              | Kingsnorth Primary School                     | ✓ |   |
| Kelli Gardner                  | Head of Children and Young People Service | IMAGO   | ✓ |   |
| Sally Allum (Virtual Member)   | Director of Nursing                       | NHS England                                   |   |   |
| Sorcha Morgan (Virtual Member) | Head of Practice                          | CAFCASS Kent                                  |   |   |
| Kevin Gibbs (Virtual Member)   | Assistant Director                        | CAFCASS Kent                                  |   |   |
| Sarah Nichols                  | Project Officer                           | KSCB  |   | ✓ |

| No. | Agenda Item   |
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| 1.  | <p><b>Introductions and Apologies</b></p> <p>Introductions were made, and apologies noted.</p>  |
| 2.  | <p><b>Minutes, Actions and Matters Arising.</b></p> <p>Minutes were agreed as a true and accurate account of the meeting.</p> <p><b>Actions from 13<sup>th</sup> June 2018</b></p> <p>8.1 - Nikki Cruickshank to investigate the suggestion of professionals at CP conferences being asked to write their own notes and to report back to the Board. <b>Update from 15<sup>th</sup> August 2018 – Sarah Hammond agreed to take the action and report back to the next meeting.</b></p> <p>It was agreed for all currently green actions to be removed from the action log.</p>  |
| 3.  | <p><b>Thresholds and Front Door Update</b></p> <p>Sarah Hammond presented this item to the Board.</p> <p>It is noted that the thresholds have not changed, and the purpose of the revised document is to provide a more helpful, interactive set of information for partners. There is an electronic version of the paper provided to Board members which will be more interactive and will provide portals for additional information about local services.</p> <p>A key difference in terms of how the front door will operate is that only one form will be used to gain access to support for levels three and four. The majority of requests for support at level four will most likely receive a strategy discussion. Partners are not being asked to make a decision on whether a child needs a social work assessment or involvement from the Early Help intensive units; this will be made at the front door and families may move fluidly between these two provisions depending on outcome of assessments and work with the family.</p> <p>Much of the traffic currently into the front door is a request for social care intervention, however on assessment it often requires a lower level of support.</p> <p>Children who may benefit from additional or open access support will need to be signposted by individual agencies; previously this may have been determined by the Early Help Triage team on receipt of an early help notification. It is appreciated that there will need to a period of adjustment for this change and the front door will be providing advice to partners on different services they can access instead.</p> |

For open access services such as children's centres there will be new ways of working as they are currently not used to having to manage "referrals" from partners however the appropriate support is being put in place.

A "train the trainer" programme is currently being formulated and children's services staff will be delivering the training to a multi-agency audience.

Stuart Collins noted that partners will see a difference in what discussions they have with their designated leads and how their information is received at the front door. A lot of tier two work takes place in partner agencies and a key challenge will be for the front door to refuse these requests for support and ensure that professionals are aware of what other services are available instead.

Pauline Smith praised the guidance sheet as simple to use and queried the training timeline. Sarah Hammond confirmed that there are 500 places available and it is hoped these will be spread evenly across agencies, so practitioners can then train others within their agency. By ensuring that internal staff are trainers, it is hoped that children's services can deploy these to other agencies to train others.

Mark Janaway confirmed that there is a substantial waiting list for the courses and therefore there will need to be an ongoing programme of training.

Claire O'Brien noted that there have been technical concerns using the new request for support form which are being dealt with within health agencies. Stuart Collins noted that individual issues within A&E are being resolved with local solutions. Paula Wilkins noted that a concern raised was that a copy of the request for support form could not be saved following it being sent. Sarah Hammond confirmed that the platform being used can send a PDF of the request back, but agencies need to ensure there is somewhere for this to be sent if team mailboxes for example are used.

