

**Report to:** Children & Young People's Panel      Cabinet      Overview & Scrutiny

**Date:** 8th November 07    15<sup>th</sup> November 07    3<sup>rd</sup> December 07

**Subject:** Wigan Safeguarding Children Board (WSCB) - minutes of the meetings held on 24 April 07, 4 June 07, 30 July 07, 24 September 07

**Report of:** Director of Children & Young People's Services

**Contact officer:** Nick Jarman 01942 486000

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**Purpose / summary:** To bring to Members attention the minutes of the WSCB.

**Alternative options considered and reason for selecting the one recommended:** Not applicable

**Recommendation / decision:** That Members note the minutes of the WSCB on 24 April 07, 4 June 07, 30 July 07, 24 September 07.

**Key Decision:** This report does not involve a key decision.

**Risks / Implications:**

Financial:	None
Staffing:	None
Policy:	None
Equal Opportunities - Has a Diversity Impact Assessment been conducted?	
Wards affected:	All

**Property – Does the proposal involve a reduction, addition or change to the Council’s asset base or its occupation?**

No

**Does this proposal have significant implications for the Council and the local population?**

A diversity impact assessment is not necessary at this stage, however, equality and diversity implications have been considered when producing this report.

**Does this proposal involve a new policy or procedure or significant changes to an existing policy or procedure?**

A diversity impact assessment is not necessary at this stage, however, equality and diversity implications have been considered when producing this report.

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Has the Director of Legal and Property Services confirmed that the recommendations within this report are lawful and comply with the Council’s Constitution? **Yes / No \***

Has the Director of Finance and IT confirmed that any expenditure referred to within this report is consistent with the Council's budget? **Yes / No \***

Are any of the recommendations within this report contrary to the Policy Framework of the Council? **Yes / No \***

\* delete which applicable

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**For Cabinet reports only :**

Categorisation of the report:	<b>x</b>
Discussion leading to a decision	
Monitoring	
Sharing for corporate understanding	

	<b>x</b>
Discussion	
Decision	
Information	<b>x</b>

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**Tracking/Process:**

	Consultation	Ward Members	Partners
Panel	Overview & Scrutiny	Cabinet	Council
08/11/2007	03/12/2007	15/11/2007	

There are no Background Papers to this Report within the meaning of Section 100D of the Local Government Act 1972.

Proper Officer

  
Nick Jaman

Date

26<sup>th</sup> October 2007



## WIGAN SAFEGUARDING CHILDREN BOARD

24 APRIL 2007

### Present:

#### Representatives of Wigan MBC

Mr G Rowney (Chair)	Director of Children & Young People Services
Ms S Astbury	Connexions
Mr S Atkinson	Children and Young People Services
Ms S Bond	Youth Offending Team
Ms T Culshaw	Democratic Services
Ms S Goodall	Children and Young People Services
Ms K Nelson	Assistant Director, Children & Young People Services
Mr D Robert	Solicitor, Legal & Property Services

#### Representatives of Other Agencies

Dr E Abbas	Designated Doctor, Wrightington, Wigan & Leigh NHS Trust
Ms A Arnold	Hindley HMYOI
Mr A Baddeley	Chief Inspector, Greater Manchester Police
Mrs A Burt	Designated Nurse Child Protection
Ms J Ramsbottom	Chair of Primary Heads, Ince CE School
Mr P Turner	Ashton, Leigh & Wigan PCT
Ms R Walkden	Wigan & Leigh CVS
Ms S Woolmore	NSPCC
Ms C Woodford	Associate General Manager, Named Nurse Child Protection, Wrightington, Wigan & Leigh NHS Trust

#### Observer

Councillor B Wilson	Cabinet Member, Wigan Council
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**62 Apologies for Absence:** Apologies for absence were submitted by Ms J Barton (Wigan and Leigh Housing), Mr J Blott (Adult Services), Ms C Boyd (Probation Services), Mrs H Fenton (5 Borough Partnerships), Supt P McIver (GMP) and Mr A Roberts (Probation Services)

**63 Minutes: 26 February 2007:** The Minutes of the meeting held on 26 February 2007 were approved as a correct record.

#### Matters Arising

### ACTION

**Minute 49b (refers):** Ms Woolmore reported that findings of the review on the protocol were useful for clarification. Mr Atkinson had been working on the findings and a meeting was to take place at the end of the week. The Daily Mirror had applied for information on children missing under the care of the local authority under the Freedom of Information Act to which Tim Turner, Data Protection Officer had responded. A similar request from the News of the World had also been requested on number of babies taken into care. The term “missing” needed clarification as such individuals are either late or come back the next day and could be perceived as still missing.

