



## **Telford & Wrekin Safeguarding Children Board (Staying Safe)**

**8 January 2008 at. 9.30 a.m.**

**at Training Room 6, AFC Telford United Learning Centre**

### **Present:**

Mr C Watt	NSPCC, Chair of T&W Safeguarding Children Board
Ms C Barber	T&WC: Integrated Children's Services
Ms G Bailey	T&WC: Adult and Consumer Care (Mental Health)
Mr G Branch	West Mercia Probation
Ms L Burrows	Shropshire and T&W: Youth Offending Service
Mrs A Cole	T&WC: Safeguarding Advisory Service
Ms V Crawford	CAFCASS
Mr T Currie	Safer & Stronger Communities Partnership
Mrs B Evans	T&WC: Safeguarding & Corporate Parenting
Ms K Fisher	T&WC: Legal Services
Dr Ganesh	TandW PCT
Miss L Gayle	T&WC: Safeguarding Advisory Service (minutes)
Mr D Goss	T&WC: Safeguarding Advisory Service
Ms L Heath	Secondary Schools
Ms L Hosking	Shropshire Fire & Rescue Service
Ms C Hobbs	Primary Schools
Mrs C Hughes	T&W Safeguarding Children Board Training
DSupt M Lakeman	West Mercia Constabulary
Ms M Mateer	T&WC: Safeguarding Advisory Service (observer)
Ms J McGillivray	T&WC: Adult Protection
Mr D Robson	T&WC: Adult and Consumer Care
Ms A Rosser	New College
Ms A Scott-Ryan	TandW PCT
Ms C Shouli	T.C.A.T
Ms J Sumner	TandW PCT
Mr M Turner	T&WC: Safeguarding Advisory Service
Ms T Tanner	SaTH (observer)
Ms S Tyas	T&WC: Learning & School Improvement
Major J Welsh	Army Welfare Service
Ms A Wood	SaTH

## 1. Apologies

Mr M Bennett	T&WC: Mental Health (NHS Trust)
Miss E Boddison	T&WC: Safeguarding Advisory Service (Minutes)
Ms J Clark	T&WC: School and Community Services
Ms S Edwards	Learning and Skills Council
DCI J Groves	West Mercia Constabulary
Mr G Harkness	T&WC Learning and School Improvement
Mr N Houlston	T&WC: Licensing
Mr P Jackson	T&WC: Community Services
Mr A James	T&WC: Connexions 4 Youth
Mr N Janjua	CVS: Race & Diversity Partnership (RED)
Ms C Jones	T&WC: Safeguarding & Corporate Parenting
Ms J Jones	Methodist Church
Ms S Jones	TandW PCT Sexual Health Services
Mr P Lowe	Crown Prosecution Service
Mr B McKinnon	West Midlands Ambulance Service
Ms A Orr	SSAFA
Ms P Paradise	Victim Support
Ms N Peck	T&WC: Connexions 4 Youth
Ms K Thorneywork	Learning and Skills Council
Mrs S Tough	T&WC Change for Children Manager

## Apologies not received

Ms K Jones	T&WC: Adult and Consumer Care
Ms A Yapp	T&WC: Safeguarding and Corporate Parenting
Shropshire and Staffordshire Strategic Health Authority	

## 1. Welcomes

Colin Watt welcomed Audrey Scott-Ryan, Designated Nurse for Safeguarding Children, Teresa Tanner, Named Nurse for SaTH and Doctor Ganesh, Designated Doctor

Colin welcomed back Vasalee Crawford.

## **2. Minutes from last meeting and Matters Arising**

The minutes from the last meeting held on 16 October 2007, were checked for accuracy and the following amendment was made:

*Page 4, Paragraph 9 should read that Audrey Scott-Ryan is the Designated Nurse for Child Protection and not the Named Nurse.*

The minutes were then agreed as accurate.

### **Page 3: Update on Policies and Procedures**

Anne Cole reported that the Safeguarding Children Board website is now up and running and there is a link to the Policies and Procedures. Anne is meeting with the Local Authority's ICT department to discuss the progression of the website, which is to include having a facility to password protect areas.

Anne reminded the Board members of their responsibility to inform their colleagues that they should no longer be referring to the green folders or CD Rom's for the Child Protection Policies and Procedures. Anne added that the leaflets advising where the Policies and Procedures can be found would be re-circulated.

Anne advised the Board to use the website and if they identify any errors or difficulties to e-mail herself, David Goss, Mark Turner or Emma Boddison.

Colin reported that Youth Zone are developing their own website and indicated that he felt that it would be a good idea if there was a link between this site and the Safeguarding Children Board website and visa versa. Barbara Evans explained that the Youth Zone website is provided by a different service provider.

Barbara suggested that details about the Family Information Service could be included on the Safeguarding Children Board website.

