



Hounslow Safeguarding Children Board

Hounslow Safeguarding Children Board, Monday 14th November 2016 at 3.00pm,
Committee Room 1, Civic Centre, Lampton Road, Hounslow.

Present		
Name	Agency	Designation
Hannah Miller	Hounslow Safeguarding Children Board	Independent Chair
Alan Adams	London Borough of Hounslow	Executive Director Children's, Adults and Housing
Jacqui McShannon	London Borough of Hounslow	Director of Safeguarding & Specialist Services, Children's Services
Jennifer Hopper	London Borough of Hounslow	Head of Troubled Families & Edge of Care, Children's Services
Lara Wood	London Borough of Hounslow	Head of Safeguarding & Quality Assurance
Permjit Chadha	Community Safety Partnership	Community Safety Manager
Chris Domeney	Youth Offending Service	Head Youth Offending Service, Children's Services
Doug Goldring	London Borough of Hounslow	Head of Division, Resident Services, Housing Department
James Jolly	Hounslow, Richmond & Kingston Probation Service	Assistant Chief Officer
Kylee Brennan	iHear	Service Manager
Debra Kane	Springwell Junior School	Headteacher
Roger Shortt	Education Improvement Partnership	Facilitator
Ray Whyms	Lampton School	Assistant Headteacher
Bhupinder Lakhanpaul	-	Lay Member
Hannah Rogers	West Middlesex University Hospital	Safeguarding Lead
Monica King	WLMHT	Named Nurse Safeguarding Children
Mandy Harper	CLCH	Named Nurse Safeguarding Children
Jane Bennie	HRCH	Named Nurse Safeguarding Children
Judy Durrant	CCG	Associate Director for Safeguarding, CCG
Dr. Nimala Sellathurai	CCG	Designated Doctor Safeguarding Children

Julie Hulls	CCG	Designated Nurse Safeguarding Children
DCI Sebastian Florent	Child Abuse Investigation Team, Hounslow Police	Detective Chief Inspector
DC Helen Flannagan	Hounslow Metropolitan Police	Detective Constable
Beverly Fyfe	Voluntary Sector Representative	Age UK
Janet Johnson	Hounslow Safeguarding Children's Board	HSCB Training & Development Manager
Brindha Emmanuel	Hounslow Safeguarding Children's Board	Interim HSCB Business Manager
Jo Leader	Hounslow Safeguarding Children's Board	HSCB Business Support & Development Officer

Apologies		
Name	Agency	Designation
Mary Harpley	London Borough of Hounslow	Chief Executive
Councillor Tom Bruce	Education and Children's Services	Councillor
Dr Imran Choudhury	London Borough of Hounslow	Director of Public Health
Michael Marks	London Borough of Hounslow	Director of Education
DCI Mark Broom	Hounslow Police	Detective Chief Inspector
Jonathan Webster	CCG	Director of Quality, Nursing & Patient Safety
Sharon Pearce	FYOI	Head of Safeguarding
Tonie Neville	West Middlesex University Hospital	Safeguarding Lead
Tahira Rauf	NSPCC	Service Manager
Dr Johan Redelinghuys	WLMHT	Director of Safeguarding
Trish Stewart	CLCH	Head of Safeguarding

1.) Introductions & Apologies

Board members introduced themselves to the meeting and acknowledged the apologies of members unable to attend.

2.) Welcome from new HSCB Chair

Hannah Miller introduced herself as the new Independent Chair of the HSCB. She explained that she has had a long career working within Children's Social Care, Adults' Social Care, and Health and held a range of positions including Director and Executive Director in Croydon. More recently, she has worked on a commissioned basis with diverse portfolios. In August 2015, she was appointed as the Independent Chair of the Hounslow Safeguarding Adults Board. As part of her induction, she will meet with some board members on a one to one basis.

The Chair said it is clear that the HSCB has made progress since its last Ofsted review in 2014; however, the board as a whole needs to continue to be held accountable and its challenge function must be strengthened. The sub-groups will be refreshed to avoid duplication and improve their functioning and reporting into the board. The board is missing multi-agency performance data, which is important, as it is vital in order to evaluate performance and assists in targeting the direction of the board. Improvements will be made in strengthening links with other boards to ensure there is improved scrutiny of work.

