



## PARTNERSHIP LEADS GROUP: ACTION NOTES

Date of Meeting	14 <sup>th</sup> April 2020
Venue	Conference Call
Chair	Victoria Caple
Minutes	Lucy Teteris, Safeguarding Partnership Co-ordinator

Agency	Membership	Attendance
Avon and Somerset Police	Victoria Caple	Attending
Avon and Somerset Police	Andrew Bishop	Apologies
BNSSG Clinical Commissioning Group	Anne Fry	Attending
BNSSG Clinical Commissioning Group	Angela Stephens	Attending
Designated Doctor (G.P.)	Richard Williams	Attending
National Probation Service	Liz Spencer	Attending
North Somerset Council	Eifion Price	Apologies
North Somerset Council	Jo Baker	Attending
North Somerset Council	Ruth Sutherland	Attending
North Somerset Council	Joanne Bocko	Attending
North Somerset Council	Jenie Eastman	Attending
Sirona	Jos Grimwood	Attending

Agenda Item 1: Introductions and apologies

Presenting:

Discussion/Challenge:

Victoria welcomed everyone and thanked them for their flexibility in attending remotely, by conference call.

She explained that she had planned to have a workshop type meeting today, but under the current circumstances this is not possible. She therefore suggested that the group focus on the following:

- Clarity around chairing arrangements for each sub-group and the roles of members
- Terms of Reference for this group
- Terms of Reference for each sub-group

Jenie Eastman raised an AOB around governance arrangements for Troubled Families (High Impact Families) and Early Help.

Liz Spencer raised an AOB around added risk of vulnerable children; any direction from the Executive and what this group is doing during the Covid-19 crisis.

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Agenda Item 2: Sub-Group Chairs and Membership

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The following table outlines the current PLG's membership and their roles:

Organisation	Member	Function
<b>A&amp;S Police:</b>	Victoria Caple	<b>CHAIR:</b> Statutory partner and Chair of the Executive
	Jess Aston, CI NS Police Commander	Statutory partner and substitute to above of the Executive
	<i>Police rep to be identified</i>	<b>Co-ordinator</b> for Young People's Forum
	Andrew Bishop	<b>Chair:</b> Multi-agency operational group
<b>NS Council:</b>	Eifion Price (AD, Support and Safeguarding Children)	Statutory partner and substitute to Director at Executive
	Jo Baker	Statutory partner and substitute for above; <b>Chair:</b> Quality Assurance sub-group (to also attend Executive)
	Ruth Sutherland	<b>Chair:</b> Contextual Complex Safeguarding (local group)
	Joanne Bocko	<b>Chair:</b> Workforce Development
	Kate Blackburn	<b>Chair:</b> Workforce Development (tbc)
	Jenie Eastman	<b>Chair:</b> Early Help sub-group
<b>Health:</b> BNSSG CCG	Anne Fry, Head of Children's Safeguarding (Designated Nurse)	Statutory partner and substitute to Rosi Shepherd at Executive.
BNSSG CCG	Angela Stephen	Designated Nurse Looked After Children
GP	Richard Williams	<b>Chair:</b> Reviews sub-group and Designated Doctor
Sirona	Jos Grimwood, Head of Integrated Safeguarding	<b>Co-Chair:</b> Quality Assurance Sub-Group
National Probation Service	Liz Spencer	

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Agenda Item 3: Terms of Reference for Partnership Leads Group

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Draft terms of reference for this group have been circulated. VC requested for members to forward any comments to LT by the end of this week. (W/E 17.04.20). **ACTION**

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Agenda Item 4: Terms of Reference for Sub-Groups

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VC asked Chairs of sub-groups whether they could draft their sub-group ToR by the end of April. She reminded them of the following strapline which was drafted at the Executive in January:

“Working together to keep children safe and provide an environment in which they can thrive.”

She also suggested that Chairs took this opportunity to ensure they have the right representatives on their sub-groups.

A template will be recirculated with these notes.

Chairs of sub-groups to complete and forward draft terms of reference to LT by the end of April. (W/E 01.05.20). **ACTION**

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Agenda Item 5: AOB

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- a) **Troubled Families and Governance.** JE explained that the Troubled Families programme (High Impact Families) is being integrated within the Early Help structures within the council. The proposal is for the governance of Troubled Families to sit with the multi-agency Early Help sub-group. NSC is also setting up an Early Help Performance Board within the local authority. This will support and challenge scrutiny around performance and all areas of early help that the council delivers, including parenting.

It was agreed that JE/LT would link with other regions to see what their governance arrangements are. **ACTION:** JE/LT to contact Bristol and South Glos.

The group discussed how data from EH and 1FD can link to the QA sub-group. Discussion about using the local authority's Quality Assurance Framework. Tapping into existing forums, regionally, seeing what is happening in our neighbouring authorities; using data to align with our priorities. Once the lockdown was lifted, it was agreed to link regionally and to use a JTAI theme to influence audits. **ACTION.**

- b) Liz Spencer asked whether this group had been given any direction by the Executive to look at added risk that children are facing during the Covid-19 crisis? VC confirmed that she will approach the Executive with this. **ACTION**

Anne Fry explained that in Bristol and South Glos a safeguarding multi-agency partnership meeting is held once or twice weekly. All agencies meet to discuss high risk activity. A newsletter is produced and circulated to multi-agency partners. It was agreed that this should be done in North Somerset. **ACTION:** JB and VC will approach Executive.

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Agenda Item 6: Future Meeting

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**The next meeting is arranged for Tuesday 23<sup>rd</sup> June at 2.00pm, The National Probation Offices, Worle.**