Colin commented upon the information and the layout of the Safeguarding Children Board Website and acknowledged the improvement that has been made on this.

### **Page 3: Update on Scrutiny**

Anne has liaised with Nicky Peck who apologies for there not being a Scrutiny subgroup meeting yet. Nicky would be contacting the subgroup members soon to arrange a meeting. Nicky stated that she would provide feedback from the Scrutiny subgroup at the next Board Meeting.

### **Page 4: Communications Strategy**

The Communications Group have met and their plan is to continue to meet the objectives of the Communication Strategy and to consider how to move forward.

**NB:** Anne fed back on Nicky's behalf and forgot to mention that NSPCC are keen to work with us on local initiatives

**Page 4:** Lead Member arrangements

Barbara confirmed that Stephen Burrell is now the Lead Member for Children and Young People.

**Page 5:** Annual Performance Assessment

Barbara confirmed that the official letter has been received and the Local Authority has been graded as 3 across the Board. Barbara added that the main priority now is to focus upon JAR.

**Page 5:** JAR

Barbara reported that the file audits have commenced and the 100 files (35 Child Protection, 35 Children in Care and 30 Disabled Children) have been identified for the JAR. A request has been made to go through the initial 100 files, however, the identified files from the Child Protection section is changing due to the child's name being removed from the Register. The plan is for the SW file audit to be undertaken in three stages; with the files being reviewed initially by administration staff, then Team Manger, then finally by Barbara. Other agencies will be making similar arrangements in respect of their files

Barbara stated that a JAR Steering Group meeting has been scheduled for this week.

Barbara reported that Stockton have gone through the JAR process and have sent information to Local Authorities of their experience of JAR, including the difficulties that they faced during the process. Stockton stated that during the JAR they had to spend a lot of time with the inspectors explaining where they were at in terms of Safeguarding Children. The Local Authority has acknowledged this as being one of it's challenges. In addition, Stockton reported that the inspectors were struggling with the concept of the electronic recording systems, as they felt that there should also be a paper file. Barbara stated that Protocol ( the children's social services electronic filing system) is going to be an issue.

**Page 6:** Progress report on work programme

It was agreed that Catherine Woodward's report on alcohol would be re-circulated with the minutes.

Barbara reported that Tom Currie has been working on developing the Alcohol Strategy. Tom confirmed that the strategy is nearly completed and the plan is for it to be implemented in April 2008.

**Page 6:** Half year performance

David reported that he has begun looking into the benchmarking of Child Protection Registration across other authorities and there is still work to be undertaken.

Colin asked if one of the Conference and Reviewing Officer remained on long term sick leave. David confirmed that this Conferencing and Reviewing Officer has returned.

David gave the attached presentation on his analysis of Register figures.

Tom Currie suggested that the link between domestic abuse and registration could be explored.

Doctor Ganesh suggested that the reasons for de-registration could also be included.

Sally Tyas suggested that it could be identified which children had been supported by the Team Around the Child (TAC) process before registration. Sally feels that it would identify if there is a reluctance in Early Years about going down the TAC route.

**Page 7:** Advice for schools on safe use of internet and restraint

Colin reported that there were two documentaries on television last night (7 January 2008) regarding internet safety.

Martin Lakeman reported that his staff together with Child Exploitation and Online Protection Centre (CEOP) will be creating a storyboard next week, which he would present at the next Board meeting.

Martin continued that he attended a presentation called "Playing in a virtual playground". Helen Penn had done research into the online networking sites and within 5 minutes was able to gain personal details about a child such as their date of birth, where they live and contact details. Education plan to launch the "Think you know campaign" to focus on placing personal details on the internet, as there are a large number of children who believe that it is safe for them to add these details to their profiles.

Claire Hughes reported that she is working with CEOP and is in liaison with Odeon Cinema about playing their short film during cinema showings. You can view the advert at [www.youtube.com/ceop](http://www.youtube.com/ceop).

Martin reported that in some parts of the country areas have joined together on the delivery of Internet Safety across the areas, and a suggestion has been made that the film could be shown to parents during parents evenings. Martin will be attending a parents evening to observe the film and would report back any good ideas.

### **Page 8: Child Protection Level 1 Training**

Claire reported that she is still looking for volunteers to join the Training Pool.

### **Page 8: Workshop on Managing Allegations**

The workshop was held on 15 November 2007 and was well received. Emma has sent an e-mail requesting for the named person from each agency who would be responsible for dealing with allegations including details of Human Resources contact details to support colleagues. Anne requested for those who have not to respond to Emma's e-mail to do so as soon as possible.

