

1. Welcome and Introductions

Action by

The Chairman welcomed everyone to the meeting, particularly the new lay member Lucy Pathan, and asked members to introduce themselves.

2. Apologies for Absence

Apologies for absence were received from:

Jacky Ardley – represented by Gill Gates
Carol Chambers
Sue Foreman
Mark Goddin
Sharon Milner
Howard Robinson
Liz Rowbotham
Dr Sethi

3. Declarations on Interest

None declared

4. Minutes of the previous meeting of 20th July 2011 and matters arising

The Minutes of the meeting of 20th July were agreed as a correct record.

Matters Arising

(i) Feedback from the LSCB/SAB event 14th July (minute 5)

Walter McCulloch reported that the inspection preparation group had received sufficient nominations and was a representative group.i)
Munro findings and implications for the Board (minute 12)

Paul Burnett reported that at the last meeting the lead member had proposed Tim Loughton be invited to speak to the LSCB. The chair had followed this up with the Minister's office and that they were in principle happy for him to visit but an appropriate event to which he could be invited needed to be identified. It was AGREED that an appropriate event be identified and an invitation issued.

Paul Burnett

5. LSCB and SAB reorganisation

Chris Nerini presented a report on the work undertaken by the LSCB/SAB Task and Finish Group which set out a number of proposals.

AGREED:

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|-------|--|------------------------------|
| i) | that, from 2012, the LR LSCB and SAB Boards meet on the same day at the same venue, with a short break between the two meetings; the meetings to be held quarterly; two held in Leicestershire and two in Rutland each year; | Chris Tew |
| ii) | that there be one Joint Executive Group, chaired by the new Independent Chair (when recruited): meetings to be held six weekly, with one prior to the Boards' meetings to oversee and prepare the work for the Boards and one after those meetings to action follow-up work. | Chris Tew |
| iii) | that the Joint Safeguarding Effectiveness Group (SEG) meet on a six weekly basis from 2012; | |
| iv) | that the LSCB and SAB SCR subgroups are merged, holding monthly joint meetings; with further details on how these meetings will be chaired and structured brought to the next meeting of the Board; | Task and Finish Group |
| v) | that the continuation of the joint Development and Procedures (Children's) subgroup be noted and that the Task and Finish Group be requested to carry out scoping work on a joint Adult Development and Procedures Group for further consideration by the two Boards at their next meeting; | Task and Finish Group |
| vi) | that the Communication subgroup be reconstituted to be a joint subgroup and with stronger representation from the Voluntary Community Sector; | |
| vii) | that further consideration be given to the relationship between the reformed Communication subgroup and the Large Publication Group; | Task and Finish Group |
| viii) | that the LSCB and SAB Business Plans are merged into an integrated three year Business Plan, the content of which is to be strategic and SMART and to set out explicitly how the Boards hold partners to account. That the Joint Executive Group tasks each LSCB and SAB Subgroup to complete the sections of the Business Plan; | Chris Tew |
| ix) | That a common template be created to ensure a coherent, consistent agenda format for both Boards and all Subgroups, with agreed standing items included to prevent delay and drift; | Chris Tew |
| x) | That the LSCB and SAB be the decision making fora for the work and roles of the LSCB and SAB, delegating | |

- appropriate powers to the Joint Executive Group to ensure work is driven through before reaching the Boards. That the Boards hold partner agencies and their representatives to account, provide opportunities for all partners to share methods for promoting safeguarding and achieving better outcomes, sign up collectively to a joint Business Plan, challenge and resolve issues raised by the Joint Executive Group including RAG ratings;
- xi) that the recruitment process for a Joint Independent Chair of the LSCB and SAB be progressed as a priority matter, based on the job description attached to the report (subject to agreement under Minute 8 below regarding budgets); **Chris Tew**
 - xii) that the Task and Finish Group be asked to progress separately issues around the separate budgets for LSCB and SAB and whether they could be merged; and **Task and Finish Group**
 - xiii) that meetings of the Boards in 2012 take place on a Friday. **Chris Tew**

Actions: Task and Finish Group

- (a) consider the governance arrangements for the merged LSCB and SAB SCR subgroup **Chris Nerini**
- (b) consider further when a joint Adult Development and Procedures Group be formed
- (c) consider further the relationship between and possible merger of the new Communication subgroup and the Large Publication Group
- (d) draft terms of reference for the LSCB, SAB and Joint Executive Group that ensure all statutory responsibilities and frameworks are fully incorporated for both children and adults
- (e) explore the possibility of merging the LSCB and SAB budgets for future financial years

and present proposals to the next meeting of the Board

6. Development of a Performance Framework for the LSCB

Paul Burnett presented a report setting out the rationale for developing a revised performance management approach within the LSCB, including the development of a scorecard to support the LSCB in judging impact and outcomes.

It was emphasised that the scorecard was intended to be an iterative document and the headings under which data was proposed to be collected would be varied in the light of experience. It was not intended to impose additional bureaucratic or data collection requirements on agencies.

AGREED:

- (a) That the arrows indicating direction of travel be included on the scorecard; **Paul Burnett**
- (b) That partners interrogate their datasets and provide the necessary information to begin populating the scorecard, if possible, within the next two weeks to allow the scorecard to be used as evidence in Rutland's announced inspection from Ofsted and CQC; **All Members**
- (c) That partner agencies would submit proposals for any additional or amended indicators that they may wish to see included in the scorecard for consideration at the next meeting **All Members**
- (d) That the scorecard be brought to the attention of the CVS Safeguarding Reference Group; **Wendy Brickett**
- (e) That a report be brought to the Board on complex families and how that work would fit with the work of the Board **Chris Tew**
- (f) Identify the regularity of reporting of each indicator – monthly, quarterly or annually to ensure that the scorecard was populated for the next meeting including getting the graphs on cumulative progress and comparative performance presented.

