

# Minutes

## Cabinet

Date: 23 April 2018

Venue: Mezzanine Rooms 1 & 2, County Hall, Aylesbury

Time: 10.30 am to 11.30 am

### **MEMBERS PRESENT**

Mr M Tett (in the Chair).

Mr M Appleyard, Mr N Brown, Mr W Chapple OBE, Mr J Chilver, Lin Hazell, Mr M Shaw and Mrs J Teesdale

### **OTHER MEMBERS IN ATTENDANCE**

Mr S Lambert

### **OFFICERS IN ATTENDANCE**

Ms R Bennett, Mr R Ambrose, Mrs S Ashmead, Ms R Shimmin and Ms G Quinton

### **1 APOLOGIES FOR ABSENCE**

Apologies were received from Mr W Whyte, with Mrs J Teesdale, Deputy Cabinet Member for Children's Services attended as a representative. as a substitute.

### **2 DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **3 MINUTES**

**RESOLVED:** The minutes of the meeting held on 5 March 2018 were agreed as an accurate record and signed by the Chairman.

#### **4 HOT TOPICS**

Cabinet's attention was brought to the following;

**Leader;** Paid tribute to all those that had ran the London Marathon including the Assistant Chief Executive Ms S Ashmead.

**Deputy Leader and Cabinet Member for Transportation;** Updated Cabinet that, with the recent improvements in the weather, the programme of filling potholes was well underway. Residents were urged to report any potholes using the online tool. The Leader clarified that the potholes would be prioritised on a technical assessment and resources available.

#### **5 QUESTION TIME**

Mr S Lambert, County Councillor attended to ask the following question regarding Direct Care and Support Services report:

*'Can all recommendations come back to Cabinet for decision rather than being delegated to the Cabinet Member as set out in the recommendations of the report'?*

L Hazel, Cabinet Member for Health and Wellbeing responded by stating that the proposal did include consulting with end users and that this would ensure that when decisions are taken there is sufficient feedback and information in order to take an informed decision. Mr Tett stated that he had no objections to decisions being taken by Cabinet as long as it didn't have an impact on time frames to implement and budget implications. It was agreed that each proposal could be reviewed on a case by case basis as to who would take the decision.

**RESOLVED: Cabinet AGREED to this approach.**

#### **6 FORWARD PLAN FOR CABINET AND CABINET MEMBERS**

**RESOLVED: Cabinet NOTED the report.**

#### **7 CABINET MEMBER DECISIONS**

**RESOLVED: Cabinet NOTED the report.**

#### **8 SELECT COMMITTEE WORK PROGRAMME & INQUIRY WORK PROGRAMME**

**RESOLVED: Cabinet NOTED the report.**

## 9 MODERN SLAVERY INQUIRY

Mr S Lambert, Member of the Transport, Economy and Environment Select Committee, Chairman of the inquiry attended the meeting to present the report. During discussion key points were highlighted as follows:

- The inquiry examined the implications of the Modern Slavery Act 2015 (“the Act”) for local authorities and the steps the Council should take in order to comply with its duties under the Act.
- The report had been discussed at length at the Cabinet meeting in March and the report set out eight recommendations for Cabinet to consider
- The key role of tackling modern slavery were how to identify and support victims
- A new pilot victim support service delivered by RAHAB had been set up and was being funded by the Police and Crime Commissioner
- 2,500 cases currently identified in the Thames Valley area, but there was still difficulty in identifying the true number of victims

Members raised and discussed the following points:

- Thanks was given to the Chairman of the Select Committee Mr D Carroll, Members of the Committee and Ms K Wager, Committee and Governance Advisor for their hard work on such a significant and important inquiry
- Concerns were raised about funding of the over the two year strategy and what would happen once this funding was withdrawn and if there would then be a financial pressure on the County Council. Mr Lambert confirmed that the funding was from the Police and Crime Commissioner and that the County Councils role was to signpost to support available. Mr Lambert also confirmed that Buckinghamshire County Council were leading the way in their response to the duties put upon them by the Modern Slavery Act 2015
- Concerns were discussed in relation to the number of victims identified rising over the coming years and the need for this to be monitored closely and reviewed as part of the six month update coming back to Cabinet
- Members discussed the areas the pilot scheme covered and Mr Lambert confirmed that Buckinghamshire and Berkshire will share the victim service with Oxfordshire deciding not to commission the service
- Mr Lambert confirmed that the service delivered by RAHAB would help to identify the true impact of Modern Slavery in Bucks.

