



Children's Services

**Local Safeguarding Children Group (LSCG) – Norwich City District**

**Date: 1 July 2021, 10am to 12pm**

**Venue: MS Teams**



**Present:**

Name	Title	Organisation
Amie Swithenbank	Service Lead – Children’s and Dental Services Specialist, System Operations and Childrens Services (SSOCS)	Norfolk Community Health and Care NHS Trust
Annalisa Puricelli	Border Force Officer and Safeguarding and Trafficking Liaison	UK Border Force
Carol Jacques	Head Teacher & DSL Representative	Earlham Nursery
Chantelle Goslitski	Rose Service Manager	Magdalene Group
Clare Harrison	Family Programme Coordinator- Norwich, ECFS	Action for Children
Gary Dack	Head of Safeguarding	Norwich City Football Club
Hannah Shirley	Complex Needs Manager	Matthew Project
Kath Griffiths	Community Information and Learning – Locality Manager	Millennium Library
Keir Brisbane-Langsdon	Team Manager, Intensive Support Team	NCC
Kirsten Francis	Head of Locality South Norfolk and Norwich City - Norfolk 0-19 Healthy Child Programme - Children and Young People's Health Services Norfolk	Cambridgeshire Community Services NHS Trust
Leon McLoughlin-Smith	Head for the Norfolk Probation Service	Probation Service
Mandy Marriott-Sims	Partner & Community Focus Manager (Norwich)	NCC
Mark Osborn	Safeguarding Intelligence & Performance Co-ordinator (SIPCo)	NCC
Natalie Riseborough	Detective Constable, Child Abuse Investigation Department	Norfolk Constabulary
Neil Toplis	Operations Manager	NSFT
Sharon Winterbone	Family Nurture Practitioner/ Designated Safeguarding Lead	Recreation Road Infant School
Teresa Frost	<b>Co-Chair</b> Head of Communities and Partnerships (Norwich)	NCC
Trudy Sargeant	Safeguarding Lead	Lionwood Junior School

**Apologies:**

Name	Title	Organisation
Abigail McGarry	Norfolk Safeguarding Children Partnership Business Manager	NCC
Adam Yaxley	Inclusion Manager	The Garage
Carol Manning	Head of Family Support (North Norfolk, Broadland and Great Yarmouth)	NCC
Helen Dolding	Deputy Head Pastoral / Designated Safeguarding Lead (DSL)	Norwich High School for Girls
Kim Goodby	<b>Co-Chair</b> Associate Director for Complex Health and Safeguarding	Norfolk and Norwich University Hospital NHS Foundation Trust
Maggi Heavey	Team Manager – Children’s Social Care	NCC
Rachel Bell	Detective Inspector, Child Abuse Investigation Department	Norfolk Constabulary

No.	Item
1	<p><b>Welcome - Minutes from the last meeting including updates from actions – Teresa Frost</b></p> <ul style="list-style-type: none"> <li>• Teresa welcomed the attendees to the meeting and asked them to introduce themselves.</li> <li>• The previous minutes (6 May 2021) were agreed and accepted.</li> </ul>

