

B&NES Community Safety and Safeguarding Partnership

Meeting title	Operational Group		
Date	3rd September		
Time	2.00-5.00pm		
Venue	Zoom		
Distribution	All members		
Present	Name	Initial	Role, Organisation
	Siân Walker	SW	B&NES Community Safety and Safeguarding Partnership Independent Chair
	Kirstie Webb	KW	B&NES Community Safety and Safeguarding Partnership Business Manager
	Sam Long	SL	BCSSP Admin
	Adrian Carr	ACa	Partnership Manager, Department of Work and Pensions
	Amanda Cranston	ACr	Lay Member for Adults
	Bruce Laurence	BL	Director of Public Health, B&NES Council Commissioning Group
	Lesley Hutchinson	LH	Director of Adult Social Care, Complex and Specialist Commissioning, B&NES Council
	Lynn Franklin	LF	Head of Safeguarding, Avon and Wiltshire Mental Health Partnership NHS Trust
	Mary Kearney-Knowles	MKK	Director of Children and Young People, B&NES Council
	Pam Dunn	PD	Operations Director, Carewatch Bath
	Rob Appleyard (Cllr)	RA	Cabinet Member for Adult Social Care & Health, B&NES Council
	Samantha Jones	SJ	Inclusive Communities Manager, B&NES Council
	Sara Gallagher	SG	Head of Student Wellbeing Services, Bath Spa University
	Sarah Merritt	SM	Deputy Director of Nursing & Midwifery, Royal United Hospitals Bath NHS Foundation Trust
	Stephen Quinton	SQ	Group Manager, Avon Fire and Rescue
	Jayne Davis	JD	Deputy Principal of Curriculum & Quality, Bath College
Karen Webb	KaW	Manager, Newbridge Towers	
Jackie Mathers	JM	Designated Safeguarding lead for Adult, Children and Domestic Abuse, CCG	
Duncan Stanway	DS	Assistant Director, Barnados	
David Trumper	DT	CEO, Carers Centre	
Fiona Finlay	FF	Community Paediatrics and Designated Doctor, CCG	
Kevin Guy (Cllr)	KG	Liberal Democrats Councillor	
Andrew Snee	AS	Head of Compliance & Support, Curo	

	Roanne Wootten Val Scrase	RW VS	Operations Director, Julian House Managing Director Children's Community Services, Virgin Care
	Michelle Jarratt Rosie Luce Hamish Roberston	MJ RL HR	Senior Sergeant, Police Assistant Director, NHSEI South West Group Senior Safeguarding Leader, DWP
Guest Presenters	Tim White Jen Russell	TW JR	Project Services – IT, B&NES Council OD Business Partner, B&NES Council
Apologies	Anthea Pritchard Jayne Davis Hannah Gregory Nicky Kemp Lesley Jones Faye Kamara Penny McKissock Nicola Smith	AP JD HG NK LJ FK PMK NS	Lay Member Deputy Head, Bath College Senior Probation Officer, Probation Director of Policy & Planning, Bath College Lay Member Operations & Delivery Manager, NHS Chief Executive, Southside Headteacher, St Nicholas Primary

1	Welcome, Introductions and Apologies SW welcomed all to the meeting.	ACTION
2	<p>Minutes from prior meeting</p> <p>Minutes were reviewed with no amendments identified. SW advised that future actions would be RAG rated.</p> <p>Actions were reviewed:</p> <p>SL advised that Off The Record had been approached with Chris Wilford's details to facilitate conversation between Youth Parliament and education providers. It was not clear whether this had progressed any further. MKK advised she would raise at the next Schools Standards Board meeting in late September to confirm.</p> <p>KW advised that information contained within the 7-minute briefings for Probation processes will be incorporated as much as possible into the new website. SW explained it was key that briefings are in a format that can be digested by busy professionals. For example, a main issue in SAR/SCR reviews is that learning tends to be repeated, because of difficulty to digest.</p> <p>SQ advised he had reviewed the Adult Safeguarding & Multiple Exclusion Homelessness Report and had a meeting tomorrow at 12pm with Roanne Wootten (Julian House) to discuss implications for the Vulnerable Communities subgroup. SL to circulate the published document. SQ advised implications that touches on a number of different sub groups. SW encouraged all to read, severe discrimination evident for vulnerable people who are also homeless.</p> <p>FF advised Nicky Rice has been appointed as deputy chair for the Early Help & Intervention subgroup.</p>	<p>MKK</p> <p>SQ/SL</p>

