

Date: 19th June 2017
Time: 13:00 until 16:00
Chair: Simon Westwood, Independent SSCB Chair
Venue: Committee Room 4, Civic Centre,
Chorley Road, Swinton, M27 5AW

Minutes

1. Welcome and Apologies

Chair of meeting:

Westwood, Simon Independent SSCB Chair
Ms Hubber, Sharon Assistant Director Specialist Services, Salford City Council

Members in attendance:

Ms Armfield, Karen Head Teacher, Boothstown Methodist Primary School
Dr Dixit, Kalpesh Designated Doctor, SRFT
Rabbi Grant, Simon Lay Member
Ms Kelly, Clare Assistant Director of Nursing, SRFT
Ms Murray, Louise Deputy Chief Executive, CVS,
Ms Patel, Andrea Designated Nurse, NHS Salford CCG
Ms Ramsden, Charlotte Director of Adult and Children's Services, Salford City Council
Ms Seale, Manjit Assistant Chief Executive, National Probation Service
Ms Thorpe, Francine Director of Quality & Innovation, NHS Salford Clinical Commissioning Group

Officers in attendance to represent SSCB members:

Ms Burton-Francis, Sheron Interchange Manager, Cheshire & Greater Manchester CRC
(Representing Ms N Pugh)

Officers from the SSCB in attendance:

Ms Bentley, Vivienne (minutes) Senior Business Support Officer, SSCB
Ms Slack, Tiffany Interim Business Manger, SSCB

Other agencies or groups invited onto the Board as co-opted members and advisors

Mr Lowry, Mike MBE Centre Manager, Barton Moss Secure Unit (Item 2)
Mr Vaughan, Mike Head of Care, Barton Moss Secure Unit (Item 2)
Ms Case, Helen Named Nurse: Safeguarding Children, SRFT

The Lead Member for Children's Services (participating observer)

Cllr Walsh, John Elected Member

Sub Group Chairs (attend when required):

Mr Clitherow, Alan Detective Chief Inspector, Greater Manchester Police
Mr Rumley, Tim Senior Youth Service Manager, Salford City Council (Item 3)

Apologies received from:

SSCB Members:

Mr Allsop, Chris Superintendent, Greater Manchester Police (Representative attended)
Ms Blackburn, Deborah Assistant Director: Public Health Nursing
Ms Clancy, Karen Deputy Director of Integrated Governance, Lead Named Nurse Greater Manchester Mental Health
Ms Pugh, Nicola Community Director (Manchester, Salford and Trafford) Cheshire & Greater Manchester CRC (Representative attended)
Ms Shannon, Lana Head of Safeguarding, Salford City Council

The Lead Member for Children's Services (participating observer)

Cllr Stone, Lisa

Assistant Mayor: Services for Children & Young People

Other agencies or groups invited onto the Board as co-opted members and advisors

Ms Burfitt, Elaine

Named Doctor: Community Child Protection, SRFT

Not expected to attend

SSCB Members:

Ms Browse, Laura

Head of Primary Care, NHS England

Mr Hassall, Anthony

Chief Accountable Officer, Salford CCG

Mr Herne, David

Director of Public Health

Ms Nathan-Lingard, Sarah

Service Manager, CAF/CASS

Sub Group Chairs (attend when required):

Mr Rumley, Tim

Senior Youth Service Manager, Salford City Council

Ms Metcalfe, Madeline

Learning Support Service Manager, Salford City Council

Other agencies or groups invited onto the Board as co-opted members and advisors

Ms Armitage, Emma

Learning Support and Safeguarding Manager, Salford City College

Ms Ashton, Lorraine

Solicitor, Manchester & Salford Legal Section

Dr Burfitt, Elaine

Did not attend

Ms McGovern, Jennifer

Assistant Director Joint Commissioning

Cllr Walsh,

Executive Support for Education and Learning (representing Cllr Lisa Stone)

