



Telford & Wrekin Safeguarding Children Board (Staying Safe)

Tuesday 24 April 2007 at 9.30a.m.

at Learning and Conference Centre, Priorslee

Present:

Ms C Barber	T&WC: Early Years
Mrs P Bickley	TandW PCT
Miss E Boddison	T&WC: Safeguarding Advisory Service (Minutes)
Ms J Clark	T&WC: School and Community Services
Mrs A Cole	T&WC: Safeguarding Advisory Service
Mrs B Evans	T&WC: Safeguarding & Corporate Parenting
Ms K Fisher	T&WC: Legal Services
Mr D Goss	T&WC: Safeguarding Advisory Service
DCI J Groves	West Mercia Constabulary
Mr G Harkness	T&WC Learning and School Improvement
Ms L Heath	Secondary Schools
Ms C Hobbs	Primary Schools
Ms S Horne	Shropshire and T&W: Youth Offending Service (Representing Ms L Burrows)
Mrs C Hughes	T&W SCB Training
Mr P Jackson	T&WC: Community Services
Mr A James	T&WC: Connexions 4 Youth
Ms S Jones	TandW PCT Sexual Health Services
DSupt M Lakeman	West Mercia Constabulary
Ms J McGillivray	T&WC: Adult Protection
Ms S Marston	Learning and Skills Council (Representing Ms K Thorneywork)
Mr P Merrick	T&WC: Adult Social Care
Ms A Orr	SSAFA
Ms N Peck	T&WC: Connexions 4 Youth
Ms T Penrose	T&WC: JAR Project Director
Ms K Perry	Joint Commissioning Unit (For part of the meeting)
Ms J Sumner	TandW PCT
Mrs S Tough	T&WC Change for Children Manager

Ms S Tyas	T&WC: Learning & School Improvement
Mrs P Virdee	Telford & Wrekin Inter faith Group (TWIG)
Mrs J Wilson	T&WC: Placements Manager
Ms A Wood	SaTH
Ms B Woollard	TWIG

1. Apologies

Mr C Watt	NSPCC, Chair of T&W SCB
Ms L Burrows	Shropshire and T&W: Youth Offending Service
Ms L Hosking	Shropshire Fire & Rescue Service
Mr N Houlston	T&WC: Licensing Officer
Ms J Jones	Methodist Church
Mr B McKinnon	West Midlands Ambulance Service
Ms P Paradise	Victim Support
Ms A Rosser	Further Education Colleges
Mr M Turner	T&WC: Safeguarding Advisory Service
Ms K Thorneywork	Learning and Skills Council
Major J Welsh	Army Welfare Service

Apologies not received

Ms J Caluori	CAFCASS
Mr T Currie	West Mercia Probation Service
Mr N Janjua	CVS : Race & Diversity Partnership (RED)
Ms C Jones	T&WC: Safeguarding & Corporate Parenting
Ms K Jones	T&WC: Housing
Mr P Lowe	Crown Prosecution Service
Mr A Mc Dougall	Telford and Wrekin Family Proceedings panels
Ms V Taylor	T&WC: Safer Communities Partnership

2. Minutes from last meeting

Agreed as being accurate.

Matters arising

Page 2: Child Accident Prevention Week

Pam Bickley reported that Child Accident Prevention Week will run from 18 to 24 June 2007. Sarah Evans is coordinating the Child Accident Prevention Group, if you would like to be involved please email sarah.evans@telfordpct.nhs.uk.

Page 3: Medication in Schools

Sally Tyas explained that she attended a meeting called Managing Medicine in Schools. A representative from Asthma UK indicated at that meeting that they are working on draft guidance; Sally will be receiving a copy of the guidance and will feed back at the next Board meeting. **Action Sally**

Page 4: Update on Director of Children's Services

Graeme Harkness explained that interviews have taken place, however the panel did not appoint a new Corporate Director. In the interim period the four Heads of Service will cover on a collegiate basis with the titular Director (a statutory requirement) being Graham Foster. It is thought that a new Director will not be appointed until January 2008.

