
Date:

27th September 2017

Venue:

Snow Room (GO35) West Offices

Present:

(SW) Simon Westwood, CYSCB Independent Chair

(SS) Dr Sarah Snowden, Vale of York Designated Doctor for Safeguarding Children

(FM) Fiona Mockford, Named Nurse for Safeguarding Children York Teaching Hospital (represented Sue Roughton Head of Safeguarding)

(KH) Karen Hedgley, Designated Nurse for Safeguarding Children VoY CCG

(KA) Karen Agar, Associate Director of Nursing, TEWV

(LD) Laura Davis, Workforce Development Adviser, CYSCB

(JS) Jon Stonehouse, Director of Children's Services Education & Communities

(MG) Matthew Grant, CP Lead St Peters School

(SA) Sarah Armstrong, Chief Executive, York CVS

(BT) Barry Thomas, Lay Member

(NC) Nigel Costello, Superintendent (representing Lisa Winward Deputy Chief Constable NYP)

(ER) Eoin Rush, Assistant Director, Children's Services

(KA) Kyra Ayre, Head of Service, Adult Safeguarding

(AW) Anna Wynne, CYSCB Performance & Governance Officer

(CB) Cathy Brown, CYSCB Performance & Governance Officer (Interim)

(VO) Vikki O'Brien, Community Director, CRC (Community Rehabilitation Company)

(MP) Melanie Perara, Deputy Head of Legal Services

(WB) Will Boardman, Strategy & Policy Group Manager (People & Neighbourhoods)

(MC) Michelle Carrington, Chief Nurse of Vale of York CCG

(NMcV) Niall McVicar, Head of Early Help and Local Area Teams

(GS) Ged Sweeney, Observer, Tameside Council

(MP) Marie Pearson Business Support – Minutes

Apologies:

(LW) Lisa Winward DCC, North Yorkshire Police (was represented by Superintendent Nigel Costello)

(TB) Tom Brittain, Head of Housing Services

(LJ) Louise Johnson, Head of Area, North Yorkshire National Probation Service NE Division

(CW) Caroline Williamson, Schools Safeguarding Advisor

(DE) Dot Evans, Head of Social Work Practice, Children's Social Care

(TH) Tricia Head, Head Teacher, Danesgate Community

(JB) Juliet Burton, CYSCB Business & Performance Manager

(SH) Sarah Hill, Chief Executive, IDAS

(SR) Cllr S Rawlings, Lead Member, CYC Councillor

(ZL) Zoe Lightfoot, Head Teacher, Hempland Primary Academy

(DR) Debra Radford, NSPCC, Children's Service Manager

(SR) Sue Roughton Head of Safeguarding York Teaching Hospital (Fiona Mockford Named Nurse for Safeguarding is attending on her behalf).

(MR) Megan Rule, Communications Manager, Communities & Neighbourhoods

(KM) Kim McDonnell, Service Manager, CAF/CASS

1. Introduction:

SW opened the meeting by informing members that Anna Wynne CYSCB

Performance & Governance Officer was leaving to take up a new role with NHS England. SW expressed his thanks to Anna for all the hard work that she had done over the past 18 months. SW welcomed to the meeting Cathy Brown who will be the Interim CYSCB Performance & Governance Officer.

SW advised that Juliet Burton CYSCB Business & Performance Manager was not at the meeting due to a planned absence.

SW announced that Lorna Savage Head Teacher Fulford Secondary School has now resigned her membership from the Board due to pressures of work. SW thanked Lorna for her valuable input and links to schools. The Board will need to appoint a new Secondary School representative.

FM also wanted to add apologies today from Beverley Geary, Chief Nurse

Action 270917/1: SW will discuss with Jon Stonehouse how best to seek a nomination for the Secondary School representative on the Board.

2. Draft Minutes and Actions from 12th July 2017.

The minutes of the last meeting were approved. The action log from the last meeting was discussed.

