



**LSCB LEADERSHIP BOARD**  
**TUESDAY 24<sup>TH</sup> FEBRUARY 2015 – 9.00 AM – 12:00 PM**  
**CROSLAND SUITE, GRIMSBY TOWN HALL**

**Present:**

<b>Name</b>	<b>Position Held</b>
Denise Faulconbridge	SEN Service Manager
Helen Kenyon	Deputy Chief Executive CCG
Helen Willis	LSCB Co-ordinator
Jan Haxby	Chief Nurse for Commissioning
Maureen Fitzsimmons	CAFCASS
Nick Hamilton-Rudd	Head of Humberside – National Probation Service – North & North East Lincolnshire
Paul Cordy	Assistant Director Children's Services
Paul Welton	DCI Humberside Police
Rob Mayall	Independent LSCB Chair
Roz James	Elected Member/Portfolio Holder for Children's Services
Sarah Glossop	Designated Nurse, North and North East Lincolnshire
Steve Kay	Assistant Director Early Intervention
Sue Sheriden	Strategic Manager for Safeguarding

**Apologies:**

Alastair O'Neill	Det. Superintendent, Unit Head, Protecting Vulnerable People Unit.
Anne Campbell	Strategic Business support
Jayne Bacon	Lay Member
Joanne Hewson	Deputy Chief Executive (Communities)
Sandra Chatters	Director North and North East Lincs LDU
Tina Burns	Lay Member

**Minute Taker:**

Katy Cave	Safeguarding Support Advisor
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<b>Actions of LSCB Leadership Board Meeting held 9 September 2014</b>	<b>Progress</b>
1. A budget meeting between statutory partners to be held in January 2015 to look at the required LSCB funding for the 2015-16 financial year.	Meeting to be held on 25/02/2015.
2. Details to be added to the next budget report to the Leadership Board on the contributions in kind made to the Board by partner agencies.	Budget report tabled.
3. Provide a paper to the February Leadership Board on the signs of safety implementation plan, agency events and required agency engagement.	Actioned.
4. Add health information sharing to the LSCB Business Plan.	Actioned.
5. Information sharing and communication strategy need to feed into the Operational Board forward Plan.	Actioned.
6. Provide updates to the Board on the oral health of under 5,s as appropriate. <b>To be reported to the Operational Board through the Health Sub</b>	M Fitzsimmons to provide an update as and when required.

<b>Group Report Card</b>	
7. Provide a full update on the police enquiry re the PW SCR.	Actioned.
8. Serious Case Review learning report to be presented to the February Leadership Board.	Actioned.
9. Send the date of the December SCR Leadership Board to members ASAP.	Actioned.
10. LSCB core indicators to be sent to Board members to comment on whether they are right or what other indicators should be included.	Actioned.
11. Agreed core indicators to be presented to the February Leadership Board.	Actioned.
12. Performance exception report to be presented to the February Leadership Board.	Actioned.
13. Activity across systems to be added as a standing agenda item to the Leadership Board in the place of Children's Partnership Board.	Actioned.
14. Community Forum to read the LSCB Annual report and provide feedback	Actioned.
15. Full CSE report to be presented to the February Leadership Board.	Actioned.
16. Child Death panel Annual report to be presented to the February Leadership Board.	Actioned.
17. Vice chairs to be identified for Operational and Leadership Boards and Children's Partnership Board.	To be agreed at the Statutory Partners Meeting to be held on 25/02/2015.
18. Provide overview to February Leadership Board new Community Rehabilitation Company structure.	Actioned.

<b>Agenda item</b>	<b>Key Discussions and Actions</b>	<b>Lead</b>	<b>When by</b>
1. Introductions and Apologies	<p>Introductions were made and apologies noted. R Mayall thanked staff for all their hard work, evidenced not least in the range of actions addressed since the last meeting. He also advised that the agenda had been re-structured to improve efficiency.</p> <p>P Welton advised that Allister O'Neil is no longer the Police representative, P Welton advised there been capacity issues in the force which has effected representation which will be addressed at a meeting due to take place on 12/03/2015.</p>		
2. Minutes/ Actions of the last Leadership Board held 11 <sup>th</sup> November 2014	<p>The minutes from the previous meeting were agreed and J Haxby, S Kay, P Cordy, N H Rudd and M Fitzsimmons advised that their job titles needed to be updated.</p> <p><b>Action:</b> K Cave to update J Haxby, S Kay, P Cordy, N H Rudd and M Fitzsimmons job titles.</p>	K Cave	23/04/2015

