.



**Hounslow Safeguarding Children Board**

**Hounslow Safeguarding Children Board Meeting,**

**Monday 26th November 2018,**

**3.00pm – 5.00pm,**

**Committee Room 1, Civic Centre**

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| **Attendees** | | |
| **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 |
| Lara Wood | London Borough of Hounslow | Head of Safeguarding & Quality Assurance |
| Councillor Tom Bruce | Education and Children’s Services | Councillor |
| Dr Nirmala Sellathurai | CCG | Designated Doctor Safeguarding Children |
| Michael Marks | London Borough of Hounslow | Director of Education |
| DCI Helen Flanagan | Hounslow Police | Detective Chief Inspector |
| Jo Leader | Hounslow Safeguarding Children’s Board | Acting Business Manager |
| Janet Johnson | Hounslow Safeguarding Children’s Board | Training & Development Manager |
| Julie Hulls | CCG | Designated Nurse Safeguarding Children |
| Tony Bowen | HRCH | Named Nurse Safeguarding Children |
| Clare McKenzie | London Borough of Hounslow | Children’s Commissioning Manager, Public Health |
| Permjit Chadha | Community Safety Partnership | Community Safety Manager |
| Ray Whyms | Lampton School | Assistant Headteacher |
| Monica King | WLMHT | Named Nurse Safeguarding Children |
| Martin Forshaw | London Borough of Hounslow | Head of Safeguarding Specialist Services |
| Chris Domeney | Youth Offending Service | Head Youth Offending Service, Children’s Services |
| Kamm Grewal | Springwell Junior School | Headteacher |
| Linda McDonald | Homestart | Director |
| DCI Sebastian Florent | Child Abuse Investigation Team, Hounslow Police | Detective Chief Inspector |
| Sharon Pearce | Feltham YOI | Head of Safeguards |
| Karen McLean | Homestart | Voluntary Sector Representative |

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| **Apologies** | | |
| **Name** | **Agency** | **Designation** |
| Greg Ashman | Borough Commander | London Fire Brigade |
| Kylee Brennan | ARC | Service Manager |
| Samantha Louisey (for Graeme Baker) | West Thames College | - |
| Laura Maclehouse | London Borough of Hounslow | Acting Director of Public Health |
| Richard Arnold | London Fire Brigade | - |
| Selene Grandison | HM Prison & Probation Service | Interim Head of Service Delivery – Hounslow, Kingston and Richmond |
| Dr Johan Redelinghuys | WLMHT | Director of Safeguarding |
| Marcia Lennon | CAFCASS | - |
| Amanda Lowes | LB Hounslow | Head of Housing Client Service |
| Vik Seenayah | Partnership Manager | London Community Rehabilitation Company |

**1) Introductions & Apologies**

Board members introduced themselves to the meeting. Apologies of members unable to attend were noted.

**2)** **Minutes of the last meeting & matters arising**

The minutes of the last meeting were agreed and no matters arising were discussed. The action log was updated.

The Chair advised that papers that need to come to the board or that are due back to the board should be sent to Jo Leader to ensure nothing is missed.

**3) BBC Children in Need Emergency Grant Presentation**

Laura Cope summarised the report, which was circulated to members prior to the meeting and welcomed comments and questions.

BBC Children in Need Emergency Essentials programme supports individual children and young people living with severe poverty who are facing exceptionally difficult circumstances and is delivered by Family Fund Business Services. The programme provides items that meet children’s most basic needs such as a bed to sleep in, a cooker to give them a hot meal, clothing (in a crisis) and other items and services that are critical to children’s wellbeing.

**Eligibility**

**The programme awards grants for critical household items:**

* Electric cookers
* Fridges, freezers and fridge-freezers
* Washing machines and tumble dryers
* Children’s beds and bedding (including cots)
* Kitchen equipment and small appliances
* Furniture
* Clothing
* Baby equipment

**The programme supports:**

* Vulnerable children and young people up to the age of 18 who are experiencing a crisis or emergency.
* UK or EU citizens who are normally resident in the UK.

