



**Nottinghamshire**  
**SAFEGUARDING**  
**CHILDREN Board**

Working in Partnership to Safeguard  
Children & Young People

# **Minutes of NSCB Black & Minority Ethnic Subgroup**

**Monday, 22<sup>nd</sup> February 2010**

## Attendance List for NSCB BME Subgroup Meeting – 22<sup>nd</sup> February 2010

Name	Organisation	Present	Apologies
Lawrence Jones (Chair)	Youth Offending Service	✓	
DI Ian Winton (Vice Chair)	Public Protection, Nottinghamshire Police	✓	
Joe Foley	NSCB Manager	✓	
Devon Allen	Service Manager, CYPS		✓
Sarah Lee	Head of ECAS	✓	
Dawn Smith	Practice Manager, Youth Offending Service		✓
Vacant	Development Manager		
Jade Poyser	Integration and Equality, DAAT		✓
Cathy Sheehan	Designated Nurse for Children in Care Notts Community Health	✓	
Rose Lindsay	Clinical Nurse, Specialist Safeguarding, Notts Community Health	✓	
Juliette Penney	Health Visitor, Bassetlaw PCT		✓
Emily Jones	Operations Manager, Connexions		✓
Sarah Wells	NSCB Training Coordinator	✓	
Dawn Godfrey	Children's Service Manager Children and Young People's Services.		✓
Rosy Johnson (Minutes)	NSCB Administrator, Nottinghamshire County Council	✓	

## Minutes of the NSCB BME Subgroup – 22<sup>nd</sup> February 2010

Agenda Item	Discussion	Action
<b>1. Welcome and Apologies</b>	<p>The Chair welcomed all to the meeting and apologies were noted.</p>	
<b>2. Minutes of Previous Meeting held on 29<sup>th</sup> September 2009 and Matters Arising</b>	<p>The minutes of the previous meeting were reviewed and accepted as a true and accurate copy to be placed on the NSCB website.</p> <p>Membership, work plan and practice guidance are on the agenda.</p> <p>Item 7. Needs Assessment: Sarah Lee has a shortened version of the Joint Strategic Needs assessment available for today's meeting.</p>	
<b>3. Review Terms of Reference</b>	<p>Laurence Jones and Joe Foley had met to discuss and revise the terms of reference for the BME subgroup and had made some minor amendments to the wording to maintain consistency with the other subgroups. Laurence felt the terms of reference showed clear, achievable and realistic aims which linked into the workplan. He emphasised the importance of the BME group within the substructure of the Board and the need to support black and minority ethnic children and young people in this specialist area of safeguarding.</p> <p>The terms of reference were agreed.</p> <p>Cathy Sheehan informed the group that the Nottingham County PCT had been split into commissioning and providers and she felt that as she and Rose Lindsay were from the provider arm that someone from commissioning would be of value as a BME subgroup member as they linked into specific services for safeguarding. She suggested that Laurence Jones contact Kate Davies to recommend a representative from commissioning.</p> <p>Bassetlaw PCT was also undergoing the same division of commissioning and provider arms. Joe Foley commented that the role of the group was to influence on specialist safeguarding issues being commissioned and there was no necessity to have representation from every acute provider trust. He suggested Laurence liaised with Sue Gill to discuss the workplan and the level of representation needed from the acute providers.</p> <p>It was agreed that the Terms of Reference would need to be amended to include the link to commissioning within health.</p>	<p>LJ</p> <p>LJ</p> <p>LJ/JF</p>
<b>4. Membership</b>	<p>Laurence Jones spoke about the subgroup's membership and felt that representation was relevant, however, there were no youth services agencies represented. Laurence agreed to extend an invitation to Gill Carter from the Youth Support Services.</p> <p>It was agreed that there was a need for the voluntary sector (Sue Fenton), children centres (John Thorn) and CAMHS (Julie Gardner) to be contacted about representation to the BME and Laurence agreed to send an email to ask about representation from these organisations.</p> <p>A discussion took place around training and it was agreed that Sarah Wells, NSCB Training Co-ordinator, was not required as a</p>	<p>LJ</p> <p>LJ</p>

