



**Notes of Milton Keynes Safeguarding Children Board Meeting
Wednesday 14 October 2009, 1.30pm - 3.30pm
YMCA, 402 North Row South, Central Milton Keynes**

PRESENT

Elaine Coleridge-Smith	MKSCB Independent Chair
Jackie Boath	Chief Executive, Brook
Paramjit Boyal	Community Safety Partnership
Amanda Carter-Philpott	Senior Probation Officer, Thames Valley Probation
Sandra Clark	Councillor, Lead Member for Safeguarding
Mike Fisher	Operational Manager, Mental Health Service
Alastair Gibbons	Assistant Director, Specialist Services
Tony Halton	Director of Nursing, MK Hospital
Lystra Hendrickson	Oakhill Secure Training Centre
Nick Jackman	Head teacher, The Walnuts Special School
Phil Latham	Designated Doctor
John O'Donnell	Head teacher, Radcliffe School
Pauline Pickard	Head teacher, Willow School
Lyn Scott	Head of Adult Social Care, Community Wellbeing
Will Spurgeon	Assistant Director, Targeted Services, MK Council
Ray Summers	Det Chief Inspector, Thames Valley Police
Gail Tolley	Director of Children's Services, MK Council
Jill Wilkinson	Head of Children's Services, MK Community Health Services

OFFICERS ATTENDING

Jo Hooper	MKSCB Professional Advisor
Sally Mottram	MKSCB Business Manager
Lesley Mellor	MKSCB Administrator (notes)

APOLOGIES

Julie Bootle	Operational Director, Mental Health Services
Chris Etheridge	South Central SHA
Anthony Miller	Service Manager, CAFCASS
Liza Milligan	Vice Principal, MK College
Kilvinder Vigurs	Assistant Director, Thames Valley Probation
Lee Westlake	Head of Youth Offending Team

E Coleridge-Smith, the new Independent Chair, welcomed everyone to the first meeting of the MKSCB under the new structure detailed in the proposed MKSCB Constitution and gave a brief summary of her background. Following this, members were invited to introduce themselves.

1 1.1	<p><u>VICE CHAIR ELECTIONS</u> ECS invited nominations for this role.</p> <p>Action: Nominations for the vice chair role to be forwarded to the MKSCB Administrator</p>	All
2 2.1 2.2 2.3 2.4 2.5	<p><u>MKSCB CONSTITUTION</u> Members were given the background to the development of the MKSCB Constitution, which has been modeled on good practice in LSCBs of 4-star Children's Services across the country. The Constitution covers all aspects of the MKSCB.</p> <p>2.1 The Constitution proposes a more strategic structure to the MKSCB. Responsibility for managing sub-group progress against the MKSCB Business Plan is delegated to the Business Management Group, which will report on progress to the quarterly MKSCB meetings.</p> <p>2.2 S Mottram highlighted some of the main changes to the previous MKSCB structure. One of the changes includes a new sub-group to develop processes for considering and discussing cases for serious case review, a task previously included in the work of the Audit, Monitoring & Practice Improvement sub-committee. Another new sub-group - Quality Assurance - will concentrate on audit and monitoring work.</p> <p>2.3 S Mottram advised that due to technical problems the version circulated to MKSCB members as part of the papers for today's meeting is not the most recent version, but pointed out that the latest changes are very minor. The proposal was that the MKSCB approve in principal the Constitution presented today. The amended version of the Constitution will be emailed to members after today's meeting - with the changes highlighted - and arrangements will be made for agency representatives to sign the Constitution, which will then be posted on the MKSCB website. A limited number of copies will be printed.</p> <p>2.4 A Gibbons asked for MKSCB members' assistance in identifying the right people to sit on the various MKSCB sub-groups.</p> <p>2.5 Actions:</p> <ol style="list-style-type: none"> 1. Proposal approved 2. Amended version of the Constitution to be emailed to members 3. Arrangements to be made to collect MKSCB member signatures 4. A limited number of copies to be printed 	SM SM SM
3 3.1	<p><u>BUSINESS MANAGEMENT GROUP REPORT</u> The Business Management Group met for the first time on 8 October. A copy of that group's report to the MKSCB is filed with the notes of today's meeting, and had been circulated as part of the MKSCB papers. The content of the Business Management Group report was noted.</p> <p>3.1 Following discussion of the Gatehouse Action Plan Summary Report at last week's Business Management Group meeting the recommendation of the Business Management Group chair is that the MKSCB accept the</p>	