**The programme is unable to support:**

* Adults aged 18 and over.
* Those who do not meet income criteria as defined by the programme.
* Those who are leaving care who have access to separate, specific statutory provision.
* Children and young people who do not meet the residence criteria as defined by the programme.

The Chair noted that this is good news for many of the frontline workers and commented that it would be useful for Laura Cope to attend departmental team meeting to inform of this programme.

HSCB and Laura Cope will be hosting a Children in Need Workshop on the 18th February 2019.

**A*ction: Laura Cope to email Eventbrite booking link to Jo Leader to disseminate to Board members.***

**4) Children Missing Education Annual Report 2017 / 2018**

Sandra Weir, Children Missing Education Officer - Inclusion & Jan Hedges, Inclusion Manager, summarised the report which was circulated to members prior to the meeting and welcomed comments and questions.

This year there has been an increase in the number of children who have left the UK to return to their home countries and in some cases without notifying the school. There has been an increase in the number of new arrivals to the UK from outside the EU. The Children Missing from Education (CME) Officer has worked closely with Education Welfare Service and schools to locate the whereabouts of these children.

There is a continued rise in Hounslow with CME arriving in the UK with Special Educational Needs and Disability (SEND). These children do not have an Education Health and Care Plan (EHCP) or a Statement of Educational Needs (SEN).

Sandra Weir informed that this year a panel was piloted to monitor these CME cases. Thirty-four children were discussed between January – July 2018 with seventeen in provision and five started provision in September 2018. The remaining twelve will be progressed in 2018/19.

There are still challenges with some schools not sharing information and using the in-house system that supports the process of starters and leavers. Support and training on this system are being offered to new members of staff.

The CME officer continues to encourage schools to comply with the CME legislation introduced in September 2016.

**Plan for 2018 / 2019**

* Establish more contacts in Housing.
* The School Admissions Starters and Leavers report will be updated so that schools must complete fields with information as oppose to leaving details blank.
* Ensure correct School Admin staff are being contacted with regards to CME procedures (cross check names against schools) and remind current staff to pass on CME procedures when a new staff member starts.
* Continue with termly emails informing schools of CME process.
* Encourage schools to use a leaver’s form.
* Following a recent review of the Inclusion Team a new structure has been confirmed and with effect from September 2018 and brings together the Admissions & Place Planning, Children Missing Education, Exclusions and Fair Access and Education Welfare under one service.

***Action: Michael Marks and Akwal Gill to prepare an interim Elective Home Education Report for April 19 Board.***

***Action: Housing to check if notifier tool still exists to support CME check.***

**5) Corporate Parenting Annual Report 2017 / 2019**

Paul Andrews, Safeguarding & Quality Assurance Manager, summarised the report, which was circulated to members prior to the meeting and welcomed comments and questions.

This report contains a summary of the priorities and activities undertaken by Hounslow IROs from 2017/18 and reports on progress from 16/17. This report aims to identify areas of good practice as well as issues for further development; specifically identifying matters of significant importance that need to be addressed without delay.

Within the report, reference was made to:

* Progress of agreed actions in the IRO Annual Report 2016/17
* Professional profile of the IRO Service
* Training and professional development of IROs
* Timeliness of CLA Reviews
* Quality assurance activity
* Role of the Independent Reviewing Officer in care planning
* Issues Resolution Process
* Consultation with children, young people looked after and other attendees
* Profile of Hounslow Children & Young People Looked After and key data and analysis
* Priorities for 2018 – 2019

**IRO Challenge Forms:**

**Key Strengths**

* There are 19 instances of formal IRO Challenge on the LCS system whereas it was previously not possible to collate this data
* The expectation of formal challenge is now embedded within the IRO Service, with the majority of IRO showing a clear understanding of the Issues Resolution Process and how to record this
* There has been evidence of impactful and purposeful challenge that has contributing to achieving positive outcomes for children

**Areas of Improvement**

* Improved timeliness in resolving IRO Challenges
* Increased evidence of IRO Challenge forms on file
* Continue to engage and participate in LAC reviews
* Quality Assurance manager to do auditing work with IRO’s
* Encourage young people to chair their own reviews

Currently there is one IRO who encourages young people to chair their own LAC reviews. Members informed that next year they would like to see this done more regularly.

