



**Leicestershire and Rutland LSCB  
Board meeting  
Anglian Bird Watching Centre, Egleton, Rutland  
Wednesday 20<sup>th</sup> July 2011  
2.00 pm – 4.00 pm**

**PRESENT**

Paul Burnett LSCB, Independent Chair

**Health Community**

Dr Sudhir Sethi Designated Doctor for Child Protection, Specialist Health Services

Elaine Yates Representing Sharon Robson

Gill Gates Representing Jackie Ardley, LPT

Lisa Hydes NHS Leicester City LPT

Louise De Groot EMAS

Michael Clayton Representing Carole Ribbins, UHL

**Leicestershire Constabulary**

Andrew Sharp Senior Officer for Safeguarding

**Leicestershire County Council**

Chris Nerini Head of Safeguarding

Cllr Ivan Ould Lead Member for Children and Young People's Services, Leicestershire.

Gareth Williams Director of Children & Young Peoples Services

Gretta Tharratt Representing Sue Foreman – FE College Representative

Lauren Haslam Assistant Head of Legal Services

Mark Goddin Older People and Disabled Persons Service Manager

Sue Disley Assistant Director, Adults & Communities

Walter McCulloch Assistant Director, Specialist Services, CYPS

**Rutland County Council**

Carol Chambers Strategic Director, Services for People

Sharon Milner Head teacher Brook Primary School

**Other Agencies**

Rosemary Beard Chief Executive, Connexions Leicestershire

Wendy Brickett Voluntary Action Leicester

In Attendance

Helen Pearson  
Steve Atkinson  
Sue North

LSCB/SAB Business office  
Hinkley & Bosworth Borough Council  
Leicestershire & Rutland LSCB

Officers in Attendance

Jane Phillips  
Lisa Hydes  
Sue North

Practice & Performance Review Officer  
CDOP Review Manager  
Training Co-Ordinator

Minutes

Rosie Tyler

Administrator

1. **Welcome and Introductions**

Action by

All members were welcomed to today's meeting, and introductions were made around the table.

**Apologies for Absence**

Apologies for absence were received from:  
Carole Ribbins – represented by Michael Clayton  
Chris Tew  
Colin Pinfold  
Frances Craven  
Howard Robinson  
Jacky Ardley – represented by Gill Gates  
Jane Sharp  
Jill Haigh  
Liz Rowbotham  
Neville Hall  
Pamela Palmer  
Phil Hawkins  
Rama Ramakrishnan  
Sharon Robson – represented by Elaine Yates  
Steven Attwood  
Sue Foreman  
Wendy Poynton

2. **Declarations on Interest**

None declared

3. **Minutes of the previous meeting of 18<sup>th</sup> May 2011 and matters arising**

Minutes of the previous meeting of 18<sup>th</sup> May – amendments noted:

Present under other agencies – Simon Jones (not James)

Item 7 – CDOP Review Update.  
Taking place on Wednesday, 3<sup>rd</sup> August.

Item 12 – Action.  
Sue North advised appendices have been distributed.

Item 17 – Date of meeting on 16<sup>th</sup> November states 3-5pm, is this correct?

**Action:** Jane Phillips to confirm the time.

**Jane Phillips**

#### 4 **Draft LSCB Annual Report**

Chris Nerini gave an update on Paper B – Leicestershire data has not been confirmed due to migration, this will be circulated in September.

**Decisions:** Agree the Annual Report

**Actions:** Arrange for final version to be distributed to responsible agencies

**All**

#### 5. **Feedback from the LSCB/SAB event 14<sup>th</sup> July**

Events held on the 14<sup>th</sup> July were very successful. Walter McCulloch passed on his grateful thanks to Helen Pearson for all her hard work and gave feedback on the sessions:

- Clear outcomes from both am and pm sessions
- Agreed beneficial to have a single independent chair for both Boards with meetings taking place at the same venue on the same day
- Need to review existing protocol for Health and Wellbeing Board
- Key point being a shared business plan, joined together, progressing in a timely way
- Children and Adults desire to merge boards was noted
- Gareth Williams commented that the board needed to ensure that nothing happens in terms of sharing certain parts within the letter.
- Ensure investment from Adults and Children resources are there before planning how funding is used. There needs to be accountability for this.
- Identify actions and timescales for the imminent inspection.

**Action:** Action plan to be completed before next meeting.

**All**

- Policy – write to confirm attendance of chief officer staff
- Refresh the role of the Executive Group purposefully, clearly setting out roles and responsibilities on lead for Children and Young People.

**Action:** Walter McCulloch and Steven Attwood to look at this

**Walter McCulloch  
Steven Attwood**

- Improved Functions – Chris Nerini to lead on this reporting to Carol Chambers.