Action: 120717/01 JB to circulate the CYSCB full schedule of meetings to Board and Subgroup members. **Action completed**

Action: 120717/02 The DA Sub-report, with amendments will go to the Chair of the SYP(Safer York Partnership) with a letter from the Chair of CYSCB to propose that SYP responds with its own report, an action plan and an assurance report on the progress with the plan. CYSCB will maintain interest and involvement in the issue of the impact of DA on children and young people. SW/JB. **Action completed**

Action: 120717/03 Board members to contact JB with information and comments for the Safeguarding Disabled Children Storyboard by 31st July 2017. **Action completed.**

Action: 120717/04 Board members to contact JB with feedback on the draft CYSCB Annual Report by 31st July 2017.

AW confirmed that the Annual Report has been published and was distributed to

Board members last week. Members have been asked to disseminate amongst their organisations. SW to take the report to the next Health Wellbeing Board meeting in Nov 2017. **Action Completed**

3. Chair's Update.

The Working Together to Safeguard Children draft guidance is currently being reviewed by the Department for Education (DfE). The new Working Together guidance needs to include a list of specific relevant partners.

The draft guidance is out at the end of October or early November 2017. There will be further parliamentary scrutiny with Ministers and it is hoped that final guidance will be sent out at the end of March 2018. Currently it is proposed that there will be a 15 months implementation period to September 2019. JB & SW will be reviewing the work undertaken on the new arrangements at the CYCSB Development Day 1st March 2017. SW will take a draft report of the proposals for arrangements and guidance if available to Chief Officers Group meeting in November 2017. SW hopes to sign off the new arrangements in the CYSCB meeting in April 2018. At the Systems Leadership Group in January it will be an agenda item for both authorities providing Nick Frost (NY Independent Chair) agrees.

The Chair reminded people that the National Independent Review on CSA is starting to take public evidence. SW wanted alert people to a public hearing which will include a focus upon:

- An investigation into a Benedictine Order this will take place on 13th October 2017
- CSE and organised gangs. 13 Police forces are involved in this

NC advised that we do not know who will be at the hearing yet. Some aspects of the review are historical (before York and North Yorkshire became separate authorities). NC will attend CSE and organised gangs review.

4. Priority Delivery Scrutiny Group (PDSG) with sub-group highlights

ER thanked Dot Evans who chaired the last meeting 22nd August 2017 and prepared the 13th PDSG report for the Board. ER advised that the traffic lights on the Activity Monitor (Page 2) needs to be updated with the most recent dates of the

meetings for each subgroup e.g. CSA&E 12.9.17 & CRG 11.9.17. The Activity Monitor Overview highlights that all meetings occurred as expected.

ER confirmed the Activity Monitor is green throughout so progress is on track for all groups. The Activity Monitor reflects significant progress has been made against the Board's priorities and that continuing progress in being made through the sub-groups.

ER asked what procedure was going to be put in place for reporting in Domestic Abuse issues to the Board now that the DA Sub-group has ceased. SW confirmed that the Final Report from the Sub-group has been sent to the Chair of the Safer York Partnership and had been discussed by SYP. Jane Mowat (Head of Community Safety) who is a member of the Safer York Partnership Group would send a Highlight Report to ER so that DA issues and gaps in services relating to children/young people could be fed into PDSG and onto the Board if necessary.

Practice, Partnership, Scrutiny and Review Group (PPSRG)

PPSRG and CRG (Case Review Group) to meet to discuss Child Protection information sharing.

Operation Encompass which is currently in schools (the scheme which NYP (NorthYorkshire Police) notifies the child's school when there has been a domestic abuse incident at which a child has been present) is being extended to Health Visitors and GP practices. As Health Visitors & GP practices are linked in it was highlighted that the notification of an incident might need to go to both.

Case Review Group

ER advised (the second bullet point page 4) regarding the significant incident investigation needs to be withdrawn from the Highlight Report, the wording needs to be changed and there has been an update in the process of the review. SW advised the criteria for the ongoing case review the contract was awarded on 4th October 2017 which will determine the Terms of Reference with KH acting as the representative for CYSCB.

The hospital has rolled out the Was Not Brought policy (when children are not brought to an appointment; to replace the 'Did Not Attend' policy because children

do not bring themselves to appointments).

