

**Northumberland Safeguarding Children Committee  
Meeting Minutes**

**9<sup>th</sup> January 2020, 1.00 – 4.00pm**

**Northumberland Fire and Rescue Headquarters,  
West Hartford Fire Station, Cramlington, NE23 3JP**

<b>Present</b>	<b>Role</b>	<b>Initials</b>
Paula Mead	Independent Chair, NSCC	PM
Sheila Askew	Senior Operational Support Manager, NPS, North of Tyne	SA
Deborah Brown	Community Safety Department Policy & Team Manager, Northumberland Fire & Rescue, NCC	DB
Siobhan Brown	Chief Operating Officer, Northumberland CCG	SB
Karen Burns	Service Manager, Cafcass	KB
Robin Harper-Coulson	NSCC Business Manager, NCC	RHC
Alan Hartwell	Senior Manager, Performance, Education & Safeguarding, NCC	AH
Tracey Horseman	Operational Manager, Social Work Learning and Development, NHCFT	TH
Dean Jackson	Service Director, Education and Skills, NCC	DJ
Naomi Jones	Designated Doctor, Child Protection, CCG	NJ
Catherine Joyce	Operational Director Children's Services, Action for Children	CJ
Cath McEvoy-Carr	Executive Director of Adult Social Care and Children's Services, NCC	CMC
Vida Morris	Group Nurse Director, North Locality Care Group, NTW	VMs
Vikkie Morton	Vice Principal Students Services & Registry, Northumberland College	VMn
Lesley Pyle	Northumberland & North Tyneside Domestic Abuse & Sexual Violence Coordinator	LP
Sue Reilly	Independent Lay Member	SR
Graham Reiter	Service Director, Children's Social Care, NCC	GR
Donna Rose (for Scott Hall)	Detective Chief Inspector Safeguarding, Northumbria Police	DR
Paula Shandran	Professional & Operational Lead Safeguarding Adults & Children, Safeguarding Service, NHCFT	PS
Martyn Strike	Deputy Director of Offender Management, Northumbria CRC	MS

Jan Tilson	IRO Safeguarding Manager, NCC	JT
Lynsey Wafer	Principal Lawyer, Corporate Services, NCC	LW
Jane Walker	Virtual School Headteacher, NCC	JW
Karen Wright	Strategic Safeguarding Manager, Safeguarding Adults	KW

<b>Apologies Received</b>	<b>Role</b>	<b>Initials</b>
John Barnes	Executive Head Teacher, Seaton Valley Federation of Schools	JB
Siân Bufton	Assistant Director Children's Services, Barnardo's	SBU
Marion Dickson	Interim Executive Director of Nursing and Midwifery, NHCFT	MD
Scott Hall	Detective Chief Superintendent, Northumbria Police	SH
Liz Morgan	Director of Public Health, NCC	LM
Jill Scarr	Independent Lay Member	JS
Margaret Tench	Designated Nurse Safeguarding Children, Northumberland CCG	MT
Annie Topping	Director of Nursing Quality & Patient Safety, Northumberland CCG	AT
Paul Weatherstone	Head of North of Tyne, NPS	PW

<b>In Attendance</b>		
Adam Hall	Independent Reviewing Officer (LADO), NCC	AH
Linda Kelsall	Deputy Head of Inquiry Office (North East), Independent Inquiry into Child Sexual Abuse	LK
Sandra Blackwood	NSCC Business Support (Minute Taker)	SBI

