



## CHSCB Board Minutes

|                        |   |
|------------------------|---|
| <b>Date of Meeting</b> | 3 <sup>rd</sup> July 2018                                 |
| <b>Venue</b>           | Guildhall, City of London                                 |
| <b>Chair</b>           | Jim Gamble (JG), Independent Chair of the CHSCB           |
| <b>Minutes</b>         | Sandra Reid (SR), Business and Performance Manager, CHSCB |

| Agency  | Membership   | Attendance      |
|---|--|-----------------|
| CAFCASS                                       | Melinda Cassel (MC), Service Manager – Public Law                            | <b>Attended</b> |
| Children and Family Services (City of London) | Andrew Carter (ACar), Chief Officer/ Dir. Community & Children’s Services    | Apologies       |
|   | Chris Pelham (CP), Assistant Director People, City of London Corporation     | <b>Attended</b> |
|   | David MackIntosh (DMac), Team Manager Community Safety                       | <b>Attended</b> |
| Children and Family Services (LB Hackney)     | Anne Canning (AC), Group Director, Children, Adults & Community Health       | <b>Attended</b> |
|   | Sarah Wright (SWr), Director of Children & Families                          | <b>Attended</b> |
|   | Lisa Aldridge (LA), Interim Head of Service, Safeguarding & Learning         | Apologies       |
|   | Pauline Adams (PA), Head of Service, Young Hackney                           | <b>Attended</b> |
|   | Maurice Mason (MM), Head of Service Safer Communities                        | Apologies       |
| Hackney Learning Trust                        | Sian Davies (SD), Interim Head of Hackney Learning Trust                     | -               |
|   | Andrew Lee (AL), Assistant Director, Hackney Learning Trust                  | -               |
| Police  | Sue Williams (SW), Borough Commander, MPS Hackney                            | -               |
|   | Charmaine Laurencin (CL) Detective Chief Inspector (DCI), MPS Hackney        | <b>Attended</b> |
|   | Keith Paterson (KP), DCI, East Region CAIT Team, MPS Hackney                 | Apologies (REP) |
|   | Paul Barnard (PBa), Detective Chief Superintendent, CoL Police               | -               |
| Probation                                     | Susanne Jolly (SJ) Area Manager – North London, London CRC                   | -               |
|   | Stuart Webber (SWe), Assistant Chief Officer/ Head of Service, NPS           | Apologies (REP) |
| Health  | Clare Highton (CH), Chair of City & Hackney CCG (CHCCG)                      | Apologies       |
|   | Mary Lee (ML), Designated Nurse, CHCCG                                       | <b>Attended</b> |
|   | Pauline Frost (PF), Int. Prog. Director Children & Maternity Services, CHCCG | <b>Attended</b> |
|   | Dr Nick Lessof (NL), Designated Doctor, City & Hackney CCG                   | -               |
|   | Sheila Adam (SA), Chief Nurse and Director of Governance, HUHFT              | -               |
|   | Marcia Smikle (MS), Head of Safeguarding Children, HUH                       | <b>Attended</b> |
|   | Karen Miller (KM), Head of Safeguarding, Whittington Health                  | -               |
| ELFT  | Lorraine Sunduza (LSu), Director of Nursing                                  | -               |
|   | Dermot Ryall (DR), Associate Director CAMHS                                  | <b>Attended</b> |
| Public Health                                 | Penny Bevan (PB), Director of Public Health                                  | <b>Attended</b> |
| Housing                                       | Ajman Ali (AA), Director of Housing Services, Hackney Housing                | <b>Attended</b> |
| HCVS  | Kristine Wellington (KW), Head of Safeguarding, Children & Families          | <b>Attended</b> |
| Tower Hamlets                                 | Claire Belgard (CB), Tower Hamlets (City Youth Provision)                    | -               |
| Lay member                                    | Sally Glen (SG), Lay Member  | <b>Attended</b> |
|   | Shirley Green (SGr), Lay Member  | -               |
|   | Belinda Blank (BB), Lay Member   | <b>Attended</b> |
| Lead Member                                   | Cllr. Anntoinette Bramble (ABr), Lead Member for Hackney                     | -               |
|   | Randall Anderson (RA), Common Councilman                                     | <b>Attended</b> |
| Schools                                       | Janice Thomas (JT), Executive Headteacher, Sebright School                   | <b>Attended</b> |
|   | Annie Gammon (AG) Headteacher, Stoke Newington School                        | -               |
| CHSCB Team                                    | Rory McCallum (RMc), Senior Professional Advisor to the CHSCB                | Apologies       |