The Section 11 audit is outstanding and will be rolled out to all board partners shortly, with a challenge event in February 2017 to look at feedback from the audits and discuss identified areas of strength or concern.

The Chair reiterated that her role is to support agencies in safeguarding children in Hounslow and challenge where required. It was recognised that it will be difficult at times and hard conversations will be had but it is important that partners evidence how they keep children safe.

3.) Minutes of the last meeting and matters arising

The minutes of the meeting were agreed and no matters arising were discussed.

An action log will be developed in order to accurately record and track actions arising from the meeting and their timely completion.

4.) HSCB Overarching Business Plan Progress

Brindha Emmanuel summarised a report, which was circulated to members prior to the meeting and welcomed comments and questions.

The work plans of the sub-groups were developed in March 2016 based on the recommendations for improvements from the last Ofsted inspection in February 2014.

The board will no longer receive reports from sub-groups at each meeting but on a six monthly basis instead.

The HSCB data set is being developed and whilst Children Social Care predominantly provides the data, other partner agencies will be required to provide data relating to their service. It will be discussed at the Quality Assurance and Performance sub-group in December 2016 and the agreed data set will be shared with the board in January 2017.

Once this has been agreed by the board, agencies will be asked to provide their data as requested with relevant analysis and shared with the board again in March 2017.

Action - *Chair of the Quality Assurance and Performance sub-group to present the HSCB data set to the board meeting in January 2017 for board agreement.*

The Early Intervention Service in Hounslow is being disbanded and there will be a requirement for an Early Help Strategy to be developed. It was suggested that all key partner agencies write a report outlining their position on Early Help and their offer to families and present it to the board for further discussion in January 2017.

Action – *Partner agencies to write a report outlining what their Early Help offer is within their service area to be presented to the board in January 2017.*

5.) HSCB Targeted Priorities Sub-Group Half Year progress

Quality Assurance and Performance Sub-Group Report

Mark Broom, Chair of the Quality Assurance and Performance sub-group was unable to attend the board meeting however, a report outlining the work undertaken by the group and its members since March 2016 was circulated to members prior to the meeting.

Members did not have any comments or questions about the report.

Missing and Vulnerable Sub-Group Report

Jennifer Hopper, Chair of the Missing and Vulnerable sub-group summarised a report, which was circulated to members prior to the meeting and welcomed comments and questions.

The report outlined the progress and work undertaken in the sub-group since March 2016 against its agreed work plan.

Amendment – The Community Safety Partnership is responsible for modern slavery and not the Hounslow Safeguarding Adults' Board (HSAB).

The Female Genital Mutilation sub-group will be subsumed into the Missing and Vulnerable sub-group from March 2017. In addition, a formal proposal was made to the board that the Child Sexual Exploitation sub-group, which has been a standalone group since April 2015, is also subsumed into the Missing and Vulnerable sub-group. The Child Sexual Exploitation sub-group has worked hard and achieved significant work in Hounslow. Due to this there is no longer a need for the group to continue and work and monitoring around Child Sexual Exploitation can effectively continue under the Missing and Vulnerable sub-group. The board members agreed to the proposal.

The Terms of Reference and the membership of the Child Sexual Exploitation sub-group will be reviewed to amalgamate key areas of work that will continue and include key members to ensure the group is robust, focussed and is represented well by agencies.

A neglect strategy is being developed and will include input and commitment from all partners to ensure that there is confidence that neglect is being identified and managed appropriately.

Child Sexual Exploitation Sub-Group Report

Lara Wood, Chair of the Child Sexual Exploitation sub-group summarised a report, which was circulated to members prior to the meeting and welcomed comments and questions.

Members did not have any comments or questions about the report.

Training Sub-Group Report

Janet Johnson, HSCB Training, and Development Manager summarised a report, which was circulated to members prior to the meeting and welcomed comments and questions.