Presentation of Reports –

2. Barton Moss Annual Report 2016-17 (Mike Kelly/ Mike Lowry)

- The number of incidents involving restraints at Barton Moss is the lowest in the country for secure units. There have been three incidents since January 2017; there has been a new resident at Barton Moss who has been involved in three incidents this weekend.
- The restraint minimisation strategy in place at Barton Moss is working. All incidents are reviewed in house and also with the Local Authority Designated Officer on a weekly basis.
- The whole centre ethos aims to reduce the use of restraint.
- Recently there have been changes to needs of residents; there is a marked increase in mental health needs. These are looked at to develop behaviour management planning.
- Young people took an active role in the recruitment drive last year, this process was successful.
- The data system in place allows the identification of trends etc.
- The young person's behavioural management is a tool for young people to agree their behaviour.
- Introduction of LADO on all CCTV reviews has worked well.
- The ethos of Barton Moss and staff always try to build a rapport and get to know young people from the time they arrive.
- The restraint training given to staff is constantly reviewed and is refreshed annually. Refresher training will be given sooner if required.

- NICE guidance changes all the time and these changes are factored into the restraints used.
- 2.1. Ms Thorpe welcomed the report and commented that it is heartening to note that the use of restraint is lower at Barton Moss. Ms Thorpe asked if Barton Moss also benchmarks against injuries, noting that 25 young people sustained injuries during the reporting period, if staff at Barton Moss are not using restraint techniques are young people allowed to hurt each other. Mr Lowry noted that the report does not show where the injuries occurred, who was injured or the circumstances and informed that the majority of injuries are sustained through sport. Staff at Barton Moss are alert to the risks of the sports environment, if young people are going to take part in contact sport then staff levels are increased and also aim to put staff in place that the young people have a good relationship with.
 - 2.2. Ms Shannon informed that LADO support Barton Moss when there has been a restraint. As Head of Safeguarding, Ms Shannon was aware that another LA had concerns about a couple of restraints; changing the policy and having an independent person there helps give an unbiased view on the restraint, this also helps Ofsted review the restraints.
 - 2.3. Ms Murray asked whether the increase of young people with mental health issues is new to the unit. Mr Lowry explained that this is something more they are more acutely aware of. Mental health provision has improved. In addition, a lot of young people have been involved in complex sexual behaviour, a number have identified speech and language issues, which affects their capacity to understand needs. Mental Health Workers contribute to the care plans.
 - 2.4. Ms Murray noted there was one incident of inappropriate restraint and asked how does this compare. Mr Lowry explained that this incident involved a member of staff that should not have used restraint and also used an inappropriate method. Full disciplinary procedures were used to address this incident.

Mr Westwood was taken ill at this point of the meeting, he asked Ms Hubber to Chair the remainder of the meeting and left the room. Ms Slack, Dr Dixit, Ms Case and Ms Kelly also left to provide assistance and wait with Mr Westwood.

- 2.5. Ms Hubber noted this is a really good report and gives an overview of the ongoing work at Barton Moss and thanked Mr Lowry and Mr Vaughan for their attendance today.
- 2.6. Cllr Walsh commented that this report is testimony that the child matters, everyone at Barton Moss believe that and all staff sign up to it.

3. Viewpoint Demo (Tim Rumley)

- 3.1. Mr Rumley attended to present to the SSCB how Viewpoint is used to collect the voice of the child.



Viewpoint
questionnaire SSCB.p

- 3.2. Ms Shannon asked if there is any delay in receiving responses from viewpoint. Mr Rumley informed that he is happy with the response rate, but acknowledges that it could be better.
- 3.3. Ms Hubber noted that this is an expensive tool, we need to encourage the use of this tool and it needs to be rolled out with more than just social workers. It is not always feasible for social workers to spend the time on their own with children to encourage their use of Viewpoint.

Action 3.1 Mr Rumley agreed to inform SSCB members when the viewpoint group are meeting as they could also use viewpoint when working with children, school nurses, health visitors and workers in the voluntary sector will also have the opportunity to work with children.

- 3.4. Viewpoint is used with children who are in the looked after or child protection systems. It is a tool used to obtain their views which are then shared at review meetings.