Mr N Brown Cabinet Member for Community Engagement and Public Health made reference to the Cabinet responses to the recommendations and are appended to these minutes. Mr Brown also put on record his thanks to Mrs C Marriot who had initiated the project before leaving the organisation.

**RESOLVED: Cabinet AGREED the recommendations as follows:**

| Recommendation  | Agreed Yes/No |
|---|---------------|
| <p>1. That the Council prepares a statement on anti-slavery and human trafficking which should be published on the Council's website and reviewed annually.</p>   | Yes           |
| <p>2. That Business Unit Plans should explicitly identify any potential risk of slavery and human trafficking and the steps that will be taken to manage that risk.</p>   | Partially     |
| <p>3. That the Council should develop a training strategy for modern slavery and roll out training across the organisation. The strategy should:</p> <ul style="list-style-type: none"> <li>• Identify who should be trained, for whom training should be mandatory and what the training needs are (e.g. first responder, frontline staff)</li> <li>• Prioritise training for frontline staff in safeguarding teams and first responders.</li> <li>• Identify the best approach to training (e.g. face to face, online, e-learning, awareness campaigns).</li> <li>• Identify other key stakeholders/partners who should receive the training (the Committee's further inquiry work may inform this).</li> </ul> | Partially     |
| <p>4. That an internal awareness raising campaign for all Members and Council staff be initiated imminently, using resources available to local authorities on the government website.</p>  | Yes           |
| <p>5. That the Council should introduce a clear process and guidance for completing the national referral mechanism form and notification of potential victims of modern slavery form MS1. This guidance and links to the referral forms should be accessible on the Council's website.</p>   | Yes           |
| <p>6. We recommend that the Council should agree an appropriate approach to designated single points of contact for modern slavery and first responders across the whole of the Council. First responders should receive mandatory training on their role and the process for completing the NRM referral process.</p>  | Yes           |

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| <p><b>7. We recommend that an agreed data collection process should be introduced to record internally, the referrals made to and by the Council. Dedicated lead officers/first responders should be responsible for collecting this data, which should be collated centrally by adults safeguarding.</b></p> | <p>Yes</p> |
| <p><b>8. We recommend that the pilot Victim Support service should be evaluated at 6 and 12 months and a report presented to the TEC Select Committee on the progress and outcomes of the pilot service as part of the recommendation monitoring.</b></p>   | <p>Yes</p> |

## 10 DIRECT CARE AND SUPPORT SERVICES

Lin Hazel, Cabinet Member for Health and Wellbeing, presented the report, joined by Ms Quinton, Executive Director for Communities and Adult Social Care. The purpose of the paper was to outline the future commissioning intentions for the Council's in-house Direct Care and Support services, previously called ex-Buckinghamshire Care services. During discussion key points were highlighted as follows:

- Lin Hazell introduced the report by reminding Cabinet of the background to the establishment of Buckinghamshire Care 2013 and services and staff subsequently being brought back in house in 2017
- The Adult Social Care Transformation programme had revised its strategic programme and set out three service tiers; Living Independently, Regaining Control and Living with Support
- Plans for individual services will be subject to particularised consultation so projected future models are officer proposals following their consideration of options and could be revised through due process.
- Plans for Direct Care and Support Services had also been designed to achieve best solution for service users, greatest value for money and meet savings targets, including for the Medium Term Financial Plan

Members raised and discussed the following points:

- Mr Tett reminded Cabinet Members of the discussion taken under Question Time in relation to the recommendation for any decisions on proposals being amended
- Buckinghamshire Care provided a small proportion of ASC services provided by the County Council and the service was brought back in as soon as issues were identified.
- The importance of good communications and consultation with all service users and providers
- For any further alternative options that have become available since the report was written to be explored
- Ms Quinton stated that currently no decisions were being taken and that the report merely set out the direction of travel for the service.