7. Action Plan from the Flack Report and the LSCB and SAB development day

The Board **NOTED** the progress to date against the LSCB Development Action Plan 2011.

8. LSCB and SAB Budget report

Chris Tew presented a report on the current position regarding the Boards' finances after the first four months of the financial year and highlighted some of the issues that would need addressing to better oversee and monitor spending, assess value for money and plan for any future integration of LSCB and SAB budgets.

It was noted that the SAB had agreed earlier that day to seek additional contributions from its constituent agencies to enable it to contribute £20,000 in future towards a joint Chair.

AGREED:

That a joint letter from the Chairs of the LSCB and SAB be sent to the Chief Executives of partner agencies explaining what the Boards offered those agencies and how their contributions were spent. **Paul Burnett**

9. Single and Inter-Agency Safeguarding Children Training

Pamela Palmer presented a report setting out the responses of the Learning and Development Task and Finish Group to issues raised at the Board on 20th July and at the LLR Joint Executive on 3rd August.

AGREED:

- (a) that Pamela Palmer and Sue North be thanked for their work done on the audit of training;
- (b) that the responses to the requested information, the developments and the progress made, and that the Working Together requirements were being met be noted;
- (c) that the membership of the Training, Learning and Development Task and Finish Group be reviewed and include representation from the two Children’s Boards; **Pamela Palmer**
Pamela Palmer
- (d) that the Training, Learning and Development Task and Finish Group be requested to produce a Statement on the relative roles and responsibilities of the Children’s Boards and the LSCB; **Chris Tew**
- (e) that unallocated funds be used to commission the delivery of training to the PVI sector as an interim measure; **Chris Tew**
- (f) that, in principle, any further unallocated funds be used for the provision of level 3 and 4 training, in addition to that already planned, to mitigate risk; **Chris Tew**
- (g) that the Group need to complete work on the audit of Level 3/4 training, identify risk and ensure that appropriate training and development is commissioned by the CTs using resources from the LSCB and
- (h) that the Board receive a report on how unallocated funds were spent at a future meeting.

10. SCR Sub Group update report

The Board **NOTED** a verbal update on outstanding SCRs and SILPs.

11. Safeguarding Effectiveness Group

The Board **NOTED** a report on the current joint work of the Safeguarding Effectiveness Group.

12. Development and Procedures Subgroup

The Board **NOTED** a report on progress to date and work plan of the Joint Development and Procedures Subgroup.

AGREED:

That members be requested to feedback on the suitability and usability of the LSCB's Procedures webpages.

All Members

13. Unannounced Inspection - Rutland

The Board **NOTED** a report on the outcome and associated action plan of the recent unannounced inspection of Rutland County Council's contact, referral and assessment arrangements.

The Board also **NOTED** that the date had been announced for the Inspection of Safeguarding and Looked After Children at Rutland County Council and that many of the members would be asked to provide support and information to that Inspection.

14. Unannounced Inspection - Leicestershire

The Board **NOTED** a report on the outcome and associated action plan of the recent unannounced inspection of Leicestershire County Council's contact, referral and assessment arrangements.

15. Services for children and young people affected by domestic abuse – Leicestershire

Phil Hawkins presented a report setting out services for children and young people in Leicestershire affected by domestic abuse; identifying opportunities to improve the identification and management of risk; and proposing a way forward to develop a strategic approach in Leicestershire to children and young people's services for domestic abuse.

The Board regarded this as an important piece of work given the number of SCR and SILP cases that have included elements of DA.

AGREED:

Phil Hawkins

(a) that the report be noted;

(b) that the setting up of a Task and Finish Group to take the work forward be supported, subject to the membership being reviewed;

Phil Hawkins

(c) that the Task and Finish Group be asked to review data relating to domestic violence to establish if there are any population areas that should be targeted;

Phil Hawkins

(d) that the Task and Finish Group report to the Board regularly.

16. Presentation: Ofsted and CQC inspection

Walter McCulloch gave a presentation on the conduct of announced Ofsted and CQC inspections. In considering the strengths and weaknesses of the LSCB, it was noted that the Flack Report provided a useful starting point and could be used as evidence of the self-reviewing function of the LSCB and its partners.

It was noted that the date for Rutland's Inspection had been announced (week commencing 3rd October) and data collection was already under way.

Jill reported that good contact had already been made with Health colleagues and the same would need to be done with the Police. There would be a LSCB focus group as part of the inspection – provisionally arranged for 6 October.

The Board was reminded that this would be an inspection of safeguarding and children's services across Rutland, not an inspection of the County Council.

AGREED:

- (a) That members make themselves as available as possible during the weeks of the inspection for focus groups and interviews if required; **All Members**
- (b) That members familiarise themselves with the outcomes of the recent Unannounced Inspection in Rutland and the actions being taken to address areas identified for development.(see Minute 13 and paper J). **All Members**

17. National policy Developments

The Board **NOTED** a paper summarising recent national briefings relating to child safeguarding.

18. A.O.B.

Children's Workforce Development Council social work programme

The Board **NOTED** the additional funding being made available to local authorities and LSCBs to support the implementation of Professor Munro's recommendations.

AGREED:

That proposals on how the additional funding should be used be brought to the next meeting of the Board.

Chris Tew

Membership of the Board

Paul Burnett drew attention to the continued lack of representation on the Board of the Probation Service and CAFCASS.

AGREED:

That the Chairman be requested to write to the Chief Officers of the Leicestershire and Rutland Probation Service and CAFCASS regarding the nomination of a representative to serve on the Board.

Paul Burnett

The meeting closed at 4.15 pm

19. Date of next meeting

16 November - Anglian Bird Centre, Rutland 2.00 - 4.00pm