- 3.5. Ms Armfield noted that this system would be beneficial within Early Intervention.
- 3.6. Ms Murray asked what the age range is for young people to be able to use this tool and also if the questionnaire has to be completed in one visit. Mr Rumley informed that viewpoint is used in a number of age bands from 4-19. The content of questionnaires can be changed, the looked after children questionnaire is based on questions in the current feedback form. It is quick to access the site and the questionnaire can be saved and returned to at another time.
- 3.7. Ms Murray suggested asking young people who have used viewpoint to recommend it to other young people.

Action 3.2 Mr Rumley agreed to ask young people who have used viewpoint to recommend it to other young people. .

- 3.8. Cllr Walsh agreed with Ms Armfield that viewpoint would be useful in early help and early intervention and prevention to obtain the voice of the child at an early stage.
- 3.9. Ms Thorpe noted that this system is a useful way to capture the voice of the child and asked if there is a way to aggregate data to inform commissioning arrangements. Mr Rumley informed that management reports can be produced from viewpoint.
- 3.10. Ms Thorpe asked who is able to see the data. Mr Rumley informed that permissions for the child are set, currently the social worker and the child protection coordinator have permission to see the child's responses. The child is told that the information is not confidential and will be shared at the meeting.
- 3.11. Ms Thorpe asked who pays for Viewpoint and how much it costs. Ms Hubber informed that it is paid for by SSCB and children's services jointly.
- 3.12. Ms Hubber thanked Mr Rumley for attending today.

4. Children Affected by Domestic Abuse (Lana Shannon/Chris Allsop)

- 4.1. Ms Shannon informed that this report is also included within the integrated performance report.
- 4.2. Ms Ramsden noted that the JTAI identified a key challenge regarding the effectiveness of support for perpetrators and adult victims. Under the priorities and action plan, the indicators are very much about processes and not identifying what is done to make a difference, how we have realigned strategies, changed pathways, how are these priorities going to make a difference. Ms Shannon informed that the behaviour change programme, if the perpetrator accesses these programmes this will hopefully help to stop recurring domestic abuse incidents, also working with the non perpetrator in their understanding of safeguarding their children and also not holding them responsible for protecting their children. Taking the responsibility away from the victim, as we believe the non-perpetrator is at risk, instead of saying the couple have to separate, services work with them as a couple and a family, encouraging a more open and honest relationship working towards a goal.

Action 4.1 Ms Shannon agreed to expand the narrative to explain the effectiveness of support for perpetrators and adult victims of domestic abuse.

5. Domestic Abuse: Q4 2016-17 and Year end data (Andrea Patel)

- 5.1. Ms Patel informed that exceptions have been highlighted: missing, core dataset and narrative to support this. It is envisaged that when the performance coordinator is in post they will be able to obtain this information.
- 5.2. Ms Ramsden noted that the percentage of referrals has reduced however the percentage where domestic abuse is a factor of the child protection plan has increased and asked if there was any understanding why. Ms Shannon explained that when child is placed on a child protection plan

for a second time and domestic abuse is a feature, this is recognised more by practitioners, previously they may have been placed on a plan for neglect and not domestic abuse, this needs to change.

- 5.3. Ms Patel informed that the learning, improvement, performance management and quality assurance group had two days from receiving the report to analyse and question the content before submitting to SSCB.
- 5.4. The only exceptions noted are missing from home narrative and the percentage of second child protection plans.
- 5.5. Ms Hubber noted that missing from home has a lot of data and the figures are increasing, this is positive as it indicates that more parents are reporting their children missing, this is good as it shows communication is working.
- 5.6. Ms Armfield asked if anything needs to be feedback to schools if they are reporting children missing incorrectly. Ms Hubber said that schools reporting children missing when they are late back to school skews the figures. If staff know where the child is, then action should be taken to retrieve the child's but a missing person report does not need to be made. Children's homes have changed the way they report, staff go to the place where they think the young person is before reporting them as missing when children are late back.
- 5.7. FGM is currently prolific in the news; Ms Hubber asked if the figures included are all children. Ms Patel confirmed that the figures are in relation to under 18s. Ms Patel also informed that work is ongoing with the task and finish group around the data and what it means. The sub group will meet again in two weeks and it is expected that there will be more narrative on the data available.
- 5.8. Ms Ramsden noted that maternity services are key to the identification of FGM and asked if it is part of the Greater Manchester maternity review.