Agenda Item	Discussion and Action Agreed	A	C
	<b>Standing Agenda Items</b>		
1.	<b>Welcome, Introductions &amp; Apologies for Absence</b> PM welcomed everyone to the meeting. Introductions were made and apologies noted - see above.		
3.	<b>Truth Project – Linda Kelsall</b> LK presented information from the Independent Inquiry into Child Sexual Abuse and this was circulated to the group post meeting. LK informed the group that victims/survivors who wish to share their experience have until the end of the year, when the enquiry will close. CMC said we need to ensure every practitioner is aware of this project. LK is happy to present this information to agencies individually, if further training is required. Leaflets and business cards were left with the group.  The Committee thanked LK for sharing this information.		
4.	<b>Minutes of Last Meeting, Matters Arising and Action Log</b> The previous minutes of 24 <sup>th</sup> September 2019 were accepted.  The action log was reviewed and updated - see separate document.		
5.	<b>Update on safeguarding / Board changes</b> CMC provided an update: <ul style="list-style-type: none"> <li>• The Strategic Safeguarding Partnership met last month and will be meeting again next week.</li> <li>• The Tyne, Wear and Northumberland Safeguarding Partnership Management Group met yesterday, and they are planning a development session in February.</li> </ul>		
6.	<b>Reports (papers)</b> <b>a) Independent Reviewing Service Annual Report 2018/19</b> JT presented her 2018/19 report and informed the group that more timely reports will be presented in future. Improvements have been seen e.g. Smarter Child Protection Plans and increased use of the Signs of Safety process.  PM asked for an explanation for the reasons behind ‘areas identified to improve practice’ i.e. missed opportunities to gather service user feedback, and JT informed the group that feedback has been obtained via involvement in Practice Weeks and October’s ‘Over to You’ – this will be included in next year’s report. There are also initiatives to gain children’s views on the work of IROs. JT will be providing information to the Quality Performance group in a few weeks’ time.  The Committee thanked JT for her report. <b>b) Designated Officer Annual Report</b> AH presented his 2018/19 report and informed the group that the more current 2019/20 report will be presented at June’s meeting. AH reassured		<b>PM</b>

	<p>the group that the evidence provided is being actioned.</p> <p>A full training programme for sports organisations is being discussed with RHC; NSSP endorsement will enable this to become part of the safeguarding training.</p> <p>CMC: The role of apprenticeships, for 16-18 year olds, needs to be considered.</p> <p>A Practice Day / audit carried out by RHC and Karen MacDonald, found the LADO system to be robust; thresholds and timelines were met effectively. This was reported to the Quality Practice and Audit Group (QPAG).</p> <p>Surprisingly, there are have been no referrals regarding allegations towards the Police and sharing of this information will be discussed at the regional LADO meeting tomorrow. DR will also discuss this with the Police Professional Standards to ensure that communication is open and the LADO informed of all allegations towards the Police. KW requested that information is also shared with the Safeguarding Adults teams.</p> <p>The Committee thanked AH for his report.</p> <p><b>c) NSCB Annual Report 2018/19</b></p> <p>This was circulated for information as it has already had a final review. The Board thanked RHC and all those who contributed.</p> <p><b>d) Report of the Scrutiny task and Finish Group on the findings of the Exclusion Task &amp; Finish group</b></p> <p>DJ presented his report, which had been provided to the Family and Children’s Services Scrutiny Committee on 28<sup>th</sup> November and then approved by Cabinet in December. Over the past five years, there has been an increase in the number of children and young people in Northumberland who have been permanently or temporarily (fixed term) excluded from schools (2017/18: 115 and 4514 respectively). Numbers in 2018/19 showed a reduction, to 83 and 3337 respectively. A Task and Finish Group was set up to address the issues and they met from January to October 2019. This report provides recommendations and the group were advised to read these in more depth - pages 17 to 20.</p> <p>The Committee thanked DJ for his report. It is reassuring to see that movement is going in the right direction and DJ was asked to provide updates to the Committee, as these will be helpful for the committee to scrutinise progress.</p> <p><b>e) North of Tyne Child Death Overview Panel Annual Report 2018-19</b></p> <p>SB provided the group with a summary.</p> <ul style="list-style-type: none"> <li>• The Health &amp; Wellbeing Board now have governance of CDOP.</li> <li>• In April 2020, processes will merge, and the group will become the North &amp; South of Tyne CDOP.</li> <li>• A regional CDOP event will be taking place this year.</li> <li>• Unsafe sleeping is still identified as a modifiable factor, although much work has been done around educating professionals and parents. NJ reminded professionals to ensure that the term ‘co-sleeping with risk factors’ is used rather than ‘co-sleeping’ per se</li> </ul>	DR	
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	<p>as a risk.</p> <p>VMs asked if a representative from Mental Health attends CDOP meetings and RHC confirmed that they are invited as relevant e.g. they were invited to discussions recently on Public Health's audit into suicide. RHC informed the group that members can attend CDOP to observe, if they wish.</p> <p>VMs commented that, on p16 where cases of modifiable factors were identified, no actions were noted. PM agreed actions were necessary in response to the findings, however stated that it is not CDOP's responsibility to identify actions, rather it was for providers and CCG to develop actions. SB will ask CDOP to highlight discussions on actions to provide more clarity.</p> <p><b>f) Northumberland Children &amp; Young People's Plan 2019-22</b></p> <p>This was developed by the C&amp;YP Strategic Partnership and CMC informed the group that there was a soft launch (because of Purdah) in December. It is to be shared by all agencies.</p> <p>The Plan will be monitored by the Partnership; safeguarding elements are influenced by the NSCC.</p> <p>VMs noted that bullying factors (found in sections 5 and 6) are still pertinent, especially in our consideration of school exclusions. The group discussed data collection on this subject; information on bullying is not routinely collected or analysed by the Local Authority. PM challenged that this needs to be looked into; JW was asked to undertake a review and provide the Board with recommendations. RHC reminded the group that Public Health have census information on bullying. School websites will also have information on their bullying/safeguarding policies.</p> <p><b>g) Sexual &amp; Criminal Exploitation Subcommittee Annual Report</b></p> <p>RHC presented an overview.</p>	<p>SB</p> <p>JW</p>	<p>VMs</p> <p>PM</p>
<p>7.</p>	<p><b>Performance and Audit Report (paper) – Alan Hartwell</b></p> <p>AH presented his report. To note:</p> <ul style="list-style-type: none"> <li>• There are no issues to escalate but intensive monitoring is still required.</li> <li>• The dataset will be finalised at the end of this month.</li> <li>• The QIP subcommittee were reassured by the audit process but they still need to see the final action plans of the audits recently presented.</li> <li>• GR commented that Children's Social Care are currently undertaking an audit of Domestic Abuse work.</li> <li>• JW will be presenting her review of the safeguarding arrangements for children not in school at the next NSCC meeting.</li> </ul> <p>Whilst understanding the need for concise reports, the recommendations need context, therefore PM requested that the recommendations from the audits reviewed by QIP are clearer, with requests for the NSCC more specific.</p>		<p>PM</p>
<p>8.</p>	<p><b>JTAI Action Plan – Cath McEvoy-Carr and Alan Hartwell</b></p> <p>The action plan was submitted to Ofsted in November. It will be monitored by the S&amp;CE subcommittee, with progress updates to the NSCC. A handout was provided during the meeting, showing colour coded progress</p>		

