

# MINUTES

**Subject: Dudley Safeguarding Children Board**

**Venue: Saltwells Education Centre**

**Date: 16<sup>th</sup> January, 2015**

**Time: 9.30 am – 12.30 pm**

Attendees	Agency	Apologies	Agency
Roger Clayton	Independent Chair	Helen Ellis	Intergrated Youth Service
Anne Harris	DACHS	Pauline Sharratt	Interim Director DCS
Rachael Doyle	DUE	Ian MGuff	AD, Q&P
Rosie Musson	DWMH	Rebecca Bartholomew	Dudley CCG
Julie Winpenny	West Mids Fire Service	Zala Ibrahim	Dudley Group Hospitals NHS Foundation Trust
Mike Galikowski	Dudley YOS	Tabetha Damon	BCPFT
Angela Whitaker	West Mids Police		
Christine Ballinger	DCS		
Marie Bissell	Special & Primary Rep		
Sue Haywood	Community Safety		
Gill Coldicott	BMET Stourbridge campus		
Su Vincent	Dudley CCG		
Karen Palk	Lay Advisor	<b><u>NEXT MEETING</u></b> Friday 13 <sup>th</sup> March 2015 9:30 am – 4:30pm At Saltwells EDC	
Jackie Jennings	Safeguarding & Review Service		
Jayne Sargeant	Voluntary		
Joanne Forbes	Housing		
Tim Crumpton	Lead Member, Children's Services		
Nicki Burrows	DCVS		
Jassi Broadmeadow	Safeguarding & Review Service		
Martine McFadden	Safeguarding & Review Service		
Pam Smith	Dudley Group of Hospitals NHS Foundation Trust		
Sharon George	NHS		
Viv Townsend	Probation		

<b>1.</b>	<p><b><u>Introductions &amp; Apologies</u></b></p> <p><b><u>Minutes and Matters Arising from previous meeting</u></b></p> <p>Page 9 – CSE: amendment to minutes, Paragraph 4 should read a grant for £54,000 funding via the Crime Commissioner was passported out, some of which will be used to work with young people who are at risk of CSE or have been sexually exploited.</p> <p>Dataset Request has not been updated</p>
-----------	--

	<p><b>Action: Feedback at the Board Meeting in March.</b></p> <p>The minutes were agreed as a true and accurate record of the previous meeting with the addition of Sue Haywood's comment above.</p>
2.	<p><b><u>Action Tracker Review</u></b></p> <p>The Action Tracker was updated:</p> <p>Domestic Abuse is an ongoing item for the Quality Assurance &amp; Communications Group in December. The CAADA letter suggested that the number of children likely to be at high risk of domestic abuse in Dudley would be 100 children, but figures from MARAC show this figure to be higher. The CAADA effective practice report was shared briefly at the Domestic Abuse Strategic Group which incorporates the Strategic MAPPA Group, but will be a full agenda item for the next meeting. Andy Parsons pointed out that most referrals are where police have attended, so the figures could actually be higher.</p> <p><b>Action: Feedback to future meeting of DSCB – Jassi Broadmeadow/Sue Vincent/Andy Parsons</b></p> <p>Safeguarding YP involved with Gangs MG stated that a discussion has taken place with Rosina Ottewell and they are in the process of preparing a procedure. Staff briefings are scheduled to take place in March 2015. Tri.X update in 6 months. <b>Action: Turn green</b></p> <p>Sue Haywood will take information to the February QA Group, DART has gone back to CAADA and suggests that 100 young people in Dudley will be at risk of Domestic Abuse. <b>Action: Turn green.</b></p> <p>DSCB has engaged via an electronic questionnaire with R.I.P examining the effectiveness of LSCBs DSCB have been progressed to the next stage of the process which will involve face to face interviews. These will take place next week Chris Ballinger stated that we have been working with Research In Practice since it began and its worth engaging with as they provide a high quality service. Concluding report will be circulated to Board members.</p> <p><b>Audit of the CAF findings:</b> Figures on the numbers of CAF for the first two quarters of this year appear to give an incorrect picture. The majority of CAFs are carried out by the Early Intervention Team. 15,000 contacts to Children's Social Care in the previous year resulted in only 4,000 actual referrals. CAFs are being undertaken by Health professionals, but the CAF team are not necessarily being informed. Some work is required to ensure that CAF figures are collated on a quarterly basis from each agency. <b>Action: Jassi Broadmeadow to speak to Annette Callear as she is leading on this piece of work. Action: Future agenda item remains red.</b></p> <p><b>Health CCG Independent Safeguarding Review:</b> The Interim Report has now been received by the CCG which is in the process of developing some workshops for partners to determine which model will be used.</p> <p>The Head of CRC Kate McConnell started on Monday so there has been a delay in the reorganisation of the Staffordshire &amp; West Midlands Probation Service.</p> <p>Safeguarding Website – Martine fed back that work is being undertaken to change the logo and the website is continuing to be updated. Policy Group raised the issue that staff as are getting confused about which procedures to use. Chris Ballinger stated that there should be a link to the procedures and not just a web link. <b>Action: Chris Ballinger to email Martine McFadden with specific details and Martine will try to resolve this issue.</b> The Young People's website is still in development</p> <p><b>DSCB Member Annual Appraisal:</b> Will form part of the induction pack</p> <p><b>CDOP Deputy Chair</b> – Jassi Broadmeadow has been appointed the Deputy Chair.</p>