**Action:** Bring to the board in September.

**Chris Nerini**

- Work of Children and Young People needs to be brought to the fore; there is an opportunity to accelerate that now – Report in September.

**Action:** Draft Action Plan to be drawn up

**Helen Pearson**

**Action:** Populate Draft Action Plan before next meeting

**Paul Burnett**

Steve Atkinson commented there are some caveats on what to report – possible forum for middle management.

## **6 Training Delivery Sept 2011 onwards**

- Task and Finish Group acknowledges the same level of Multi Agency training, recognising improvements for the future are needed – not at that stage now.
- Fully developed model from September.
- Agencies working at ‘working together’.
- Need to find a central fund , admin keeping data
- Reporting has improved, relying on everyone having a ‘can do’ approach

### **Proposal from the chair**

1. Complete audit on Training planned for 2011
  - (a) Any agencies who have not responded to LSCB by the end of August please report to Paul Burnett.
  - (b) Gap analysis on Level 1&2 required.
2. Need to know what interagency training is planned between September and March.
  - (a) What should be happening
  - (b) Business planIf there are gaps we need to understand level of risk and plan to address that risk.
3. Outline to show what is happening, and evaluate new arrangement in September.
4. Clarity in this board and Children’s Trust. Trusts need to ensure appropriate safeguarding training built into their strategies.

**All**

**Decisions:** Paul Burnett will speak to the chair of 2 children’s boards and report back in September

## **7. Inspection Preparation Report**

Walter McCulloch delivered an update:

- Meetings focussing on inspections
- Work has been going well with the development of audit tool - being road tested
- Reps required at senior level – nominations for meeting in August, early September. Focus on discussions, meetings, and responsibilities

**Action:** Nominations emailed to Walter McCulloch by end of 27<sup>th</sup>

**All**

July

- Inspectors will draw on all previous inspections

**Action:** Bring recent Inspection Report for discussion to September meeting **Walter McCulloch**

**Decision:**

- Helpful to have a guidance document to understand inspection framework
- Both reports added to September Agenda

**8 Section 11 Audit**

Jane Phillips advised some agencies have been compliant, some have not; only 3 returns to date, and asked for assurance this work is done as priority.

- Problems with recruitment and CRB's were highlighted – critical this is addressed quickly and enforced the need for a guidance document
- Agencies may be feeling a sense of 'overload'
- There are 27 agencies – unsure if they see themselves as full members of the board

**Decision:** Paul Burnett will follow this up

**9 SCR Sub Group update report**

- Walter McCulloch gave a verbal update to the board on 2 SCR's and 2 SILP's.

**Decision :** Members happy to receive verbal updates

**10 LSCB Quarterly SCR learning bulletin**

- Jane Philips and Pamela Palmer working together on this project
- Copy of the bulletin on the LSCB Website
- Next bulletin planned for September
- Wendy Brickett advised links to the bulletin have been added to VAL website

**Agreed:**

- Title of bulletin is good – Excellent work, thank you.

**11. Safeguarding Disabled Children in Leicestershire**

- Frances Craven, apologies - No update available

**Action:** Frances Craven to update at meeting in September

**Frances Craven**

**12. Munro findings and implications for the Board**

- Munro accepted by the Government
- Unsure if some likelihood of change or not - unlikely to have more detail before the autumn
- If holding events over the summer – think how this will impact on your organisation

**Decision:**

- Standing item on agenda for any developments

**Action:** Draft an invite to Tim Lawton

**Paul Burnett**

**13. EMAS annual report 2010-2011**

- Very well received report - excellent
- Louise De Groot commended on the mapping of the Safeguarding Structure at EMAS

**Recommendations:**

This handbook could be used as a model for every agency around this table

**14. NCMA Advice on how to support childminders**

**Action:** Document for wider circulation

**All**

**15. A.O.B.**

**Sue North**

- 6 Workshops planned – cost effective to hold 3 sessions in one day
- £1,800 per day – Leics & Rutland conference budget allocated
- Request for Practitioners or Managers to facilitate one of the workshops

**Action:** Please respond to Sue North by 5<sup>th</sup> August

**All**

**Decision:**

- Invite Leicester City SCB reps - charging for this would help to fund a further event in January

**Sue Disley**

- Pete Jackson has a new role

**Action:** Andrew Sharp will pass on the boards thanks for all his help

**Sue North**

- Many thanks to the trainers who worked with partners over the last few months

**Action:** Communicate this to all concerned

**All**

**The meeting closed at 3.30 pm**

**16. Date of next meeting**

21 September - Council Chambers, County Hall 2.00 - 4.00pm

**Future Meeting Dates in 2011**

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