



**Hounslow Safeguarding Children Partnership Meeting,
Monday 18th November 2019,
3.00pm – 5.00pm,
Floor 6, Room 10, Hounslow House**

Attendees		
Name	Agency	Designation
Hannah Miller	Hounslow Safeguarding Children Board	Independent Chair
Michael Marks	London Borough of Hounslow	Director of Education
Councillor Tom Bruce	Education and Children's Services	Councillor
Jennifer Hopper	London Borough of Hounslow	Head of Safeguarding & Quality Assurance
Jo Pymont	London Borough of Hounslow	Interim Head of Improvement
Martin Forshaw	London Borough of Hounslow	Head of Safeguarding Specialist Services
Jo Leader	Hounslow Safeguarding Children's Partnership	Business Manager
Clare McKenzie	London Borough of Hounslow	Children's Commissioning Manager, Public Health
Amanda Lowes	London Borough of Hounslow	Head of Housing Client Service
Dr Nirmala Sellathurai	CCG	Designated Doctor Safeguarding Children
Emelia Bulley	CCG	Designated Nurse
Thomas Webster	West London NHS Trust	Named Nurse Safeguarding Children and Young People
Tony Bowen	HRCH	Named Nurse Safeguarding Children
Kerry Jacks	Feltham YOI	Head of Safeguards
Sophie Bartle	London CRC	Partnerships & Contracts Manager
Ian Berryman	Woodbridge Park Education Service	Special Schools Rep
Ayodeji Oaunyemi	HM Prison & Probation Service	Head of Operational Support
Asmat Nisa	Public Health	Interim Consultant
Kevin Prunty	Cranford Community College	Secondary School Rep
Guests		
Bob Spencer	London Borough of Hounslow	Head of Placements and Looked After Children's Resources
Sharon Richards	London Borough of Hounslow	Hounslow LADO
Sandra Weir	London Borough of Hounslow	Children Missing Education Officer
Hilary Baker	London Borough of Hounslow	Access to Education Team Leader

Jatinder Virk	London Borough of Hounslow	Elective Home Education Lead
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Apologies		
Name	Agency	Designation
Marcia Lennon	CAFCASS	-
Kamm Grewal	Springwell Junior School	Headteacher
Selene Grandison	HM Prison & Probation Service	Interim Head of Service Delivery – Hounslow, Kingston and Richmond
Sarah Green	Chelsea & Westminster Hospital	Consultant Midwife for Public Health and Safeguarding
Helen Flanagan	Hounslow Police	Detective Superintendent
Claire Hind	Hounslow Police	-
Karen McLean	Homestart	Voluntary Sector Representative
Josephine Daly	Oak Heights School	Independent School Rep
Niamh Murrell	HM Prison & Probation Service	-
Toby Kempton	London Fire Brigade	-
Ronald Bevan	ARC	Area Manager
Stuart Crichton	London Ambulance Service	-
Janet Johnson	Hounslow Safeguarding Children's Partnership	Training & Development Manager
Permjit Chadha	Community Safety Partnership	Community Safety Manager
Parminder Sahota	West London NHS Trust	Director of Safeguarding Children and Adults
Emily Martin	Feltham YOI	Governor
Graeme Baker	West Thames College	-

1) Introductions & Apologies

Partnership 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.

3) Children Missing Education Annual Report 2018/19

Sandra Weir, Children Missing Education Officer, summarised the report which was circulated to members prior to the meeting and welcomed comments and questions.

There has been an improvement in reporting Children Missing Education (CME). The number of CME arriving in the UK and moving into Hounslow with significant Special Educational Needs and Disability (SEND) has continued to rise. These children do not have an Education Health and Care Plan (EHCP) and in some cases have little supporting paperwork. During 2018/19 the Settings Allocation Panel has developed to include all Children Missing Education with SEN with or without a plan. The purpose of the panel is to monitor and move placements forward.