**6) Child Protection Annual Report Executive Summary 2017 / 2018**

Paul Andrews, Safeguarding & Quality Assurance Manager, summarised the report, which was circulated to members prior to the meeting and welcomed comments and questions.

This report is a summary of what the IRO’s have been doing well for the children and young people of Hounslow and where IRO’s think they can still do better.

**Areas where improvements were made from last year:**

More children and young people are reported to have had medical and dental checks than what was reported in the previous year.

As of March 2018, 99.3% of school-aged young people (Nursery – Year 11) had Personal Education Plans (PEPs).

Most young people continue to be placed within 10 miles of Hounslow and it is expected that with IRO’s working in partnership with Social Workers to drive the “Local Offer,” will be able to ensure that all children and young people, regardless of their placement location, have access to the support on offer.

As of March 2018, only 10.1% of children and young people were reported to have three or more placement moves throughout the year. As IRO’s want to further reduce the number of placement disruptions for young people, a targeted Placement Stability Review Day occurred in November 2018, with clear contributions from the IRO Service, where plans were agreed to further address this.

**Priorities for 2018/2019**

To make sure that reviews are convened in a consistent and timely way to ensure that children and young people are settling in their placement and are provided with the support that they require as quickly as possible.

To ensure that arrangements are being reviewed in time between LAC Reviews (midway monitoring), to ensure that the plans created at these meetings are being progressed in a timely manner.

To ensure that the plans created for children and young people are easily understood by themselves, those they care about and the members of their professional network.

To ensure that the minutes of children and young people reviews are completed in a timely manner and are written in a way that is easily understood and reflective of their wishes and feelings.

To provide children and young people with increased opportunities to have their voices heard and seek their views about the quality of care they are receiving. The IRO’s also want to support young people with chairing their own reviews to ensure that they are actively engaged in the decisions that are made on their behalf.

To work in partnership with children and young people’s allocated social worker earlier on to ensure that they have the support required for transition into adulthood.

Lara Wood informed that scrutiny panel is a new panel in place to look at cases on CP Plan 12 months and over. This might be lowered to 10 months.

**7) CAIT Attendance at Child Protection Conferences**

DCI Seb Florent**,** Metropolitan Police,summarised a report, which was circulated to members prior to the meeting and welcomed comments and questions.

In response to the concerns raised of the recent lack of CAIT attendance at Child Protection Case Conferences, particularly Initial Child Protection Conferences (ICC), DCI Seb Florent reviewed performance figures for the months of June, July, August and September 2018.

ICC attendance and submission of RCC reports in June and July was 100% which indicates targets are being met. August and September saw a decline in ICC attendance. In August there was a 24% attendance which must be considered against a sudden spike of over 100% in ICCs called. September saw a return to the average with 12 ICCs called, but only 64% attendance by Police. The figures show that throughout August and September 100% of RCC reports were completed and submitted.

The recent failure in meeting the ICC commitments has ascended because of a sudden reduction of Police Conference Liaison Officer capacity in Hounslow from three members of staff to only one. As of 18th February 2019, the Child Abuse and Sexual Offences Command will be disbanded and the responsibility for Child Protection will pass to Basic Command Units under the Safeguarding Strand. Hounslow and Hillingdon Boroughs will be supported by the West Area BCU.

It has not been possible to replace these members of staff and given that the MPS is in the process of reorganising to a model that will see Child Abuse Investigation Teams disbanded and their roles and responsibilities will sit with the BCU.