Alison Broom queried what evaluation processes have been considered to test the efficiency of the new process; Sarah Hammond confirmed that the number one priority is that the number of social work assessments has to decrease however there are also other benchmarks in place to be considered. Stuart Collins confirmed that this will be discussed further at the next KSCB Business Group. Alison Broom queried whether an evaluation process will be considered that includes the thoughts and insights of partners. Gill Rigg confirmed that she would like a full evaluation, presented to the Board, informed by partner views, six months after the implementation.

Mary Mumvuri queried whether agencies will receive feedback on what the outcome of their requests for support will be; Sarah Hammond noted that the issues around Health are complex as the system does not identify sufficiently the relevant health agencies. only states acute health or community health. This information is available in the narrative therefore high-level outcomes can be provided as they are currently. Mary Mumvuri and Sarah Hammond agreed to discuss this further outside of the meeting. This means identifying where the issue may be is not possible.

Paula Wilkins queried whether there is a feedback mechanism for any unintended consequences for safety and risk; if there is an issue with the changes that leave a child at risk how can this be escalated? Sarah Hammond confirmed that escalation processes have not changed, and the same information is still required however partners now only have one form to complete and will be required to think slightly differently prior to making a request to support.

Andy Pritchard noted that agencies have a responsibility to share information in a more intelligent way rather than always relying on assessments and referrals to do this. He offered to examine this in more detail in relation to domestic abuse referrals. Sarah Hammond confirmed that these conversations are already taking place at the front door.

Charles Unter queried whether there is any information on what referrals are accepted by the front door; Sarah Hammond confirmed that there are some elements of neglect that mean a case will proceed to an assessment. r and those which do not, the case studies will enable staff being trained to understand these complexities better.

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|    | <p>The test system is being received on the 27<sup>th</sup> August and there will be a seven-day testing period; the systems designers has assured children’s social care that it will be ready by mid-September. The timescales are the same for the online guidance.</p> <p>Roger Sykes queried where the voice of the child is within this process; Sarah Hammond noted that the referrer should note speaking to the child in their request for support.</p> <p>Claire O’Brien queried whether the system will be tested with multi-agency partners however Sarah Hammond confirmed this testing has to be undertaken internally.</p> <p>The Board are being asked to formally ratify the guidance sheet; it was agreed to accept the document and additional reassurance and evaluation will be sought six months following the introduction of the new system and process through an evaluation.</p> <p>All Board members agreed to cascade communications messages regarding the upcoming changes to their agencies.</p> <p><b>Actions</b></p> <p>3.1 – Sarah Hammond and Stuart Collins to report back to the Board an evaluation of the implementation of the new request for support process by April 2019.</p> <p>3.2 - All Board members to cascade communications regarding the changes at the front door within their agencies.</p> |
| 4. | <p><b>KSCB Budget Update</b></p> <p>Mark Janaway presented this item to the Board.</p> <p>There is currently a projected overspend of £19,109 however this does not factor in the increase in upcoming serious case reviews.</p> <p>It has been agreed in principle for the overspend (within suitable limits) to be covered by David Cockburn as Kent County Council Head of Paid Service. The Business Unit will continue to work at making additional savings through the use of reductions in training expenditure and is considering charging for specialist training in the future.</p> <p>Sarah Hammond noted that the contribution from Specialist Children’s Services was a one off as is her understanding from her predecessor; Gill Rigg noted that this is incorrect, and that this issue was discussed at a previous Board meeting where the removal of this funding was accepted as an error, and the funding was re-instated. This was confirmed by other Board members.</p>  |
| 5. | <p><b>KSCB Annual Report</b></p> <p>Mark Janaway presented this item to the Board.</p> <p>It is planned that the annual report will be published prior to the next Board meeting therefore the copy provided to Board members for today’s meeting is a working draft for initial comments with a view to undertake virtual sign off following additional information received.</p> <p>All of the KSCB sub groups have contributed a report for inclusion and the final report demonstrates evidence of significant good work although the impact of this remains difficult to evidence.</p> <p>Paula Wilkins noted a budget error on the finance page which Mark Janaway agreed to review and amend as appropriate. Mary Mumvuri requested additional comparison information between information from 2017-18 and the present day.</p>  |

Board Members agreed to send any additional feedback by the 31<sup>st</sup> August and Mark Janaway will send a final version for virtual sign off by the 10<sup>th</sup> September. The report will most likely be published sometime after the 20<sup>th</sup> September 2018.