(- Denotes no response)

## Also in attendance

|  |          |
|--|----------|
| Alma Reisel (AR), Community Partnership Advisor, CHSCB                   | Attended |
| Eric Beckford (EB), Senior Probation Officer, National Probation Service | Attended |
| Ian Baker (IB), MPS CAIT   | Attended |
| Sam Martin (SM), Designated Nurse LAC, Newham CCG (observing)            | Attended |
| Shaun Fox (SF) Station Manager, London Fire Brigade                      | Attended |
| Tony Madden (TM), Deputy Borough Director: City and Hackney              | Attended |

## Agenda Item 1: Introductions & matters arising from the previous meeting

Presenting: Jim Gamble

Discussion/ Challenge

Introductions were given and apologies noted. CL noted amendments (accepted) and the minutes of March 2018 were then approved as an accurate reflection of the meeting. The Chair addressed the action log from March 2018:

## Action Log – March 2018

| Previous Actions                          |   | Lead       | Update  |
|---|---|------------|---|
| Item 4: Partner Updates                   | <b>09/17-11:</b> ML to share the Child Sexual Exploitation Strategy, (referenced in the ELFT update paper) with the Vulnerable Adolescents sub-groups in City of London & Hackney.  | ML         | Complete  |
| Item 6: Prevent                           | <b>09/17:15</b> TT/ RMc to update prevent guidance on the CHSCB website and to contact NSPCC to see if they can help provide some additional data.  | TT/<br>RMc | Complete  |
| Item 3: Safeguarding & Performance Trends | <b>12/17: 02</b> Board to map additional fiscal levels of vulnerability and policy around child poverty   | RMc        | Closed – ongoing activity.                              |
| Item 6: Partnership Updates               | <b>12/17: 06</b> CHSCB to seek guidance on sharing of images of circumcision practice.  | CHSCB      | Complete  |
| March Actions                             |   |            |   |
| Item                                      | Action  | Lead       | Deadline  |
| Item 2. Risk Registers                    | <b>AP 03/18-01:</b> AC to escalate the issue regarding Hackney's implementation of the IR35 policy, and the impact this could have on the Board being able to employ independent reviewers of choice.   | AC         | Complete  |
| Item 3: Safeguarding & Performance Trends | <b>AP 03/18-02:</b> SR to include a short narrative and statistical neighbour comparators in future Safeguarding & Performance Trend reports.   | SR         | Complete  |
| Item 4: Family Justice Board              | <b>AP 03/18-03:</b> SCR Sub group to further review the Court's decision making in respect of Child M. CHSCB Chair to consider raising with FJB given the concerns identified in respect of mother's parenting capacity and recent criminal conviction. | SCR/<br>JG | Closed – decision by SCR that not best way to progress. |
| Item 5: Early Help                        | <b>AP 03/18-04:</b> PA to map the types of offers that are being taken up by young people, and share this information via the Head Teachers forum.  | PA         | Closed – goes to next HLT forum.                        |
| Item 6: Partner Updates                   | <b>AP 03/18-05:</b> SS to invite MC to attend the next City of London & Hackney Executive group meetings to discuss Public/ Private Law Cases.  | SS         | Complete  |
|   | <b>AP 03/18-06:</b> SS to invite the chair of the London Children in Care Council (CiCC) to attend a future Board meeting.  | SS         | Complete  |
|   | <b>AP 03/18-07:</b> JG to write to Jan Pearson to thank her for her hard work and dedication  | JG         | Complete  |
|   | <b>AP 03/18-08:</b> LA to include the percentage response rate to the Staff Health Check Survey on submission   | LA         | Incomplete  |

|  |   |    |          |
|--|---|----|----------|
|  | <b>of the findings to SR (collating the CHSCB staff survey).</b>                                |    |          |
|  | <b>AP 03/18-09:</b> JG to write to Simon Laurence to thank him for his hard work and dedication | JG | Complete |
|  | <b>AP 03/18-10:</b> CL to update Section 2 to share with attendees for next meeting.            | CL | Complete |