	<p>KW advised she had received only a couple of replies regarding key events for inclusion in the comms plan. KW to send out current plan for last input.</p> <p>SW advised that work has been undertaken through the Quality & Performance subgroup in regard to LH's concern regarding lack of data being presented at Operational Group meetings.</p> <p>LH advised that Covid has compromised the intended budget for training & development. SW advised this had also been discussed at the budget meeting with Executive Board members.</p> <p>KW & MKK confirmed that a meeting had been convened to discuss areas not covered in the risk register and these have now been addressed.</p> <p>LH requested Graham Sabourne (Housing Commissioner) join the Operational Group.</p> <p>Task/Finish group to meet to discuss concerns from the Child & Young Persons Group. Paul Scott has been contacted regarding drug use and preventative measures. Those concerns being:</p> <ol style="list-style-type: none"> 1. Concern regarding children involved in substance abuse are increasing 2. Current impact of COVID on safeguarding children 	<p>KW</p> <p>SL</p> <p>LH</p>
3	<p>Steering Group Update</p> <p>All subgroup chairs agreed these meetings were beneficial. These will be chaired by SW going forwards.</p> <p>The chair's report (later agenda item) will provide further detail on the activities of the Steering Group.</p>	
4	<p>Website Update</p> <p>TW demonstrated the functionality and design of the website through screen share.</p> <p>TW advised that there are a few elements that still required completion but these would be resolved by the developer next week.</p> <p>TW advised that Covid specific information linked back to the main B&NES Council website to ensure consistent information. Training information links back to the B&NES Learning Zone website.</p> <p>On the news section of the website there is a filter to allow sorting by category. Publishers can tag news stories for easy sorting.</p> <p>The design of the site makes use of expandable lists, any relevant heading/title can be clicked on to display all related sub-headings/subtitles. The same action will minimise the expanded list.</p>	