<p>3. Operational Board Exception Report</p>	<p>S Kay advised that there has been good progress made in how information is reported from the Operational Board to the Leadership Board, but noted that the top performance indicators need to be shown more clearly within the exception report.</p> <p>S Sheriden gave an overview of the Scorecards, focussing particularly on areas of challenge</p> <p><u>Early Help Score Card</u> - The key challenges include a decline in partners in taking the lead professional role and the views of the child not being sought, the next steps required are to look at how we can better capture the views of the child.</p> <p><u>Education Score Card</u> - P Cordy confirmed that over fifty schools have responded to the LSCB audit request, R Danks is liaising with the schools where their audits are overdue. One of the Academy Trusts intend to complete their own safeguarding audit. R Danks the chair of the Safeguarding Education Sub is liaising with the Trust in agreeing how the audit will meet the standards of the LSCB</p> <p><u>Neglect Score Card</u> - There is a need for more early identification work to take place in neglect cases.</p> <p><u>Health Score Card</u> - There is a challenge in respect of ensuring the right data is collected, is being explored further at the Operational Board.</p> <p><u>Harmful Sexualised Behaviour Score Card</u> - A positive impact has been made in terms of the reduced tariffs for children involved in the criminal justice system.</p> <p><u>Missing Score Card</u> - Missing From Home have reduced and Missing From Care numbers have stabilised. A debrief process is in place following missing episodes, a dedicated post is currently being commissioned in strengthening the process.</p> <p><b>Action:</b> S Kay and P Cordy to feedback regarding the progress in terms of the missing debriefing post being developed at the next Leadership Board Meeting.</p> <p><u>Children's Safeguarding and Reviewing Service Score Card</u> - The number of children subject to a Child Protection Plans has decreased significantly due to the new robust front door and assessment system in place. This has had a positive impact on the number of Child Protection Conferences and Looked After Child Reviews held on time.</p> <p><u>Quality and Assurance Sub Group Score Card</u> – The group is developing a tool used to collect the views of the child and their family.</p> <p><b>Action:</b> The Leadership performance report to be refined to make explicit the top indicators aligned to the LSCB Core Data to reflect data required by the Leadership Board.</p> <p>Discussion held around the present trends in neglect in regard to</p>	<p>S Kay P Cordy</p> <p>S Kay</p>	<p>23/04/2015</p> <p>23/06/2015</p>
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	<p>the high level of children on a Child Protection Plan under the category of neglect and the low level of children under the category of neglect at the CAF level.</p> <p><b>Action:</b> Neglect to be a key topic at the next Leadership Board meeting.</p> <p>S Sheriden summarised that the main areas of challenge across the board include the need to consistently gain the views of the child and families. This is being addressed through the quality assurance sub and a task and finish sub which is developing a tool to capture the child's journey across all stages.</p> <p>It was confirmed that the Operational Board would address areas of challenge and report back to the Leadership Board any which required escalation</p> <p><b>Action:</b> Key issues/challenge for the Leadership Board and those for the Operational Board to be added to the Leadership Board performance report format.</p> <p><b>Action:</b> Top ten Data Set to be provided to the Leadership Board in addition to the Performance Report.</p>	<p>S Kay</p> <p>S Kay</p> <p>S Kay</p>	<p>23/04/2015</p> <p>23/04/2015</p> <p>23/06/2015</p>
<p>4. CSE Audit</p>	<p>S Kay advised the CSE Audit was a multi-agency audit which looked at five cases, and included a Challenge day at which the outcomes were received and reviewed.</p> <p>S Sheriden advised that there was only a small number of agencies who fully knew the child's story. The audit highlighted the need to look at how information is shared with professionals and what early identification work can be put into place in cases involving child sexual exploitation.</p> <p>S Sheriden advised that multi-agency working was highlighted as being a positive in the audit and the key areas of concern were confirmed as professionals struggling to engage with children who are entrenched in CSE and the management oversight in respect of managers managing cases rather than staff members.</p> <p>S Kay advised that there was positive feedback received from agencies involved in this process</p> <p><b>Action:</b> CSE Action Plan to be represented to the next Leadership Board.</p> <p>A discussion was held in relation to how the Police service is involved in CSE early intervention work and how this is reported.</p> <p><b>Action:</b> N H Rudd to meet with P Welton in respect of intervention for perpetrators of CSE and report back at the next Leadership Board Meeting.</p>	<p>S Kay</p> <p>NH Rudd P Welton</p>	<p>23/04/2015</p> <p>23/04/2015</p>