Issue for the Board:

- SW to ask the Safer York Partnership if there are any update workshops to be held around PREVENT and the Channel Process (to provide support to individuals at risk of being drawn into violent extremism).

CSA&E/ MfH Group (Child Sexual Abuse/Exploitation and Missing from Home)

PSCO's (Police Safety Community Officers) are making follow up home visits to children and young people who go missing to engage with the child and understand more about the missing episode. There will be follow up visits for repeat cases.

Local Area Delivery Partnership (LADP)

Sarah Armstrong Chair of the Group advised that the LADP group have been using the Department for Communities and Local Government (DCLG) maturity matrix which provides lots of good advice, case studies. Board members are invited to join the exploratory group. The next meeting is on 25th October 2017. AW asked whether there were any representatives from CAMHS (Child Adolescent Mental Health Services or TEWV (Tees East Wear Valley NHS Trust).

Action: 270917/02 NMcV to check the membership of the LADP to determine whether there are representatives from CAMHS/TEWV are present.

Neglect Sub-group

JS advised that an Adult Neglect Strategy is currently being developed and should be with the Adult Safeguarding Board. JS suggested we should bring their Strategy to this Board.

VOIG (Voice and Involvement Group)

NMcV advised that:

- The VOIG strategy has been refreshed and is available for Board members to look at
- There has been a Primary Youth Event
- A new representative from the CCG has joined the VOIG group

JS advised that there had been a recent event at West Offices where primary school

children were invited to speak about issues that were important to them for example:

- Feeling safe, they worried about the behaviour of adults in the city young and old.
- Issues around education and the environment

JS advised that this event will be replicated in November 2017 and pupils from secondary schools will be invited to attend.

SW had particular concerns around:

- Online bullying/sexting
- What do young people understand as the risks?

5. Standards for voluntary sector organisations

SA advised that Salford CVS have produced a set of 20 safeguarding standards for the voluntary and community sector. Salford CVS have developed this in partnership with the sector, over a period of time and focussing upon:

- Recognising the important role the sector has to play in safeguarding
- Embedding the principle that safeguarding is everybody's business and
- Joining up safeguarding adults and children's work to share learning and support

SA is looking to find out what our voluntary and community sector might need.

SA has contacted 25 organisations during the school holidays. SA sent the Salford CVS & Newcastle CVS sets of safeguarding standards to each organisation to ask if the tools were helpful and to find out what safeguarding training/peer support they the groups might need. SA has requested feedback on approach from the organisations and has sent them specific questions to answer.

SA confirmed that she has only had a handful of responses so far. SW advised that there isn't a deadline for responses. SW said that it needs to be led by the sector and that it needs to be a process that works for them. ER asked, how do we know whether organisations are using safe recruitment practices? MG asked how these organisations are held to account. SA said that one of the groups had asked in their responses if they could attend a Board meeting.

KH asked if the safeguarding standards were sent to voluntary organisations for both children & adults. SA confirmed that the safeguarding standards were just sent to voluntary organisations relating to children.

SW advised that he would be happy to attend one of the meetings that SA will be arranging with the voluntary sector. ER said that if it would be helpful to have someone from Children's Social Care attend the meetings then he could arrange this on a rolling basis.

6. CQC CLAS Review Report and Composite Action Plan

KH advised that she would represent Lorraine Fox Head of Safeguarding Harrogate and District NHS Foundation Trust today as she was unable to attend today's meeting.

The CLAS (Children Looked After and Safeguarding) review was announced Thursday 8th December 2017 to the Designated Nurse, Chief Nurse for Safeguarding and the Inspector was on site 12th December 2017. Evidence files and 9 case chronologies were submitted within an agreed timescale.

There were 3 Inspectors present during the week they looked at frontline practice with practitioners without Senior Managers present.

They reviewed the experiences of 64 children and young people through:

- Vale of York CCG
- YTHFT (York Teaching Hospital Foundation Trust) – ED (Emergency Department) paediatrics, maternity services, contraception and sexual health
- HDFT (Harrogate District Foundation Trust)– Specialist Nursing Team for LAC
- TEWV (Tees East Wear Valley) NHS Trust – Adult and Children's Mental Health Services
- Lifeline – Substance Misuse Service
- CoY LA – Healthy Child Service

KH advised that it was the first time that Inspectors had reviewed 0-19 Healthy

Child Service so it was uncharted territory. The Healthy Child Service responded very well. KH highlighted that outcomes for the Healthy Child Service were not part of this presentation.