## **RESOLVED**

**Cabinet APPROVED the recommendations with the following amendments:**

- 1. The approval of further key decisions to be delegated to either the Cabinet Member or return to Cabinet depending on time and budget restrictions**
- 2. Any further options that become available since the report was written are explored**

### **11 DATE OF THE NEXT MEETING**

21 May 2018, Mezzanine 1 & 2, County Hall, Aylesbury

**MARTIN TETT  
LEADER OF THE COUNCIL**

**Response to Buckinghamshire Select Committee Inquiry**

Select Committee Inquiry Title: What steps should the Council take to ensure it fully meets the responsibilities under the Modern Slavery Act?

Inquiry Chairman: Steven Lambert

Date report submitted for response:

Lead BCC Cabinet Member (where response required from BCC Cabinet) and Lead Officer: Noel Brown and Cath Marriott

Select Committee Support Officer / Advisor (Extension): Kama Wager (2615)

Suggested frequency of future updates (e.g. 6 & 12 months): 6 and 12 months.

| Recommendation  | Agreed Yes/No | BCC Cabinet / Partner Agency Response including proposed action   | Responsible Cabinet Member (for BCC recs) | Responsible Officer | Action by date |
|---|---------------|---|---|---------------------|----------------|
| 1. <b>That the Council prepares a statement on anti-slavery and human trafficking which should be published on the Council's website and reviewed annually.</b>         | Yes           | <p>The Safer &amp; Stronger Bucks Partnership Board is the body that is responsible for oversight and development of responses to modern slavery across the partnership.</p> <p>A statement will be drafted for the County Council and following Cabinet Member approval will be published on the Council website</p> <p>While this is not a statutory duty for BCC, it would be best practice to do so. LGA guidance (published in Dec 2017) recommends that council's demonstrate their commitment to tackle Modern Slavery in this way. Other Councils have already done so, and more will follow.</p> | Cllr Noel Brown                           | Faye Blunstone      | April 2018     |
| 2. <b>That Business Unit Plans should explicitly identify any potential risk of slavery and human trafficking and the steps that will be taken to manage that risk.</b> | Partially     | <p>The business plan template for CHASC and Children's services will be changed for 2018/19. A section on safeguarding will be amended to specifically include reference to human trafficking and the steps to manage that risk.</p> <p><b>Background for Cabinet:</b> This is a mechanism by which BCC is responding to its duty under the Crime &amp; Disorder Act to do all it can to tackle crime in its decision making (Section 17, CDA).</p>   | Cllr Lin Hazell                           | Claire Hawkes       | October 2018   |
| 3. <b>That the Council should develop a training strategy for modern</b>  | Partially     | The Safer & Stronger Bucks Partnership Board in conjunction with the Safeguarding Boards will be asked  | Cllr Noel Brown                           | Faye Blunstone      | October 2018   |

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| <p><b>slavery and roll out training across the organisation. The strategy should:</b></p> <ul style="list-style-type: none"> <li>• <b>Identify who should be trained, for whom training should be mandatory and what the training needs are (e.g. first responder, frontline staff)</b></li> <li>• <b>Prioritise training for frontline staff in safeguarding teams and first responders.</b></li> <li>• <b>Identify the best approach to training (e.g. face to face, online, e-learning, awareness campaigns).</b></li> <li>• <b>Identify other key stakeholders/partners who should receive the training (the Committee's further inquiry work may inform this).</b></li> </ul> <p>∞</p> |            | <p>to lead on the development of a training plan with engagement from partners across the wider system.</p> <p>The plan will identify first priority training (including First Response, the Swan Unit and social workers in both children and adults services).</p> <p>Aspiration will be to complete all first priority training face to face and enable e-learning as a mechanism for reaching other frontline staff and decision makers.</p> <p>Bucks Adults Safeguarding Board has drafted an e-learning package which will be available to BCC staff and partners.</p> <p>Training to partners will include district front line staff (e.g. housing, environmental health, licensing etc), NHS staff, police and other enforcement bodies, and relevant voluntary groups (e.g. Street Angels, homelessness services, foodbanks, faith groups)</p> <p>By the end of April 2018, over 600 people will have received face to face training, with staff ranging from local authority, NHS, voluntary groups, housing authorities and outreach / support agencies)</p> |                        |                       |                  |
| <p><b>4. That an internal awareness raising campaign for all Members and Council staff be initiated imminently, using resources available to local authorities on the government website.</b></p>   | <p>Yes</p> | <p>Community Safety remained engaged with Thames Valley Police and other regional and national Modern Slavery networks to ensure that the same messages are being utilised locally and regionally.</p> <p>The Community Safety Team will work with the Communications Team to develop an internal campaign that will utilise the existing regional and national campaigns and materials.</p> <p>With reference to Recommendation 5 (below), the BCC web pages will contain relevant guidance and documents to support staff with their role in Modern Slavery and Exploitation.</p>   | <p>Cllr Noel Brown</p> | <p>Faye Blunstone</p> | <p>July 2018</p> |