**Minute 53 (refers):** Mrs Burt reported that a Workshop Day was to be held on 11 May 2007 and people who work in sexual health could attend to discuss protection issues.

**Minute 55 (refers):** Ms Bond attended the Value Based Interviewing (VBI) pilot meeting for safer recruitment. Mrs Goodall reported on a national programme looking at head teachers and governor’s which would compliment the VBI.

Resolved: Ms Woolmore to follow up.

Ms S  
Woolmore

**Minute 56 (refers):** Ms Arnold requested the word ‘staff’ to be removed from the minute.

Ms Nelson suggested that a panel should be convened to assess if a review was required for Case H and not carried out by the Evaluating and Effectiveness sub group as first discussed.

Resolved: Ms Nelson to convene a panel and recommend if a review is required for Case H.

Ms K Nelson

#### **64 Sub Group Meeting Feedback:**

##### **Child Death Overview Panel**

The Subgroup Chair requested that the Board adopt the revised draft terms of reference or suggest any further comments by Friday. The sub group’s next meeting will be Friday, 27 April 2007.

In relation to section 2 of the draft terms of reference, Mr Atkinson had already made contact with Bolton and Salford to discuss viability of sharing ideas with other authorities on cases and performance.

Resolved: The Board adopts the interim draft terms of reference subject to any further comments/feedback.

##### **Evaluating Effectiveness**

The Subgroup Chair advised that the group had met on 20 March 2007. The group had been looking at auditing casefiles but were deliberating a broader audit tool that schools could modify without too much effort.

Resolved: Ms Ramsbottom was to pilot one of the tools to give a schools perspective.

Ms G  
Ramsbottom

## **Policy & Procedures**

The Subgroup Chair reported a meeting had not taken place due to an extensive piece of work being undertaken with the NSPCC which was in its final draft for completion by 15 May 2007.

The Subgroup Chair informed members of a document report by the GMP on disclosures in serious case reviews. GMP requested:-

- An executive summary for each overview report
- Interested parties meet to discuss case merits of disclosure
- Meeting to be minuted

Mr Roberts advised that this was an issue for individual agencies to consider. Requests can be made under the Freedom of Information Act. The request by GMP had no legal issues but agencies to be aware that they cannot impose this request on individual agencies.

Resolved: Agencies to consider and feedback to the Board.

All Agencies

## **Training & Communication**

The Subgroup Chair advised a meeting took place on 20 April 2007 and minutes would be made available.

A verbal report was given outlining:-

- Next years brochure available on the web
- Initial report evaluation sheets available at the next meeting
- Mr T Dann attended the meeting and discussed the future year for CAF

The Chairman wished to place on record his thanks to the group.

## **66. Equal Protection for Children**

Ms Woolmore reported on the issue of 'smacking' and the need for attitudinal change and alternatives to discipline children and requested the Board sign up to support the Children are Unbeatable Alliance which was a coalition of organizations. With changes in the law there was a need for support for parents. Ms Woolmore suggested that this could be incorporated in the training package to educate and equip parents on areas of disciplining children.

Mrs Ramsbottom highlighted that there was a demand for parenting classes.

Mrs Burt suggested in order to promote the philosophy, a statement of positive parenting be made available on the website.

Resolved: Members to consider signing up to the Children are Unbeatable Alliance and discuss at the next meeting.

Ms T  
Culshaw

## **66. Cases/Issues that meet MAPPA Criteria:**

There were no cases for discussion.

