

Meeting Title:	Kent Safeguarding Children Board
Date:	5 th November 2014
Time:	2pm – 5pm
Location:	Medway Room, Sessions House
Chaired by:	Gill Rigg

Members Attendance at Meeting:

Name	Title	Representing	Apologies	Attended
Gill Rigg	KSCB Independent Chair	KSCB		✓
Aisha Paulose	Named GP for Safeguarding Children for Kent and Medway	NHS England		✓
Andrew Ireland	Corporate Director, Social Care, Health & Wellbeing	KCC		✓
Cynthia Allen	Director	Kent, Surrey & Sussex CRC		✓
Florence Kroll	Director of Early Help and Preventative Services	EYPS, KCC	Apologies	
Jo Shiner	Assistant Chief Constable	Kent Police		✓
Julie Pearce	Chief Nurse & Director of Quality & Operations	EKHUFT	Apologies	Wendy Hills attended
Karen Proctor	Director of Nursing and Quality	KCHT		✓
Mark Janaway	Programme and Performance Manager	KSCB		✓
Patrick Leeson	Corporate Director, Education and Young People's Services	EYPS, KCC	Apologies	Sue Dunn attended
Peter Oakford	Cabinet Member for Specialist Children's Services	KCC		✓
Philip Segurola	Acting Director, Specialist Children's Services	KCC		✓
Roger Sykes	Lay Member	KSCB		✓
Sally Allum	Director of Nursing	NHS England		✓
Sean Kearns	Chief Executive	CXK Limited	Apologies	

Steve Beaumont	Chief Nurse – NHS West Kent CCG		Apologies	Bethan Haskins attended
Stephen Bell	Director of Business Improvement	CXK Limited		✓
Steve Hunt	Head of Service	CAFCASS Kent	Apologies	Camila Doolan attended
Tina Hughes	Approved Premises Manager/SPO	National Probation Service (East & SE Region)		✓
Helen Crook	Board Support Assistant / Minute taker	KSCB		✓

In Attendance:

Name	Title	Representing	Apologies	
Emily Jones	Partnership Safeguarding Development Officer (South/East Kent)	KSCB		✓
Lesley Burnand	Partnership Safeguarding Development Officer (North/West Kent)	KSCB		✓
Becki Avery	E-Safety Officer	KCC		✓
Cameron Taylor	Kent Youth County Council	KYCC		✓
Maddie Springett	Kent Youth County Council	KYCC		✓

No.	Agenda Item
1.	<p>Introductions and Apologies</p> <p>Gill Rigg welcomed members to the meeting. Apologies were noted and introductions made. It was noted that there were a large number of apologies given and that a number of deputies were in attendance.</p> <p>Gill explained that Nadeem Aziz has stepped down as the District Council representative for the Board. Alison Broom, Chief Executive of Maidstone Borough Council will be taking up this role from 2015.</p> <p>A new Lay Member has also been appointed who will be in attendance at the next Board meeting.</p>
2.	<p>Young Person Presentation – Anti-bullying Campaign</p> <p>Maddie Springett and Cameron Taylor from the Kent Youth County Council (KYCC) presented to members details of the KYCC Anti-bullying campaign. A paper activity was circulated and members asked to work in groups to</p>

