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**31st Meeting of the Safeguarding Board for Northern Ireland**

**To be held on Wednesday 21st February 2018 from 2:45pm-4.45pm**

**The Chestnut Suite, Lagan Valley Island Centre**

**BT27 4RL**

**PUBLIC MINUTES**

**RECORD OF ATTENDANCE**

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| **Name** | **Title & Organisation** | | **Present** | **Apology** |
| Bernie McNally | Chair Safeguarding Board for Northern Ireland | | 🗸 |  |
| Neil Anderson | National Head of Service for Northern Ireland NSPCC | | 🗸 |  |
| Kieran Downey | Director of Safeguarding Children-WHSCT | | 🗸 |  |
| Dr Martin Cunningham | GP representative | | 🗸 |  |
| Anne Donaghy | Chief Executive Mid and East Antrim Council | |  | 🗸 |
| Liam Hannaway | Chief Executive Newry, Mourne and Down District Council | | 🗸 |  |
| Dr Carolyn Harper | Director of Public Health | |  | 🗸 |
| Mary Hinds | Director of Nursing and AHP’s | | 🗸 |  |
| D/Chief Superintendent Paula Hillman | PSNI | | 🗸 |  |
| Declan McGeown | YJA | | 🗸 |  |
| Paddy Kelly | Director Children’s Law Centre | | 🗸 |  |
| Hugh Hamill | PBNI | | 🗸 |  |
| Pauline Leeson | Chief Executive Children in N. Ireland | | 🗸 |  |
| Dr Clare Mangan | EANI | |  | 🗸 |
| Cecil Worthington | HSCB | | 🗸 |  |
| Paul Morgan | Director of Children & Young People’s Services SHSCT | | 🗸 |  |
| Dawn Shaw | National Director NI Action for Children | | 🗸 |  |
| Brendan Whittle | Director of Children’s Services SEHSCT | | 🗸 |  |
| Marie Roulston | Director of Children’s Services NHSCT | | 🗸 |  |
| Norman Porter | Director Barnardo’s NI | | 🗸 |  |
| John Growcott | Acting Director of Children’s Social Care BHSCT | | 🗸 |  |
| Emily Roberts | PHA | | 🗸 |  |
| Paddy Mooney | Director Include Youth | | 🗸 |  |
| Barbara McDermott | Director Down & Connor Safeguarding | | 🗸 |  |
| Peter Reynolds | Chief Executive -NIGALA | | 🗸 |  |
| Andrew Thomson | Chair of the CMR Panel | | 🗸 |  |
| Yvonne Adair | Independent Safeguarding Panel Chair Southern and South Eastern Areas | | 🗸 |  |
| Brian Hanna | Independent Safeguarding Panel Chair Belfast, Northern and Western Areas | | 🗸 |  |
| **In Attendance** | | | | |
| Lisa McEneaney | | Minute Taker | | |

**Summary of Actions**

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| **Action No.** | **Action:** | **To be completed by:** |
| 1 | SBNI and DoH to agree the ToR and Methodology for the CSE evaluation | Ms McKenzie |
| 2 | CSE Audit report to be re-issued to members for dissemination and learning purposes | Chair |
| 3 | Matter arising in relation to the Neglect Assessment Tool to be changed to ongoing | Chair |
| 4 | Mr Worthington to ask Mr Quinn to work with Ms Shaw in relation to the Neglect Assessment tool in conjunction with the PHA to agree a commissioning process | Mr Worthington |
| 5 | More detailed scoping report on ACE’s professional programme to be submitted to the SBNI for approval on 21st March and the EITP Programme Board on 26th March | Chair |
| 6 | Ms Mahon to present at the SBNI meeting on 21st March on Signs of Safety**.** | Ms Mahon |
| 7 | Changing perceptions/physical punishment to be included as an agenda item for the SBNI meeting on 21st March when the SBNI to give it further consideration  The SBNI will then provide written feedback to the commissioner on the SBNI response. | Chair |
| 8 | Presentation in relation to Changing Perceptions-Physical Punishment to be circulated to members | Ms McEneaney |
| 9 | The Chair to raise the Children’s commissioner’s presentation with Sean Holland (DOH) at their next meeting. | Chair |
| 10 | Mental Health to be an agenda item at the SBNI Strategic Planning day | Chair |
| 11 | Dr Livingstone to present at the SBNI in June in relation to the research from the Rowan Centre Annual Conference. | Dr Livingstone |