## **67. HMYOI - Outcomes of Inspection:**

Ms Arnold delivered a presentation on HMYOI Hindley and gave a summary highlighting good practice. The overall inspection gave a positive key message:-

- Hindley was unique in reduction for gang related residents
- Support plan for young people
- Mental health day unit commended
- Weaknesses identified in national strategies
- Reduction in violence

The current prison population was 480 and had no further vacancies. Overall the report had a positive key message despite have 50% of funding withdrawn. The PCT representation was 3 and should be 6.

Hindley HMYOI wished to place on record their thanks to CYP for supporting them on their journey through the inspection.

Ms Bond raised the issue of the Social Work Post funding. Youth Justice Board had requested this be dealt with by the Safeguarding Children Board. The Chair advised that this was not funded by the Board.

Resolved: Members note the report of the inspection and recommend strategic partnering as the route for the Social Work post funding.

#### **68. Allegations of Professional Abuse:**

Mr Atkinson raised the issue of how to handle allegations of professional abuse and requested guidance from the Board.

The Chair reflected on the visit of Ms Hubbard, GONW and informed members that he had recently spoken with Lancashire, who were considering taking on the LADO role but had been given no resources in which to deliver.

Consideration was given to join with another authority but other authorities had different structures.

As this was required by September by the DFES the Chair was concerned that consideration had not been given to resources but recognized the need for this to be actioned and it was not appropriate for CYPS to continue to absorb additional requirements and defer staff from core tasks.

Mr Atkinson to discuss with Salford, Bolton and Oldham and report back to the Board.

Resolved: The Board note the report.

#### **69. Any Other Business:**

- Reminder for all members of the Development Day on 8 May 2007 in the Umbro Suite, JJB Stadium, Wigan

Mr S  
Atkinson

Contact Point: the Chair informed members that frequently asked questions (FAQ's) were in circulation and that Wigan's had been completed.

Kooth: The Chair advised that online counselling had been introduced by Cheshire and Wigan was to engage on a year trial basis. A meeting to finalise the details was to take place in Stockport.

Cafcass Update: Ms Skorupka advised members on her relocation to Preston and her last meeting would be in June.

**70. Dates and Time of Next Meeting:**

Monday, 4 June 2007, in the Conference Room at Progress House at 2.00pm.

There were no further items.

CHAIR

Meeting started: 2.00 pm

Meeting ended: 4.25pm



## WIGAN SAFEGUARDING CHILDREN BOARD

4 JUNE 2007

### Present:

#### Representatives of Wigan MBC

Mr G Rowney (Chair)	Director of Children & Young People Services
Ms S Astbury	Connexions
Mr S Atkinson	Children and Young People Services
Mr J Blott	Adult Services
Mrs K Tonks	Democratic Services
Ms S Goodall	Children and Young People Services
Ms K Nelson	Assistant Director, Children & Young People Services

#### Representatives of Other Agencies

Dr E Abbas	Designated Doctor, Wrightington, Wigan & Leigh NHS Trust
Ms A Arnold	Hindley HMYOI
Mr A Baddeley	Chief Inspector, Greater Manchester Police
Mrs A Burt	Designated Nurse Child Protection
Ms H McKenzie	Chair of Secondary Heads, Shevington High School
Ms J Skorupka	CAFCASS
Mr P Turner	Ashton, Leigh & Wigan PCT
Ms R Walkden	Wigan & Leigh CVS
Ms S Woolmore	NSPCC
Ms C Woodford	Associate General Manager, Named Nurse Child Protection, Wrightington, Wigan & Leigh NHS Trust

#### Observer

Councillor B Wilson                      Cabinet Member, Wigan Council

#### ACTION

**71 Apologies for Absence:** Apologies for absence were submitted by Ms J Barton (Wigan and Leigh Housing), Ms T Culshaw (Democratic Services), Supt P McIver (Greater Manchester Police) and Mr D Robert (Legal Services Department).

**72 Minutes: 24 April 2007:** The Minutes of the meeting held on 24 April 2007 were approved as a correct record.

Matters Arising: There were none.