	<p>The self-reporting facility is available through the relevant adult/children sub-menu and links to the relevant forms on the main B&NES Council website – again for consistency.</p> <p>The main B&NES Council website is also being redesigned and will adopt a look, structure and navigation method similar to the safeguarding website to ensure seamless transitions when shared links are selected.</p> <p>TW advised the intended launch date is the end of September but may be delayed if further features/design changes are required.</p> <p>SW asked if further amendments could be made post launch to avoid delaying the launch date. TW advised changes could be made at any time post launch through a support ticket system. SW advised she would review the site with KW and suggest any post launch changes.</p> <p>SW asked if the banner image on the homepage was the final image. TW advised this was a holding image and would be swapped out for a different image prior to launch. SM advised it was important that referrers felt comfortable submitting concerns.</p> <p>JM asked for clarification on what results would be expected when using the search facility. TW confirmed the search facility only searches pages available on the safeguarding website. There are also refined searches, for example with the document library, that only searches information on the currently displayed page.</p> <p>RS advised that young people crime prevention information was not present, TW advised to speak with KW to collate any suggestions.</p> <p>PC asked if the sub menu items were mutually exclusive or contained duplicate items. TW advised that information is tailored to each section so ‘I use services for adults’ would be different to ‘I care for an adult’ for example. There will be no sensitive information displayed on any sub menu.</p> <p>DS asked if young people had been consulted for the children/young people section, TW advised not so far. KW advised this had been planned in collaboration with Off The Record but had been cancelled due to Covid, KW to follow this up.</p> <p>TS advised that changes could be made responsively and that the website presented is not necessarily a final version. SW asked if it would be feasible to launch by the end of September, TS advised at this stage it was realistic but further changes may delay that if required to be made prior to launch. MKK asked that young people have the opportunity to review prior to launch, SW confirmed.</p> <p>LH advised the logo is not the same logo as the traditional BCSSP logo, TS advised difficult to get a high resolution image required. A new logo has been drawn up that is high enough quality, would delay launch if required prior to launch. SW to take to Exec group in September.</p>	<p>SW/KW</p> <p>KW</p> <p>Exec Agenda</p>
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	<p>DP asked what processes are in place to ensure content is updated, TW advised there is a request ticketing feature for updates. SW asked if staff could edit, TS advised this is being moved away from as council policy.</p>	
<p>5</p>	<p>Sub Group Updates</p> <p><u>PRG</u></p> <ol style="list-style-type: none"> 1. Met twice since last Op group. Undertaken a lot of work taking into account LeDer reviews and the feed in mechanism to avoid duplication with SAR's. <p>SW asked what is being done to recruit LeDer reviewers, SP advised that a number of internal staff have been trained to be LeDer reviewers within BSW CCG with funding. Looking to complete reviews within stated timeframe.</p> <ol style="list-style-type: none"> 2. Reviewed and finalised learning & improvement framework, hoping to be signed off today. Unanimous approval given and will need to go on website. 3. The group had faced a number of challenges, particularly regarding self-neglect and mental capacity. Learning event to be completed before next quarter. 4. KW updated those present on the Fosseyway School case, review looked at actions taken by school, LADO, Police & TRA. Recommendations for all agencies focused on lack of multi-agency communication and action ownership resulting in poor communication with parent. Changes had been made to an extent prior to review and agencies accepted all recommendations. Parent has written a letter to each agency which will be shared with PRG next week. Next steps are to sign off and move forward with recommendations after PRG meeting. <p>SW thanked KW for allowing parent to write letters to agencies as part of keeping safeguarding personal. Important to not duplicate work and ensure learning is improved.</p> <ol style="list-style-type: none"> 5. KW advised ongoing action plans are not in too bad a shape. Advised that actions as a result of recommendations can be quite 'woolly' which can be difficult to assess what needed to be done further down the line, especially when staff may be new in post or not familiar with the case. <p>SW to draft letter with KW to help prompt updates to action plans.</p> <p><u>Training & Dev</u></p>	<p>KW/SW</p>

1. LH summarised return, met once since last Op group. Reviewed charging policy to be agreed at next Training & Development meeting. Workforce strategy will be completed by 2021 and is in draft form.
2. Committed to share training targets with a view for inclusion in future contracts. Proven to be more challenging than anticipated, unclear to what extent BCSSP training indicators match up with Intercollegiate Document. Task/finish set up to create proposal for April 2021. Indicators to be postponed as part of contractual requirements in the interim.
3. Voice of lived experience challenging to include in training materials due to Covid. Looking in more detail at next meeting. SW happy focus on lived experience is present as it is an underlying theme of the partnership through making safeguarding personal.

SW highlighted her experience of interfacing with another local authority safeguarding board was difficult. SW highlighted the use of acronyms should be avoided and glossary used where necessary.

4. LH advised a positive was that working together has been positive and is reflected in wider group membership.
5. Issues with training funding as Covid has put budget constraints on agencies and reduced take up of training. Migration of materials to an online platform is underway.
6. JTAI preparation also needs to be considered.

Q&P

1. Met once since last meeting, progressing with 1:1 meetings with statutory partners to discuss data availability. Met with majority of statutory partners to discuss data collection. More confident some data will be available but gaps will occur in some instances for a number of reasons. Overall good progress.
2. LADO annual report generated useful actions to take forward as well as private fostering updates.
3. Assurance framework expected to be signed off at next meeting.
4. Multi agency audits confirmed as domestic abuse & Self neglect, KW chaired task/finish to agree data and audit tool. KW explained, only one response to data collection but audit tool has been agreed.
5. SP happy active participation occurs and everyone is aware of what's required. SW thanked SP for her work thus far.