Achievements

- In 2018/19 the CME Officer helped to negotiate two individual reception children who were suffering with high levels of anxiety back into Year 1. Both children had been withdrawn from Reception class by their parents and were also non- statutory school age. Both children were supported by Children's Centres in Hounslow and Brentford, which enabled them to successfully return to school.
- In 2018/19 we focused on Hounslow's Independent Schools to ensure that they complied with the CME Legislation dated September 2016.
- Most of Hounslow schools are now completing reasonable enquiries, before referring to the Children Missing Education Officer. As a result of this, referrals to CME for children moving out of the LA have reduced, which allow us to focus on the more urgent cases of CME, where schools are unable to locate children. Reporting to School Admissions from LA schools has also improved.
- In 2018/19 Children's Services received 3 separate referrals from the Border Agency Immigration Department for 4 children coming into the UK. These were passed onto the CME Officer and there was successful communication with the parents of these children, to ensure they made applications and started at schools. Receiving these referrals were reassuring that professionals in other government departments are considering CME.
- During 2018/19 the CME officer has formed positive relationships with landlords and letting agencies who have left their properties.
- The School Admission's Starters and Leavers report has been updated to ensure that all field are mandatory to completed. However, there are still some schools who are still not completing the full address and new school name.
- Some schools have adopted the recommended leaver's form, which captures all the CME information when a child leaves school. This is then reported to School Admissions.

Challenges

- During the year the Home Office National Border Targeting Centre, have issued new guidelines to LA officers and are unable to complete checks as before to establish if a child has left the UK, unless there are safeguarding concerns.
- Not all schools have systems in place to ensure that staff in school are inducted in the CME processes and procedures. The CME Officer will continue to work with new staff to ensure they are aware of the process.

Plans for 2019/20

- To continue with termly emails informing schools of CME process and ensuring that new staff are provided with CME procedures.
- Review the CME Policy and Off Roll Procedures.

- To monitor the Starters and Leavers from Independent Schools to ensure they are returned on a regular basis.

During the last OFSTED Inspection, they were impressed with the additional checks Hounslow have in place for Children Missing Education that are not a statutory requirement. In particular, the 'Safeguarding Report' that School Admissions have developed to ensure that all children moving into Reception and Year 7 are accounted for.

Sandra Weir delivered a presentation on CME to Heads and Deputy Safeguarding Leads (DSL) at the HSCP Headteachers Safeguarding Briefing Session on the 5th November 2019.

Members accepted the CME annual report.

Elective Home Education Annual Report 2018/19

Jatinder Virk, Elective Home Education Lead, summarised the report which was circulated to members prior to the meeting and welcomed comments and questions.

In 2018/19, there were 108 requests received to Elective Home Education (EHE) and 53 have been placed back into an education provision. As of the 1st November 2019, there are 238 pupils on the EHE register which is a moving target with pupils going on and coming off the register on a regular basis.

Achievements

- In July 2019, the EHE appointed an experienced EHE coordinator enabling team to have more than initial contact with EHE families.
- A named contact in SEN team who has responsibility for all EHE children/young people with EHCPs.
- The information booklet for EHE parents was updated.
- The Hounslow website was updated to enable easier access to parents regarding Elective Home Education.
- A generic Elective Home Education email address is being set up as a main communication point for schools/parents/CHAS team.
- The list of all EHE children/young people is shared with CHAS teams' termly.
- Active participation in Regional Professional EHE Network.
- EHE coordinators now share an extensive list of ideas and resources as well as signposting to online learning programmes, websites, exam centres, educational outings, groups, etc.

Challenges

- The number of families requesting EHE has increased. When a request for EHE is received, the team carry out safeguarding checks and ensure that the family do wish to EHE, understand what has brought parents to this decision and that they understand their responsibilities.
- The team continues to work closely with Social Care to ensure that no pupils who are on a CP Plan are on the EHE register.
- The team are still attempting to work with families informally who are choosing not to engage with the LA or provide evidence of education (49) although the EHE team have taken legal advice on next steps.