Action 5.1 Ms Patel agreed to confirm that identification of FGM is part of the Greater Manchester maternity review.

- 5.9. Ms Hubber noted that the SSCB needs to keep eye on family assessments and demonstrate their use and asked the learning, improvement, performance management and quality assurance group to look at this.
- 5.10. Ms Patel highlighted that this group struggles with attendance at meetings and with datasets.
- 5.11. Ms Shannon also noted that when reports are requested, leads should take responsibility for the report, even if the task of writing the report has been delegated.
- 5.12. Ms Patel informed that this is a busy sub group, and it generates a lot of work. Need to consider membership and ensure they have the capacity to take on the work. This group is important for the SSCB. Ms Murray suggested looking at the expectation of group members.
- 5.13. Ms Hubber noted that we need to identify what the SSCB needs to be assured of, all organisations will have regular performance management meetings, where data is scrutinised. Cllr Walsh noted that the process needs to be simple, manageable and effective. Ms Patel informed that some of the work is in progress, and also noted that the themed reports help.
- 5.14. Ms Thorpe agrees that agencies all have their own way to scrutinise data, however sharing with partnership boards gives scrutiny. We need to identify how we are making a difference.
- 5.15. Ms Murray commented on the Section 11 audit and asked for consideration to be given to what is reasonable and logical for organisations completing it. Ms Patel informed that work is still ongoing to complete the last Section 11. Considerations on how to undertake the next Section 11 audit will be included in the next paper.

6. SSCB Domestic Abuse JTAI Action Plan (Tiffany Slack)

- 6.1. Ms Hubber noted that progress is being made with all of the SSCB actions. Single agencies are also working on their own action plans.
- 6.2. Ms Shannon noted that agency leads are expected to upload directly onto the multi-agency action plan on SharePoint. Ms Shannon has sent out reminders to ensure the children's services actions in the multi-agency action plan are updated.
- 6.3. Ms Hubber noted that it will be a year in September since the JTAI and expects to see the action plan complete soon.

Action 6.1 It was agreed to give a real push for completion of actions, if deadlines have been missed and remain incomplete in September then we need to understand why.

Business

7. Minutes of previous meeting, matters arising (Chair)

- 7.1. The minutes were agreed as an accurate record of the meeting held on 24th April 2017. It was noted that the name of the Vulnerable Young Person's Plan presented at the meeting has changed to Young Person's Plan. Ms Ramsden was keen to ensure that the removal of the work vulnerable does not deflect from the status of the plan, a young person's plan is a direct alternative to a child protection plan. Ms Shannon assured that there is narrative to indicate this included in the guidance for the young person's plans.

8. Outstanding actions (Chair)

- 8.1. The action log was updated during the meeting and the following actions were agreed as complete or no longer relevant:

Date	Actions	Lead	Progress
19/12/2016	8.5 Write to all three statutory partners (LA, CCG and GMP) to bring it to their attention and highlight the gap of YPVA and DV coordinator post and lack of funding sourced for this post. Highlighting the need for a specific domestic violence coordinator	Simon Westwood	There is home office funding available for voluntary sector. We could apply for that to support this but would need a voluntary sector lead. Simon W will send this information to Chris A <u>24/04/2017:</u> Ask Lana Shannon for an update re home office funding.
24/04/2017	2.2 inform Chris Williams, Ofsted Quality Assurance Officer and DfE to let them know how we are planning to work with this cohort of young people	Sharon Hubber	SH has informed Chris Williams – no response yet.

9. Coordination & Delivery Group Update (Chris Allsop)

- 9.1. Ms Allsop has sent apologies to this meeting, a copy of the minutes of the last meeting are included in the update report.
- 9.2. Ms Hubber informed that Catherine Connors attended the last coordination and delivery meeting to explain some benefits changes and the impact they will have on families. Catherine Connors is happy to speak to teams regarding these changes. The presentation was informative and generated a good discussion. Rabbi Grant noted that the changes to universal credit gives

an expectation that both parents will work 35 hours a week as a result there may be an increase in “latch-key children”.