KH advised that there had been lengthy feedback from the CQC Inspectors on Friday 19th December 2016 and a draft report was received in May 2017 (KH advised that many challenges had been addressed by the time the draft report arrived).

Vale of York CCG Karen Hedgley, Designated Nurse for Safeguarding Children discussed some of the highlights

Highlights:

- There were clear lines of accountability in safeguarding children
- The inspectors were satisfied that key performance indicators were embedded into provider organisations.
- The child's voice was included in Health Passports
- Commissioning processes have received safeguarding training which is beneficial
- KH submits Quarterly Reports on Safeguarding activity.

Areas for improvement:

CCG specific

- Multi-agency guidance. How are we sharing our practice guidance? Some staff were not aware of the multi-agency guidance on CSE and Resolution of professional concerns and disputes guidance.
- Developing pathways and workstreams with partner agencies

Areas for improvement:

Primary Care specific

- Recommendations around MARAC (Multi-agency Risk Assessment Conferences) concerns on Domestic Abuse information sharing processes so that GP's are informed of pending MARAC meetings regarding their patients and are asked to contribute as appropriate either by a report or

attendance at meetings.

- Secure info to LA & GP practices re Case Conferences / Strategy Meetings. Jacqui Hourigan (Nurse Consultant Primary Care) is looking at ways electronically to distribute.
- Meetings are already taking place via the appropriate avenue between Primary Care /Healthy Child Service around safeguarding.

SW discussed the information that we provided to the CQC and asked whether we were confident it was accurate and whether Board members were aware of it. SW said he wasn't sure that he or the Board was always aware of all the information that was provided.

JS highlighted that there was much more focus on the Health report in CQC than in OFSTED. OFSTED didn't require self-assessment but we did that sharing amongst partners. JS said it would have been helpful to have done self-assessment from the CQC report.

CAMHS, LAC (Looked after Children) & Safeguarding. SW asked for confirmation that CAMHS executive are aware of safeguarding issues.

SW felt that we need to be clear of what is the Board's business and what are the critical issues that the Board should address considering the CQC inspection.

KH advised that the Assurance Reports were the key vehicle to this. SW questioned whether the Assurance Report needed to be reviewed to see if any of the questions needed to be reframed e.g. Where are we now, in relation to the inspection areas for improvement?

TEWV

KA presented some of the strengths:

Strengths:

- Information sharing from CAMHS to School Nurses. There are CAMHS liaison nurses in A&E so that there is consistent cover for absences.
- CAMHS Crisis Team 10 – 10 pm
- There has been a decrease in paediatric admissions.

-
- Record keeping has been addressed where records are kept and filed
 - Developed a Manager's toolkit, Managers need to know who their Managers are working with.
 - Staff have 3 monthly supervision
 - Specialist safeguarding supervision
 - Across the organisations there are huddle boards for staff to share concerns.

There is a recommendation for TEWV to develop the mandatory use of the PAMIC tool in Adult Mental Health services to ensure it is used in every case when adults disclose that they have contact with a child or young person.

SW asked Kyra Ayre Head of Adult Safeguarding if the Adults Safeguarding Board were aware of this. She didn't think they were.

Action 270917/03 Karen Agar to send details of the PAMIC Tool to the Safeguarding Adults Board.

York Teaching Hospital Foundation Trust – Fiona Mockford, Named Nurse for Safeguarding provided a summary of some of the highlights and challenges:

Strengths:

- Organisation of 9,000 employees
- Introduced a year ago Single Point of Access (SPA) which provides safeguarding support to health professionals - 9am -5pm Safeguarding Nurse present
- Good multi-agency partnership working
- Attendance of midwifery staff at Child Protection Meetings.