Page 6: HMIC update

Martin Lakeman reported that the inspection has been taking place over the last three weeks; the grading and report will be issued in approximately three months but feedback received so far has been positive. The main emphasis this year is on vulnerable people and safeguarding. The 2007/2008 Policing Plan which evidences West Mercia's commitment to this has just come out; you can view it by following this link <http://www.westmercia.police.uk/strat2007/strathome.htm>.

Martin added that the MAPPA Level 2 coordinator has been appointed and will be in post around June time.

Page 6: Annual Report

Anne explained that the Annual Report was taken to the Partnership where it was well received. Copies of the Annual Report were available at today's meeting and Anne asked for the Communications Group to look at dissemination. **Action – Communications Group.**

Anne added that it is felt that the Board needs to do some work on its relationship with the C&YP Strategic Partnership. **Action Colin/Anne/Barbara**

Page 7: Section 11 Audit

The deadline for completing the Section 11 Audit is 11 May 2007. **Action – All** Anne reminded members that it had been suggested that the scrutiny process will be carried out by a number of groups made up of Board Members. The first step will be to collate the results and Anne asked for volunteers to do this; Phil, David and Nicky offered to be part of the short life group and suggested that Mark Turner join them. The group will report back to the Board.

Graeme Harkness raised the issue of who from schools will need to carry out the Section 11 Audit. Graeme has thought about this and is reluctant to ask each school or the Governors as they have recently been approached with regards to the JAR and there have been a number of Ofsted inspections recently. Graeme added that he is open to suggestions. Pam stated that she doesn't think each school in Shropshire were asked to complete the Audit and suggested the ISMs being asked to do the Section 11 Audit on the schools behalf. Sara agreed to explore Pam's suggestion further with Graham. **Action – Sara and Graeme**

Page 8: Online Issues

Claire reported that she convened a meeting on 5 March 2007 which was well represented by the police. Richard Lawson agreed to help look at training and the group are looking at sending discs out to parents; the police have been very active in distributing discs to schools. Claire added that they have purchased a training package.

The next meeting is at 2pm on 1 May 2007 at Civic Offices; email Claire at Claire.hughes@telford.gov.uk if you would like to attend. NB although this date has now passed please still contact Claire if you wish to be involved in the future

Page 9: CATE

Alastair explained that the CATE Subgroup are still meeting, however Andy Geiss has now retired. Alastair added that Connexions is now Connexions 4 Youth and they will be looking at whether the post of Exploitation Project Officer can sit within their service area. **Action – Nicky and Alastair**

3. Board Matters

Anne explained that it has been decided that this will be a standing agenda item but that in Colin's absence she may not be able to address all the issues on the agenda.

Attendance

Anne explained that the terms of reference state that if somebody misses two consecutive Board Meetings then a letter will be sent out to them. Colin and Anne have discussed this and although there are a number of people who have missed two meetings, letters will not be sent on this occasion as they feel the Board is still forming. However, this will be 'firmed up' in July when a review of the Terms of Reference; membership etc will be conducted.

National Conference

Pam reported that she has attended two National Conferences, one of which was regarding Child Death Review and the other was a Safeguarding Event.

Following the Child Death Review conference Pam would like to offer the Board the chance to attend a presentation on the Child Death Review Process. The presentation will be joint with Shropshire and will take place over the summer; Peter Sidebotham, a senior lecturer in child health at Warwick Medical School, will be giving the presentation. The Board agreed that this would be useful.

Pam went onto explain that the key message at the Safeguarding Event was regarding the reluctance of Government to set a budget for Safeguarding Children Boards. It was made very clear by all SCBs that they are struggling with budgets however everyone was disappointed with the response from the Minister, Beverly Hughes. Pam said that overall it was a good event with excellent workshops.

