

Meeting Title:	Kent Safeguarding Children Board
Date:	2 <sup>nd</sup> December 2015
Time:	2pm – 5pm
Location:	Rother Room, Sessions House, Maidstone
Chaired by:	Gill Rigg

**Members Attendance at Meeting:**

Name	Title	Representing	Apologies	Attended
Gill Rigg	KSCB Independent Chair	KSCB		✓
TBC	Named GP for Safeguarding Children for Kent and Medway	NHS England		
Alison Broom	Chief Executive	Maidstone Borough Council		✓
Andrew Ireland	Corporate Director- Social Care, Health and Wellbeing	KCC		✓
Andrew Rabey	Lay Member	KSCB	✓	
Andrew Scott-Clark	Director of Public Health	KCC		✓
Ann Furminger	Director of Service Delivery	CXK		✓
Bethan Haskins	Chief Nurse	Clinical Commissioning Groups	✓	Sarah Vaux
Cynthia Allen	Director	Kent, Surrey and Sussex CRU	✓	Claire Jones
Florence Kroll	Director of Early Help and Preventative Services	EYS, KCC	✓	
Jo Shiner	Assistant Chief Constable	Kent Police		✓
Nicky Lucey	Director of Nursing and Quality	KCHFT	✓	Caroline Ferguson
Mark Janaway	Programme and Performance Manager	KSCB		✓
Patrick Leeson	Corporate Director, Education and Young People's services	KCC		✓

Pauline Grieve	Designated Nurse for Safeguarding Children	North Kent CCG		✓
Peter Oakford	Cabinet Member for Specialist Children's Services	KCC		✓
Philip Segurola	Director, Specialist Children's Services	KCC		✓
Roger Sykes	Lay Member	KSCB		✓
Tina Hughes	Approved Premises Manager/SPO	National Probation Service (East & SE Region)		✓
Niamh Wightman	Administrator	KSCB		✓

No.	Agenda Item
1.	<p><b>Introductions and Apologies</b></p> <p>Gill Rigg welcomed members to the meeting. Introductions were made and apologies noted.</p>
2.	<p><b>Minutes, Actions, Matters Arising</b></p> <p>The minutes were agreed as a true record of the meeting. It was agreed that they could be published on the KSCB website.</p> <p>The action log was discussed and updated as follow:</p> <p><b>7<sup>th</sup> October 2015:</b></p> <p><b>Action 2.1</b> – Board members to provide feedback on the SARC Report to Mark Janaway by 6<sup>th</sup> November. <b>Mark confirmed no feedback has been received. Action closed.</b></p> <p><b>Action 4.1</b> – Sophie Baker to report back on Privately Fostered Children whom are reported missing. <b>Sophie Baker has confirmed that one child has gone missing since being privately fostered, on 20<sup>th</sup> November 2015. Action closed.</b></p> <p><b>Action 4.2</b> – Andrew Scott-Clark to raise 'Safe Sleeping' with Public Health England. <b>Andrew Scott-Clark reported that Kent would join up with the Lullaby Trust in their National campaign. Action closed.</b></p> <p><b>Action 4.3</b> – Andrew Scott-Clark to circulate the final version of the CDOP Annual Report. <b>The CDOP Annual Report has been circulated to Board members. Action closed.</b></p> <p><b>Action 6.1</b> – Mark Janaway to meet with Patricia Denney to discuss the removal of CSE from the Trafficking and CSE Group agenda and the consequences for the Group, including membership. <b>Discussion has taken place. A new 'Emerging Vulnerabilities' Group is to be formed. A scoping meeting for the terms of reference and membership of it is to take place following the final Trafficking and CSE Group meeting. Action closed.</b></p>