## Agenda Item 2: Risk Registers

Presenting: Jim Gamble

Discussion/ Challenge

JG noted amber risks in the CHSCB Risk Register: CHSCB budget position, unregistered settings, impact of GDPR and commissioning of SCR independent authors.

The Operational Risk Register remains the same. JG queried progress on safeguarding shadowing between Probation and CSC but this remains red.

## Agenda Item 3: Met Police Borough Merger Update

Presenting: Charmaine Laurencin

Discussion/ Challenge

### Knives Letter

JG noted the legal position in that the letter should remove the name of the person carrying the knife. JG noted that following the amendment, the letter is agreed and will go out with his signature. This is in progress by the CHSCB Team.

### Borough Merger Update

CL noted that CAIT and Sapphire units will return to Borough and will be merged with Community Safety Units. The units will join borough resources in February 2019. As of October 2018, Tower Hamlets and Hackney will become Central East.

In terms of Safeguarding, CL's role will cover community safety teams in both boroughs including CAIT and Sapphire. Ingrid Cruickshank will be responsible for the safeguarding partnerships portfolio. Both will report to Mark Broome in Tower Hamlets who is taking on Hackney.

Following concerns raised at the March 2018 meeting, the partner update has been amended to explain contingency planning of new arrangements. Commander Richard Smith chairs a quarterly meeting (Child Protection & Vulnerability Improvement Delivery Board) attended by all lead detectives for Safeguarding. There is also a dedicated inspection team and regular dip sampling of cases including missing, drugs, alcohol and elder abuse.

At Borough level, there are monthly resource planning meetings and bespoke meetings ahead of the merger. There is currently a full complement of CASO and rape investigation officers.

A local risk register is discussed at monthly meetings. Anyone can contribute and it includes issues such as staffing.

A separate risk register has been undertaken for the change programme. The final approval for merging will only go ahead on agreement by Deputy Assistant Commissioner Mark Simmons once resources and management etc. are in place.

IB foresees challenges due to less CASO staff than current levels and issues around shift patterns and joint ABE/social work interviews. IB raised concern that the same service around safeguarding children will not be able to be delivered. JG welcomed IB's candour and commitment (like all partners) to safeguarding children.

AC noted the boroughs are not similar and queried whether, in the event that decisions are made on how local teams operate, partners will have an input?

CL noted that partners across both boroughs have been given an overview of the plans. This will be rolled out to staff. CL noted that at the moment all the CASO positions are filled but there are significant vacancies in CAIT and staff are being matched to roles and potentially trained ahead of the launch date. There is a lot of training to ensure that Borough police are upskilled in safeguarding. Basic training has been undertaken but this will be enhanced and partners will be asked to provide input at that point so it is not just an internal corporate package of training.

CL noted that the shift pattern is one that is not preferred but local flexibility and common sense will be applied.

AC reiterated that decision making needs to reflect the local context and therefore should involve partners.

SW attended the recent MET event and noted that conversations are still needed to ensure partners are influencing decisions. SW, Lisa Aldridge, Huw Bevan and CL are going to have regular meetings in the next few months.

JG requested a comparative of staffing ratios versus demand of work before and after the merger. It looks like assets are being consolidated but JG would welcome an account which can be easily compared.

JG welcomes the decentralisation as long as it, like the Board, is contextually focussed and JG requested reassurance that the merger will deliver against the Hackney context.