Regional Meetings

David stated that he has received an email from Dudley LA advising that they are running a conference in June on s*x*al exploitation called 'Open Your Eyes' and they have allocated Telford & Wrekin three spaces.

Workshop Programme for Board

Anne reminded members that they had decided that the Board should continue to meet on a quarterly basis with broader issues being discussed in workshops. Anne is working on a Workshop Programme, suggestions so far include:

- ◆ Private Fostering
- ◆ Child Death Review
- ◆ Domestic Violence
- ◆ Working with Substance Misusing Parents
- ◆ Integrated Working Practice Guidelines (Sara is giving a brief talk at today's meeting)
- ◆ Serious Case Reviews
- ◆ Unaccompanied Asylum Seekers and Trafficking. The children's lead from that Midlands office of the Border and Immigration Agency has offered to do this (Anne suggested opening this up to schools and Health Visitors)

If anyone has any further suggestions for Workshops let Anne, Colin or Emma know.

The main agenda items for future Board Meetings are:

July – Review of Terms of Reference; membership; expectations etc
October – Developing the work plan and consultation
January – JAR, as this will be the last Board Meeting before the JAR

4. Joint Area Review Preparation

Barbara explained that the work being carried out in preparation for the JAR should be looked at as improving the service and about good practice continuing, not just for the JAR.

Paul Tudor explained that Emma circulated two documents with the agenda which outline the Key Judgments and the evidence collated so far by Anne and himself. Paul went on to say that he didn't think it would be productive to go through each Key Judgment but instead to work in small groups looking at whether there is any more evidence available.

Those present were split into groups, with each group looking at the first 5 standards. (It was felt that the remaining standards were quiet specialist and had been covered in earlier interviews)

Standard 2.1: Children and young people and their carers are informed about key risks to their safety and how to deal with them

- ◆ A website containing information for parents is very much needed
- ◆ Work to be around the involvement of transport i.e. CRBs being carried out for bus drivers, taxi drivers,
- ◆ Involvement of British Transport Police?
- ◆ Can any evidence be gained from the Telford Town Centre – do they still run 'Safe Child Campaign'?
- ◆ Have conversation with Health & Safety Exec
- ◆ Martin Lakeman to provide evidence to show that CSOs have had training
- ◆ Awareness within Faith Communities?
- ◆ Andrea Orr advised that each RAF camp has a Community Development Worker and that following a campaign, there is now a safe crossing between the school and the camp at Shawbury
- ◆ Discussed that somebody can be a 'serving individual' but still a child.

Standard 2.2 Children and young people are provided with a safe environment

- ◆ What are we doing about engaging with parents? Any evidence to show this?
- ◆ Even though we have anti-bullying policies, how do we know children feel safe?
- ◆ Links with Healthy Schools
- ◆ Evidence to show that all schools complete anti-bullying assessments.
- ◆ 'What worries children' survey to be used as evidence.
- ◆ Sally advised that she is looking at doing a survey with children in schools and suggested looking at 'What Worries Children' survey to see if there were any questions we had concerns with and then include these.
- ◆ Sally indicated that the School Forum are very interested in meeting Colin.
- ◆ Link with NSF 10 re storage of medicine
- ◆ Engagement with school councils

Standard 2.3 the incidence of child abuse and neglect is minimised

- ◆ lack of clarity on thresholds between the sectors of the windscreen and between clusters and children's social services
- ◆ General feeling that people are not clear on the role of the Helpdesk or the SCB.

Standard 2.4 Agencies collaborate to safeguard children according to the requirements of current Government guidance

- ◆ Agree with Group 1 that there should be a website
- ◆ A simple leaflet on child protection is needed
- ◆ Concerns raised on what happens in 2009 when the funding runs out for CSOs
- ◆ Family Group Conferences - Attempt to collaborate with parents
- ◆ Do we vet agency staff? Do we check CRB's and references?