Progress is being made to improve the evaluation of training offered by the HSCB. This is key to ensuring that the offer is appropriate for Hounslow and to understand the impact that training is having in safeguarding children.

Julie Hulls, Chair of the Training sub-group added that work is underway to make the sub-groups work strategic.

Feltham Young Offenders Institute Sub-Group Report

Chris Domeney, Chair of Feltham Young Offenders Institute (FYOI) sub-group summarised a report, which was circulated to members prior to the meeting and welcomed comments and questions.

There have been well publicised issues across the secure estates nationally, particularly around staffing levels, the use of control and restraint and appropriate use of segregation. This was most recently prevalent in Medway Secure Training Facility and there have been no indications that there are similar concerns at Feltham Young Offenders Institute. The board agreed that it would like assurances that concerns highlighted nationally are not a feature at FYOI.

***Action** – Chair of FYOI Sub-Group to request that the Head of Safeguarding at FYOI write a report giving assurances that issues highlighted at Medway Secure Training Facility are not happening in the Feltham Estate.*

6.) Section 11 Audit

Brindha Emmanuel noted that the HSCB had not completed a Section 11 audit since 2013. A task group from the Quality Assurance and Performance sub-group met to scope and develop the audit tool, which will be rolled out in December 2016. The Section 11 will also include the Section 175 and 157 audit for both maintained and independent schools.

Audits should be returned by mid-January 2017 and a multi-agency challenge event with board partners and audit authors will be held on 6th February 2017.

7.) HSCB Annual Report 2015 – 2016

The Chair explained that the draft HSCB Annual Report for 2015-16 has been completed however, some key data has been requested which needs to be added. A supplementary report has been created of other strategic annual reports, which support the HSCB's annual report.

Once the report has been finalised it will be published on the board's website and presented to the Children's Scrutiny Panel and Health and Wellbeing Board.

Action – *The draft HSCB Annual Report to be circulated to members for comments and once the outstanding data has been received and added the report will be finalised and agreed by the Chair of the board.*

Standing Agenda Items

Youth Crime Management Board

The Youth Crime Management Board has not met since the last HSCB board meeting.

Community Safety Partnership & Violence Against Women and Girls

The Community Safety Partnership held its Business Planning Day to look at the reduction in MOPAC funding and how to deliver the five priority areas set by the Mayor of London. The reduction in funding has resulted in difficult decisions being made about which services can continue to be delivered. Safeguarding children and young people remains a key priority area of work. Further feedback will be offered at the next HSCB board meeting in January 2017.

Both the Violence Against Women and Girls Strategy and the Gangs Strategy are continuing to be developed and will be shared when they have been finalised.

The FORAWRD programme that addresses Female Genital Mutilation in Hounslow has received a small amount of funding to continue to deliver the service for the next year.

The Domestic Homicide action plan is being implemented. There is an action outlining the concerns about the reduction in the school nursing services London wide and the risk that that could pose to safeguarding. The board agreed that this should be raised with Public Health England as they are the commissioners of the school nursing service.

Action- *Permjit Chadha and Imran Choudhry to write to Public Health England on behalf of the HSCB and Community Safety Partnership.*

Health and Wellbeing Board

The Chair of the HSCB will present an update about Child Sexual Exploitation and the HSCB Annual Report to the Health and Wellbeing Board in January 2017.

Hounslow Safeguarding Adults' Board

A joint meeting had taken place between the operational staff of the HSAB and HSCB to scope what synergies and cross working could be established. As the recent domestic violence seminars delivered by the HSAB was well attended by Children's Social Care staff future seminars could be linked with issues that relate to children.

SEND Inspection

Alan Adams is the Chair the of the SEND Inspection Board. All multi-agency partners are represented at the board. The first self-assessment has been completed and whilst there is work to do, professionals are focussed and progress is being made.

Agency Reports to the Board

Child Protection Annual Report 2015/16

Melissa Goodman, Independent Reviewing Officer Team Manager summarised the report, which was circulated to members prior to the meeting and welcomed comments and questions.