	<p>undertake various activities. This then resulted in members giving feedback to Maddie and Cameron on the content of the activities, how those activities came across to others and advice on any improvements that could be made.</p> <p>Maddie and Cameron then presented a video: 'A Voice in my Head' which is also available via YouTube at the following link:</p> <p>https://www.youtube.com/watch?v=RCJ1oLjnk7I</p> <p>Gill Rigg asked Maddie and Cameron about the amount of time they devote to KYCC. They confirmed that KYCC meetings take place once a month but a lot of time between meetings is devoted. A specific project can mean 2 weeks of work.</p> <p>Members found the presentation and activities very informative and the Chair thanked Maddie and Cameron for their presentation.</p>
3.	<p>Minutes, Actions, Matters Arising</p> <p>The minutes of the last Board meeting were discussed by members.</p> <p>Sally Allum referred to the second to last paragraph of agenda item 9 (page 8 of the previous minutes). Sally asked that this be amended to reflect the fact that the Sussex Partnership Trust provide Tier 3 services. Also on page 9, Sally Allum requested that the first bullet-point of item 10 be changed to reflect that NHS England is 'receiving alerts', not 'interesting reports'.</p> <p>Members agreed that the minutes could now be signed off as a true and accurate account.</p> <p>The action log was discussed and amendments will be made to the log accordingly. Further updates as follows:</p> <p><i>Action 7.1:</i> Mark Janaway asked that all Group chairs ensure that the Challenge Log is a standing item on all Business Group meeting agendas. Updates from this will be fed through the Business Group to the Board.</p> <p><i>Action 6.1:</i> Bethan Haskins stated that Steve Beaumont has been seconded to Medway so she will take this action forward. CCG representation will be discussed at the next Chief Nurse Officers meeting and Bethan will then advise Gill of the CCG representative going forward.</p> <p>Action:</p> <ul style="list-style-type: none"> ● 3.1 - Bethan Haskins will advise Gill Rigg of the CCG representative for the Board in due course.
4.	<p>Business Group report and Business Plan</p> <p>Mark Janaway presented the item.</p> <p>The first Business Group meeting took place in October. The Chairs of each KSCB Group brought an update report from their Group which involved details of the activity undertaken and issues to share with others. Recommendations for the Board for either consideration or decision were also discussed. Mark Janaway put together a composite report following the Business Group meeting. Two main concerns of Business Group members were as follows:</p> <ul style="list-style-type: none"> ● Attendance at the Business Group meeting of Group Chairs – if unable to attend, their nominated Deputy must attend, and be in a position to speak for their Group. ● Timeliness of submission of Group Reports – each Group's report must be submitted to the KSCB Business Unit at least one week before the Business Group meeting for inclusion in the circulation of papers. It was agreed that for 2015, the Groups would be timetabled to allow for the new process to work.

Mark then took members through the key issues from each KSCB Group.

Members discussed the report and commented as follows:

- Bethan Haskins and Tina Hughes both explained that they found the Business Group meeting very effective and a useful way forward. They also felt that it is very positive to have an understanding of what is happening in the other KSCB Groups.
- Mark Janaway explained that the KSCB reporting template that the Group Chairs complete will be revised to ensure that all issues are covered and demonstrate links with other Groups.
- Roger Sykes asked how the Groups are prioritising the voice of the child and how this is heard in the Business Group. Mark Janaway explained that each Group is asked to evidence this through their completion of actions as part of the Business Plan. Chairs of the Groups should therefore update the Business Plan after each meeting. This will also be put onto the revised report template.
- Sally Allum referred to the Learning and Development section, explaining that recent meetings in Health have involved discussion on who is accountable for training and who delivers this and attends the courses. Sally felt that Board members do not have sufficient oversight in training and the effectiveness in terms of priorities. She therefore requested a more detailed report, including what Board members need to do to ensure they are contributing well enough.
- Gill Rigg has asked all KSCB Groups, and Board members to ensure that representatives sitting on the Group are correct. She has requested that this be on all future Group agendas.
- Stephen Bell felt that the new structure and governance with regards to the Board and Business Group is a great step forwards. He also felt that Board members need to try to be predictive rather than responsive. Mark Janaway explained that business and communication between meetings is also crucial. Reliance on the same people to undertake actions in between meetings should not be acceptable. Task and Finish Groups set up should be effective with a direct purpose.

Mark Janaway presented the Business Plan to members, explaining that the embedded Plan is the latest version taken to the Business Group meeting. Mark confirmed that population of the Business Plan will begin from the next Business Group meeting and will be constantly scrutinised and challenged by Group chairs to ensure all actions are undertaken and outcomes evidenced.