- 9.3. Training Equipment was discussed and it was agreed to bring a proposal to SSCB to agree to purchase more efficient equipment. Since then there have been some discussions regarding hosting all of the SSCB training courses at the Beacon Centre. The SSCB training team and staff at The Beacon Centre are working together to see if this would be more efficient.
- 9.4. Ms Seale noted that on page 7 of the coordination and delivery update, there was a discussion regarding the proposal to have a joint SSCB and SSAB training pool. The proposal paper is included in the papers for this meeting and should have been noted as an item to be brought to SSCB.

10. SCR – verbal update (Sharon Hubber)

- 10.1. Colleen Murphy has been commissioned to lead the Multi-Agency Concise Review of Case 2016-06. A practitioner learning event will take place on 10th July 2017.
- 10.2. Melanie Hartley and Jane Cawardine have been commissioned to lead the Multi-Agency Concise Review of Case 2017-01. This review will involve a review panel and Single Agency Analysis Reports.
- 10.3. The criminal proceedings have concluded for Case 2015-02, a child that lived in Salford for a few days before he died. Manchester LSCB has begun the Serious Case Review of this child.
- 10.4. Ms Hubber informed that the young woman whose body was found in Wigan over the weekend was a Salford resident. She was not known to services.

11. Budget Update (Chair)

- 11.1. Ms Shannon informed that she met with Mr Westwood and the finance officer immediately prior to this meeting. There is a carry forward for 2017-18 of £30000 which will be used to meet the costs of recent case reviews. Mr Westwood will confirm the police contributions going forward

Key Local and National Issues

12. Feedback from:

- **GMSP**
Ms Ramsden informed that the last meeting was cancelled. The group needs to look at its role and function as there are a number of Greater Manchester groups at the moment.
- **[Children & Young People’s Trust Board](#)**
Please access the link to the update from the latest meeting
- **Health & Wellbeing Board**
An update will be available in September 2017

Key Information: Items Circulated for Information

Items	Actions	Contact details
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13. **[Children and Social Work Act 2017](#)**

- 13.1. Ms Hubber noted that there are several pieces of legislation in the Children and Social Work Act. At the moment it is not clear if there will be any changes to the Act following the recent elections.

14. **Final inter-board board protocol**

Roselyn.baker@salford.gov.uk

- 14.1. This protocol has been to SSCB previously, amendments to the protocol were highlighted in red:
The meeting agreed to the amendments

Action 14.1 It was agreed to inform Ms Baker that the SSCB agree to work to this protocol.

Action 14.2 Ms Bentley agreed to ask Ms Baker when all partnership boards can upload a copy of the protocol to their website.

15. Single Agency Annual Reports 2016-17

See agency report authors

- CVS/VOCAL
- NHS Salford CCG
- Community Rehabilitation Centre
- Child Protection & Review

15.1 Ms Thorpe commented that the report indicates that children from black and minority ethnic groups reference 14% of children living in Salford and yet there are 22% on a child protection plan, is enough being done to target BME communities?

Action 15.1 Ms Shannon agreed look into identifying if enough is being done to target BME communities as the numbers on CPPs are disproportionately higher.

15.2 GP reports are noted as an important source of information but still not being received prior to conference. Ms Thorpe understands that GPs are submitting reports and this is being tracked, and is currently at a rate of about 95%, Ms Thorpe asked if NHS Salford CCG can see the data so they can identify if certain GPs need to be targeted.

15.3 Ms Thorpe also noted that the report indicates under representation from other health professionals and asked if this is something that needs to be addressed via the commissioning arrangements. Ms Hubber informed that data for health representation at child protection meetings needs to be looked at as a whole. It has been agreed that one can attend for the whole family. Ms Thorpe noted that CAMHS is also mentioned and informed that NHS Salford CCG are currently reviewing the specification of CAMHS.

15.4 Ms Patel agreed that it would be useful to understand what the data means regarding reports and attendance. GP reports for child protection conference are at 95%, this is good and has taken a lot of work to achieve. Ms Patel also highlighted that family members do not always use the same GP practice and this is not clear on the initial referral.

Action 15.2 Ms Shannon agreed to investigate the data further to identify if the GPs not providing reports for conference are out of area GPs and look at recording this in the future.