## **3. Board Matters**

### **Funding**

Colin confirmed that further funding has been agreed by the Hospital Trust, Community Services and 33 schools. The Local Authority and PCT have yet to receive decisions regarding their funding bids (for additional funding). Colin explained that this funding would allow the existing posts to be funded for a further 3 years. Colin indicated that he felt that the funding agreed is not enough to undertake the upcoming tasks of the Board.

Colin reminded the Board of the current agreement with the NSPCC concerning his Chairmanship and noted that if the Board wished to continue with an Independent Chair when he steps down, we would need to consider how this would be funded.

Colin confirmed that central government have made three year's grant funding for the development of the Child Death Review Panel. Barbara added that this funding would increase by £1,000 over the three years.

Colin indicated that he felt that the links between the Board and CYPSPB continue to improve. IDeA recently visited the Local Authority to look at the work undertaken within Telford and Wrekin. In addition, there was a discussion about safeguarding work, which proved to be very useful as based on the diagrams provided IDeA were unclear of the link between the Safeguarding Children Board and CYPSPB. They became clear of this link when an explanation was provided.

Colin acknowledged that the priorities of the Board and the CYPSPB cross over, however, the Board's business plan needed to demonstrate it's independence from

CYPSPB. Colin added that the CYPSPB have chosen domestic abuse as the key priority for Staying Safe.

Colin reported that the DCSF are currently developing much needed additional guidance for Safeguarding Children Boards and a performance self-assessment tool. It is envisaged that these will inform future developments in Telford & Wrekin.

Colin and Anne attend safeguarding network meetings across the regions which are helpful. These have shown that while good practice is evident locally (which we share within the networks), we can also learn from the experiences of others.

Colin continued that he has been a member of a task group at the DCSF organising the next National Safeguarding Conference which is scheduled for 19<sup>th</sup> March 2008 in London. It is likely that Telford & Wrekin will be allocated 4 or 5 places.

#### **4. Board Priorities for 08/09 and development of Business Plan**

Anne apologised that this information had not been circulated prior to the meeting but as the Safeguarding Children Board Executive Committee only agreed the proposal to 'split' the work stream in this way last week there had been no time to do so.

The proposal is for the SCB to concentrate on 4 priorities. These have been developed from the discussions at October's Board and are:

- Domestic abuse and its impact on children  
(links to SSCP and CYPSPB)
- Listening to children and young people  
(links to Scrutiny)
- Internet safety  
(links across several sub aims – bullying, crime, exploitation)
- Parents with problems  
(links to NSF)

The action plans for these together with the Training plan, the communication strategy and the scrutiny programme would then form the work programme for the Board and the main components of the business plan.

The Outcome sub group would continue to work on the 5 sub aims and an action plan for NSF has been developed following an audit of the standards which considers:

- Promoting awareness
- Addressing allegations
- Joint assessments re: adults as parents
- Domestic abuse – links to neglect and awareness in all assessments

- Particular vulnerability of disabled children

It is acknowledged that there is overlap in all these work streams but it will hopefully clarify some areas of work.

Anne reminded the Board that their role was to oversee the outcomes of the priorities and that the subgroup Lead Members are to develop each working area accordingly and would be a way for the Board to manage the work programme.

Sally recommended that the Priority in respect of 'parents with problems' should be linked in with the Parenting Family Support Strategy.

Anne asked if members were happy with the proposal for the Board Priorities and Business Plan. All present agreed.

## **5. Children & Young People Plan**

Anne reported that the priorities of the Board linked in with the Children and Young People Plan. As part of the preparation for JAR, it has been agreed that the Plan should be reviewed by the end of March as a lot has happened since the Plan was originally developed. In view of the tight timescales, and the fact that there will not be another board until April, the draft plan will be circulated for members to make comments on.

Anne reminded the meeting however that the work done at October's Board formed part of the consultation process and had already fed into the proposals for future developments

## **6. Child Death Reviews**

Jane Sumner referred to the attached presentation.

From April 2008 each LSCB is to have in place processes for reporting and responding to all unexpected deaths and, subsequently, to review these to see if any lessons can be learnt for the future. Unlike Serious Case Reviews, these are not being reviewed because of concerns but simply to ensure that avoidable deaths or causes that can be addressed do not go un-noticed. Where there is concern regarding abuse or neglect, the serious case review panel will still operate.

Jane confirmed that training would be scheduled regarding the process and the role of the Review Panel.

Audrey Scott-Ryan added that the Child Death Review Panels will be implemented from April 2008.

Cathy Hobbs asked for clarification on the age definition. Jane responded that children would range from 0 to 18 years old.

Jane continued that the Child Death Review Panel would be able to focus upon different areas of death i.e. road accidents, if this has been identified as a particular concern locally.

Audrey referred to the attached proposal for the Child Death Review Panel, which would need approving before April 2008. The Child Death Review Steering Group would be set up next month and will look at how to implement the Panel.