### **73 Sub Group Meeting Feedback:**

#### **Child Death Overview Panel**

The Subgroup Chair informed members that Mr Atkinson had been seconded to ICS project till end March 2008. Ms Skorupka raised the issue of whether the sub group chair should be independent.

Members were also advised the domestic homicide rates have risen and a workshop on domestic violence post pregnancy was to take place 29 June at Whelley Hospital for those wanting to attend.

Resolved: The Board accepts the report.

#### **Evaluating Effectiveness**

The Subgroup Chair updated Members on the last meeting. Mrs Nelson raised the issue of school audit and SW volunteered to arrange school contacts and this will be the focus of the next meeting.

Resolved: The Board accepts the report

#### **Policy & Procedures**

No further meetings had taken place. Mr Rowney to discuss the status of the group with the Subgroup Chair.

Mr G  
Rowney

Resolved: The Board accepts the report.

#### **Training & Communication**

The Subgroup Chair advised a meeting took place on 20 April 2007. Items of discussion:-

- Post of Training Manager
- Successful sales of the DVD's and income generated

Resolved: The Board notes the report.

### **74. Cases/Issues that meet MAPPA Criteria:**

There were no cases for discussion.

### **75. End of Year Report (training):**

Members of the Board welcomed the amendments made to the booklet which was distributed at the meeting by Mrs Goodall and were requested to email Mrs Goodall for further information if required. Ms Woolmore raised the issue of links between children and animal abuse.

The Chair thanked Mrs Goodall for her achievements and wishes her every success for her future venture.

Resolved: Members note the report.

### **76. Feedback from the Away Day:**

Despite low attendance the day was considered very useful and a very good opportunity for member to work together with expert

guidance. Facilitator to be booked for next year.

Mr G  
Rowney

Resolved: The Board notes the report and agrees to another day to be arranged for 2008.

**77. Future Arrangements for LSCB:**

Mr Atkinson is compiling a report on the future arrangements for the LSCB incorporating possible funding and management costs which will be presented to the next meeting.

Mr S  
Atkinson

Resolved: The Board notes the report.

**78. Children are Unbeatable Alliance and Allegations of Professional Abuse:**

Members discussed ways to promote equal protection for children and children rights as human beings.

Board Members discussed the potential for signing up to the Alliance on an individual organisational basis but not signing up as a Board.

Resolved: (1) Ms Woolmore to prepare a statement which encourages parent organisations sign up to the Children are Unbeatable Alliance.

(2) Members of the Board take back the prepared statement to their parent organizations.

**78. Any Other Business:**

- Dr Abbas advised of the Central Manchester Hospital Pilot Study and will update members at a future meeting.
- Chair advised that the Children Missing from Care report by the GM Police will be updated and the final draft will be available by the next meeting.
- The Board wishes to congratulate Mr Blott on his new role at Liverpool City Council and thanked him for his services.
- The Chairman announced his departure to Stoke-on-Trent City Council and thanked the Board for their friendship and support and the work which had been achieved.

**79. Dates and Time of Next Meeting:**

Monday, 30 July 2007, in the Conference Room at Progress House at 2.00pm.

There were no further items.

CHAIR

Meeting started: 2.00pm  
Meeting ended: 4.00pm



## WIGAN SAFEGUARDING CHILDREN BOARD

30 JULY 2007

### Present:

#### Representatives of Wigan MBC

Mr N Jarman (Chair)	Director of Children and Young People Services
Mr S Atkinson	Children and Young People Services
Mrs K Nelson	Assistant Director, Children & Young People Services
Ms J Taylor (for Agenda item 4 only)	Strategic Manager, Finance and Information Technology
Mrs K Tonks	Democratic Services

#### Representatives of other agencies

Ms A Arnold	Head of Safeguards, Hindley HMYOI
Ms J Barton	Director of Housing Needs, Wigan and Leigh Housing
Ms C Boyd	District Manager, NOMS Probation
Mrs A Burt Superintendent	Designated Nurse Child Protection, ACW PCT Greater Manchester Police
P G McIver	
Mr P Turner	Ashton, Leigh & Wigan PCT
Ms R Walkden	Assistant Chief Officer, Wigan & Leigh CVS
Ms C Woodford	Associate General Manager, Named Nurse Child Protection, Wrightington, Wigan & Leigh NHS Trust
Mr P Turner	Consultant in Public Health, Ashton, Leigh and Wigan PCT