**Preliminaries: Apologies, Quorum, Conflict of Interest, Complaints**

The Chair welcomed SBNI members to the meeting.

The Chair recorded apologies from Dr Mangan, Ms Donaghy and Dr Harper. She added that two deputies were attending the meeting, Mr Hamill on behalf of Ms Lamont (PBNI), Mr Porter on behalf of Ms Wilson (Barnardo’s) and Ms Roberts on behalf of Ms Turbitt (PHA)

**Conflict of Interest**

The Chair asked members to declare any conflicts of interest as and when they arise throughout the meeting.

**Complaints**

No complaints were noted.

**1 31/18P Previous Minutes & Matters Arising**

1.1 The Chair invited comments on the factual accuracy of the public minutes from the SBNI meeting on the 6th December. The minutes were subsequently approved as an accurate record of the meeting.

1.2 The Chair stated that at the last meeting of the SBNI the CSE audit report was presented. Following SBNI agreement the Chair wrote to the DoH in relation to a further evaluation being carried out on the outcomes associated with the work that was undertaken on the Marshall and Pinkerton CSE reports. She advised that further work would be undertaken in relation to an evaluation on CSE. The DoH have agreed that this is the most appropriate way forward.

1.3 The DoH had advised that from the outset the Terms of Reference (ToR) and methodology must be correct. They had advised that they are keen to be involved in the drafting of the ToR and methodology.

**Action 1:**

SBNI and DoH to agree the ToR and Methodology for the CSE evaluation

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**Action by: DoH**

1.4 The Chair said that she had written to members to inform them that Ms Leonard would be undertaking the work relating to the TOR and methodology and that she would be in contact with them.

1.5 Mr Morgan said that the Directors of Children’s Services met with Ms Leonard. He asked the Chair if the previous CSE audit could be formally issued to inform the learning and in preparation for a further piece of work.

**Action 2:**

CSE Audit report to be re- issued to members for dissemination and learning purposes.

**Action by: Chair**

1.6 Ms Shaw asked if the matter arising in relation to the Neglect Assessment Tool could be changed to on-going rather than complete. This is because the commissioning is not yet been completed for this tool.

**Action 3:**

Matter arising in relation to the Neglect Assessment Tool to be changed to ongoing

**Action by: Chair**

1.7 Ms Shaw said that at the last meeting she had declared a conflict of interest in relation to this piece of work. The graded care profile is the tool that is most commonly used, however there are a few versions of the graded care profile. She said that this decision was to be referred to the commissioners but that piece of work hasn’t yet been completed.

1.8 Mr Worthington said he would ask Mr Quinn to have a conversation with Ms Shaw regarding the Assessment Tool.

**Action 4:**

Mr Worthington to ask Mr Quinn to work with Ms Shaw in relation to the Neglect Assessment tool in conjunction with the PHA to agree a commissioning process

**Action by: Mr Worthington/Mr Quinn**

**2 31/18P EITP Outline Business Case**

.2.1 The Chair presented the EITP Business Case to the SBNI. She stated that this proposal was developed by the SBNI office with the assistance of Mr O’Neill (former Director of Finance, NHSCT). The proposal went to the EITP Programme Board on 22nd January for discussion. She advised that the Programme Board were very complimentary about the Outline Business Case; however it was agreed that further work would be undertaken in relation to scoping out the work and providing more financial details.

2.2 The Chair said that concerns were raised in relation to the financial details and that the Programme Board need to be assured that the SBNI are committed to and able to take this forward.