- Greater Manchester Fire & Rescue
- Greater Manchester Police
- Independent Reviewing Officers
- Local Authority Designated Officers
- Salford Adult Social Care: SRFT
- Salford City College

16. CSE Strategy & Handbook

Decision Lana.shannon@salford.gov.uk
Christopher.walker@gmp.police.uk

16.1. Ms Shannon informed that the CSE strategy and handbook was included with the papers for information only. They have been agreed at leadership and with the CSE sub group. The plan is to extend the strategy to 2020. **The meeting agreed to the CSE Strategy and Handbook.**

Action 16.1 It was agreed to upload the CSE Strategy and handbook to the SSCB website.

16.2. Ms Shannon assured the meeting that there is also a fluid action plan that sits behind this strategy and is updated regularly.

**17. Proposal for Joint SSCB/SSAB Training Pool Decision Shahanara.begum@salford.gov.uk
Patsy.molloy@salford.gov.uk**

- 17.1. Ms Seale informed that this proposal was discussed at the Coordination and Delivery meeting in May 2017. The meeting agreed in principal to the proposal for a joint SSCB and SSAB training pool. The proposal is being discussed today for the SSCB to ratify that decision.
- 17.2. Ms Hubber noted that SSCB has an active and dynamic training pool and is not clear how established SSAB's training pool is. Ms Hubber would not want to join forces with SSAB if it creates a detrimental effect on SSCB training. Ms Seale accepts this is a legitimate concern and informed that this concern has been discussed at the Strategic Training Group. Currently we are looking for a principle agreement, with the detail of implementation to be discussed to ensure that implementation takes place with realistic training opportunities. There is the potential of some joint training; however the joint training pool is dependent on the SSAB Training Coordinator post being recruited to. Ms Seale informed that she agrees to the principle of joint training but is aware of the importance of retaining the good work of SSCB training. **The meeting agreed** to the principle of a joint group but will not allow changes to be of detriment to the SSCB Training.

18. Evaluation of Signs of Safety M.Shannon@leedstrinity.ac.uk

- 18.1. The Signs of Safety evaluation was included in the papers for information. Mary Shannon will attend the SSCB meeting on 18th September 2017 to present the evaluation.
- 18.2. Ms Hubber informed that work is ongoing to look at how Signs of Safety is implemented from the first call to The Bridge.

Standing Items

Item No	Title	Lead	Paper/Presentation
19.	<u>Items to refer to young people</u>	<u>Open</u>	<u>N/A</u>
19.1.	It was agreed to as Tim Rumley to refer Viewpoint to the Youth Council and ask if young people that have used Viewpoint will recommend it to other children.		
20.	<u>Items to evidence challenge and/or good practice</u>	<u>Open</u>	<u>N/A</u>
20.1.	The Annual Report from Barton Moss evidenced good practice, the report is positive and child centred. Ms Hubber informed that Charlie Taylor, President of Youth Justice Board, visited Barton Moss last week and was very complementary about the unit.		
20.2.	Ms Shannon informed that following the JTAI inspection in Salford, Rotherham have visited and are asking for guidance and possibly a Peer Review.		
20.3.	The discussions about the Child Protection annual report evidenced challenge		
21.	<u>AOB:</u>		
21.1.	It was noted that Ms Shannon will leave Salford soon and this is her last SSCB meeting, Ms Hubber took the opportunity to wish her well and thanked her on behalf of the SSCB for all of her hard work during her time in Salford.		
21.2.	Ms Hubber also expressed her best wishes to Mr Westwood who was taken ill unexpectedly at the beginning of this meeting		

Dates and themes of future SSCB meetings

Date	Report Deadline	Theme	SSCB Lead
18/09/2017	04/09/2017	Complex Safeguarding (Prevent, Modern Slavery, FGM)/ Future Safeguarding arrangements	Debbie Blackburn/ Andrea Patel/ Chair

16/10/2017		Development Session	Chair
20/11/2017	06/11/2017	Neglect	Sean Atkinson

Minutes verified by: S Hubber, Assistant Director: Specialist Services

Minutes verified on: 28th June 2017