#### Observer

Councillor B Wilson	Cabinet Champion, Wigan Council
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### ACTION

**80 Apologies for absence:** Apologies for absence were submitted by Dr E Abbas (Wrightington, Wigan and Leigh NHS Trust), Ms T Culshaw (Democratic Services), Ms E Manion (5 Boroughs Partnership NHS Trust), Ms E McKenzie (Chair of Secondary Head, Shevington High School), Ms L Sutton (Assistant Director), Ms S Woolmore (NSPCC), and Mr D A Robert (Legal Department).

**81 Minutes: 30 July 2007:** The Minutes of the meeting held on 30 July 2007 were approved as a correct record.

Ms A Arnold, Hindley HMYOI, requested the following amendment be made to Minute 67, paragraph 3, of the Safeguarding Children Board minutes held on 24 April 2007, as follows:

The current prison population was 480 and had no further vacancies. Overall the report had a positive key message despite having 50% of funding withdrawn from double cells to single cells. The PCT representation was 3 and should be 6.

**82 Matters arising:** There were none.

**83 ContactPoint presentation:** The Board received a briefing from Ms J Taylor, Finance and IT, regarding ContactPoint, a national database for England containing basic details on children and the services that they receive. Wigan was an early adopter local authority of ContactPoint. When introduced next year, information about children and young people who need services or where there are concerns about their welfare may be shared more easily. It was estimated that the system would make considerable cost savings. She distributed a report and an induction pack. Training would be provided from April 2008. Ms Taylor reported that CRB checks for potential ContactPoint users currently are being carried out in-house at Wigan Council to avoid a huge output of checks in the future.

There is a requirement to do a baseline assessment and Ms Taylor would be contacting Board Members with a view to setting up a shielding panel. Ms Taylor requested that Board Members contact her to attend meetings at their organisations.

Ms Taylor

The Board asked questions to which Ms Taylor responded. The two main points of concern were the quality of data stored and the security of the data.

Resolved: The Board notes the presentation.

**84 Sub group meetings feedback:**

**Child death overview sub-group**

Members were advised by Mr S Atkinson that he had attended a meeting with his counterparts in Bolton and Salford and discussed the following:

- Chair of the regional group
- Potential membership of the group
- Administration costs
- Database

The group had requested the Chair of the Board to contact Mrs Nelson and Mr Chandler to request that notifications of all child deaths should be given to the group.

Mr Jarman

Resolved: The Board accepts the report.

### **Evaluating Effectiveness**

The Subgroup Chair updated Members on the last meeting.

Resolved: The Board (1) accepts the report; and

(2) agrees to consider a new dataset at the next meeting of the sub-group.

Mrs Nelson

### **Policy and Procedures**

No meeting had taken place.

### **Training and Communications**

Ms A Burt advised that a meeting had taken place on 19 July 2007 and distributed a copy of the minutes. The Board discussed the following:-

- The Training Manager post
- The signing of certificates and letters
- That all schools had received training

Resolved: The Board accepts the report.

**85 Cases/Issues that meet MAPPA Criteria:** Ms C Boyd reported on cases and issues from April 2007 as follows:

- 14 individuals at levels 2 and 3 had been managed.
- All agencies had co-operated fully and robust plans had been in place.
- There were currently 4 level 3 cases: one was in a probation hostel, one in hospital and two in prison.
- There were 8 level 2 cases: 6 sex offenders and 2 violent offenders. Of the 6 sex offenders, 5 had offended against children. There was considerable evidence of good joint working in all these cases.
- The main barrier which had been experienced related to the delay in obtaining information from Scotland.

Resolved: The Board notes the report.

**86 WSCB procedures final draft:** Mr Atkinson had circulated the final draft previously and 30 July 2007 was the deadline for comments from the Board. The reference group would meet again to work through the suggested amendments. He reported that the information sharing protocol had been endorsed by the partnership. Ms Arnold requested that Hindley HMYOI be included as a signatory before the document was published.