JG noted that this was one of the few areas in red in the risk register. JG noted that most of the agenda for the next meeting will be simplified to focus on this issue which is the biggest risk for the Board.

| Action  | Lead  | Timescale |
|---|-------|-----------|
| AP 07/18-01: Submit comparative of staffing ratios versus demand of work (before/after merger) for September meeting. | CL    | September |
| AP 07/18-02: Simplify Board agenda for September to focus on Met Police Borough Merger.                               | CHSCB | September |

#### Agenda Item 4: Partner Updates

Presenting: All

Discussion/ Challenge

Given submissions were provided in advance of the meeting, JG called for any questions or comments for each agency:

##### Cafcass

JG congratulated MC on recent Ofsted Inspection results.

JG queried impact of GDPR for Cafcass. MC noted that on receiving a subject access request, the files would then be reviewed. JG noted this could also include emails. MC noted need to check internally regarding emails however the case recording system and supervision files are coded with numbers rather than names. Some communications are privileged due to legal reasons but the advice to staff is that all information could be shared so there is need to be respectful in terms of emails etc. Any harmful information would be redacted and if there is any third party information this would go back to previous data protection rules.

##### City and Hackney CCG

ML noted no areas of concern re sharing information. GPs have employed their own service to advise on GDPR and safeguarding leads in each practice know their duties. JG queried any issues around the sharing of information. ML said none noted.

##### City of London

JG noted the recent gap analysis included areas of non-compliance. CP noted that there are some areas needing completing but these do not compromise GDPR compliance. For example, the virtual MASH information sharing arrangements are being refined.

JG commended CP on the GDPR response submitted and noted suggestion of a potential information sharing agreement between partners. It was suggested that the City GDPR lead take this forward on behalf of the partnership. SW noted that London Child Protection Procedures covers information sharing. JG noted need for partnership to agree to sign up to this or create their own 'top tips' on information sharing.

##### City of London Police

Not in attendance.

##### ELFT

JG noted details of the daily crisis briefing which reflects good practice. DR noted this briefing coordinates the efforts of staff who are involved in cases, especially if there is more than one crisis. Staff have fed back they also feel more supported.

AR queried how the non-violent resistance training developed? The Community Engagement Sub-Group has also undertaken activity around reaching BME young people. KW noted that this was part of CCG funded work to improve mental health in the workforce. Working with Homerton and ELFT, teams go out into the community (including Orthodox Jewish, Turkish and African heritage communities). DR noted that the non-violent resistance training gives parents techniques to respond but there is a separate pathway for conduct issues in children.

AR noted that one of the themes arising from the Community Engagement activity was lack of diversity in the workforce, concerns around medication and higher risk of sectioning. Young people are aware of these issues which may be preventing access to mental health services. DR noted the link with Young Black Men's activity lead by Councillor Bramble.

Hackney Children and Families Services

SW noted that, in light of contextual safeguarding activity, dispensation is being sought around child protection conferences where risk is deemed to be outside of the family. An alternative type of conference would be held holding contexts to account.

Hackney Learning Trust

JT noted lack of supervision for Designated Safeguarding Leads who work in high stress areas and deal with some of the most vulnerable students. Head teachers and the Senior Leadership Team need training to offer supervision to DSLs.

| Action  | Lead | Timescale |
|---|------|-----------|
| AP 07/18-03: Feedback to HLT need for supervision for DSL in schools. | AC   | September |

Homerton

MS noted interim Chief Nurse in post and Named Doctor vacancy. JG queried whether there have been any issues highlighted from the Homerton GDPR self-assessment? It was agreed for Homerton to share their self-assessment.

| Action  | Lead | Timescale |
|---|------|-----------|
| AP 07/18-04: Share GDPR self-assessment with Board. | MS   | September |

London Ambulance

JG noted submission and requested copies of the two new policies detailed in the July partner update.

| Action  | Lead  | Timescale |
|---|-------|-----------|
| AP 07/18-05: Request copies of two new London Ambulance Service safeguarding policies (as detailed in July partner update). | CHSCB | September |

London CRC

Not in attendance.