	report presented today. MKSCB members were reassured that MK Council is now stronger on monitoring, challenge, support and intervention.	
3.2	In response to a question about Team Teach training, the meeting was advised that Special Schools will be prioritised for this training.	
3.3	A Gibbons advised that the MKSCB has developed an overarching Restrictive Physical Intervention policy, and a series of Briefing Events is being held in November to raise awareness.	
4	<u>MKSCB ANNUAL REPORT 2008 - 09</u> The document was presented for information, having been approved in August. The Annual Report had been presented to the Children's Trust Board September meeting, and will go to the CYPS Select Committee in November. A limited number of copies will be printed and the report is currently available to download from the MKSCB website.	
4.1	Action: MKSCB Annual Report to be distributed to all agencies	LM
5	<u>MKSCB BUSINESS PLAN</u> The first draft of the new Business Plan was presented today. The final version of the Business Plan will have an 'Introduction' section. The Business Manager addressed the meeting and explained how the Business Plan had been developed - the Objectives address those areas highlighted in the review of the MKSCB, as well as the 'future priorities' identified in the 2008 - 09 MKSCB Annual Report.	
5.1	A Gibbons explained that the MKSCB sub-committees will continue to work to address the issues in the MKSCB 2007 - 2009 Business Plan until the new sub-groups and the new Business Plan are in place. Any outstanding actions from the current Business Plan will be incorporated into the new one.	
5.2	The Business Manager invited questions and comments. The following are some of the comments and requests made by members:	
5.3	<ol style="list-style-type: none"> 1. Plan should be more outcome-focused. 2. Include something on 'hard-to-engage' families 3. Consider a three-year overall Business Plan, with a breakdown of the priorities to be addressed each year. 4. RAG-rate progress against the Business Plan. 	
5.4	Actions: <ol style="list-style-type: none"> 1. Any further comments to be emailed to S Mottram: sally.mottram@milton-keynes.gov.uk . 2. S Mottram to amend the Business Plan to incorporate comments made today. 3. Second draft of the MKSCB Business Plan to be presented to the Business Management Group meeting on 16 November 2009. 	ALL SM SM

6	<p><u>PROTOCOL</u> This document forms part of the Children’s Trust Board Constitution, which was approved in principal at their last meeting. The Government Office for the South East has shared it with other areas as an example of good practice. Action: Protocol accepted by MKSCB</p>	
7	<p><u>CHILDREN & YOUNG PEOPLE’S PLAN 2009 - 2011</u> As the new chair of the Children’s Trust Board, with ultimate responsibility for the implementation of the Plan, G Tolley addressed the meeting for this topic, and responded to MKSCB members’ questions about the Children & Young People’s Plan (CYPP). The CYPP links with the Improvement Plan; the ‘Introduction’ section of the Children & Young People’s Plan provides full information on its development.</p> <p>7.1 At their last meeting the Children’s Trust Board agreed in principal the content of the CYPP, which will be signed off at their next meeting, after it has been to the PCT Board and Cabinet.</p> <p>7.2 In response to a question about the National Indicators being Social Care-linked, G Tolley advised that every effort had been made to develop measures that include partner agencies.</p> <p>7.3 A copy of the Children & Young People’s Plan is filed with the notes of today’s meeting.</p>	
8	<p><u>ORGANISATIONAL UPDATES</u> Generally, all agencies reported an increased focus on collaborative working with others, both with partner agencies and between children’s and adult services and some gave examples of specific pieces of work taking place on a front-line level. Members generally also reported the continued recognition of the need to embed safeguarding in the work of their agencies and organisations.</p> <p>8.1 A Gibbons advised that the MK Council Referral And Assessment Team has yet to receive its unannounced two-day inspection. Once the inspection takes place, the MKSCB will be informed of the outcome.</p> <p>8.2 MKC Targeted Services is looking at what guidance and support can be offered to schools.</p> <p>8.3 A Carter-Philpott reported that the new Probation Supervision Centre has been in operation for 6 weeks and referrals are being reported.</p> <p>8.4 D Gray, NHS MK (Commissioning) advised that a new Designated Nurse will be in post from 1 November; her first priority will be to review the action plan in response to the recent Care Quality Commission report.</p> <p>8.5 T Halton, assured the meeting that the Hospital Trust will have interim arrangements in place whilst they recruit to the post of Named Nurse for</p>	

	Child Protection; the current post-holder is the new Designated Nurse.	
8.6	One of the key developments for the Community Safety Partnership has been that it has secured funding to develop a Domestic Violence Perpetrator Programme.	
8.7	R Summers advised that Thames Valley Police is reviewing resourcing, practice and policies in relation to Domestic Abuse, which includes looking at ways to support local forums.	
8.8	MK Community Health Services, Probation and Oakhill advised that they continue to focus on providing appropriate safeguarding training within their agencies - MK Community Health Services has increased the number of training sessions they provide to staff.	
8.9	J Hooper advised that within the MKSCB there is a new Inter-Agency Training Co-ordinator, who has been in post since 5 October 2009. The MKSCB Business Manager interviews take place on 27 October and the Administrator interviews take place on 26 October.	
8.10	The MKSCB Annual Conference 'Safeguarding Children Together in Milton Keynes' is being held on 18 November, at Jury's Inn and has been widely advertised.	
9	<u>ANY OTHER BUSINESS</u> The Independent Chair invited members to forward to the MKSCB office any items they would like to be considered for including on the agenda for the January MKSCB meeting.	
10	<u>2010 MEETING DATES</u> 20 January 21 April 21 July 20 October All future meetings will take place at NHS Direct, Sunrise Parkway, Linford Wood	

Meeting ended 3.45pm