Mr Atkinson

**ACTION**

The Board discussed the issue of PDF electronic copies and printed

copies of the final document. Paper copies were requested and the cost implications for printing the document would be considered at a future meeting.

Resolved: The Board notes the report.

**87 WSCB proposal for interim arrangements for Training**

**Manager post:** The proposal was presented by Alison Burt and accepted by the Board. Ms Burt will take this forward.

Ms Burt

Mrs Nelson raised concerns with respect to the capacity of the Board to undertake its business effectively and to fulfill some of the statutory responsibilities, such as the investigations of allegations of abuse by professionals. The Board would benefit from a Business Manager/LADO but funding for such a post will be difficult with the current resources available.

The Director of CYPS stated that, in his view, the Board is under-funded; however, as an interim measure the CYPS was hoping to be able to contribute some monies to fund the above post. The funding would not be recurrent.

Resolved: The Board requested a benchmarking exercise to take place to inform a future discussion with respect of funding

Mr Atkinson

**88 Risk assessments for sex offenders linked to children on the child protection register:**

Ms Burt advised the Board of a situation that had arisen at a case conference where the sex offender had finished probation, the person concerned had no mental health issues, and it was an offending issue only. A further risk assessment was required and funding for this case did not fit into commissioning funded by the PCT.

Resolved: The Board agrees that the funding for this situation should be addressed urgently and a process for accessing assessments in similar situations will be considered at the next meeting of the Evaluating Effectiveness sub group.

Mrs Nelson

**89 Child protection policy 2007 additional procedure: Protocol for undertaking a serious case review (Working together to safeguard children – chapter 8 – 2006):** Ms Arnold recommended to the Board that a step by step guide which provides advice for orderly officers and governors out of hours and at weekends be agreed.

Resolved: The Board (1) agreed to the additions put forward by HMYOI Hindley; and

(2) that an audit check of action plans be considered at the next meeting of the Board.

**ACTION**

**90 Serious case review panel:**

### **Case H**

Mrs Nelson reported that the Panel re-examined this case and was satisfied that information had been shared appropriately at the time. No serious case review is necessary.

### **Case KP**

Mrs Nelson reported that this referred to the death of a child due to an unusual medical condition.

Resolved: (1) an initial meeting of a serious case review had taken place but decided no further review was required for Case H, and

(2) that an overview report for Case KP be considered at the next meeting of the Board.

**91 Police attendance at reviews:** Mr Atkinson reported that there had been some regional disquiet regarding the level of information and expertise of Police staff concerned with child protection matters. Superintendent Mclvor referred to the letter sent by the Chair of Salford LSCB to Assistant Chief Constable Curren.

Resolved: The Board agreed that the level of service received in child protection reviews from Greater Manchester Police had been reduced. A letter would be sent from WSCB to express concerns.

Mr Atkinson/  
Mr Jarman

**92 Joint protocol: looked after children who are reported missing from care:** Superintendent Mclvor stated that the report was at the point of 'fine-tuning' and would be discussed by his HQ on 8 August. He offered to send out copies of the latest draft to the Board.

Resolved: The protocol was noted. A final version will be considered by the Board at a later date.

**93 Performance monitoring:** Mrs Nelson reported that to date the Board had spent little time on performance monitoring this year. Mrs Boyd considered that it may be useful to look at feedback to try to identify any gaps from serious case reviews.

Resolved: (1) that the Chairs of sub-groups re-visit tasks from the previous plan to ensure all generic key tasks were progressing and report back their findings to the next Board; and

(2) that Board consider the new dataset from the Evaluating and Effectiveness sub-group at the next meeting of the Board.

### **94 Local Safeguarding Children Boards: a review of progress:**

Resolved: the Board notes the report.

### **95 Safeguarding children from abuse linked to a belief in spirit possession:**

Resolved: the Board notes the report.

