



**Derby Safeguarding Children Board Meeting**  
**14 September 2011**  
**Kedleston Road Training Centre, Derby at 1.00 pm**

**Present:**

Christine Cassell	Independent Chair , Derby Safeguarding Children Board
Andrew Bunyan	Strategic Director for Children and Young People, Derby City Council
Suanne Lim	Head of Youth Offending Service , Community Safety Partnership, Vice Chair of DSCB
Jacqui Jensen	Director for Integrated Services, Derby City Council
Lynn Woods	Deputy Director of Clinical Quality and Nursing , NHS Derbyshire County
Maggie Boyd	Director of Clinical Quality and Nursing, NHS Derbyshire County
Stephen Edgeley	Deputy Director of Nursing Derbyshire Healthcare NHS Foundation Trust
Debbie Platt	Detective Superintendent, Derbyshire Police
Rosemary Plang	Director of Derbyshire Probation Trust
Liz Adamson	Designated Doctor (Adviser)
Ray McMorro	Designated Nurse (Adviser)
Hannah Hogg	Head of Service, Legal, Derby City Council
Cllr Evonne Williams	Cabinet Member, Derby City Council
Nathalie Walters	Children and Young People's Network
Judith Russ	Attending for Neville Hall, CAFCASS
Simon Emsley	Principal, Lakeside Community Primary School

**In attendance:**

Nina Martin	Head of Service, Children's Quality Assurance, Children and Young People's Directorate
Mark Sobey	Policy Officer, Derby Safeguarding Children Board

ITEM		ACTION
32/11	<b>Welcome and Introductions</b> <ul style="list-style-type: none"> <li>Christine welcomed both Andrew Bunyan and Nathalie Walters to the meeting as new members of the Board.</li> <li>All members introduced themselves to the group – Lyn</li> </ul>	

ITEM		ACTION
33/11	<p>Woods informed the meeting that she would be taking over from Maggie Boyd at future meetings.</p> <ul style="list-style-type: none"> <li>• Apologies were received from Brigid Stacey, Derby Hospitals Foundation Trust and Neville Hall ,Cafcass. (Judith Russ attending for Neville).</li> </ul>	
	<p><b>Previous minutes/matters arising</b></p> <ul style="list-style-type: none"> <li>• Confirmed as an accurate record</li> <li>• <b><u>Matters arising</u></b></li> <li>• <b>18/11 Self Harm Strategy</b></li> <li>• Ray reported an agreement from the recent SCR Panel meeting for a 'virtual' launch in November by way of email. Leaflets due to be scrutinised by a panel of young people today and then ready for distribution. The training is available to access on the LSCB training programme – Ray to finalise course content with Bon on his return from leave. Christine expressed the urgency required to move this forward as it was originally planned to be ready for a September launch. A suggestion for a press event was well received and it was agreed that a media launch needs to be organised. Ray to follow up.</li> <li>• <b>19/11 Inspection Feedback</b></li> <li>• Health Inspection feedback from Ofsted – Ray McMorro to arrange for this to be circulated to all Board members.</li> <li>• <b>20/11 Governance and Membership</b></li> <li>• Maggie Boyd informed the group that the issue of Health Boards/Clusters is still currently under discussion. Derby City comes under the South Derbyshire Clinical Commissioning Group. Voluntary redundancies have already taken place and costs have to be reduced so the overall 'picture' is still not clear in relation to Safeguarding. Lyn Woods will be the lead for Quality Safeguarding and it was suggested that Lyn does a presentation to a future meeting of the Board and also circulate any relevant structure charts as they become available.</li> <li>• Maggie to forward new Cluster information to Sue for circulation.(this was circulated on 29.09.11)</li> </ul>	<p><b>RMcM</b></p> <p><b>RMcM</b></p> <p><b>LW</b></p> <p><b>MB/SP</b></p>
34/11	<p><b>Finance</b></p> <ul style="list-style-type: none"> <li>• <b>Reserve.</b> <ul style="list-style-type: none"> <li>○ Christine explained to members that Nina has been doing some work on the budget in relation to the proposed appointment of a Board Manager.</li> <li>○ Currently there is £103,000 in reserve. As at March 2010 there had been a £60,000 under spend and then £43.000 was added to 2010/11 budget for the appointment of a Board Manager</li> <li>○ Maggie Boyd expressed concern around this under spend especially as they had been asked to contribute</li> </ul> </li> </ul>	