Cathy Hobbs asked what training would be available. Anne explained that there would be training in respect of the Panel and would be aimed at different levels. In addition, there will be workshops looking at the film "Why Jason died"

Anne asked the meeting to consider the following recommendations:

- The West Mercia-wide Protocol on sudden unexpected death in infants and children to be completed and adopted;
- the overview panel to be established on a cross- Shropshire basis as recommended by DCFS;
- The Panel terms of reference to be developed by a multi agency steering group;
- The Steering Group to develop local arrangements in accordance with the Protocol;
- The Chair of the SCB together with the Executive Committee to 'sign off' the terms of reference and the local arrangements on behalf of the Board;

The meeting approved all the recommendations

## **7. Child Care sufficiency audit**

Cathy Barber referred to the attached presentation.

Cathy added that the audit is still in draft form and is due to be completed in March 2008. Cathy confirmed that she would present the final audit at the next Board meeting.

## **8. Information items**

### **Revised Section 11 guidance**

Copies were available at today's meeting and can be obtained from Anne Cole or Emma Boddison.

**NB each Board member needs to have a copy and to draw it to the attention of their CEO or equivalent**

### **Confidentiality Statement**

Mark Turner reported that the Confidential Statement has been drafted and would be circulated with the minutes to be reviewed and for comments to be made.

### **Children's Plan**

The Children's Plan can be found at

[http://www.dfes.gov.uk/publications/childrenspaln/?pid=childrens\\_plan](http://www.dfes.gov.uk/publications/childrenspaln/?pid=childrens_plan)

## **9. Domestic Abuse**

Tom gave the attached presentation.

Tom reported that the key staying safe priority for Telford & Wrekin CYPSPB is domestic abuse. In Telford & Wrekin in the past 18 months, 70% of victims have retract their statements. The purpose of the Multi-Agency Risk Assessment Conference (MARAC) is to support the adult victim of domestic abuse. Multi agency funding for the MARAC has been agreed which has been allocated for the MARAC Co-ordinator, Specialist Domestic Violence Courts (SDVC) independent advocates (IDVA) and other support. Tom stated that it will be essential for the MARAC to work in conjunction with the TAC and Common Assessment Framework (CAF) process.

Martin Lakeman stated that the Police can make the decision as to whether to take a crime of domestic abuse forward, without a complaint from the victim.

Martin applauded Telford & Wrekin for their multi agency commitment for the MARAC.

Tom confirmed that the agencies committed to the MARAC included Children and Young People Services, Adult and Consumer Care, Probation, Safer Communities Partnership and Community Services.

Heather Rowlinson, Domestic Abuse Co-ordinator gave an overview of her job role.

Sally asked Heather if the same support was available for men who are in abusive relationship. Heather responded that training such as the Freedom Programme has not been devised for abused men yet.

Martin raised that there is a helpline for men who are in abusive relationships.

Judith McGillivray asked if there was support in place for those people who attend the Freedom Programme with learning difficulties or mental health problems, to enable them to participate and take on board the information.

Barbara acknowledged Judith's comment as being a valid point and feels that further work needs to be looked into at the range of victims and their ability to taken on board and understand the information given.

Heather showed the Board a scheme to pass on a helpline number to women who are in abusive relationship, without their partner being aware. Martin felt that this was a good idea and would be prepared to give funding towards this scheme.

Lin Wood, Service Manager for Safer Communities Partnership gave an overview of Jayne Jones' job role as an IDVA. Jayne added that she would be prepared to speak to smaller teams about what she does if required.

Neil Spencer, MARAC Co-ordinator gave an overview of his job role and the MARAC process. The first MARAC Meeting is scheduled for 27 February 2008, further MARACs would take place the third Tuesday of every month.

## **10. AOB**

Claire reported that, there is conference on 10 March 2008 at The Place, Oakengates about working with families who are resistant to working with agencies. There are limited places per agencies. If you wish to attend please e-mail [T&WSCBTraining@telford.gov.uk](mailto:T&WSCBTraining@telford.gov.uk)

Anne reminded the meeting that we have had discussions on how to involve and communicate with other groups who are not members of the SCB. One possibility would be for the Board to become a member of Telford & Wrekin Inter Faith Group (TWIG) if members felt this to be appropriate. All agreed

### **Date of Next Meeting:**

**Tuesday, 8 April 2008, 9.30 a.m. at AFC Telford United Learning Centre,  
Training Room 6**

### **Future dates for 2008:**

**8 July 2008**

**7 October 2008**

**All meetings will start at 9.30 a.m. at will be held at AFC Telford United Learning Centre, Training Room 6.**

**Inclusions for the Agenda:**

Any further inclusions for the agenda, or topics, presentations, suggestions or offers for future meetings please could they be sent to Colin Watt, Anne Cole or Emma Boddison.