	<p>group member but would be asked to attend as a visitor at the specific request of the group, possibly once a year.</p> <p>Some amendments to the membership list were required; Rose Lindsay needs adding and Anouska Elland and Claire Baker, deleting.</p>	<p><b>RJ (Done)</b></p>
<p><b>5. Work Plan / Priorities</b></p>	<p>The BME workplan had been distributed and was discussed by the group.</p> <p><u>Objective A – Training</u> The objective in this area is to ensure the needs of the BME children and families are addressed in training.</p> <p>Sarah Wells is currently reviewing training and it was suggested that BME subgroup would be happy to offer help to the Training subgroup to highlight gaps and review training in relation to BME issues. It was agreed that after the review the Training subgroup should report back to BME which would enable an action plan to be developed.</p> <p><u>Objective B – Safeguarding Services</u> This objective was to ensure that the needs of BME children and families were being met with current safeguarding services. Laurence felt it was necessary to establish the current position to see if it met the JSNA. The NSCB annual report showed strengths and weaknesses across the county, not in line with national indicators.</p> <p>It was agreed that BME would carry out their own audit of safeguarding services to establish what services are in place and ask members to gather information. It was agreed that the Chair of the BME would design an audit tool, the format of which was to be agreed at the June meeting. It was also agreed that responses to the audit would be discussed at the September meeting and 1 hour would be dedicated to consider the results and, in January, formulate an action plan for 2011.</p> <p>Quarterly Performance Data – There is some data already available from child protection plans. Laurence was keen for BME to consider what information is required for this subgroup. It was agreed that Laurence and Joe would look at the recommendations for agencies to breakdown data by ethnicity.</p> <p>Female Genital Mutilation – There appeared to be huge disparity in reported incidents between health and police due to lack of communication between acute trusts (A&amp;E departments) and the police and PCT's. Laurence felt that it was the responsibility of the BME to report back to the Board information obtained from any source however vague or questionable and requested that the Board make information available to the subgroup on a quarterly basis.</p> <p>It was agreed that a revised data set matching identified areas would be produced for June 2010 and a Laurence would complete a report for the Board for September 2010.</p> <p>The workplan does not currently reflect the above information and will need to be updated to include intelligence and information and suggested actions where issues need to be addressed. It was</p>	<p><b>All BME Members</b></p> <p><b>LJ</b></p> <p><b>LJ/JF</b></p> <p><b>LJ</b></p>



	<p>help with training for interpreters and staff using interpreting services and there was also concern re a risk of misrepresentation.</p> <p>It was agreed that the most effective way of translating documents was a web-based applications library which translated into approximately 25 languages. A review had been carried out by Andy Peacock, Community Safety Officer.</p>	
<b>9. Feedback to NSCB Co-ordination Group</b>	<p>It was agreed that Laurence Jones would produce a report for the Co-ordination group meeting and asked Sarah Lee to send him information and the review. Rosy Johnson to send out a report proforma to Laurence Jones.</p>	<p><b>LJ / SL</b></p> <p><b>RJ (Done)</b></p>
<b>10. Preventing Violent Extremism</b>	<p>The group were informed of the new thresholds document. There are now 4 tiers to the assessment mechanism which, it was agreed, should make it easier to identify the category for each type of referral.</p> <p>It was agreed that circulation should be to a very wide area.</p>	
<b>11. Female Genital Mutilation</b>	<p>The new factsheet on female genital mutilation was passed around the group for information and a discussion took place on how best to distribute this leaflet to ensure the information is widely accessible. It was suggested that Sarah Lee speak to Andy Lowe in Communications regarding the distribution of the factsheet to schools via Wired and all NSCB and BME subgroup members to circulate the document through their own agency.</p> <p>Rosy Johnson to circulate the factsheet to all NSCB and BME subgroup members.</p>	<p><b>SL</b></p> <p><b>RJ</b></p>
<b>12. Any Other Business</b>	<p><u>Forced Marriage</u> – An email was circulated to those present for information on forced marriages. It was agreed that awareness of this issue was not developed enough to prevent forced marriages happening, however, schools were engaging in this area and it was suggested that information could be posted on Wired. Unfortunately the information on the email was not in a format suitable for the Wired website.</p> <p>Ian Winton asked if there was information available from the Forced Marriage Unit in London, if it could be circulated to members.</p> <p>It was agreed that Sarah Lee contact Carolyn Heath for guidance information.</p>	<p><b>LJ/RJ (Done)</b></p> <p><b>SL</b></p>
<b>12. Dates and Times for 2010 Meetings</b>	<p>Rosy Johnson to send out BME dates to members</p> <p>The next meeting will now take place on 18<sup>th</sup> May 2010, at 9:30 to 12:30 at The Making It Centre, Mansfield, NG18 1AH.</p>	<p><b>RJ</b></p> <p><b>RJ</b></p>