ITEM		ACTION
	<p>to the costs involved in recent Serious Case Reviews.</p> <ul style="list-style-type: none"> <li>• <b>Ongoing Budget</b> <ul style="list-style-type: none"> <li>○ Christine informed members that the budget will be built up from scratch to give clarity for all. When this has been achieved a clear statement will be sent to all members.</li> <li>○ A detailed paper on the Budget will be presented to the December meeting by Nina. The Governance Document will be updated to include quarterly financial reports to the board.</li> <li>○ It was suggested that the under spend could be used on the activities of a Board Manager should they have been in place. Christine asked members for an agreement in principal to do this – all agreed.</li> <li>○ Urgent action relating to Ofsted recommendations that could be resourced from this reserve to be identified – Nina to circulate proposal to Board members.</li> <li>○ Nina expressed concern that the appointment of a Board Manager was yet to be resolved given the volume of work.</li> <li>○ Christine informed the group that there will be some additional funding from CWDC to support work from Munro – much of this will be around training and development. Amount is not yet known but all will be informed as and when Christine has the detail.</li> <li>○ Christine feels that the development of the budget will bring some clarity around Board and agency responsibilities.</li> </ul> </li> <li>• <b>Partner Contributions</b> <ul style="list-style-type: none"> <li>○ Mark Sobey is currently doing some work on the Algorithm and is still waiting for some relevant information from Health.</li> <li>○ All agencies to check they have sent relevant info on Algorithm. Mark to clarify outstanding information from relevant partners</li> <li>○ There is no clear instruction from the DFE on how a formula is constructed to ascertain agency contributions to the Board. Christine offered to write to DfE to recommend that expectations on proportional funding is included in future guidance.</li> <li>○ Nina read out a current list of agency contributions 2010/2011 held by LA Finance department.</li> <li>○ Some members felt their contributions were greater and it was clear there was a need to resolve this urgently.</li> <li>○ All partners to confirm the amount of the contribution to Nina to ensure consistent and correct figures are held by LA Finance Department.</li> </ul> </li> </ul>	<p><b>MS</b></p> <p><b>NM</b></p> <p><b>CC/ALL</b></p> <p><b>MS/ALL</b></p> <p><b>ALL/NM</b></p>

ITEM		ACTION
35/11	<b>Appointment of Vice Chair</b> <ul style="list-style-type: none"> <li>• This was an agenda item from AOB at the last meeting.</li> <li>• The proposal was that this appointment should be made from the chair of the Quality Assurance sub group as per the Governance document.</li> <li>• The Board was in agreement and Liz agreed to accept the role.</li> </ul>	
36/11	<b>Media and Communications Strategy</b> <ul style="list-style-type: none"> <li>• Christine suggested the need to develop a media communication strategy for all agencies to use. This could be done jointly with the Children and Families Board.</li> <li>• It was noted that different issues arise in the County and City for agencies that cover both.</li> <li>• Andrew emphasised the need for a proactive media approach especially when we are aware of cases which will attract media attention. The City currently work closely with the local press who have been invited into the Council to discuss strategies etc. Despite this nurturing pro-active approach it can still result in them using their own agenda at the time it goes to press.</li> <li>• Stephen Edgeley has some relevant information and was asked to send a proposed Communications strategy to Mark Sobey.</li> </ul>	SE/MS
37/11	<b>Ofsted Inspection Update</b> <ul style="list-style-type: none"> <li>• Andrew reported the completion of the Action Plan in response to the recommendations from Ofsted. This to be shared with Board members (<b>circulated on 15 Sept to all members</b>)</li> <li>• In terms of 'rag rating' there are a few reds and ambers and a lot of greens.</li> <li>• There is concern around the number of Boards within Health where information is being 'pushed' up and down these boards sometimes resulting in an overlap of work.</li> <li>• In terms of immediate priorities most of the 3 month timescales have been addressed or have been expanded to a 6 monthly timescale where appropriate.</li> <li>• Christine suggested that members familiarise themselves with the Inspection Consultation available on the Ofsted website. It states that all local services to be scrutinised – Christine has already had a meeting with Ofsted to discuss this and the implications for the Board</li> </ul>	ALL
38/11	<b>Report back from Subgroups</b> <ul style="list-style-type: none"> <li>• A DCSB Feedback Pro Forma has been developed for sub group chairs to give written feedback at future Board meetings. The proforma facilitates 3 key areas:</li> </ul>	