<p>2</p>	<p><b>Chairs Highlights Updates and Outcomes from Previous Meeting (JAGS survey) – Teresa Frost &amp; Mark Osborn</b></p> <p><b><u>JAGS Survey</u></b></p> <ul style="list-style-type: none"> <li>Mark asked the members to complete a JAGS feedback form during the meeting, which asked the following questions with the following results (7 respondents):-</li> </ul> <ol style="list-style-type: none"> <li>How useful did you find the Joint Agency Group Supervision (JAGS) presentation at the previous LSCG meeting? <b>4.57 stars out of 5</b></li> <li>Did you promote the JAGS model in your organisation? <b>3 said ‘yes’</b> <b>4 said they have not done so yet, but plan to</b></li> <li>To your knowledge has this resulted in anyone in your organisation initiating JAGS? <b>2 said ‘yes’</b></li> </ol> <p><b><u>Partner Updates</u></b> (attached)</p>  <p>LSCG Norwich City Partner Update July</p> <ul style="list-style-type: none"> <li>Teresa thanked the members who submitted their updates before this meeting.</li> <li>Teresa reminded other members to send their brief updates, because they are useful for you to cascade to your organisations.</li> <li>Teresa asked the group if they required support to return their partner updates before meetings.</li> <li>Members suggested they would like to be given a deadline to submit their partner updates.</li> </ul> <p><b>Action: members to be given a deadline to submit their partner updates from September (Mark).</b></p>
<p>3</p>	<p><b>Reflective Practice Sessions – Teresa Frost</b></p> <p><b><u>RP Flyer</u></b> (attached)</p>  <p>Reflective Practice Flyer .pdf</p> <p><b>Book RP sessions here (free):</b> <a href="http://norfolkscb.org">NSCP Booking – Training - Norfolk Safeguarding Children Partnership (norfolkscb.org)</a></p> <ul style="list-style-type: none"> <li>Teresa and Mark encouraged the members to sign up to the valuable series of RP sessions (via Teams), promote them, and share their experiences of the RP sessions.</li> <li>Trudy is a member of an RP group and shared her experience. Someone shares a case that is causing a concern with a group of multi-agency partners. The partners ask questions and offer recommendations. At the next session, the case lead reflects on what actions they have taken since the previous session. The sessions are useful, because they allow the case lead to get different perspectives from a mix of multi-agency partners. Also the outcomes for the child in the case did improve. It is useful for those partners who do not receive workplace supervision.</li> <li>Members felt they were unable to sign up to the RP groups due to low of staffing capacity or lack of time.</li> <li>Hannah has signed up to chair an RP group for a while now, but has not been contacted to run their first session as yet. Mark will feed that back to the organisers.</li> </ul> <p><b>Action: members to promote RP Group sessions with their organisations and sign-up to the RP Group sessions (to increase the uptake) (All).</b></p>
<p>4</p>	<p><b>Every Relationship Matters In Norfolk (ERMIN) – Teresa Frost</b></p> <p><b><u>ERMIN Flyers</u></b> (attached)</p>



Every Relationship Matters in Norfolk A



Every Relationship Matters in Norfolk P

**Book your ERMIN sessions here:**

[NSCP Booking – Training - Norfolk Safeguarding Children Partnership \(norfolkscb.org\)](https://www.norfolkscb.org)

- NCC were awarded a grant to train more trainers to deliver two types of Reducing Parental Conflict sessions (Awareness Raising; Practitioner Skills).
- Sessions to be delivered from September 2021 to March 2022 via Teams (free of charge).

**Action: members to promote ERMIN sessions with their organisations and sign-up to the ERMIN sessions (All).**

**5 Multi-agency Review (MAR) – Mark Osborn**

- The LSCG will re-instate MARs and set a date for colleagues to come together in October 2021.
- The purpose of MARs is to review how well we work together and improve working together.
- All partners directly involved in the case would need to attend the MAR.
- LSCG members may attend the MAR to observe for their own learning.
- Mark asked members to identify a case of neglect that is open or recently closed, involving a child aged 0 to 11 years and multiple partners. Consent is required from the family. You would need to prepare and review the case notes.
- Findings of the MAR will be fed back to the November 2021 LSCG meetings.
- Mark will provide guidance on the MAR process and identify district audit tools.

**Action: members to identify cases that meet the criteria for this MAR and contact Teresa (All).**

[Teresa.frost@norfolk.gov.uk](mailto:Teresa.frost@norfolk.gov.uk)

**6 Early Help Assessment & Plan – Teresa Frost**

**EH presentation** (attached)



Early Help (RC)  
LSCG Presentation J

- This will replace the Family Support Process (FSP).
- The new forms are now four pages and include prompts.
- The Professional Information form is used to capture other data (e.g. for internal or statutory purposes) and is not included in the EH plan.
- A consent page will be incorporated into the form.