	<p><b>Action 10.1</b> – Mark Janaway to version control future Business Plan updates ('open' and 'completed'). <b>This will be ongoing. Action closed.</b></p> <p><b>Action 11.2</b> – Mark Janaway and Florence Kroll to review and amend the first challenge for clarity. <b>The challenge log has been amended. Action closed.</b></p> <p><b>12<sup>th</sup> August 2015:</b></p> <p><b>Action 3.4</b> – Mark Janaway to meet with Carol Cassam in relation to reviewing agency representation at the FGM Steering Group, including Medway representation. <b>The meeting took place and membership reviewed and updated. Action closed.</b></p> <p><b>Action 3.5</b> – KSCB Business Unit to circulate link to the draft Multi-Agency Practice Guidance on FGM, to Board members. <b>This is to be followed up with the FGM Working Group and brought back to the Board.</b></p> <p><b>Action 4.5</b> – Mark Janaway to raise the suicide case presented to CDOP at the next Case Review Group. <b>This was an agenda item at the last Case Review Group meeting (27<sup>th</sup> November). Action closed.</b></p> <p><b>17<sup>th</sup> June 2015:</b></p> <p><b>Action 3.2</b> – If published, the adult SCR to be on the next KSCB Board meeting agenda. <b>This SCR has now been published and is an agenda item at today's Board meeting. Action closed.</b></p>
3.	<p><b>Adult Safeguarding Case Review - MS</b></p> <p>The link to this Safeguarding Adult Review (SAR) was circulated with the agenda for members to familiarise themselves with. Andrew Ireland presented the executive summary report.</p> <p>An identified issue that Andrew Ireland highlighted was the communication between agencies. There were clear indications that MS was vulnerable with mental health issues and a record of substance misuse. She was prescribed tablets in large quantities by her GP, the GP having known she was a heavy user of alcohol. There did not appear to be recognition of this by other agencies.</p> <p>Andrew Ireland highlighted the struggle of working with vulnerable people who find it difficult to engage with professionals.</p> <p>Alison Broom referred to the common themes that appear in Case Reviews and asked how/if they are picked up. Mark Janaway explained that Sue Gower, through the Learning and Development Group (L and D), takes all the findings from Case Reviews and reviews these against the current training programme. Where there are gaps, these are taken to the L and D Group with a proposal as to where the programme can be developed. Where there are recurring themes, these are re-emphasised with the new Review being used as case studies in the training. Alison Broom voiced her concerns as to how this learning is being fed back to her colleagues in Housing. Mark Janaway explained that there is a Housing representative on the Case Review Group and that he was meeting with a representative from Housing later this month to discuss wider Housing representation.</p> <p><b>Action 3.1:</b></p> <ul style="list-style-type: none"> <li>• <b>Mark Janaway to take the findings from the MS SAR to the Learning and Development Group.</b></li> </ul>
4.	<p><b>Other Board/Strategic Group Updates:</b></p> <p><b>Health and Wellbeing Board</b></p> <p>Andrew Ireland updated members with the following key points:</p> <ul style="list-style-type: none"> <li>• The Emotional Health and Wellbeing Strategy has received positive feedback;</li> </ul>

- Progress on the Child and Young People Plan is to be reported to KSCB;
- Local Children's Partnership Group will be a future item for KSCB.

### Adult Safeguarding Board

Andrew Ireland updated members with the following key point:

- An Independent Chair has been appointed and will be attending the next Adult Board. He emphasised the need for the Chair of the KSCB and the Adults Board to have effective liaison. Gill Rigg confirmed her commitment to this

### Action 4.1:

- **Niamh Wightman to arrange a meeting for Gill Rigg and the newly appointed Independent Chair for the Adult Safeguarding Board.**

### Prevent

Nick Wilkinson's update paper was circulated to members.

The first Prevent Delivery Board, chaired by Andrew Ireland, took place on the 19<sup>th</sup> November.

Patrick Leeson reported that there has been some evidence regarding lack of knowledge of 'Prevent'. Philip Segurola stated that although Prevent is not yet fully embedded, a widespread awareness programme is in place.

Prevent will continue to be a standing item on the Board's agenda.

Jo Shiner introduced members to a new "App" created by Kent Police. The App is called DASH APP and offers advice and information to anyone concerned about the safety of themselves or somebody close to them. Jo Shiner confirmed the App has information on Prevent. The launch of the App is yet to be publicised and Jo Shiner said she would be happy for the creator of the App to attend the next Board meeting to present to Board members. The existing App is available through the App Store and is free to download. This was warmly welcomed by KSCB members

### Action 4.2:

- **Mark Janaway to explore how the KSCB Policy and Procedures Group might work with the App designer for inclusion of key KSCB policies.**

### Domestic Abuse Strategy

Jo Shiner provided an update on Domestic Abuse (DA).

Jo Shiner gave the following updates:

- Paul Brightwell is currently attending the Kent and Medway Domestic Abuse Strategic Group (MDASG) as an SCS representative, although this will change following Paul's moving role;
- The Children and Young Person subgroup is looking at a CYP DA campaign in early 2016. This may coincide with a refresh campaign to raise use and awareness of the countywide DA website and to advertise the introduction of the coercive control legislation that is soon to be introduced;
- The CYP subgroup has also started with the DA forum chair to map CYP services across the county, with an initial meeting held on 10<sup>th</sup> November to start this piece of work;
- There were details shared about the Family Drug and Alcohol Court (FDAC) which has come to Kent as one

of 11 new authorities within an expected national rollout and is sponsored by the Children's Social Care Innovation Programme under the DfE. The specific aim of FDAC is to provide a specialist consistent approach to supporting substance misuse families with housing, DA and financial hardship advice and support to keep families together, or else find the children a stable environment quickly, rather than let them continue in an unsafe environment. It is sponsored by the Government and managed through Social Care commissioning as to suitable families. Validated research on existing FDAC areas in London, where this has been tried for over a year, has shown good successes and outcomes for Children's wellbeing and decreasing strain, both in terms of finance and resources for all services particularly housing, social care and health;