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| <p><b>5. That the Council should introduce a clear process and guidance for completing the national referral mechanism form and notification of potential victims of modern slavery form MS1. This guidance and links to the referral forms should be accessible on the Council's website.</b></p>                            | <p>Yes</p> | <p>The Council will work with Thames Valley Police and Rahab (Victim service) to ensure the process is clear for all agencies involved. The training strategy will include specific training on how to refer and complete the relevant documents.</p> <p>As per Recommendation 4 (above) all relevant information will be available on BCC web pages.</p> <p><b>Background for Cabinet:</b> This is a mechanism by which BCC is responding to its duty as a First Responder under the Modern Slavery Act 2015.</p> | <p>Cllr Noel Brown</p> | <p>Faye Blunstone</p>                                | <p>June 2018</p>    |
| <p><b>6. We recommend that the Council should agree an appropriate approach to designated single points of contact for modern slavery and first responders across the whole of the Council. First responders should receive mandatory training on their role and the process for completing the NRM referral process.</b></p> | <p>Yes</p> | <p>Priority for this will sit with Safeguarding Adults and Children teams.</p> <p>First responders will come through First Response for all children (under 18). First Response staff will all be designated Single Points Of Contact.</p> <p>Adults designated SPOCs will be primarily those in the MASH.</p> <p><b>Background for Cabinet:</b> This is a mechanism by which BCC is responding to its duty as a First Responder under the Modern Slavery Act 2015.</p>  | <p>Cllr Lin Hazell</p> | <p>Julie Puddephatt &amp; Head of First Response</p> | <p>June 2018</p>    |
| <p><b>7. We recommend that an agreed data collection process should be introduced to record internally, the referrals made to and by the Council. Dedicated lead officers/first responders should be responsible for collecting this data, which should be collated centrally by adults safeguarding.</b></p>                 | <p>Yes</p> | <p>Modern Slavery is now a drop down option on AIS (adults database) so reporting which will mean data collection is now possible and monitored.</p> <p>Whilst Modern Slavery is not an option on LCS (children's database) there will be a review of the system's capacity to include this report. Processes will need to be in place that guard against 'double counting' i.e. AIS to be used for referrals 18 years and over and for LCS to be used for referrals under 18 years.</p>                           | <p>Cllr Lin Hazell</p> | <p>Julie Puddephatt &amp; Head of First Response</p> | <p>October 2018</p> |

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| <p><b>8. We recommend that the pilot Victim Support service should be evaluated at 6 and 12 months and a report presented to the TEC Select Committee on the progress and outcomes of the pilot service as part of the recommendation monitoring.</b></p> | <p>Yes</p> | <p>The Community Safety Team will work with the PCC and Rahab to review the learning that comes from the pilot service. This will be done at 6 and 12 months and a highlight report produced for review.</p> <p>That learning will aim to inform partners about prevalence in Buckinghamshire and help to identify risk, demand and level of service required going forward. Any recommendations will need to be deliverable within existing resources.</p> | <p>Cllr Noel Brown</p> | <p>Faye Blunstone</p> | <p>October 2018</p> |
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