	<p><b>Action:</b> S Kay, P Cordy and P Welton to meet in respect of information provided by the police in respect of CSE and the local offender approach to CSE.</p> <p>S Kay advised that the CSE Audit Action Plan and Strategic Action Plan has been revised and includes input from agencies and will be brought back to a future Leadership Board Meeting.</p> <p><b>Action:</b> Progress report on integrated offender management approach to CSE to be presented at the next Leadership Board.</p>	S Kay P Cordy P Welton	23/04/2015
5. Activity Across Systems	<p>P Cordy advised a further Signs of Safety Training Day for Leadership and Operational Board Members will take place on 29/04/2015.</p> <p><b>Action:</b> Signs of Safety Day for Leadership/Operational Board Members to take place on 29/04/2015.</p> <p>P Cordy advised that the Children's Partnership Board is currently revising their terms of reference and are focusing on the identified key priorities.</p>	P Cordy	29/04/2015
6. North East Lincolnshire and Ofsted	R Mayall advised that the National Association of LSCB chairs has completed a report on the findings from Ofsted's inspections of LSCBs (circulated with papers for the meeting) which might usefully support member agencies in preparing for inspections.		
7. Section 11 Audit	R Mayall gave an overview of the Section 11 Challenge Day that took place on 30/01/2015, it was a useful process, positive feedback was received from both the young people on the panel and agencies that took part. J Haxby stated that she felt that this process was the best way to assess the information provided in the audit.		
8. CDOP Presentation	I Duckworth presented the CDOP Annual Report. Work will commence on the 14 to 15 CDOP annual report shortly.		
9. LSCB Budget Report	<p>H Willis gave an overview of the LSCB Budget Report. There has been growth and expansion within the LSCB staff structure including the Strategic Manager for Safeguarding role, the Quality Assurance post and dedicated administration post which will be split 50/50% between the children's and adult safeguarding adult board.</p> <p>H Willis advised the LSCB will have an overspend of 12k for the financial year 2014/15, the income for 2015/16 is £111,750 and the expenditure is £137.918k which leaves an overspend of £26,168. The LSCB can draw down from the ear marked reserve of £31,921 which still leaves a shortfall of £6,000. In the event of further serious case reviews the LSCB will seek additional contributions from statutory agencies to meet the cost.</p> <p><b>Action:</b> Statutory partners to review budget position at their meeting on 25<sup>th</sup> February</p>	Statutory partners	29.4.15
10. Annual Report	R Mayall advised a range of feedback had helped improve earlier drafts of the annual report including the Accord community member who reviewed the report and commented favourably on it.		

	<p><b>Action:</b> R Mayall to make final changes to the annual report and circulate to Board Members.</p>	R Mayall	02/03/2015
11. Joint Leadership/ Operational Board Development Day	R Mayall gave an overview of the plans for the Joint Leadership/Operational Board Development Day, the focus being the development of a shared story of where the LSCB has come from; where it is now and its next steps. This approach was endorsed		
12. Corporate Parenting Board	<p>H Willis advised that the Corporate Parenting Board have requested the minutes of Leadership Board Meeting meetings and the Score Cards are shared with the Corporate Parenting Board CPC. The CPC will share their board meeting minutes with the Leadership Board. Attendees agreed that there were no objections to this.</p> <p><b>Action:</b> Leadership Board minutes and Performance Score Cards to be sent to the Corporate Parenting Board on an on-going basis.</p>	H Willis	Ongoing
13. Community Rehabilitation Company Structure Report	<p>R Mayall advised that the Community Rehabilitation Company Structure Report had given a helpful overview. He asked that a future report be presented, once the CRC had become more established, which might have a greater focus on impact. It was agreed that this would be brought back to the June Leadership Board Meeting.</p> <p><b>Action</b> Report to be presented to the Leadership Board by Sandra Chatters Community Rehabilitation on the impact of implementation plan.</p>	S Chatters	23/06/2015
14. Any Other Business Single Practise Alert	<p>S Sheriden gave an overview of the Single Practise Alert (SPA) process developed by the Children's Safeguarding and Reviewing Service. The tool is used to audit all Looked after Child Reviews and Child Protection Conferences, the process is working well and is enabling IROs to improve practise at conference/CP process level and will be further embeddeed. S Sheriden asked the board to endorse the future use of the SPA across other partners in the future.</p> <p><b>Action:</b> Single practise alerts to be embedded across SW cases and extended to LSCB partners following feedback from its initial use. This process to be presented at the next Leadership Board.</p> <p><b>Action:</b> S Sheriden to produce and disseminate to Leadership Board Members an explanatory presentation regarding the single practise alerts.</p>	S Sheriden	23/04/2015
		S Sheriden	23/04/2015
15. Serious Case Review	<p>P Cordy gave an overview of the current Serious Cases Reviews.</p> <p><b>Action:</b> The Serious Case Review learning report to be sent to leadership Board Members.</p>	H Willis	23/04/2015