Janet Johnson asked if agencies attendance at Child Protection Case Conferences is recorded. Melissa Goodman confirmed that agencies attendance is recorded and it could be included in future reports. Debra Kane commented that there is an issue about short notice to attend an Initial Child Protection Case Conference particularly for schools. Lara Wood explained that when trying to drive up timeliness of Initial Child Protection Case Conferences it does create added pressure on all agencies however in order to safeguard children appropriately conferences must be held within the specified timeframes. Nirmala Sellathurai said there is an ongoing issue with GP's not attending Conferences however, it was agreed that they should be writing good quality reports and provide them in good time.

It was agreed that a standalone report would be helpful about agencies attendance at Conferences in order to highlight and address any concerns.

Action- *Melissa Goodman and Lara Wood to provide a report to the board about agencies attendance at Child Protection Case Conferences and present at a future board meeting.*

Corporate Parenting Annual Report 2015/16

Melissa Goodman, Independent Reviewing Officer Team Manager summarised the report, which was circulated to members prior to the meeting and welcomed comments and questions.

Alan Admas recognised the improvements that have been made in both Child Protection Case Conferences and Looked After Children's Reviews, and asked if the issue of challenge, which has been an issue historically, has also improved. Melissa Goodman explained that there are still improvements to be made in challenge being effective and making impact however, Independent Reviewing Officers are regularly raising concerns with partners and escalating when required.

Serious Case Review Action Plan

The Chair explained that future HSCB Board meetings would have a Part B section, where sensitive and confidential information will be discussed. The Serious Case Review action plan progress will be discussed at the next meeting in January 2017.

Any Other Business

Joint Targeted Area Inspection

A Joint Targeted Area Inspection (JATI) Board has been set up which includes key multi agency partners. The purpose of the board is to ensure that all partners that will be included in the inspection are well prepared and are aware of what is required. The HSCB will be sited on all preparations and be informed of any requirements of the board.



Hounslow Safeguarding Children Board

HSCB BOARD MEETING ACTION LOG

Meeting Date	Agenda Item	Action	Due Date	Responsibility	Progress / Update	Completed
14 th November 2016	4 – Page 4	Chair of the Quality Assurance and Performance sub-group to present the HSCB data set to the board meeting in January 2017 for board agreement.	January 2017	Chair of Quality Assurance and Performance Sub-Group	The HSCB Data Set is an agenda item for 30 th January 2017.	
14 th November 2016	4 – Page 4	Partner agencies to write a report outlining what their Early Help offer is within their service area to be presented to the board in January 2017.	January 2017	Health, Police, Education, Children's Social Care	The Early Help Offer is an agenda item for 30 th January 2017.	
14 th November 2016	5 – Page 5	Chair of Feltham Young Offenders Institute Sub-Group to request that the Head of Safeguarding at Feltham Young Offenders Institute to write a report giving assurances that issues highlighted at Medway are	January 2017	Chair of FYOI Sub-Group and Head of Safeguarding at FYOI	The report is an agenda item for 30 th January 2017	

		not happening in the Feltham Estate.				
14 th November 2016	7 – page 6	The draft HSCB Annual Report to be circulated to members for comments and once the outstanding data has been received and added the report will be finalised by the Chair of the board.	December 2016	Board Members, HSCB Business Manager, Chair of the Board	The annual report as circulated for comments to members following the board meeting. The annual report was approved by the Chair of the board and has now been published on the board's website.	
14 th November 2016	Standing Agenda Item – page 6	Domestic Homicide Action Plan - Permjit Chadha and Imran Choudhry to write to Public Health England on behalf of the HSCB and Community Safety Partnership.		Community Safety Manager, Director of Public Health		
14 th November 2016	Agency Reports to the Board – page 7	Melissa Goodman and Lara Wood to provide a report to the board about agencies attendance at Child Protection Case Conferences and present at a future board meeting.		Independent Manager Team Manager, Head of Safeguarding & Quality Assurance	To be scheduled into board forward agenda plan.	