- Headstart are preparing a funding bid to the Lottery programme and in November held a workshop to develop the proposals for supporting children aged 10-16 and improving their resilience of living within domestic abuse environments. Ideas explored were supporting children in refugees and working with schools to support children subject to a domestic abuse notification (DAN), which follows a medium or high DA incident which police attend where children are identified in the household);
- The 2016 DA Commissioning model is progressing with the service specification now out for consultation to partners involved in funding/commissioning. This will then be sent out to all partners in December for wider consultation. Tenders for the new model will be invited in the New Year and the model will be implemented by June 2016. Final funding commitments are unclear as many agencies were waiting upon the Autumn Spending Review, to then assess the impact upon their budgets. KCC commissioning now anticipate being able to seek more solid statements of intention re the funding contributions from January onwards in order to support the tender.

Jo Shiner also shared with members her difficulties in gaining police representation on the Health and Wellbeing Board's, having written to them. She highlighted the potential vulnerabilities for not having police representation at the HWB. The Board was keen to support Jo Shiner in gaining police representation, as a key contributor.

The group decided that in future, a 6 monthly update on domestic abuse to the KSCB would be appropriate.

**Action 4.3:**

- **Andrew Scott-Clark agreed to take up police representation on the HWB with the Chair.**

**5. Unaccompanied Asylum Seeking Children (UASC)**

Philip Segurola provided a verbal update on the current position of Unaccompanied Asylum Seeking Children (UASC) and the main points arising were:-

- The significant challenge social workers face in managing caseloads;
- The number of social workers has risen from 1 team of 4 workers to 4 teams of 26 workers;
- There are currently 180 unallocated cases;
- Many of the social workers are locum. Continued recruiting of locums is difficult as there no more available nationally;
- Two additional centres for UASC have been opened;
- SCS are working closely with the DfE and Home Office;
- The national dispersal scheme is voluntary and cannot be imposed upon other local authorities;
- There have been grants to open "hubs" to provide education to the children, including English language courses;
- More recently, there have been higher proportions of younger children arriving in groups with older young people.

	<p>Statistics:</p> <ul style="list-style-type: none"> <li>• 978 UASC in LA care November 2015;</li> <li>• 90% of which are male;</li> <li>• An increase from 360 UASC in April 2015;</li> <li>• Main ethnicity: Afghanistan and Eritrean;</li> <li>• The number of missing UASC currently stands at 91, as of 2/12/15.</li> </ul> <p>A multi-agency reference group is to be established which will help to specialise in UASC issues and to update on the progress of UASC. Representation is to include Early Help, Health, Council Leads and Police.</p> <p>It was also discussed and proposed by members that it is appropriate for UASC to be added to the challenge log to provide an audit trail. Gill Rigg agreed to this but added that, in her view, it needs to be acknowledged that this is an international issue and that Kent partners are managing this very well</p> <p>Jo Shiner said that there are unprecedented demands but the core issues cannot be ignored, such as the physical and emotional health of these young people.</p> <p>Alison Broom recognised the need for UASC to be placed around the County, but stated that there are significant consequences for District Councils at the time of transition. She agreed that a District Council Chief Executive should be included in the 'Reference Group'.</p> <p><b>Action 5.1:</b></p> <ul style="list-style-type: none"> <li>• <b>Mark Janaway is to add the current position of UASC to the challenge log.</b></li> </ul>
6.	<p><b>Business Group Report</b></p> <p>Sue Gower, Programme Development Officer for KSCB, gave a short PowerPoint presentation to update members on KSCB's training strategy and programme.</p> <p>The presentation began with a brief summary on the purpose of safeguarding training in Kent and the improvement framework which informs KSCB's training. She stated that the training programme also looks to ensure that the learning from national Serious Case reviews informs KSCB training. She explained the KSCB training "tree" and the Core and Specialist training available. She also outlined the 50 E-Learning Courses that are now available to staff. During 2015 the KSCB training calendar has delivered 194 courses in 52 subjects, across all 12 Districts.</p> <p>In relation to bespoke training, KSCB has delivered 105 sessions to 51 settings; these include foster carers, Early Help staff, children's homes, dental practices, GP's and CCG's. Sue also provided an update on the Trainer of Trainer programme, the KSCB College of Trainers and the new Associate Trainer role.</p> <p>Mark Janaway presented his Business Group Report from the meeting held on the 4<sup>th</sup> November 2015. The Report included the following summaries from each KSCB group chair.</p> <p><b>Health Safeguarding Group (HSG) meeting held on 20<sup>th</sup> October 2015:</b></p> <ul style="list-style-type: none"> <li>• East Kent CCG's have recently established a gap in ADHD assessment for children under the aged of 8 in two CCG's. This is currently being progressed by Commissioning and will be updated at the next HSG meeting.</li> <li>• A multi-agency child sexual abuse audit has recently been undertaken and the findings were: <ul style="list-style-type: none"> <li>➤ Health does not appear to be a strong influence in decision making on cases of sexual abuse. This raises concerns that decisions are being made without the knowledge and skills of the appropriate</li> </ul> </li> </ul>