DAP

1. BL advised that Covid had been difficult, especially from a resource perspective. BL summarised a key activity was to ensure mitigation of lockdown risks on information sharing and capacity of services.
2. Recovery plan has also been discussed and is currently being formulated.
3. MARAC steering group has been re-formed and met twice. Currently referring to SafeLives for model agenda and assurance framework moving forward.
4. Main challenges are to work with perpetrators and losing funding in March for VAWG. Historic problems with IDVA resource, currently closed. BL advised Royal IDVA service not in position to be re-commissioned.
5. The next step for the group is to review the Domestic Abuse Strategy and Covid Recovery Plan, SW advised very evident that a lot of good work has been conducted and appreciated time has been split with Covid.

SW asked for a discussion with KW & BL to ensure that the partnership is prepared for the requirements of the new Domestic Abuse Bill. KW advised Loes has produced report on proposals, will be presented at next Operational group. SW asked to be sent report. LH advised that it would be very useful for all members to read the report.

SM advised IDVA vacancy has now been advertised at higher band.

MH advised 6 month funding due to end in October, backlog in courts system is an issue but referrals are constant. Anticipate difficult times once funding completes in October. LH asked that Vulnerable Communities look at how courts backlog impacts vulnerable people, not fully sighted on possible implications. MH agreed, Southside had received funding for half time IDVA uplift and half time domestic abuse staff. No plan for post October currently and is a national issue. No additional funding coming forward from MOJ. SW asked to be copied into the letter to MOJ regarding ceasing of funding and will raise with National Safeguarding Chairs Board. LH advised that councillor Crossley would want to be sighted on that. SJ to discuss with SW outside of meeting. DP advised that a decrease in funding with increase in referrals requires a co-ordinated response.

KW/SW/BL

YOS

1. MKK highlighted the committed working of the service in spite of Covid. Service continued to operate, continued to see face-to-face in creative ways. Importantly, Broad Street has re-opened so presence is back. Courts operating normally from Youth Justice viewpoint.
2. Head of Service leading on Violence Reduction funding with some going to Domestic Violence. Also established serious violence

steering group, reporting into Exploitation & Domestic Abuse subgroups. Working through information sharing agreements with police colleagues.

3. Challenges include no national data, only local data making it difficult to benchmark. Impact on range of interventions available and some initial delays with youth court.
4. Covid 19 recovery plan due to be submitted tomorrow in addition to the Youth Justice plan which has been completed as part of council requirements and will be submitted by 30th September.
5. Specific work on profiling from earlier in the year to take into account impact of Covid.
6. Contributing to Lammy review - An independent review into the treatment of, and outcomes for, Black, Asian and Minority Ethnic individuals in the Criminal Justice System

SW advised she had met MKK to discuss the serious violence review and will reply to Marc Hole's questions offline.

Early Help

1. Hasn't met since last meeting but work continues.
2. Denice Burton heading task/finish to write all age strategy. Met three times in total with 3 more before next Operational group.
3. Agreed a framework whereby the single strategy will include separate chapters for adults and children, first two chapters written. Hopes to share draft at next meeting and final consultation in November with sign off for February. FF asked if any further groups required to see it, KW confirmed only Operational Group is required.

SW highlighted invitation from British Journal of Social Work to participate in (Christine Crocker – UEA) a paper concerning transitional safeguarding and to demonstrate how governance in B&NES prevents people falling through the gaps. Would be good to have meeting with FF to discuss how work could be pulled together without duplicating existing work. MKK advised a similar project had been done 2 years ago by CAMHS, MKK to forward to SW. SW proposed a task/finish to create draft submission.

MKK/ALL

Exploitation

1. MJ advised Rob Fortune had been chair since the formation of the partnership and MJ will now be chair from November.
2. Main achievement was the integration of adult/child agenda and wide participation of agencies.

3. A standing action plan has been developed for the group and is reviewed quarterly.
4. Operational Exploitation group has been developed to identify vulnerable locations & people. A set of identified audits need to take place, namely surrounding contextual safeguarding.
5. Potential overlap has been identified with Exploitation and serious violence group but members sit on both groups so hoped to minimise.
6. Gap with GP's missing information but has been identified for missing people and will be remedied.