2.3 The Chair stated that at the EITP Programme Board she is not included in the decision making process. The Chair added that before final approval a further piece of work would be completed in the form of a detailed scoping document. She said that Mr O’Neill and Ms Leonard will be supporting the SBNI office in producing this document.

2.4 Mr McGeown declared a conflict of interest as he is a member of the EITP Programme Board.

2.5 Mr McGeown said that there wasn’t any disagreement with ACEs and the Youth Justice Agency (YJA) embrace the rollout of ACEs. He said that the issues that were raised were governance issues, to ensure that this is good value for money (VFM). He advised that his understanding was that the proposal lacked specifics.

2.6 The Chair stated that she had received an email from Atlantic Philanthropies’ offering assistance from a member of staff, who could support the SBNI office with the scoping document.

2.7 The Chair said that the scoping document would go back to the EITP Programme Board on the 26th March.

**Action 5:**

More detailed scoping report on ACE’s professional programme to be submitted to the SBNI for approval on 21st March and the EITP Programme Board on 26th March

**Action by: Chair**

2.8 Mr Whittle advised that following the meeting of the Child Protection Sub-Group on 21st February. There were queries raised in relation to the Governance Structure and how the different groups (Project Board/Expert Group) feed into one another. He added that members of the Child Protection Sub-Group stressed that it was important to ensure that there was a link with Signs of Safety which is the overarching theme. Discussion took place in relation to the membership of the Expert Group and Project Board.

2.9 The Chair said that the detail in relation to the reporting structure will be contained within the scoping document.

2.10 Mr Downey said that Ms Deidre Mahon (Assistant Director, WHSCT) is due to come to the SBNI meeting on the 21st March to present on Signs of Safety. He said that Signs of Safety provides the overarching framework as to how work will be undertaken with families. He added that the ACE work will focus on making individuals more trauma informed.

**Action 6:**

Ms Mahon to present at the SBNI meeting on 21st March on Signs of Safety**.**

**Action by: Chair**

2.11 The Chair said that the SBNI are planning a Strategic Planning Day in May in which this work will be pulled together.

2.12 Mr Hannaway asked for clarity in relation to the band seven posts and asked if these had been advertised at present? The Chair said that there will be secondment opportunities for staff from member organisations. The Chair clarified that the scoping document would contain these details.

2.13 Ms McDermott asked had there been any thought about re-establishing the Education and Training Committee to assist with this work. The Chair said that this would form part of the discussion for the SBNI Strategic Planning Day in May.

**3 31/18P Changing Perceptions –Equal Protection**  **(See BM31-02.18P6)**

3.1 The Children’s Commissioner gave a presentation in relation to Achieving Equal Protection for Children/physical punishment. (See BM31-02.18P6)

3.2 The Children’s commissioner asked for SBNI’s response to her presentation. The Chair said that this would be brought back to the SBNI meeting on 21st March for consideration following which she would write to the Children’s Commissioner.

**Action 7:**

Changing perceptions/physical punishment to be included as an agenda item for the SBNI meeting on 21st March when the SBNI will give it further consideration

The SBNI will then provide written feedback to the commissioner on the SBNI response.

**Action by: Chair**

3.3 Discussion took place re the STOP campaign through parenting NI.

3.4 The Chair said that the presentation would be sent out to members.

**Action 8:**

Presentation in relation to Changing Perceptions-Physical Punishment to be circulated to members

**Action by: Ms McEneaney**

3.5 Discussion took place in relation to the statistics noted in the Children’s Commissioners presentation and that it would help if there were clearer guidelines for staff.

3.6 The Chair said that this would be brought back to the SBNI Board on 21st March and that the SBNI would write to her regarding Physical Punishment. The Children’s Commissioner stated that she believed the SBNI should make a clear statement as a corporate body. She added that a clear statement needs to be made that physical punishment should be outlawed in NI.