Plans for 2019/20

- To continue to work closely with Admissions, Children Missing Education, Exclusions and Fair Access, Connexions, Social Care and Education Welfare.
- To work with MIT to complete a data matching exercise to ensure that no children/young people on the EHE list have returned to school.
- To continue to build effective relationships with more EHE families.
- Foster a stronger relationship with Hounslow home educating parents.
- To complete all outstanding repeat visits.

Members accepted the EHE annual report.

Traveller Education Team Report

Jatinder Virk, Traveller Education Lead, summarised the report which was circulated to members prior to the meeting and welcomed comments and questions.

The Traveller Education Team (TET) work with a range of families who live in or pass through London Borough of Hounslow which includes the English Gypsy community, Irish Heritage Travellers, the Showmen/Fairground and the housed Roma community. Since January the TET visited all the 26 EHE GRT children / young people. The team works closely with Elective Home Education (EHE) coordinators, CHAS teams including CME and SEN to ensure consistent messages are given as well as extensive list of ideas and useful resources and signposting to online learning programmes and websites.

Achievements

- TET relationships with families
- EHE visits completed
- Schools are proactive in contacting the TET if any concerns regarding learning, behaviour and attendance
- TET working closely with Admissions, Children Missing Education, Exclusions and Fair Access, Connexions, Social Care and EHE

Plans 2019 -2020

- Improve attendance of GRT pupils and young people
- Continue to work with families and make closer links with key staff in schools

Members accepted the TET annual report.

4) LADO Annual Report 2018/19

The Chair introduced Sharon Richards to members as the new Interim Local Authority Designated Officer (LADO) for Hounslow.

Sharon Richards, Designated Officer, summarised the report which was circulated to members prior to the meeting and welcomed comments and questions.

There has been a substantial increase in the referral rate this year particularly from Feltham Young Offenders Institute (FYOI). The overall rise in referrals was likely to be attributable to a greater national and local awareness of the LADO role, improved recording systems via the LCS database, and an increased referral rate from FYOI. This high referral rate from FYOI overshadowed the referrals from the other partner agencies.

There has been underrepresentation in referrals from health, faith groups, police and the voluntary sector. Awareness raising across these agencies needs to be undertaken to ensure referrals from all agencies are proportionate.

This year significant improvements have been made with improved systems in place to receive and track referrals as well as improve the quality and consistency of case recording and application of threshold. A shared LADO Outlook account has been established to receive all incoming LADO referrals and a new LADO data set has been set up on Children's Services LCS System.

LADO training/awareness needs to be undertaken across Children's Social Care team to increase understanding of the LADO role. The LADO is supported by a SAAM duty system operated by IRO and CP Chairs. This system aims to add resilience to the LADO service.

The LADO will be undertaking internal audits around application of threshold. Hounslow will be participating in a peer review with the London Borough of Ealing and the results will be shared with the Partnership.

Sharon Richards has arranged for all LADOs who work with the YOIs to come together to discuss issues and look at common themes to improve outcomes for young people in custody.

Sharon Richards delivered a presentation on LADO to Heads and Deputy Safeguarding Leads (DSL) at the HSCP Headteachers Safeguarding Briefing Session on the 5th November 2019.

Members accepted the LADO annual report.

5) Private Fostering Annual Report 2018/19

Bob Spencer, Head of Placements and Looked After Children's Resources, summarised the report which was circulated to members prior to the meeting and welcomed comments and questions.

Referrals to the Fostering team have increased since last year but remain low, as they are nationally. Between January 2018 to September 2019 there were 13 referrals of a Private Fostering arrangement, which have all proceeded to assessment. There are presently 7 open cases in the team.

Over the past year the London Borough of Hounslow has continued to promote local understanding and awareness of Private Fostering and sought to improve the needs of the children and young people concerned. This includes using internal audits to review performance and identify where improvements need to be made. Hounslow gives consideration of all examples of good practice regarding Private Fostering and demonstrates where possible innovative practice and aims to also exceed the National Minimum Standards.

