



Meeting	Warwickshire Safeguarding Executive Board Meeting	
Date	Wednesday 4 th September 2024	Abbreviations
Present	Elaine Coleridge-Smith (<i>Independent Chair</i>) Janet Goffe (<i>Warwickshire Safeguarding</i>) Kerry Grocott (<i>Warwickshire Safeguarding Children Partnership</i>) Jackie Channell (<i>ICB</i>) Jill Fowler (<i>Warwickshire Police</i>) Becky Hale (<i>Warwickshire County Council</i>) Ramandeep Sandhu (<i>Warwickshire Safeguarding Children Partnership</i>) Rebekah Eaves (<i>Coventry Safeguarding Partnership</i>)	EC JG KG JC JF BH RS RE
Apologies	Amrita Sharma (<i>Warwickshire Safeguarding</i>) Pete Sidgwick (<i>Warwickshire County Council</i>) Nigel Minns (<i>Warwickshire County Council</i>)	AS PS NM

Item	Discussion		
1.	Welcome, Introductions and Apologies		
	The Chair welcomed everyone to the meeting.		
2.	Approval of previous meeting minutes		
	JF noted the item 4 discussion, second bulletin point, splitting the finances, the word consistency needs to be changed to constitution. KG to make amendments. The minutes were agreed as an accurate record of the meeting.		
Ref	Action Required (if any)	Action Owner	Timescale
2.1	Amendments to previous minutes.	KG	ASAP
3.	Joint Interest Items		
	Outcome and Key Decisions of Chief Officer meeting 12th August 2024 JG informed members that chief officers met on the 12th of August to agree structure and budgets. They were presented with an options paper which were signed off by NM and PS. In terms of what this looks like currently, the option paper agreed on the first option where existing staff had to go through a preferencing process which is now complete. All vacancies have been approved for recruitment for the children's partnership and adult's board. These will be advertised externally. It is expected there will be good interest in these posts. Until both teams have their full quota of staff, the business team will continue to operate as normal till the vacancies are filled. There continues to be a transitions meeting with the Project Manager, the Business Managers for children and adults and Heads of Service.		



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	The additional sections of the communications document have been signed off. Members have read and approved. There was discussion regarding the publication of the partnership meeting minutes. There is currently not enough clarity over the publication of minutes and if this is something that will carry forward under both arrangements in the constitution? It was agreed that both children and adults would continue to publish their minutes moving forward and allow a closed section in the papers where discussions are not to be published due to confidentiality, Other areas for development were noted. From the 1st September 2024 the joint partnership have moved into the formal arrangements and separated but there are outstanding areas for both boards to complete. It has been agreed that the status quo will continue for the moment and the focus of the next 6 months will be the development of the respective partnerships' key priorities, how they intend to progress, the publication of strategic plans and alignment of delivery plans. This work needs to be complete by 1st April 2025. In terms of partnership meeting schedules, the views of partners have been sought and attempts are being made to ensure some efficiency in time for partners to attend both (i.e. children and adult meetings are held on the same day). Changes to the subgroups under the children's arrangements mean the joint Exploitation Group will separate and there will be an Adolescent Safeguarding Group. There will be no change to the Safeguarding Review Group, and this will remain joint children and adults. There is work underway for the development of the infrastructure and work is ongoing on drafting the Terms of Reference and identifying panel members. How we ensure the groups are operating effectively was discussed in a meeting yesterday (03/09). In respect of multi-agency training, there is no informed offer regarding what we need for our workforce moving forward. Evidence based training and offering what practitioners and managers need is essential and work will be undertaken to identify and implement training. The decision has been made by ECS that the 16th of September 2024 is far too soon for this to hold the joint partnership meeting. Moving forward, there needs to be discussion on how the respective partnership meetings are managed and if they come together once a year. Choosing the new logo and the development of the website are outstanding tasks. BH attended the Chief Officer meeting on behalf of NM and confirmed the proposed new governance arrangements were agreed. Option 1 agreed. Option 1 for partner contributions. The Pathfinder will meet the costs for this financial year. Legal costs need to be transparent as they have not been included. Need to review this. District and Borough Councils and their contributions were discussed. Agreement that



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	Business Managers should work together. Not expecting the Business Team to provide training. Discussion over how charging fees are to be managed. Considered the principles on charging contributions to attend training and cancellation fees for those not attending. Further work needs to take place to how this is to be operational. RS- work to be done on what the offer is. There have been some discussions around the multiagency offer from children's and families and the Pathfinder. In relation to the training, the business unit would be delivering this. Coventry have Training Officers, but this is not the model we have. Minimal involvement this moment in time. For the time being it is not something we are able to provide. JC- never been an expectation that the team will be delivering it. We have a wealth of expertise across Warwickshire. Where there have been many non-attendances, a number of times where police officers would be pulled into something the last minute and also from health too. Need a mechanism in place so a senior manager can be informed where someone is not able to attend training. JF- the police already do this internally. It could work externally too. Discussion over full time post for BDO for SAB is needed rather than part time post. Nuneaton and Bedworth Council have declined to contribute. JC- there is a high number of reviews from Nuneaton and Bedworth. If they cannot contribute financially then perhaps the use of their premises for venues for meetings may be a way of contribution. Pathfinder monies- this was discussed in the partner meeting. Dan Atkins made it clear that Pathfinder money should not be used for adult services. BH- The Adults Board financial side is already sorted. With regards to the Children Partnership, any extra financial help needed, the Pathfinder monies will be used. WSP Annual Report of Effectiveness for comments and approval JG- will send out for approval. Changes- referred to the report as the WSCP report, changed this to WSP. References taken out with regarding to 'vulnerable adults' added the legal requirements from SAB perspective. Weighted from children's activity so had SAB added, case study etc. will highlight these and send them out after the meeting and signed off virtually. Members informed that any comments need to be sent within a week to JG. Safeguarding Review Group for information and approval 7-minute Briefing - Preventing abusive head trauma in infants with ICON. For people to read and agree. - Safeguarding Review Key Updates. JC- The team have produced a working spreadsheet that meets the requirements for identifying areas of the county that everyone has originated from, including district and borough areas. There are different tabs for different information, but it also highlights panel