**Details of next meeting****Leadership Board****Date: Thursday 23<sup>rd</sup> April 2015****Time: 9:30 am – 11:30 am****Venue: Lounge Bar, Grimsby Town Hall**

No	Agenda item	Actions	Lead	When by
1	2 Minutes Board 11/11/2014	K Cave to update J Haxby, S Kay, P Cordy, N H Rudd and M Fitzsimmons job titles.	K Cave	23/04/2015
2	4 Performance Exception Report	S Kay and P Cordy to feedback regarding the progress in terms of the missing debriefing post being developed at the next Leadership Board Meeting.	S Kay P Cordy	23/04/2015
3	4 Performance Exception Report	The Leadership performance report to be refined to make explicit the top indicators aligned to the LSCB Core Data to reflect data required by the Leadership Board.	S Kay	23/06/2015
4	4 Performance Exception Report	Key issues/challenge for the Leadership Board and those for the Operational Board to be added to the Leadership Board performance report format.	S Kay	23/04/2015
5	4 Performance Neglect	Neglect to be a key topic at the next Leadership Board meeting.	S Kay	23/04/2015
6	4 Performance Data Set	Top ten Data Set to be provided to the Leadership Board in addition to the Performance Report.	S Kay	23/06/2015
7	4 Performance CSE Audit	CSE Action Plan to be represented to the next Leadership Board.	S Kay	23/04/2015
8	4 Performance CSE Audit	N H Rudd to meet with P Welton in respect of intervention for perpetrators of CSE and report back at the next Leadership Board Meeting.	NH Rudd P Welton	23/04/2015
9	4 Performance CSE	S Kay, P Cordy and P Welton to meet in respect of information provided by the police in respect of CSE and the local offender approach to CSE.	S Kay P Cordy P Welton	23/04/2015
10	4 Performance CSE	Progress report on integrated offender management approach to CSE to be presented at the next Leadership Board.	P Welton	23/04/2015
11	5. Activity Across Systems	Signs of Safety Day for Leadership/Operational Board Members to take place on 29/04/2015.	P Cordy	29/04/2015
12	6 Serious case Reviews	The Serious Case Review learning report to be sent to leadership Board Members.	H Willis	23/04/2015
13	9 Budget	Statutory partners to review budget position at their meeting on 25 <sup>th</sup> February		25/02/2015
14	10 Annual Report	R Mayall to make final changes to the annual report and circulate to Board Members.	R Mayall	02/03/2015
15	13 Community Rehabilitation Company	Report to be presented to the Leadership Board by Sandra Chatters Community Rehabilitation on the impact of implementation plan.	S Chatters	23/06/2015
16	14 Corporate parenting Board	Leadership Board minutes and Performance Score Cards to be sent to the Corporate Parenting Board on an on-going basis.	H Willis	Ongoing
17	AOB	Single practise alerts to be embedded with a view to extending to other partners across LSCB systems. The feedback from its initial use to be presented at the next Leadership Board.	S Sheriden	23/04/2015
18	AOB	S Sheriden to produce and disseminate to Leadership Board Members an explanatory presentation regarding the single practice alerts.	S Sheriden	23/04/2015