Following OFSTED Inspection in November 2018, LCS has introduced an alert system to the Fostering Team Duty when a notification is received. This enables the Private Fostering Lead to track cases and initial assessment and to offer and provide advice, with the aim of minimising delay of assessments. There has been a noted improvement in the completion of initial assessments and allocations of Private Fostering Arrangements. LCS also provides a report of private fostering arrangements on a quarterly basis.

To increase the awareness in Hounslow Private Fostering Leads are working with the Corporate Communications team to promote the Private Fostering Communications plan.

The team is looking at an amendment to school procedure to put a tag on schools' admission.

The Private Fostering Service is asking for the support of agencies to identify more potential private fostering arrangements. During call outs police can explore family composition to identify private fostering arrangements. Members agreed that Health should be a key part in identifying in younger children and at the new patient registration GP's should be able to ask the question. It was acknowledged that there are more complex issues around identifying private fostering arrangements with certain cultures. Members suggested that regular Early Years Forums take place and training can be offered to staff to spot private fostering arrangements.

Sonia Mark, Assistant Team Manager, delivered a presentation on Private Fostering to Heads and Deputy Safeguarding Leads (DSL) at the HSCP Headteachers Safeguarding Briefing Session on the 5th November 2019.

Members accepted the Private Fostering annual report.

Action: Members would like to see a comparison across London to look at techniques. Bob Spencer to look at comparative data and inform the Partnership.

6) IRO Annual Report 2018/19

Jennifer Hopper, Head of Safeguarding & Quality Assurance, summarised the report which was circulated to members prior to the meeting and welcomed comments and questions.

In Hounslow, Independent Reviewing Officers (IRO's) perform a dual role of reviewing both Child Protection Case Conferences (CPCCs) and Looked After Children Reviews (LARs). The team establishment consists of seven permanent, full-time IROs. Due to the challenge in recruiting, the IRO were operating at half capacity but now have managing caseload.

There have been improvements with midway monitoring, escalation and challenge. Children and young people feedback indicate that that most know why they are in care and have experienced positive improvements to their lives since being in care. There is a positive increase in consultation with parents/family.

Young people chairing their own Looked After Reviews (LARs) has not progressed due to the challenges to deliver core business with reduced staff numbers. This will be looked at in 2019/20 to ensure young people are offered the opportunity to chair their own reviews.

Priorities for 2019/20

- Ensure that Looked After and Pathway Reviews timeliness returns to above the performance target of 85% completed in statutory timescales.
- Establish and embed systems for the routine reporting of child and young people's attendance at LARs and establish systems for routinely gathering and analysing feedback from children and young people on the LAR process.
- Ensuring that the care planning process considers rehabilitation and the use of family group conferences where appropriate to ensure that, where possible, children and young people can be supported to live within their families.
- Continue to work closely with the Corporate Parenting Service and Placements team to identify and respond proactively to potential placement breakdowns in order to promote placement stability for children and young people.
- Continue to embed the processes for IRO oversight and challenge, and to evidence the impact of this on improved outcomes for children and young people.

Members accepted the IRO annual report.

7) HSCB Annual Report 2018/19

The Chair summarised the report which was circulated to members prior to the meeting and welcomed comments and questions.

The HSCB Annual Report 2018/19 was discussed at the HSCB Challenge and Development Day earlier this year. The report reflects areas of progress and areas of challenge.

A key function of the HSCB is to provide challenge to ensure that individual agencies hold themselves to account for their performance as well as taking collective responsibility for the performance of the safeguarding system. During the year, a number of issues were challenged and scrutinised including staffing levels in Children's Social Care, Police attendance at Child Protection Case Conferences, waiting times for Child and Adolescent Mental Health Services (CAMHS) and Female Genital Mutilation (FGM) recording and reporting in Health.

The Board had received regular reports on the progress of improvements to the Multi- Agency Safeguarding Hub (MASH) resulting from the reports of both the JTAI and the external audit commissioned by the board. The issue of adequate health staff resources in the MASH to enable timely health checks on families remains a challenge but the HSCP will continue to challenge and support HRCH where required to address the key issues with MASH Performance to ensure improvements and sustainability.