3.7 The Children’s Commissioner said that member agencies should go back to their agencies and she would be happy to engage with member agencies Boards/ to advise on physical punishment and parenting support.

3.8 The Chair noted that there are issues with member organisations requirement to work within the law.

3.9 The Chair said that the SBNI will take time to consider the presentation at the next meeting and write to the Children’s Commissioner.

3.10 Ms Kelly suggested a meeting with the DOH on this issue would be an appropriate way forward.

3.11 The chair agreed to raise this issue with Sean Holland at the DOH at her next meeting

3.12 Mr Morgan said that the SBNI need to reflect on the work ongoing in relation to physical punishment within the outcomes groups.

**Action 9:**

The Chair to raise the Children’s commissioner’s presentation with Sean Holland (DOH) at their next meeting.

**Action by: Chair**

**4 31/18P Think Family –The Family Model (See board paper BM31-02.18P7)**

4.1 Ms Donaghy (HSCB) presented on the Think Family Model (see board paper BM31-02.18P7)

4.2 The Chair advised that she and Ms Donaghy had discussions in relation to what role the SBNI as a membership body will be taking in relation to mental health.

4.3 Ms Donaghy said it would be helpful to have a section in the Transition Strategy outlining what that would be. She said that there had been eight CMRs since the establishment of SBNI and three of these related to the think family work. Recommendations had been subsequently made in relation to think family.

4.4 The Chair thanked Ms Donaghy for her presentation and said that mental health would be an item on the agenda at the Strategic Planning day in May.

**Action 10:**

Mental Health to be an agenda item at the SBNI Strategic Planning day

**Action by: Chair**

**5 31/18P Strategic Plan**

5.1 The Chair advised that to date the SBNI office have received eight responses in relation to the Strategic Plan consultation. She said that the Children’s Version had also been created.

5.2 The Chair said that focus groups are being held with NCB and Parenting NI in relation to the Strategic Plan. This is ensuring engagement with children and young people in this process.

5.3 Ms Adair said that the Safeguarding Panels welcome this and that events are being held in within the local panels.

**6 31/18P Finance (See Board paper BM31-02.18P3)**

6.1 The Chair presented the finance report to the SBNI. She said that current projections are showing that there is approximately an underspend of £70k between goods and services and salaries. She said that she anticipates that this will reduce before 31st March.

6.2 The Chair added that the reason for the 40k underspend in relation to salaries is due to vacant posts for the Lay Members, designated doctor post and the band 3 administration support post.

**7 31/18P Risk Register**

7.1 The Chair presented the Risk Register to the SBNI. She advised that the remaining risk on the register is in relation to the Designated Doctor (paediatrician) position on the SBNI Board.

7.2 Ms Roulston stated that Dr Livingstone was very keen to take up post on the SBNI Board; however she could not be back filled to do so. Ms Roulston said that the NHSCT are not in a position to release Dr Livingstone at this stage.

7.3 Dr Cunningham asked that seeing this is the last risk on the register does the risk rating need to change to a high risk?

7.4 Ms Roulston detailed that she had been to the Annual Conference at the Rowan Sexual Assault Referral Centre. Dr Livingstone presented on research of the children who had been referred into the Rowan in the last three years. The Chair agreed that this should be an agenda item for the June SBNI meeting.

**Action 11:**

Dr Livingstone to present at the SBNI in June in relation to the research from the Rowan Centre Annual Conference.

**Action by: Dr Livingstone**

**8 31/18P Caseload Management Model**

8.1 Following the June 2017 Board meeting it was agreed following the Codie CMR that Mr Quinn would present on the Caseload Management Model.

8.2 Mr Worthington presented the presentation that Mr Quinn prepared.(see BM31-02.18P5)

8.3 Mr Thomson encouraged members to attend the CMR training on 28th March.

8.4 The Chair closed the SBNI meeting at 4.45pm.

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| **Signed by Chair:** |  | **Date:22.03.18** |