**ACTION**

**96 Any other business:**

- Mr Atkinson informed the Board of regional proposals for a multi agency interactive website.
- Ms Arnold informed the board that the Howard League had won an action regarding the provision of accommodation by the local authority for people leaving custody

**97 Date and time of next meeting:**

Monday, 24 September 2007, in the Conference Room at Progress House at 2.00pm.

There were no further items.

CHAIR

Meeting started: 2.00 pm

Meeting ended: 3.50 pm



## WIGAN SAFEGUARDING CHILDREN BOARD

24 SEPTEMBER 2007

### Present:

#### Representatives of Wigan MBC

Ms D Brownlee (Chair)	Deputy Director of Children and Young People Services (CYPS)
Mr S Atkinson	Project Manager, CYPS
Ms S Bond	Youth Offending Team Manager (YOT) CYPS
Mrs K Tonks	Democratic Services

#### Representatives of other agencies

Ms J Barton	Director of Housing Needs, Wigan and Leigh Housing
Mrs A Burt	Designated Nurse Child Protection, ACW PCT
Ms J Hyde	Headteacher, Ince Church of England School
Superintendent	Greater Manchester Police
P G Mclver	
Ms J Skorupka	Service Manager, CAFCASS
Ms R Walkden	Assistant Chief Officer, Wigan & Leigh CVS
Mr P Turner	Consultant in Public Health, Ashton, Leigh and Wigan PCT

### ACTION

**98 Chair of meeting:** Ms D Brownlee introduced herself to the Board and chaired the meeting in the absence of the Director of Children and Young People Services.

**99 Apologies for absence:** Apologies for absence were submitted by Mr N Jarman (Chair), Director of Children and Young People Services, Dr E Abbas (Wrightington, Wigan and Leigh NHS Trust), Ms S Astbury, Connexions, Ms H Fenton (5 Boroughs Partnership (NHS) Trust), Ms H McKenzie, Head Teacher Shevington High School, Mrs K Nelson (Assistant Director CYPS), Mr D A Robert, Legal Representative, Ms L Sutton (Assistant Director CYPS), Councillor B M Wilson, Cabinet Champion for Children and Young People.

**100 Minutes: 30 July 2007:** The minutes of the meeting held on 30 July 2007 were approved as a correct record, subject to the inclusion of Julie Skorupka's apologies for absence at Minute 80.

Matters arising

ACTION

**Minute 83 (refers):**

Board members reported that Ms J Taylor, Finance and IT Department, had not yet contacted them with a view to setting up a shielding panel.

JT

**Minute 84 (refers):**

The subgroup had requested that Mr Chandler, Consultant Obstetrician, be contacted to request that notifications of all child deaths should be given to the subgroup. This would be followed up at the next meeting of the Board.

SA

**Minute 88 (refers):**

The Board discussed Case B, where the sex offender had finished probation, had no mental health issues, and was now over 18 years of age. This case had been considered by the Evaluating Effectiveness subgroup on 7 August 2007 (Minute 4 refers).

Resolved:

(1) Referral to the NSPCC for a further risk assessment was inappropriate for Case B.

(2) Sharon Bond contact the relevant YOT to request that they share information which could be considered in the context of the next risk assessment.

SB

(3) Kath Nelson contact the relevant local authority to express the Board's concern at the lack of co-operation by the Prison in sharing the previous risk assessment with the Social Services Department.

KN

(4) The risk assessment for Case B be carried out before the next meeting of the Board.

SB/Christine  
Boyd

**Minute 91 (refers)**

Resolved: The Director of Children and Young People Services and Sean Atkinson to follow up.

SA/NJ

**102 Subgroup meetings feedback:**

**Child death overview subgroup**

The Subgroup Chair informed the Board of two cases of recent child death.

Resolved:-

(1) The Board accepts the report.

(2) Will continue to keep the financial arrangements under review especially in relation to the future larger group requirements when Bolton, Salford and Wigan combine under our statutory requirements

at the end of March 2008. This work will equate to one third of an administration post.

**ACTION**

SA

(3) Sean Atkinson Chair the next subgroup meeting.

SA

The Board thanked Julie Skorupka for the major contribution she had made to the group and extended their best wishes to her in her new role in Preston.