ITEM	ACTION
<ul style="list-style-type: none"> <li>○ Chair's feedback</li> <li>○ Actions taken and intended impact</li> <li>○ Opportunity for the feedback from matters arising</li> <li>● <b>Quality Assurance Group</b> <ul style="list-style-type: none"> <li>○ A report had been prepared from the <b>Sexual Exploitation Group</b> which links in with this group. It provided feedback for the Board around the difficulties arising specifically in resources.</li> <li>○ Jacqui Jensen outlined the tasks of Mandy Macdonald – Child Protection Manager responsible for Sexual Exploitation and the effect of her appointment in that we have had 102 referrals now.</li> <li>○ Resources are an issue – Mandy has no admin support and the plan was for her to be co-located with the Police. This would take a virtual team approach but none of this has materialised since the appointment was made in April. Eastmead admin have picked up some of the work in Child Protection and they have been funding this. The Strategy group responsible for the development of this post wanted a co-team and the virtual team was a compromise. The large amount of work envisaged was not linked to an expectation of funding but to some assistance from partner agencies in 'kind'</li> <li>○ Christine re-emphasised the business of this Board as one of scrutiny not of commissioning. The Board have the role to challenge the authority re configuration of resources, funding etc.</li> <li>○ There is a group still focussing on the Strategy and Implementation Plan and they need to pick this up and then report in to the Children and Families Board. Jacqui Jensen and Debbie Platt agreed to take responsibility for moving this forward.</li> <li>○ Members were clear that additional resourcing is not available from their own agencies.</li> <li>○ Evonne Williams endorsed the need for this to be treated as a priority and she will look at other authorities to see what they have done with it.</li> <li>○ Mark reported on <b>Missing Children</b> another group linked to this one. The hours for Runaway workers have been increased. There is a reduction in the general numbers of children who are reported missing although it is becoming apparent that there is a small number of children who frequently are missing.</li> <li>○ There are concerns about the young people who have not been reported as missing which links to the responsibilities of schools and parents. Debbie is preparing a presentation to Derbyshire Police on</li> </ul> </li> </ul>	<p><b>JJ/DP</b></p>



ITEM	ACTION
<ul style="list-style-type: none"> <li>○ Liz reported some reduction in number of cot deaths since the introduction of Safe Sleeping guidance. A failed bid to get resources for an evaluation of six months worth of assessments has resulted in looking at existing resources. Health Visitors practices have been reviewed following a recent case where the family had reverted to unsafe practices.</li> <li>○ There is an issue of the chairing of this group. The current chair has taken on a new role and feels he no longer has the capacity to fulfil the role of chair. There is a dilemma about the chair's independence and also that they need to be a member of one of the 2 Boards. This is unresolved currently – Liz will chair the next meeting where a decision needs to be made. Liz to keep the Board up to date with this situation.</li> <li>● <b>Policy and Procedures Group</b> <ul style="list-style-type: none"> <li>○ The first meeting was held on 20 July – terms of reference agreed and now in the process of confirming membership.</li> <li>○ A risk analysis has been undertaken to determine whether the safeguarding procedures should be reviewed before or after the Government revision of the national guidance. The decision was to await the final guidance from Government then to re-write procedures. Areas were identified as requiring priority amendment in the interim and these were – Early Intervention and MAT teams and Sexual Exploitation. Early Intervention to be an agenda item at next meeting in October for circulation after 'sign off'.</li> <li>○ LADO procedures will also need to be reviewed.</li> <li>○ Board members agreed that the interim work on procedures was the way forward.</li> <li>○ The options for procedures re-write are to be scoped – either internal or an outside agency.</li> </ul> </li> <li>● <b>Training Learning and Development Group</b> <ul style="list-style-type: none"> <li>○ Suanne produced the Feedback Pro Forma to share with Board members.</li> <li>○ Joint working arrangements with Derbyshire have been established and all the actions on all the areas are well on track.</li> <li>○ A self assessment document to provide the effectiveness of training, workforce needs etc was circulated to all partners at the beginning of August with a deadline of 29<sup>th</sup> August. Only 2 self assessments were returned – Derbyshire Probation Trust and Youth Offending Service. Suanne asked for the document to be re-circulated with an</li> </ul> </li> </ul>	<p>LA</p>