The group split into two breakout rooms, facilitated by Teresa and Mark, to discuss the following questions-

- a) What are you & your organisations experiences of delivering Early Help, what makes it happen? Of those experiences, what 'best practice' examples can you share?
- b) What are the enablers and barriers to initiating Early Help Assessment & Plans?... how many do you undertake?... what helps you decide when to initiate one?
- c) Are there any tools/resources you would like to add/see as part of the practice roadmap.
- d) What actions & learning are you taking away?

**Summary of the breakout sessions:-**

- Members found this EH process a positive way to ensure families are actively involved in the process and take ownership of it. They are excited to take this forward.
- Schools may find it difficult to lead EH Plans due to the time involved in the process and organising diaries.
- The transfer time between a case being stepped-up or stepped-down needs to be smoother and sped up to avoid creating additional risk.
- Probation feel excluded from the process, because families may not give consent to share this with the Probation service. Leon will mention the benefits of the EH Plan process and the benefits of the Probation service being a part of that process with parents.
- The language used should be easy to understand.

	<ul style="list-style-type: none"> <li>• Use posters and leaflets to promote the EH process to families so that families see the benefits, fully understand it and are willing to participate (e.g. credit card leaflet).</li> <li>• Inform families that this is a new approach (from FSPs) and professionals will listen and hear you (and not tell families what to do).</li> <li>• Use quotes from families who have given positive feedback on how the process has helped them.</li> <li>• Training on the EH Process will be delivered over time. This may be tested on pilot groups. If you are interested do inform Mandy. Gary offered to be involved in the pilot.</li> <li>• If you require support with the process, please contact Mandy: <a href="mailto:mandy.marriott-sims@norfolk.gov.uk">mandy.marriott-sims@norfolk.gov.uk</a></li> </ul> <p><b>Action: members to share the EH Plans process with your organisations and feedback your thoughts at the next LSCG meeting in September (All).</b></p>
7	<p><b>Programme of Briefings and Workshops – Mark Osborn</b></p> <ul style="list-style-type: none"> <li>• A series of virtual briefings and workshops will be offered to LSCG members, in order to share learning, encourage working together and understand each other's' services.</li> </ul> <p><u>Briefings</u></p> <ul style="list-style-type: none"> <li>• The three strategic groups (Neglect; Child Exploitation; Protecting Babies) will each offer virtual 45 minute briefing sessions for all LSCG members to sign up to, in order to update LSCG members on their work and provide an opportunity to ask them questions. They will each deliver a briefing session twice a year on a rolling programme.</li> <li>• The Vulnerable Adolescent group (Andy Collier) will run their briefing session on 1 September at 2pm.</li> <li>• The Protecting Babies group (Sian Larrington) will run their briefing session on 22 October at 9.30am.</li> <li>• The Neglect group (Sarah Jones) will run their briefing session on 6 January 2022 at 2pm.</li> <li>• Mark will arrange for all LSCG members to be invited to all briefing sessions with a request for three members from each LSCG group to attend those briefings.</li> <li>• Attendees can feedback from these briefings at their next LSCG meeting (using breakout rooms) to discuss the local implications of the briefing, with Mark's guidance.</li> </ul> <p><u>Workshops</u></p> <ul style="list-style-type: none"> <li>• Mark will arrange an evening session with all Young Commissioners from all Youth Advisory Boards (YABs) to present their new YAB priorities to all LSCG members.</li> <li>• There will be a workshop on Young Carers (YC) in autumn 2021.</li> <li>• There will be a workshop on the work of the Supporting Families Employment Advisers (SFEAs).</li> <li>• The Local Safeguarding Adult Partnership (LSAP) will offer their programme of one hour workshops to LSCG members.</li> </ul> <p><b>Action: if you have any ideas for one hour workshops you would like, or if you wish to run a workshop please contact Mark (All).</b>  <a href="mailto:mark.osborn@norfolk.gov.uk">mark.osborn@norfolk.gov.uk</a></p>
8	<p><b>A.O.B.</b></p> <p>None.</p>
9	<p><b>Next meeting</b></p> <p>Tuesday 14 September 2021, 10am-12pm (Teams)</p>