	<p><b>Development Day – DSCB:</b> Training Sub needs to identify a Chair  <b>Action: Ian McGuff to chase this up.</b></p> <p><b>Action: Chairs of sub groups to ensure Terms of Reference are ready and returned to Business manager by March 2015</b></p> <p>Terms of reference for the Safer Recruitment Sub to be forwarded to Julie Winpenny so that a decision can be made on whether she becomes a member of the group or feeds in as appropriate  <b>Action: agenda item complete turn to green.</b></p> <p><b>Review of CAMHS Service</b>  (Tier 4) – not yet commenced – remain amber. Pointed out that Tier 4 is when someone requires specialist care. There has been an issue in accessing beds in a timely way as they are commissioned from the region rather than locally. In-patient beds are not always available and young people sometimes have to be admitted to Adult Mental Health wards or acute wards. Rebecca Bartholomew advised work is ongoing with providers to address the issues.  <b>Action: Roger Clayton to meet with Pam smith and Rosie Musson on 3/2/2015 to progress</b></p> <p>Section 175 audit tool – agenda item complete  <b>Action : Turn to green.</b></p> <p>Section 11 Audit – agenda item complete  <b>Action :Turn to green.</b></p> <p>CSE Local/Regional Strategy – Ongoing work still continuing to raise public awareness of CSE</p> <p><b>Trafficked Children</b>  National referral mechanism in place to identify trafficked children to audit the issue .The Home Office is running a pilot project. Discussion followed.  <b>Action: Insert relevant question into the missing pathway to ensure the data is collected Mike Galikowski stated that the YOS undertake return home reports and interviews and Mike suggested that maybe to ask more questions.</b></p> <p><b>Ofsted Preparation</b>  Induction pack prepared .Martine confirmed that this will be sent out next week .  <b>Action : Turngreen.</b></p> <p><b>Participation Sub Group</b>  Agenda Item turn to amber</p> <p><b>Signs of Safety</b> – Q A &amp; Communication Strategy further discussion needed.</p>
3.	<p><b><u>Communications Strategy</u></b>  This was circulated for board members to read and feed back to Martine McFadden by the end of January 2015.  It was agreed that some of the images should include children with disabilities.  <b>Action: Martine McFadden to liaise with colleagues in Adults to ensure a coordinated approach</b>  The Strategy contains an action plan which will be updated at every board.  <b>Action: All comments/feedback to be forwarded to <a href="mailto:Martine.McFadden@dudley.gov.uk">Martine.McFadden@dudley.gov.uk</a> as soon as possible.</b></p>
4.	<p><b><u>Training Business Proposal</u></b>  Roger Clayton stated that this will need more consideration and will not be signed off today as needs more approval from QA and bring back to the next Board Meeting in March. Jackie Jennings explained the capacity issues regarding training . The proposal will be discussed at the next QA&amp; Comms  <b>Action: Advanced Child Protection Training to be added as an agenda item at the next Board meeting</b></p>

5.	<p><b><u>S11 Audit</u></b></p> <p><b>Section 11 Audit:</b> A training day was held for partners in November, but not all were able to attend. Martine McFadden will circulate some potential dates to those who missed the session to provide a “catch up” session on the tool. Martine stated that by the 31<sup>st</sup> January 2015 the audit needs to be completed. The Virtual College Toolkit seemed to be having some areas of concern Partners were advised to save the audit at every stage as several partners mentioned that they have lost all their work. Martine stated that the problems with downloading the document should have been resolved. Rosie Musson will complete this for Dudley and Walsall.</p> <p><b>Action: Martine to speak to Rob about this.</b></p>
6.	<p><b><u>S175 Audit</u></b></p> <p><b>Section 175 audit:</b> Training for schools has been arranged for 27<sup>th</sup> of January and schools will be requested to complete the online S175 audit by the end of March 2015. Key issues will emerge as the audits are completed and a baseline understanding of safeguarding within Dudley schools will be obtained.</p>
7.	<p><b><u>LAC Annual Report for Health</u></b></p> <p>Sharon George presented the main findings from the report Sharon reported that the Health Assessments completed in Dudley are done in a more timely way however it is much more difficult to compete out of area assessments. Chris Ballinger stated that she is planning to improve information sharing for Looked After Children who move across the areas/boundaries. LAC Health Group this meeting has not taken place yet due to members not attending.</p> <p><b>Action: Chris Ballinger to send an electronic copy to Jane Prashar .</b> Sue Vincent thanked Sharon George for all her hard work <b>Action: Sharon George to send the report electronically to Tim Crumpton.</b></p>
8.	<p><b><u>CSE (RC)</u></b></p> <p>Roger Clayton pointed out the CSE Safeguarding Meeting was very well attended and very productive – Roger stated that these need to be put into practise now. All feedback has been sent to the Vulnerable Young People Subgroup</p>
9.	<p><b><u>Standardised Sub Group Reporting form (MM)</u></b></p> <p>Martine introduced the new reporting back form and asked for subgroup feed back with the intention of it being signed off at the March Board meeting for use from April 2015</p>
10.	<p><b><u>QA Comms and SUB/Task Group Updates Exceptional reporting</u></b></p> <p>Chris Ballinger stated that the Policy Group was not on the list. Trix procedures are continuing to be updated.</p> <p>Jassi stated that there is ongoing work with CSE and Risk Register at the QA&amp; Comms.</p> <p>Vulnerable Persons/Hidden Harm – next meeting is the 20<sup>th</sup> February 2015</p>
11.	<p><b><u>Any Other Business</u></b></p> <p>Martine asked for articles for the Safer newsletter by the 31/1/2015 for February edition</p> <p>Tim Crumpton reported that The council’s new chief executive, Sarah Norman, will start on Monday 19<sup>th</sup> January 2015 and the new strategic director for the peoples directorate will start on the 30<sup>th</sup> March 2015.</p>

RC/SO  
16.01.2015