SW passed on thanks to Rob Fortune and to MJ for taking up chair.

Vulnerable Communities

1. SQ met once since last Op group meeting.
2. Acknowledged help of KW & SJ for formulating action plan. Action plan includes RAG actions and OPCC actions, help focus the efforts of the group.
3. Has been a struggle beforehand to identify the purpose of the group and avoid duplication with the Exploitation subgroup.
4. Highlighted the work of Julian House to provide accommodation for homeless people.
5. Gavin Usher new deputy chair after James Knight had gone on secondment. Meeting scheduled between SQ and Gavin Usher to discuss most recent meeting and action plan items attributed to Police colleagues.
6. SQ to email thoughts on homelessness report to SL for distribution. Both positives and learning opportunities. Key element of report is making safeguarding personal. SW agreed that homeless are exploited at every level.

SW received email from NPS (Liz Spencer) compliment to B&NES regarding work on early discharge from prison. LH advised would pass onto colleagues.

LH

MCA

1. MCA group met yesterday; engagement was good.
2. Reviewed action plans from SAR's related to MCA and agreed the length of recommendations were difficult to assess and break down what was required. Task/finish set up to seek assurance.

	<p>3. Reviewed impact of MCA & DOLS and how human rights were maintained during Covid. Swan no longer hold contract for advocacy and PoWher will be taking that over, discussed how to reduce risks while transferring of clients takes place.</p> <p>4. LPS discussed as delayed till April 2022, agreed that momentum needs to be maintained and ensure that MCA is embedded in the meantime.</p> <p>5. Discharge to assess process was also discussed and the impact of MCA and best interest decisions, concerned that not always taken appropriately with Covid. Task/finish to audit these decisions. SW advised that discharge to assess was very important to consider in relation to MCA. SW advised this is a national issue also.</p> <p>SW concerned with DOLS backlog, cited presentation earlier in the year that was promising before delay was announced. Backlog has remained static over time, asked if extra resource would help reduce. KYK agreed but would take a significant amount of resource. LH agreed it was not just financial but also staffing resources. Agencies could be approached but quality was a key concern. SW happy that quality is being prioritised. KYK not out of kilter with rest of country</p> <p>KYK to follow up with Jackie regarding ADASS prioritisation tool in regard to backlog.</p> <p><u>Chairs Report</u></p> <ol style="list-style-type: none"> 1. SW highlighted that the relationship between the Operational & Executive needed to be improved for information exchange. SW expressed good coverage of risk management but perhaps greater need to demonstrate this. 2. Budget required carry over of underspend last year to balance projected shortfalls. 3. Agreed good idea to chair steering groups. 4. Passed on thanks to KW and congratulations for appointment into permanent post. Gave thanks to all the work Dami has achieved. 5. SW highlighted awareness of escalations received and would be dealt with accordingly. 	<p>KYK</p>
<p>6</p>	<p>Training Strategy</p> <p>Recent change to include community safety into safeguarding. Few outstanding issues which have been highlighted, in general these are areas where guidance/legislation is due to be published but until that happens cannot be linked to in this document. Come to the group for consultation.</p>	