A second audit of neglect cases was undertaken in December 2018 which was a follow up exercise from a smaller neglect audit undertaken in late 2017 which identified that the current neglect strategy needed to be more effective. As a result, the board has reinstated neglect as a key priority for the Business Plan 2019-21. The response to Child Sexual Exploitation remains strong.

The HSCB has made little process with priority 7, 'Think Family'. This priority will remain within the HSCP 2019-21 Business Plan as a targeted priority. A clear understanding is needed of how all organisations are working together across the children's and adults' workforce to make progress. The Chair informed that if members agrees, the priority can be renamed in the business plan to make progress.

Separate from the Boards priority areas, there has been little progress with data. There is a need to have a core dataset to measure and evidence impact.

Members commented on the area of gangs in Hounslow. Safeguarding Adolescents in the home and community is a priority for the HSCP and a lot of work around Serious Youth Violence is being done which will be reflected in the 2019/20 annual report.

Members accepted the HSCB annual report.

8) Neglect Strategy 2019/21

Jo Pymont, Interim AD Safeguarding and Improvement, summarised the report which was circulated to members prior to the meeting and welcomed comments and questions.

The HSCB undertook a second multi-agency audit on neglect cases in 2018. The outcome of both audits was not significantly different and therefore neglect was moved from a core business to a themed priority area for 2019 -2021 to improve Hounslow's response. In June 2019, the HSCP formed a Neglect Task and Finish Group to identify the reasons why neglect is not progressing in Hounslow, to explore the strategy and the Quality of Care (QoC) Assessment tool in order to achieve positive outcomes with neglect. The neglect strategy was not fully embedded, and commitment is needed from partner agencies to better Hounslow's early help and preventative approach to neglect.

The next Neglect Task & Finish Group will focus on implementation and training. The training will be focussed at operational and First Line managers level.

The aim is to seek the partnership at a strategic and operational level to identify neglect at an early stage to prevent long term impact.

The Launch of the Neglect Strategy 2020-22 is on the 20th January 2020 and invites will be circulated to members to be cascaded in their organisation and encourage staff to attend.

9) HRCH MASH Performance Monitoring

Tony Bowen, Named Nurse Safeguarding Children, gave a verbal update on HRCH MASH Performance Monitoring and welcomed comments and questions.

There has been significant improvements in the timeliness of health intelligence reporting. The last three months gave a benchmark of what needs to be achieved. A Business Support Officer will be recruited to provide administrative support to the health practitioner in order to allow the health visitor to focus on the health intelligence.

The partnership will continue to challenge and support HRCH where required to address the key issues with MASH Performance to ensure improvements and sustainability.

Part B Agenda – Confidential

10) Serious Case Reviews and Learning Review Updates

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

Standing Agenda Items

11) Feedback from the Strategic Boards

Youth Crime Management Board

The YCM Board is meeting before the Christmas break. There is a need to renew and refocus its purpose.

Violence Against Women and Girls (VAWG)

No safeguarding updates were shared with the meeting.

Community Safety Partnership

Community Safety is going through a restructure and will sit under Housing.

Hounslow Safeguarding Adults' Board

There has been ongoing discussion about better balancing the joint training sub group to ensure a collaborative mutual agenda is discussed. It was responded by the HSAB that this has improved.

SEND Inspection

Hounslow has not yet received notification of the inspection, despite the prediction that it would be early September. There are a number of strengths, but areas of improvements remain. When Hounslow does receive its inspection, all partners were asked to support where required.

Strategic Chairs Group Feedback

The last meeting was on the 18th November 2019, which was well attended. The group will continue to meet twice a year.

12) Any Other Business

Director of Education and Early Intervention

The Hounslow Safeguarding Children Partnership thanked Michael Marks for his support, effort and contribution as an active member of the Partnership and particularly the work around Early Help and wished him the best in his new role in Southend on Sea.

New Executive Director for Children's and Adults Services

The new Executive Director for Hounslow, Steven Forbes, will be starting on the 30th January 2020.

New Director of Public Health

The new Director of Public Health, Kelly O'Neil is now in post.