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	members. There is also information on cases that are put on hold, which can help to identify who was on the original panel. This is particularly useful when criminal proceedings etc can delay reviews, so it is useful to keep updated. Reference to the cases that do or don't make the criteria for CSPP. With ones that do not meet the criteria and do not progress, we request further information such as from health agencies. Moving forwards, there are some Rapid Reviews booked for October. We are trying to be mindful of not having them all at once, spacing them out and giving agencies enough time to gather information. We have more flexibility with the adult cases in terms of time scales. The spreadsheet is a live document and updated by the team. LSCPP Anonymised Executive Summary for child 1 and adult 1 was shared with members and an update was provided. It was noted that this review involved a number of areas in the country and there is significant learning. The Executive will continue to be updated on liaison with the other areas involved, coronial proceedings and plans for publication.		
Ref	Action Required (if any)	Action Owner	Timescale
3.1	Action: WSP Annual Report of Effectiveness for comments and approval- comments to be sent to JG within a week.	All	Within one week of the meeting
3.2	Action: 7-minute Briefing - Preventing abusive head trauma in infants with ICON. For people to read and agree.	All	Within one week of the meeting
3.3	Action: LSCPP Anonymised Executive Summary Child 1 and adult 1- amendments.	Safeguarding Partnership	Within two weeks of the meeting
4.	Adult Safeguarding Items		
	Date and arrangements for the first Meeting of the WSAB ECS met with PS and AS met with PS too. The date proposed for the first meeting of the SAB is Wednesday 9th October 2024. The Constitution, Terms of Reference and the chairing of subgroups will be discussed/agreed at this meeting.		
Ref	Action Required (if any)	Action Owner	Timescale
4.1	Action: AS and RS to meet to discuss meeting arrangements for the Safeguarding Adult Board	AS/RS	Within the one month of the meeting
5.	Children Safeguarding Items		
	WSCP New Logo for preference decision RS is looking at capturing the voice of children for the logo but looking at preferences at the moment. RS will be discussing the logo with the partners, but		



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	also the Youth Council and the Child in Care Forum. Liz Phillips, who is part of the Voice Influence Change Team will also be consulted. JC could children design one for the Adult Board too? JF- the first option is keeping in line with what children may prefer with the use of emojis. BH- we have had some feedback with regards to logos and it was felt that they look 'too cheery.' Also drawn to the first option, but it looks comic book like. Not sure if it is in keeping with the partnership. RS- there is a Headteacher conference within the next month, keen to have their feedback and input during this for the logo. JC- are SAB designing one too? There needs to be some connection between the Adults and the Children logos. RS- Comms are keen to have cohesion. Date and arrangements for the first meeting of the WSCP Runs alongside Adults Board- 9th October. Items for first agenda of new arrangements ▪ Executives Members for WSCP and WSAB to inform the business unit of any items. Will be completed in due time. Coventry JTAI Learning and Outcome RE informed members that Coventry were subject to JTAI from March 4th to 22nd and shared an overview of the process. Strategic partnership response- collate and share information and intelligence to understand risk and the implications of serious youth violence within local communities. Using this information to engage with communities, engage with children and parents. Developed and implement approaches to prevention. Supporting the workforce so they have the skills/knowledge to help and protect children. Evaluate and oversee their responses to serious youth violence. Timetabling was a huge task, co-locating authorities all in one room as have had issues with people meeting at different times, administrators from each agency supported the development of the timetable. QA process around a list and put forward several. 6 tracked cases and sample an additional 5 cases. Multiagency and single agency discussions for each of the tracked cases take place. In terms of interventions, inspectors request a list and choose 2. Can frame these visits to showcase other areas. Think about who goes on these visits. Take a team of partners to these, then everyone has a bit of information and knowledge at these visits. Report and letter of findings. 9 days to bring together the partnership's comments- 24 days after fieldwork. Final version sent to local partnership-31 working days after fieldwork. Letter of finding-34 working days after fieldwork.



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	In terms of health and police (JC/JF)- RE can put in touch with local partners to understand their experience. RS- with the de-briefs, are partners included in these? RE- confirmed they are. JF- who was the Police contact in Coventry? RE- will check. ECS- what were the findings? RE- positive feedback from it. Areas for improvement did emerge usually around transition, waiting times for ASD assessment, professional curiosity, children's explanations had been received at face value, but overall, it was a positive inspection. RS- how much have Warwickshire been involved with JTAI? ECS- followed similar processes but do not have anything prepared at the moment. ECS- was this imbedded in Coventry? RE- we had a negative history with youth violence which pushed this forward. Strong sense as a partnership to implement this.		
Ref	Action Required (if any)	Action Owner	Timescale
5.1	Action: Logos to be confirmed	RS	Within the one month of the meeting
5.2	Action: Agenda for WSCP and WSAB to be created before first meeting.	RS/AS	Within two weeks of the meeting
5.3	Action: RE to inform JC and JF of local partners for their experience. Inform JF of police contact for Coventry.	RE	Within two weeks of the meeting
6.	Any other business		
	Formal record of last meeting of the WSP and meeting closure ECS noted this is the last meeting of the Executive Board for the WS Partnership and the group will now be moving onto the new separate arrangements for children and adults. ESC thanked everyone who has worked hard to get these arrangements to where they are and members thanked Elaine for all her work with the Joint WS Partnership.		