**Evaluating Effectiveness**

The Subgroup Chair updated Members on the meeting held on 7 August 2007.

Resolved:

(1) The Board accepts the report.

(2) Future subgroup minutes include only initials and no personal data, and that the minutes of this sub group be destroyed.

All

(3) Sean Atkinson carry out a regional check with regard to the minutes of other safeguarding boards.

SA

**Policy and Procedures**

No meeting of the sub group had taken place. Kath Nelson agreed to Chair this group in future.

KN

Sean Atkinson informed the Board that the final draft of the child protection procedures was now complete. Unfortunately, the information sharing protocol needed to be updated as all the original signatories had now left their posts.

SA

Resolved:

(1) Board Members put forward nominations for this group to Deborah Brownlee as soon as possible.

DB

(2) Child protection procedures be published in loose leaf style, as a matter of urgency including a summary of the members information sharing agreement. The full agreement to be included once updated.

SA

(3) Alison Burt liaise with Public Relations department with a view to publishing an article about the child protection procedures in 'Borough Life'.

AB

**Training and Communications**

The minutes of the meeting held on 18 September 2007 were circulated at the meeting. The Subgroup Chair updated members on the last meeting. WSCB procedures were discussed with regard to confidentiality.

	<b><u>ACTION</u></b>
Resolved:	
(1) The Board accepts the report.	
(2) Requests that future minutes of subgroups only contain the initials of children.	Subgroup Chairs
(3) The contract for the part-time post of Training Co-ordinator be extended until March 2009.	
(4) Urgent advice from ICT be sought regarding ways of ensuring more secure communication networks for meeting minutes.	SA
<b>103 Cases/Issues that meet MAPPA criteria</b>	
Resolved: This item be deferred to the next meeting.	CB
<b>104 Audit plans:</b> The Chair stated that a letter had been sent to all agencies requesting an update on the self assessment plans by the next meeting of the Board. However, some board members reported that the letter had not been received. Julie Skorpuka reported that CASCASS was fully compliant.	
Resolved: The deadline for a response on the self assessment plans and the actions which needed to be taken be extended until 31 October 2007. The responses to be submitted to the Evaluating Effectiveness sub group.	All
<b>105 Serious case review:</b> Alison Burt reported on serious case review K.	
Resolved: The Board accepts the outcomes of the serious case review and Kath Nelson was requested to ensure that the actions in the report were fully implemented.	KN
<b>106 Funding for Wigan Safeguarding Children Board:</b> The Chair reported that local authority monies had been identified to support the LADO post. Sean Atkinson had identified national comparative data to help inform decisions about funding for 2008 onwards.	
Resolved: The Board to consider the funding of the Board at the next meeting as a major item, look at the total budget and cost key priorities, including a marketing strategy, for the future years.	All
<b>107 Forester's Fund handbook:</b> Sean Atkinson asked the Board whether they wished to contribute an advertisement in the Forester's Fund for Children handbook.	
Resolved: Ruth Walken investigate this charity and feedback to the Training and Communications subgroup. The Board were not however minded to fund an advert.	RW

**ACTION**

**108 Policy of children visiting wards and other NHS Trust properties/5 Boroughs Partnership NHS policy on children and young people who may require admission to an adult ward when determined appropriate/Criminal Records Bureau policy:**

Lesley  
Pieterse

The Board considered these three agenda items together.

Resolved: That a representative of 5 Boroughs Partnership attend the next meeting to clarify why these reports were presented to the Board.

**109 Update on business manager post:** The Chair reported that this agenda item linked in with the LADO post and that Wigan Council were looking for one person to fill both posts. (See 104 above). Superintendent McIvor reported that it was still to be resolved how this would work into the Independent Police Complaints Commission and what their role would be.

**110 Any other business:**

**Calendar of Meetings**

Alison Burt asked a question about the calendar of meetings for 2008 and when the dates would be finalised.

KT

**111 Date and time of next meeting:**

Monday, 19 November 2007, in the Conference Room at Progress House at 2.00pm.

There were no further items.

CHAIR

Meeting started: 2.00 pm

Meeting ended: 4:10pm