Challenges:

- Recalling and relying upon information
 - Implementing AChild Risk Assessment Tool to Emergency Departments
 - (AChild Assessment) Audit completed a week before Inspectors arrived.
-

- Audit is a little behind as work is a priority
- CPIS (Child Protection Information Service) to go live 1st January 2018. FM offered to share the paperwork from HDFT (Harrogate District Foundation Trust)
- Tried to pilot a lot of supervision
- On the back of the inspection 1:1 face to face supervision introduced in June this year to practitioners
- Partnership work records are not electronic. AChild Risk Assessments are paper rather than electronic.
- AChild Risk Assessment with CSE questions will go live in Dec 17.
- Information sharing between ED and Healthy Child Service in LA.

JS asked about the facilities for children going into the ED (Emergency Department). FM advised that unfortunately the NHS hasn't funding to provide an ED unit specifically for children. There was concern at the meeting that children might be encountering adults with alcohol or substance misuse. SW asked whether there were sufficient trained Paediatric nurses within ED. FM informed members that there is a Clinical Educator for training nurses.

FM advised that there is also a child friendly room which is open 8 am – 8 pm in the Child Assessment Unit.

Harrogate & District Foundation Trust

The Chair felt that we should make sure that any safeguarding risks identified from the Health Assessments should be raised with the Board and we should seek assurance sure the safeguarding needs of the child are being met. However, the overall leadership of the health of children looked after sits with the Corporate Parenting not CYSCB.

Substance Misuse

No recommendations, systems in place.

Action Plan from CQC Review

An action plan addressing all the recommendations in the CQC report has been

done. The CQC are to receive updates and progress against the action plan.

The Independent Chair felt that the review was inaccurate because the inspection refers to 2012 data when it could have reflected on the Local Authority inspection of last year as this was published before the draft report was received. The Board have been notified by the LA about 0-19 Healthy Child Services (as this is not part of CQC regulation). There is no letter from the CQC to the Local Authority regarding this. KH advised that there was an email sent out from the CQC.

JS advised that:

1. The Director of Public Health (Sharon Stoltz) received the CQC report
2. There is real ambiguity regarding the transfer of the Healthy Child Service to the Local Authority and whether this should be registered and regulated with CQC. SS has contacted the CQC to ask. JS confirmed that we still awaiting to hear back from the CQC.

Issues for the LA:

- To bring an Assurance Report on the 0-19 Healthy Child Service on the issues raised at the CQC to the February Board.
- Where there is an overlap at what stage does the Board need to know
- To review guidance and templates on Assurance Reports to see whether they need to be changed
- To take to Interboard Chairs Meeting– Healthy Child Assurance Report, CAMHS information sharing

Action 270917/04 JS to arrange for an Assurance Report on the 0-19 Healthy Child Service to be brought to the February 2018 Board Meeting.

NMcV to provide an update on recruitment to the Healthy Child Service to the Child Scrutiny Review Group Meeting.

7. Outcomes/Evidence of Impact

- The Board had had direct influence on making Children's' issues a key element of SYP work on DA and clarified leadership and Governance
- The roll out of Operation Encompass to HV and GPs will ensure a wider

safety net and identification of Children affected by DA

- Scrutiny of the CQC report indicates the Board are holding partners to account and can track plans identifying key action for improvement
- The engagement of Primary school children and the planned event for secondary in November enables the Board to hear and consider the views of children and young people.

8. Forward Plan and Assurance Report Schedule

- There will be a Healthy Child Service Report February 2018
- Relevant Thematic and Assurance Reports to Board meetings should include both CQC and HCS updates.
- SW to attend Interboard Chairs Meeting and PDSG who are meeting in November 2017.

Action: 270917/01	SW will discuss with Jon Stonehouse the best way to seek a nomination for a new Secondary School representative on the Board.
Action: 270917/02	NMcV to check the membership of the LADP to determine whether there are representatives from CAMHS/TEWV are present
Action: 270917/03	KA to send details of the PAMIC Tool to the Safeguarding Adult Board
Action: 270917/04	JS to arrange for Healthy Child Service Assurance Report to be brought to the February 2018 Board meeting

Date, time and venue of next meeting:

Wed 13th December 2017 Snow Room (G035) 14.00 – 16.30