Action:

- **4.1 - Learning and Development Group to produce a report to inform Board members on who is accountable for training; who delivers, attends courses and the effectiveness of training in terms of addressing the Board priorities. This is to be presented at the next Board meeting.**
- **4.2 - All Agencies are to review their representation on all KSCB Groups.**
- **4.3 - Group Chairs and agencies to review their existing membership and feedback inappropriate or underrepresentation through their reporting to the Business Group.**

5. KSCB Business Unit Update

Business Unit staffing

Mark Janaway presented the item.

Gill Rigg has now held a number of Board member 1:1's. A key point coming out of these meetings is that members are not sighted well enough on the roles of all members of the KSCB Business Unit. This report therefore provides a brief outline of the team members and roles. Following the 2010 Ofsted inspection, support to the Board was looked into in more detail. The Board Priorities were also examined and two Partnership Development Officers and a Missing (Project Officer) were recruited. These posts are Fixed Term Contracts (FTC) until future funding is confirmed over the coming years.

Mark Janaway outlined that the KSCB Business Unit lead on 65 meetings per year, with additional Task and Finish Groups, the 'Missing' Working Group and Case Reviews. Any updates and decisions that need to be made in

relation to staffing will be brought to the Board before any contracts are finalised.

Gill Rigg explained that there was a residual budget that has been used for staffing, not the usual LSCB budget.

Members were content with the Business Unit update and did not have any questions.

Safeguarding Partnership Development Officers' (SPDOs) update

Lesley Burnand and Emily Jones presented Board members with an update on the work of the SPDOs during the last year.

- The SPDOs have been working alongside the Safeguarding Leads within each District Council to complete peer reviews of the Section 11 audits that were undertaken earlier this year. The findings from the reviews are being collated by the SPDOs and will be presented in a report to the Board so that an overview can be obtained.
- The KSCB Practitioners survey was developed in January 2014 by the SPDOs and launched in March 2014. The findings were summarised and published in the KSCB newsletter. The main issues identified have been addressed and work has been done to promote key roles and legislation to practitioners in Kent. The findings have also been shared by the SPDOs with partner agencies (on request) so that they could shape and develop practice on local levels. The 2015 Practitioners Survey is due to be launched in March 2015 and will be used as a performance monitoring tool to measure the improvement in practitioner knowledge and confidence when working with children and young people in Kent.
- Self-Harm leaflets for young people, parents and carers have been designed, printed and circulated to schools.

Kent Young People's Wellbeing Survey

To try and scope the views of children and young people in Kent, the SPDOs are also developing a young people's survey alongside Public Health, which looks at the lifestyle choices and experiences of young people between the ages of 11-19 years old. The survey will be piloted in Thanet in December and will be rolled out next Spring. The findings from the survey will be used to inform the Board when developing future priorities, help shape services and ensure that the correct training is available to practitioners' dependent on the issues identified in each district. The survey is due to be repeated annually to continue this programme of listening to operational staff.

6. CSE

Inspection feedback and Rotherham Inspection.

Philip Segurola presented the item.

Following the Rotherham Inspection, Ofsted decided to undertake a short series of Thematic Inspections of 8 authorities on CSE during September/October. Supplementary guidance issued with Working Together 2013 was used as key lines of enquiry during this inspection. A standalone report will not be given but there will be an overarching report on the 8 inspections, due to be published on 19th November.

The Kent inspection took place between 13th and 17th October with verbal feedback being provided on the last day of the inspection. Members discussed the main points coming out of this inspection.

Members requested that a report and action plan be brought to the next Board meeting.