	(green, yellow, orange and red); the format of which was liked by the group, as it provided clarity.		
9.	<p><b>Individual agencies' JTAI Improvement Plans – All</b></p> <p><b>Northumbria Healthcare (SB)</b> Health have involvement in three of the themes and SB provided an update: a Sexual Health Advisor is now involved in MSET; work is being done with GPs around record keeping and attendance at strategy meetings; and single multi-agency training is taking place, with sharing of tools.</p> <p><b>Northumbria Police (DR)</b> Northumbria Police have completed their problem profile but due to current IT systems and difficulties with flagging CE, data cannot be retrieved. Their new IT system should be in place mid 2020; until then, data can be extracted manually. The usefulness of the problem profile, in relation to this action plan, will therefore need to be discussed further by the S&amp;CE subcommittee. In the meantime, Northumbria Police have put in place a 13-point improvement plan, to ensure the action plan is followed and they have a Strategic Lead in place for CE.</p> <p><b>Probation (SA)</b> All staff have now visited MASH and MASH staff will have the opportunity to visit Probation. A SPOC has been identified and there is MASH presence one day each week. All staff have attended safeguarding training. A single agency action plan is in place and this is being populated, alongside the JTAI action plan.</p> <p><b>Local Authority (GR)</b> Children's Social Care are in the process of determining whether their system can use flags for CE. RHC has been asked to undertake a review of the new regional MSET process to ensure that it is fit for purpose.</p>		
10.	<p><b>Safeguarding Practice Review Group Update</b></p> <p>In MT's absence, SB and RHC provided the group with an update:</p> <ul style="list-style-type: none"> <li>• 5 case reviews were considered at the last meeting of 12<sup>th</sup> November: Thomas, Molly &amp; Olivia, the R family, Sean and scoping a new chronology for KH and her siblings.</li> <li>• An extra-ordinary meeting took place on 7<sup>th</sup> January to discuss EO (baby with multiple fractures). PM questioned, on behalf of members of the committee, why this case, which included serious harm, did not meet the criteria for a serious case review (SCR). There were no serious deficiencies in multi-agency working and examples of good practice noted; this resulted in the decision to undertake a learning review (using SILP) rather than a full SCR. Identified learning will be shared, in order to further strengthen practice. The National Panel were informed of this decision today.</li> <li>• Aaron and Bobby are two joint learning reviews that have been undertaken (adult suicides), using SILP. Bobby will be presented to the Adult SAR next week.</li> <li>• MT is currently writing up the learning review for Caitlin.</li> <li>• The next meeting takes place on 4<sup>th</sup> February.</li> </ul>		PM