- ◆ A suggestion that there should be a cross reference to the Shipman enquiry
- ◆ Vetting and Barring Scheme will need joint work
- ◆ As from Autumn 2008 anyone joining or changing jobs within the Council will have to join the Vetting and Barring Scheme; this will run parallel to the CRB process. In this scheme once you have requested a CRB check on a member of staff you will be kept up to date on any convictions.

Standard 2.5 Services are effective in establishing the identity and whereabouts of all children and young people 0-16

- ◆ Implementation Manager has been appointed for Child Index
- ◆ Need to develop a robust system re: use of the Child Index eg children missing education or who are not registered with a GP.
- ◆ There is still a big issue regarding us only having information on the children we know about. We don't know who we don't know!
- ◆ Audit taking place on trained staff but it is needed for all staff
- ◆ Any staff accessing the index need to be CRB checked
- ◆ Still concerns about the quality of the data load.

5. Policies and Procedures

Frank Cole attended today's meeting to give a brief presentation of the new format.

Frank explained that he acts as a consultant to the Local Authority and to some other agencies in the private/voluntary sector in relation to the establishing of procedures for the provision of services to children and their families and that he led on the development of the current interim procedures. Frank went to explain that the Interim Procedures were a rapid update of the old ACPC joint procedures and the criteria for this review are:

- ◆ To be multi-agency in content with Children's Services now having working procedures
- ◆ To be legally sound in respect of the Children Act and other relevant legislation

- ◆ To be consistent with the advice and statutory guidance given in “Working Together”
- ◆ To be concise so that people reading them could quickly retrieve the information they needed
- ◆ To act as a depository for material which was of interest, such as individual agency procedures, protocols between agencies, etc

The new Policies and Procedures will be a series of web pages each accessible from a front page, as the style of a document approach, even though it was hyperlinked, was too constricting and involved a lot of scrolling down to reach the precise information required. Also, with Internet publishing there are issues about converting hypertext linked documents into PDF format.

Frank gave a brief tour of the Policies and Procedures and Anne stated that there were several copies available on disc if people wanted to take them away to have a look at and comment on; comments to be sent to Anne, Frank and/or Emma. There were also three computers set up at the meeting so that people could look at the Policies and Procedures during the coffee break. Colin and Barbara will sign off the final version.

6. Integrated Working Practice Guidelines

Sara Tough advised that Emma circulated the Integrated Working Practice Guidelines by email on 20 April 2007 and that copies were available on disc at today’s meeting. Sara went onto explain that the guidelines were revised to ensure that policies & procedures and toolkits were consistent; a workshop looking at this will be convened.

The hard copy has been slimmed down and been made more user friendly, whereas the disc contains much more information. Section 1 is most relevant and Sara explained that it is not much different to the ‘What to do if’ guidance and hasn’t changed much from the previous toolkit.

Sara went on to briefly talk through each section and suggested that it is reviewed yearly. Cathy Hobbs wished to comment that she has looked at the Guidelines and feels they are a big improvement on the last. Conversation took place around putting examples of Statutory Assessments online and Sara agreed to look into this. **Action - Sara**

The Board agreed to endorse the Integrated Working Practice Guidelines, bearing in mind that it will need to be reviewed yearly. Barbara suggested the Executive Subgroup looking at producing a newsletter stating that they have been endorsed and how to obtain copies. **Action - Exec**

If anyone would like more copies of the Integrated Working Practice Guidelines on disc please email Jennifer.anderson@telford.gov.uk.

7. 2006/2007 Performance

Please see the attached report which Anne briefly talked through.

Barbara reported that she attended a conference recently regarding Looked After Children and the key message was that Local Authorities should not be obsessed with figures, safeguarding is more important.

Date of Next Meeting:

Local Safeguarding Board (Staying Safe), Tuesday 17 July 2007, 9.30am, Learning and Conference Centre, Priorslee.

Future dates for 2007:

16.10.07

All meetings at 9.30am at Learning and Conference Centre, Priorslee

Inclusions for the Agenda:

Please send any further inclusions for the agenda to Colin Watt, Anne Cole or Emma Boddison.