	<p>Main changes involve multi-agency training and number of additions to include community safety. Further work is needed to include people with lived experience into training programmes.</p> <p>Outstanding work to update referenced documents which will be updated prior to publishing of the strategy. Program delivery dependant on remit to training roles. Development of children’s standards pending developments led by ASSSP work.</p> <p>The final version will come to Executive Board for approval.</p> <p>Appendix J to be updated prior to publishing for language and terminology.</p> <p>Agreed within the group to provide a streamlined document and link to external documents rather than include linked materials as part of one larger document.</p> <p>SW highlighted that appendix J asks similar questions to those that are already being covered by other audits. JR advised she receives this information through other sources rather than searching and so information would likely be coming from those audits.</p> <p>LH advised that no requests have been made regarding training requirements from partner agencies. LH to advise more thought at next meeting and would respond.</p> <p>JM advised pg 11, B&NES CCG to be changed to BSW CCG.</p> <p>JM queried Page 5 course fees to safeguarding adults level 2 charges. JM asked that if paid level 3 training fees are funding level 2 free courses. JM elaborated that internal level 2 training exists and funded through level 2 through BCSSP, CCG as a partner would partially fund that but also don’t engage in that training JR advised it was not a direct relationship.</p> <p>JM also asked for breakdown of attendants taking up training courses. JR advised breakdown of course attendants is detailed in the annual evaluation figures. LH to send onto JR.</p> <p>LH also advised sub group reports could go onto new website.</p> <p>SW was concerned about using attendance figures to inform future decisions.</p> <p>SW budget impacted due to low training uptake. JM felt that funding assurance should be focused on smaller orgs and, without having attendance data available, assurance was welcome.</p> <p>SW gave thanks to JR.</p>	<p>Exec Agenda</p> <p>JR</p> <p>JR</p> <p>LH</p>
<p>7</p>	<p>S175 Audit</p>	

<p>KW advised the audit was circulated to schools in February. Sent to 78 schools and 71 returned. Only 3 returns from independent schools.</p> <p>Majority of narratives were very good.</p> <p>Majority rated green with amber ratings relating to new measures such as online safety. These measures have been taken into account for next forum update.</p> <p>Carryover action from last year that DSL changes be made known to the BCSSP needs to be revisited as this is believed to not be occurring.</p> <p>KW asked whether is it still relevant to have Crush question in that format when it is not applicable to majority of schools? All agreed this may need to be revisited to increase relevancy.</p> <p>KW requested that the report is approved today for inclusion in forum. SW asked for a glossary to be included prior to publication.</p> <p>NS nonplussed at lack of independent school return as historically was generally good. Concern was raised about length of questions, found to be copy and pasting responses for some questions. SW asked if NS could review with KW for new format.</p> <p>SW offered to write letter to governors of independent schools to encourage them to complete next year's audit.</p> <p>LH did not feel the publication could be delayed, LH advised to say disappointed not all schools have been involved as part of the introduction or as an addendum.</p> <p>NS advised that OFSTED would not be happy at non-compliance. DP asked if the independent schools could be asked why they did not respond.</p> <p>JM advised that a thankyou letter for engagement would be effective as a similar method had been used to garner GP compliance for CQC inspections got 100% return rate, agreed that a positive spin and outlining what schools could gain from participating would be useful.</p> <p>NS advised this was communicated at the forums and the fact they were cancelled this year may have had an influence on the poorer return rate. LH advised that two forums are taking place before the end of this year to combat the cancelled forums.</p> <p>KW appreciated that the audit length may be an issue, KW advised that concessions had been made to increase return rate such as extending deadlines.</p> <p>SW to draft letter as agreed to encourage return from independent schools. MKK agreed and cited OFSTED would check and take into account historic evidence. MKK offered KW agenda time at the Schools Board meeting in September.</p>	<p>KW</p> <p>KW/NS</p> <p>SW</p> <p>MKK/KW</p>
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	<p>SQ agreed a letter would be appropriate. SW advised this is a final report and an addendum/note to clarify that actions have been taken for non-respondents. Not possible to delay the publishing of the report.</p>	
<p>8</p>	<p>Section 11 Audit</p> <p>KW advised the audit was conducted on a self-assessment basis in collaboration with the ASSSP.</p> <p>Reduced number of sub sections to fit better with whole area and multi area agencies. Difficulty with national agency responses as elements required extraction as they didn't match directly with questions.</p> <p>Survey Monkey not an ideal tool for this activity and alternatives were being looked into.</p> <p>The audit aims to identify strengths and weaknesses and inform tailored action plans for each agency.</p> <p>Findings from the audit are that available training needs to be current and relevant, a standard supervision process needs to be in place and there is a need for greater clarity/awareness off escalation policies.</p> <p>Communication across partnership could help with policies and procedures and awareness of escalation policies.</p> <p>One barrier to supervision was that it was not universally easy to access within agencies.</p> <p>A further issue was in regard to knowledge and use of whistleblowing policies, staff are not comfortable with the naming and current use of whistleblowing policy. Perhaps an alternative naming or way of framing this policy is required.</p> <p>SW developed a safeguarding and assurance document from Lambeth which might be helpful to address findings and would share with KW.</p> <p>SW thanked KW and looked forward to assurance as a result of identified issues being fed into sub groups.</p>	<p>KW</p> <p>SW</p>
<p>9</p>	<p>Annual Report</p> <p>SW thanked KW for her work. Disappointed that no case studies are available as they highlight issues in a clearer way for the layperson.</p> <p>JM advised it was a really clear document. Queried Page 5 partnership structure, MCA group is not on the structure. LH advised the original structure the MCA wasn't an original subgroup designed to feed into the Operational group. MCA subgroup due to feed into the Q&P subgroup, because of issues with the MCA getting started it has been given a separate group. JM understood but asked if this change needed to be</p>	