Metropolitan Police

JG queried whether there is any ambiguity for officers around information sharing? CL noted that officers routinely record and share everything. As officers also deal with vulnerable adults, information is not dealt with in silo but officers are clear that if a child or an adult is vulnerable they need to share the information. This is also dealt with in safeguarding training. JG noted issues under Case FC and called for reassurance that the training focuses on a discerned approach and details the nuances of a child present versus a child at risk.

| Action   | Lead | Timescale |
|--|------|-----------|
| AP 07/18-06: Review whether MET safeguarding training contains specific detail and nuances around information sharing. | IB   | September |

ABE Interviews

SW noted that there is conversation pan London around the training of social workers for ABE interviews. Historically Hackney had trained social workers. There is now a shift with the Police wanting social workers involved again.

The training is undertaken at Hendon which at present cannot accommodate social workers. SW and Commander Smith are due to meet to progress the issue and an action was agreed for SW to update at the next meeting.

| Action   | Lead | Timescale |
|--|------|-----------|
| AP 07/18-07: Update on social work ABE training at next meeting. | SW   | September |

#### National Probation Service

EB noted no known issues regarding GDPR. Information Sharing is well embedded in day to day practice.

#### City and Hackney Public Health

PB noted changes to the school based health service which has been recommissioned and will be starting on 1<sup>st</sup> September. JG queried whether a board evaluation of the service could be undertaken? Although happy for an evaluation of the service, PB noted that this is a new specification not a new system.

JG noted a new provider in another borough brought significant changes and a board evaluation was helpful for colleagues. It was agreed for JG and PB to discuss outside of the meeting.

| Action   | Lead  | Timescale |
|--|-------|-----------|
| AP 07/18-08: Discuss Board evaluation of school health service outside of Board meeting. | JG/PB | September |

SG queried whether the schools will have new staff? PD noted that staff usually TUPE across. SG noted that school nurses usually pick up issues relating to vulnerable children and queried whether anyone brings these nurses or findings together. This will be progressed outside of the meeting.

| Action  | Lead  | Timescale |
|---|-------|-----------|
| AP 07/18-09: Discuss collation of safeguarding themes identified by Schools Nurses. | SG/PB | September |

PB noted that as part of London Borough of Hackney, staff will undertake mandatory GDPR training but do not hold much identifiable data.

#### London Borough of Tower Hamlet Youth Service

Update received for information only.

### **Agenda Item 5: Serious Case Reviews / Local Learning Reviews** **Presenting: Jim Gamble** **Discussion/ Challenge**

JG noted issue surrounding IR35 and commissioning of independent authors.

A number of suicide reviews are underway. The common trends and themes will be combined to disseminate lessons to the partnership. JG recently attended a British Transport Police event regarding suicide hotspots, times and places. This was similar to the activity in City of London around bridges. This could feed into the suicide prevention activity and could be shared with the CAMHS Alliance.

#### Case FC

JG noted a recent meeting with ACC Adderley who has taken on board and will progress recommendations in the report.

AC noted that the subject in the Enfield SAR was originally from Hackney.

### **Agenda Item 6: Unregistered Settings – Progress Update** **Presenting: Anne Canning** **Discussion/ Challenge**

AC described the wider context of the local issue. Nationally there are a number of unregistered settings such as faith based schools and tutorial colleges which operate outside of regulations.

The DfE and Ofsted have a widening divide on how to deal with this issue and it now lies back with the local authority to safeguard without any supporting regulations. Last year Scrutiny met and a significant focus has been applied to unregistered settings in Hackney. Clear recommendations have been set for the local authority to ensure that children and young people are safe in education and their wellbeing is promoted.

Recommendations from Scrutiny included:

- Writing a strategy to ensure people know what is happening
- Working with the community and Board to get sign up to a transparent safeguarding process
- Lobbying central government to ensure there is a clear legislative framework.

The local strategy is going back to Scrutiny for approval and central government has continued to be lobbied.

At a Local Government Association conference there was a lot of disquiet around the lack of regulations to support local authorities. It also highlighted the number of different establishments which are under the radar and the potential work needed in Hackney to map these.

AC took comments and questions on the paper.

MS noted that at the Community Engagement Meeting this issue was also discussed by a representative from Interlink. MS noted empathy for her concerns around the high level of feeling in the community who may disengage from services in future. MS also noted that the strategy did not mention health and the engagement in the healthy child programme. AC would feed this back to colleagues.