It was agreed that executive summary would be produced, and Gill Rigg agreed to send an example to Mark Janaway to refer to.

### **Actions**

5.1 – Board members to send feedback on the annual report to Mark Janaway by 31<sup>st</sup> August 2018 for changes and amendments to be made.

5.2 - Mark Janaway to draft an executive summary of the annual report for publication.

## **6. Business Group Report**

Mark Janaway provided an update on this item.



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Business Group Rep

The next Business Group meeting will be in part a development session for chairs of the KSCB sub groups and the outcome of this will be fed back to the Board at the next meeting in October.

### **Learning and Development**

There have been issues with a lack of attendance at training and a quarterly report is collated to identify which agencies hold the majority of staff who are not attending the courses. This can be shared with Board members if requested.

### **Case Review Group**

A letter was sent to Board members last week which informed them of an additional six serious case reviews which have been recently commissioned.

All the new cases now have appointed panel Chairs however recommendations for Independent Authors would be appreciated. Gill Rigg expressed her thanks to those who had agreed to chair the reviews. All reviews undertaken will be proportionate and more realistic with timescales and the impact on agencies and their staff. Two of the cases are historic cases that only require additional work to that which has already taken place and therefore will hopefully be resolved much more quickly than the new cases that have been commissioned.

Information from the Child Safeguarding Practice Review Panel states that the new process for rapid reviews details 15 days, from notification, for a decision from the LSCB Chair as to whether the case meets the criteria for a review, and whether there may be national issues. A new proposed process has been sent to the Case Review Group for their consideration and will be discussed in more detail at the next Case Review Group meeting on 5<sup>th</sup> September 2018. For future cases, if the child has died then Form A's and B's will be used for the rapid response panel to make a decision rather than requesting agency summaries under a short timeframe.

A thematic review on teenage suicides is being undertaken and information obtained through the case review process will be used by the panel and Independent Author to undertake the final review and produce a report. A parallel process to this is one of the serious case reviews which details a teenage suicide and the findings of both reviews will be shared throughout the process. Kent County Council Public Health is involved in both reviews and this links to the work being undertaken by that service to tackle the increase of teenage suicides in Kent.

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|           | <p>Alison Broom discussed the out of area placements from London Boroughs and it was noted that the Local Government Association is now undertaking a piece of work on this and are visiting Kent on Monday to attend a multi-agency meeting to discuss this issue. Paula Wilkins agreed to see whether someone from the Health Looked After Children's team could attend the meeting and to send the relevant details to Alison Broom. This was then confirmed</p>  |
| <b>7.</b> | <p><b>Working Together 2018</b></p> <p>Gill Rigg confirmed that Working Together 2018 and the transitional guidance have now been published and a plan for the new safeguarding arrangements needs to be finalised by June 2019 and implemented by September 2019.</p> <p>Mark Janaway reported that an initial scoping meeting took place today between Andy Pritchard for Kent Police, Paula Wilkins for Health and David Whittle from Kent County Council Strategic and Corporate Services; a number of options were discussed such as joining other boards however some of these options are not currently favoured by significant parties (e.g. a joint Kent and Medway Children's Board is not supported by Medway Council). Once these have been investigated further an options paper will be written and the support structure for the proposal taken forward will be designed. Multi-agency partners will be included in this process where appropriate.</p> |
| <b>8.</b> | <p><b>Any Other Business</b></p> <p>None to discuss.</p>   |

| Future Board Meetings:       |               |                             |
|------------------------------|---------------|-----------------------------|
| Wednesday 17th October 2018  | 14:00 - 17:00 | Medway Room, Sessions House |
| Wednesday 12th December 2018 | 14:00 - 17:00 | Medway Room, Sessions House |