	<p>reflected in the annual report. KW to include disclaimer for MCA group in document.</p> <p>JM also asked what the numbers related to (1, 5, 12 & 4); KW explained it stood for 1 vision, 5 outcomes, 12 priorities & 4 commitments. JM felt this wasn't layman friendly.</p> <p>LH concerned that there is no benchmarking information for this year vs previous years. KW advised she could add in narrative to suggest benchmarking. LH to help KW identify where benchmarking information would sit. SW agreed benchmarking is important.</p> <p>SW asked if safeguarding adult data is collected nationally, care act guidance very unhelpful as to how data should be presented. SW had collaborated with Kate Spreadbury for benchmarking information which is due to be published shortly. LH agreed that data is not always comparable outside of local collection.</p> <p>MKK advised she felt there were ethical issues as data is going into an annual report that hasn't been approved. Helpful to report that partnership is assured that individual agencies are auditing their data in addition to formal recognition that detail sits with individual organisations. MKK to write an excerpt for inclusion.</p> <p>MKK also advised that 903 returns are draft data. LH most concerned that no data has been seen yet.</p>	<p>KW</p> <p>LH/KW</p>
<p>9</p>	<p>Risk Register</p> <p>KW advised the risk register has some slight revisions made since the prior version of the document was presented. These changes make the format more reader friendly. To be monitored through this group.</p> <p>JM asked if ASSSP needed to be included as a risk factor. KW confirmed ASSSP would be added.</p> <p>JM also asked if scores are reviewed, not seeing trend of numbers reducing indicating mitigation measures have taken place. KW advised the action plan has not yet got to updating stage, that would occur at the next meeting.</p> <p>SW asked that changes are highlighted for easy identification. All approved risk register.</p>	<p>KW</p>
<p>10</p>	<p>Budget</p> <p>SW advised of an underspend in staffing costs last year due to late starts.</p> <p>Training & development revenue has been impacted by covid this year and the financial pressures that has placed on partner agencies.</p>	

	Statutory partners have agreed to carry over underspend to mitigate projected shortfall this year.	
11	<p>Changes to Children’s Social Care</p> <p>SW advised the paper was a very comprehensive document.</p> <p>MKK advised historically there had been too many handovers for children going through system. Reviewed what could be done to reduce the number of handovers.</p> <p>Contact information for managers of teams are included in the document.</p> <p>Reviewed every three months. Looking to develop new outcome measures such as user feedback.</p> <p>KW asked if MKK would be happy to present this update at the next CP forum, MKK happy to attend.</p> <p>SW happy with work being done to reduce number of handoffs.</p> <p>MKK progressed with redesign despite the challenges of Covid and thanked colleagues for their work.</p>	MKK/KW
12	<p>Information</p> <p>Please see the Adult Safeguarding & Multiple Exclusion Homelessness report authored by Adi Cooper & Michael Preston-Shoot.</p>	