It was also noted that parents have a right to home school but couldn't understand the legitimacy of someone operating a school. AC noted that the definition of a school in statute is not clear and the community have taken the DFe to high court over this.

CL noted need to amend language in the strategy in reference to police involvement and entry if there is a breach of the peace.

| Action  | Lead | Timescale |
|---|------|-----------|
| AP 07/18-10: Send AC amended language within Unregistered Settings Strategy regarding Police involvement. | CL   | Asap      |

JG has met with Lord Agnew around the need to introduce legislation. BB noted that narrative usually talks about the community as one group but this is not the case. JG noted equality under the law with no compromises and that the lack of legislation is exposing partners to risk. AC noted that CHSCB is developing an advice note for parents which can be used for any setting. IB queried whether a representative from the local community had been engaged? It was noted that JG had met with Mr Rothfeld and Lord Agnew.

BB noted at least one group who regularly engages but that the community is feeling under threat across many spectrums. This includes unwarranted inclusion in extremism concerns. In relation to Ofsted, there is need to separate out curriculum from safeguarding issues.

JG agreed that the curriculum issues should be separated out from safeguarding issues. The CHSCB is concerned about a safe learning environment e.g. staff being recruited safety. As a Board, we cannot allow any child to be disadvantaged around safeguarding. This is why a law needs to be enforced rather than send communications which are not going through.

**Agenda Item 7: Serious Youth Violence – discussion and next steps**  
**Presenting: Rory McCallum**  
**Discussion/ Challenge**

JG noted earlier conversation and agreement regarding the knives letter.

**Agenda Item 8: Chair's Feedback**  
**Presenting: Jim Gamble**  
**Discussion/ Challenge**

JG noted this had been covered throughout the meeting.

**Agenda Item 9: Any Other Business**  
**Presenting: All**  
**Discussion/ Challenge**

SW noted the invitation to the Violence Against Women and Girls strategy refresh and encouraged partner attendance.

JG noted staffing issues within the CHSCB team however this presents opportunities to rethink team structure.

AR noted impact of GDPR on CHSCB mailing list. This has affected dissemination of monthly briefing and training uptake. It was requested that Board Partners disseminate Board communication or encourage direct sign up.

#### Additional Papers

JG noted that the additional papers had been sent in advance of the meeting. As no comment or questions raised by partners, further discussions can take place outside of the meeting.

JG encouraged feedback from SG who noted the Community Engagement Sub-Group focused on issues relating to the Orthodox Jewish community.

## Action Log – July 2018

| Previous Actions          |  | Lead  | Deadline     |
|---------------------------|--|-------|--------------|
| Partner Updates           | AP 03/18-08: LA to include the percentage response rate to the Staff Health Check Survey on submission of the findings to SR (collating the CHSCB staff survey). | LA    | Next meeting |
| June Actions              |  |       |              |
| Item                      | Action   | Lead  | Deadline     |
| Met Police Borough Merger | AP 07/18-01: Submit comparative of staffing ratios versus demand of work (before/after merger) for September meeting.  | CL    | September    |
|                           | AP 07/18-02: Simplify Board agenda for September to focus on Met Police Borough Merger.  | CHSCB | September    |
| Partner Updates           | AP 07/18-03: Feedback to HLT need for supervision for DSL in schools.  | AC    | September    |
|                           | AP 07/18-04: Share GDPR self-assessment with Board.  | MS    | September    |
|                           | AP 07/18-05: Request copies of two new London Ambulance Service safeguarding policies (as detailed in July partner update).                                      | CHSCB | September    |
|                           | AP 07/18-06: Review whether MET safeguarding training contains specific detail and nuances around information sharing.   | IB    | September    |
|                           | AP 07/18-07: Update on social work ABE training at next meeting.   | SW    | September    |
|                           | AP 07/18-08: Discuss Board evaluation of school health service outside of Board meeting.   | JG/PB | September    |
|                           | AP 07/18-09: Discuss collation of safeguarding themes identified by Schools Nurses.  | SG/PB | September    |
| Unregistered Settings     | AP 07/18-10: Send AC amended language within Unregistered Settings Strategy regarding Police involvement.  | CL    | Asap         |