**8) ILACS Ofsted Inspection**

Jacqui McShannon summarised the report, which was circulated to members prior to the meeting and welcomed comments and questions.

The Inspection of Local Authority Children’s Services (ILACS) is a new Ofsted inspection framework which commenced in 2018. Children’s services in Hounslow have been given an overall judgement of “Good” by Ofsted.

**Key Strengths**

* A thoughtful and caring approach to working with children and their families in Hounslow.
* Social workers and leaders know their children well and ensure that they receive timely and appropriate help to meet their individual needs.
* Many individual areas are singled out in the report, including strong corporate parenting arrangements, highly effective multi-agency work with unaccompanied asylum seekers and children being well matched and placed more quickly with adopters.
* All areas for improvement identified by inspectors were known to senior leaders, with well-targeted action plans already in place which are continuing to improve quality and outcomes for children.
* Senior leaders, supported by Hounslow Safeguarding Children Board, have worked effectively with partners to raise the awareness and understanding of thresholds. This is resulting in better quality referrals.

**Areas for Improvement**

The inspection report identifies the need to improve the consistency of services offered to children in need of help and protection and to care leavers, and sets out four areas for improvement:

* The quality of plans for children in need, including children in need of protection and disabled children.
* The quality of case recording, with regard to: the management of allegations, 16- and 17-year-old homeless young people, private fostering arrangements and elective home education.
* The quality of recording of management oversight and supervision.
* Health information for care leavers.

Alan Adams commented that it was a good inspection process which reflects the hard work over the few years where Hounslow has built a community around their children. Alan Adams informed that the report is honest and is a delightful read.

Jacqui McShannon commented that the report does not capture the positive feedback. She is proud of Heads of Service, Managers and Staff.

Cllr Tom Bruce commented that Hounslow’s employees must really celebrate the positive outcome from the Ofsted inspection and people need to spread the word that Hounslow is a good borough to live.

The Chair informed that the HSCB was not inspected however she had a long interview with the inspectors and partnership working was acknowledged to be strong which is positive.

The Chair would like to congratulate Children’s Services on the positive outcome of the ILACS Inspection.

**9) HRCH Performance in the MASH**

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

Quarter 2 saw 128 requests for health compared to 239 requests in quarter 1 and only 46% of cases breached compared to 54% in quarter 1 which indicates there has been a slight improvement in the timeliness of health intelligence reporting. An action from MASH health intelligence meeting was to draft a Standard Operating Procedure (SOP) for responding to health information requests and share with MASH management group for review. The MASH SOP will be launched on the 3rd December 2018. Returns will be audited in January 2019.

The Chair acknowledged the volume of work that has gone into this piece of work.

**Standing Agenda Items**

**10) Feedback from Strategic Boards**

**Youth Crime Management Board**

No safeguarding updates were shared with the meeting.

**Violence Against Women and Girls (VAWG)**

No safeguarding updates were shared with the meeting.

**Community Safety Partnership**

No safeguarding updates were shared with the meeting.

**Health and Wellbeing Board**

No safeguarding updates were shared with the meeting.

**Hounslow Safeguarding Adults’ Board**

No safeguarding updates were shared with the meeting.

**SEND Inspection**

No safeguarding updates were shared with the meeting.

**11) FYI – No items**

**12) Any Other Business**

The Chair informed the meeting that Alan Adams, Executive Director for Children’s, Adults and Housing is leaving the London Borough of Hounslow and would like to thank him for his great support of the Board.

The Chair congratulated Helen Flanagan on her promotion to temporary Superintendent of Safeguarding.

**Part B Agenda – Confidential**

**13) Intake Teams Staff Pressure Position – Confidential Item**

This item was discussed as a Part B confidential agenda item and has been recorded separately.

**14) YOS Inspection Initial Feedback – Confidential Item**

This item was discussed as a Part B confidential agenda item and has been recorded separately.