Action:

- **6.1 - Philip Segurola will request that Patricia Denney (as future Chair of the Trafficking & CSE Group) presents a report and action plan on the Ofsted CSE Thematic Inspection to the February Board meeting.**

7.	<p>KSCB Peer Review</p> <p>Mark Janaway presented the item.</p> <p>A peer review of the Kent Safeguarding Children Board is due to take place on 17th and 18th December 2014 as part of a rolling programme of peer reviews within the region. It was decided that the Kent peer review will be taking place on the Safeguarding Children Board.</p> <p>A team of peers will be arriving to review the Board which will involve the Director of Children’s Services and colleagues looking at our work processes and methods. This review is NOT a judgement review but will act as help and advice for the Board and a way to assist us in moving forward effectively as a Safeguarding Board.</p> <p>The KSCB Business Unit is currently working on an agenda for the 2 days. It is envisaged that the review will include a number of 1:1’s and focus group sessions with Board and Group members. Gill Rigg asked members at this point to keep some time in their diaries free on 17th and 18th December in case they are requested to meet with the team of reviewers and also requested that deputies in attendance inform the usual Board member from their agency. A timetable of activity will be circulated following the Chief Reviewer holding a meeting with her Team.</p> <p>Action:</p> <ul style="list-style-type: none"> • 7.1 - KSCB Business Unit will circulate and coordinate the Review Plan and Timetable for the KSCB Peer Review.
8.	<p>Online Safety</p> <p>Becki Avery presented the item and provided a presentation to members on e-Safety in Kent. Becki stressed to members the need to acknowledge the online voice of children as they’re constantly using technology. If this is not acknowledged then there will be gaps in safeguarding children and young people effectively.</p> <p>Becki presented a slide with many logos for social media sites and asked members to name as many as they were able to. Becki explained that many young people are now moving away from using Facebook and looking to use instant applications (apps) – the trouble with this is that grooming of children statistically takes place more on instant apps rather than Facebook. Instant apps are also more difficult for professionals to intercept.</p> <p>Becki talked members through the documents included with the agenda and trends/concerns were discussed:</p> <ul style="list-style-type: none"> • ‘Sexting’ enquiries is the biggest growth area. • Demand from other agencies has grown in terms of inquiries into e-Safety. The behaviour behind the technology sometimes gets forgotten and professionals concentrate on the technology. There must be a ‘people’ solution, not just technology focused. • Children may fear that devices will be taken away from them so may be reluctant to divulge inappropriate behaviour. • Bethan Haskins mentioned the lack of resource in this area in other agencies. Becki explained that a template policy is being written with recommendations and an audit tool has also been put together. Codes of conduct will be described with advice on technology and devices and how to report concerns. • Mark Janaway brought up the Education Safeguarding Group and the E-Safety Working Group from this. Becki explained that there are <i>not</i> representatives from Health or Social Care on this Group but there is YOT and Police representation. Members discussed representation again and the need to ensure that these are available. Members also asked that the Working Group look at the recommendations within Becki’s report.