11.	<p><b>Forward plan – setting of next meeting’s agenda (paper) – Paula Mead</b></p> <p>Next meeting’s agenda was discussed, and the forward plan was updated (see separate document).  <b>Action:</b> The group to inform SBI when they would like to share their reports e.g. inspections.</p>	All	
12.	<b>Items to Report &amp; Discussion</b>		
12.1.	<p><b>Emergency Alternative Placement Arrangements (paper) – Graham Reiter</b></p> <p>Further to an action item from the last meeting, GR provided assurance on the process for arranging emergency alternative placements (primarily for teenagers) due to a national shortage of placements. This is a multi-agency issue as it impacts on the resources of the Police and Health as well as the LA. At present, one child is being cared for in such a placement. KB: Cafcass are undertaking a national response to Ofsted.</p>		
13.	<b>Information Items</b>		
13.1.	<p><b>Annual reports (papers):</b></p> <p>    a) <b>Private Fostering</b>      b) <b>MALAP</b></p> <p>Distributed with the agenda, for information.</p>		
13.2.	<p><b>Northumberland and North Tyneside Safeguarding Adults Board Minutes</b></p> <p>The minutes from the meeting on 26<sup>th</sup> September 2019 were distributed with the agenda, for information.</p>		
14.	<p><b>Any Other Business</b></p> <ul style="list-style-type: none"> <li>• <b>Safe Project (KW)</b></li> </ul> <p>Launched in March, this was developed by young people. Information will be shared at the next meeting.</p>		
15.	<p><b>Dates and Times of Future Meetings:</b></p> <ul style="list-style-type: none"> <li>• 12<sup>th</sup> March, 29<sup>th</sup> June and 8<sup>th</sup> October 2020</li> </ul> <p>All diarised for 1-4pm at West Hartford Fire Station, Cramlington, NE23 3JP</p>		

Name	22.01.19	14.03.19	16.05.19	25.07.19	24.09.19	9.1.20	12.3.20	29.6.20	8.10.20
Paula Mead	✓	✓	✓	✓	✓	✓			
Sheila Askew	✓	Mark Lennox	✓	✓	✓	✓			
John Barnes	✓	A	✓	DNA	✓	DNA			
Deborah Brown	✓	Charlotte Sayers	✓	✓	✓	✓			
Sian Bufton/Emma Ramsay	✓	✓	A	✓	A	A			
Karen Burns	✓	✓	✓	A	✓	✓			
Wayne Daley (observer)	DNA	A	A	A	A	DNA			
Marion Dickson	Jane Smyth	A	A	Paula Shandran	Elaine Henderson	A			
Anna English	Karen Wright	Karen Wright	Karen Wright	Karen Wright	Karen Wright	Karen Wright			
Nicholas Greenley	A	✓	A	✓	DNA	A			
Scott Hall	Steve Ammari	Steve Ammari	Steve Ammari	Louise Cass-Williams	Steve Ammari	Donna Rose			
Robin Harper-Coulson	✓	✓	A	✓	✓	✓			
Alan Hartwell	✓	✓	✓	✓	✓	✓			
Dean Jackson	A	✓	✓	✓	✓	✓			



Naomi Jones	✓	✓	✓	✓	✓	✓			
Catherine Joyce	✓	✓	Lindsey Kirk	✓	✓	✓			
Cath McEvoy-Carr	✓	✓	✓	A	A	✓			
Liz Morgan	✓	✓	✓	Karen Herne	Karen Herne	A			
Vida Morris	✓	✓	Leesa Stephenson	✓	✓	✓			
Vikkie Morton					✓	✓			
Sue Reilly	✓	A	✓	✓	✓	✓			
Jill Scarr	✓	A	A	✓	A	A			
Phil Soderquest	DNA	DNA	A	Julie Stewart	A	DNA			
Martyn Strike	✓	✓	A	Mark Ryland	A	✓			
Margaret Tench	✓	✓	✓	A	A	A			
Jan Tilson	Karen MacDonald	✓	✓	✓	✓	✓			
Annie Topping	✓	✓	✓	✓	✓	A			
Lynsey Wafer	✓	✓	✓	A	A	✓			

✓ = Attended DNA = Did not attend A = Apologies