	<ul style="list-style-type: none"> • Becki explained that many schools wait until something has happened and then get in touch with her rather than take preventative action in the first place. • The most effective tool is a ‘resilient child’ and this results from effective education and support. <p>Action:</p> <ul style="list-style-type: none"> • 8.1 - Becki Avery will ensure that the E-Safety Working Group actions the recommendations within the E-Safety data report. • 8.2 - E-Safety Working Group to review its membership and invite wider representation from Health and Social Care.
<p>9.</p>	<p>Step Up Step Down protocol</p> <p>With Patrick Leeson and Florence Kroll unable to attend this meeting, Philip Segurola presented the item.</p> <p>The Board received documents at the last meeting on this new process. The new process went live in September with the trial being undertaken alongside the Central Referral Unit.</p> <p>Work undertaken so far has identified a number of themes. At the initial point of referral, thorough analysis has been undertaken and it has been found that a significant proportion did not need to come into SCS but could have been dealt with through Early Help and Preventative Services. There is also a percentage that could have been stepped down. Getting the right level of involvement at the right time is vital.</p> <p>Benefits are being seen in terms of caseloads and also better understanding at local levels of the thresholds</p> <p>Sue Dunn explained that briefings have been undertaken with Head Teachers on their knowledge of thresholds and ‘step down’ to improve their understanding. Sue confirmed that these briefings have been warmly welcomed by schools.</p> <p>Bethan Haskins explained that Health are in agreement that the new protocols are good practice. Health colleagues do feel however that the processes are not completely understood as yet and will take time to embed.</p> <p>Stephen Bell felt that some staff on occasion escalate inappropriately, due to not understanding thresholds fully and knowing when and how to refer appropriately.</p> <p>Gill Rigg felt that the protocol has had a promising start but it is still early days – members were in agreement.</p>
<p>10.</p>	<p>Update on Missing Children</p> <p>Mark Janaway presented the item.</p> <p>The KSCB Business Unit has employed a temporary member of staff to act as a single point of contact (SPOC) to work with Social Care and Early Help. A full time member of staff will in future sit within Early Help and Preventative Services Triage Team to take on this role.</p> <p>This report details the activity that is currently taking place including a flowchart on what happens when a case is referred. Mark explained that an area of concern is other local authority (OLA) placements within the county. September figures show that there are a significant number of OLA placements. 52 children went missing 68 times within the month with 26 of those (over 1 third) going missing from just one district. This has already prompted activity by agencies. More detail will be provided on these figures for the CSE and QE Groups.</p> <p>Mark explained that we are now in a much better place with regards to the collation of information and analysis of data. The question of who is going to offer return interviews is also being looked into. Training is taking place for these with further sessions included in the KSCB Training Calendar.</p>

	<p>Jo Shiner explained that OLA placements are a known significant concern within the Police and also those missing for only a few hours. Jo had a recent meeting with Nick Wilkinson where they discussed the fact that return interviews can only be undertaken with consent obtained from the young person. Issues therefore arise when they do not give consent. Mark explained that lessons learned from Operation Lakeland are valuable; persistence and building relationships with the young person so they feel supported and more willing to disclose information is vital.</p> <p>Stephen Bell stressed the importance of not just the data but the story behind this and the need to support the young people who are running away.</p> <p>A further update report will be brought to the February 2015 Board meeting.</p> <p>Action:</p> <ul style="list-style-type: none"> • 10.1 - Florence Kroll will bring an update report on 'Missing' to the February 2015 Board meeting.
<p>11.</p>	<p>AOB</p> <p>Camilla Doolan informed members of a new pilot scheme taking place, led by CAFCASS on the separation of parents. She gave a hand-out to members which provided advice and details of a helpline for parents going through disputes.</p> <p>Cynthia Allen explained that the government have announced details of the provider for CRC contracts. The KSS CRC will be governed by Seetec. Employment, skills, training and IT solutions are their main areas of focus. The KSS CRC will be meeting with the provider in December and will then have an outline plan of their operating model. Contracts may not be signed until the end of December.</p> <p>Later this month Cynthia will be attending a National Gangs Forum hosted by London Probation which will focus on looking at mapping patterns and lines of gang movements across the country. It will also look at the behaviour related needs of gang members and the interventions and resources required.</p> <p>Sally Allum mentioned the CQC thematic review of Mental Health services across Kent (crisis support). The CQC have spoken mostly with Health partners and Andrew Ireland. The review is adult focused but Sally has asked how much will they be looking at children. She is currently awaiting a response.</p> <p>Aisha Paulose explained that this will be her last Board meeting before she emigrates. Gill Rigg thanked Aisha for her contribution to the Safeguarding Board during her time as a member.</p>

Future Board Meetings:		
25 th February 2015	2pm – 4pm	Cabinet Room, Sessions House, Maidstone
29 th April 2015	2pm – 4pm	Medway Room, Sessions House, Maidstone
17 th June 2015	2pm – 4pm	Medway Room, Sessions House, Maidstone
12 th August 2015	2pm – 4pm	Medway Room, Sessions House,

		Maidstone
7th October 2015	2pm – 4pm	Medway Room, Sessions House, Maidstone
2nd December 2015	2pm – 4pm	Medway Room, Sessions House, Maidstone