healthcare professional. This seems to be due to health not being invited to the initial strategy discussion.

- Out of the 80 cases reviewed, 12 had to be re-referred for further consideration when they were reviewed by Designated Doctor and Nurse.
- These findings will be formally raised when the audit report is to be submitted to the QE Group.
- It was reported that some Female Genital Mutilation (FGM) Working Group meetings have been cancelled and there has been lack of reporting to the HSG Group. HSG are to update the Board with this information and show that they are challenging this.
- A discussion took place in this meeting about having Sussex Partnership Foundation Trust, SPFT (CAMHS) representation on the Board rather than KMPT representation. This is because KMPT are an adult service provider and CAMHS are a children service provider. HSG are to look into this in line with guidance set out in Working Together 2015. This is to be further discussed at the next HSG when all representatives will be present.

Members were happy with this update on the progress of HSG.

**Multi-Agency Sexual Abuse Group (MASE) meeting held on 8<sup>th</sup> October 2015:**

- The terms of reference and membership of the group have been agreed.
- The CSE co-located team, now known as the Child Sexual Exploitation Team (CSET) is taking traction, and Health has agreed to provide a full time member of the team and are in the process of appointing a member of staff.
- A CSE information sharing Standard Operating Procedure has been produced that will be placed under the Kent and Medway Information Sharing Protocol.

A discussion took place around the reporting of CSE. Gill Rigg asked about the database used to report children who have been subject to CSE. It is understood that Liberi can now flag those children known to SCS who have been identified as vulnerable to CSE. This will be reported on at future MASE meetings. It was recognised that an initial flagging of a vulnerability to CSE might not be substantiated following a full assessment and this needs to be reflected in future reporting.

**Child Death Overview Panel (CDOP) meeting held on 21<sup>st</sup> October 2015:**

- An ongoing issue with the group is the notifications of Sudden Unexpected Death of an Infant (SUDI) cases. The Lullaby Trust will be launching a campaign highlighting safe sleeping for their National Campaign in March 2016.
- The eCDOP database is now live. There has been a great deal of interest from other LSCB's in this system and there is potential for it to be adopted nationally.
- The CDOP Annual Report has been published and circulated.

**Trafficking and Child Sexual Exploitation (CSE) Group meeting held on 28<sup>th</sup> September 2015:**

- Wider reporting of education CSE training figures is required as numbers are not being fed into the Education Safeguarding Group. This is being taken up with the Education Safeguarding Team.
- CSE training figures for CCG's are improving. It was felt that reporting the percentage of training required would present a more relevant picture. This will be included in future.
- Patricia Denney referred in her report that the number of missing UASC minors in Kent is at 60, as at 28/9/15. These children are legally Children in Care (CiC).
- KCC are in contact with the Home Office regarding this increasing numbers of UASC. A system of national

dispersal is being considered.

- KSCB have completed a deep dive review into six repeat missing children cases across Kent with multi-agency involvement. Key findings included that there was some very good work done by Early Help and Social Work practitioners, but there was a consistent lack of recording on Liberi. These findings will be raised through the QE Group.

**Missing Children Working Group** meeting held on 26<sup>th</sup> October 2015:

- The multi-agency Missing Children Protocol should be ready for sign off when wording has been agreed for how SCS are to monitor those long term missing CIC.
- Return Interviews (RI's) were discussed. The numbers of RI's taking place has improved however the quality is still inconsistent. SCS now have a policy that all RI's are signed off by the completing social worker's manager.
- The latest Missing Children data report was presented, demonstrating the level of detail now known to agencies regarding the number of children who go missing, their SCS/EH status, age, gender, district, repeat episodes and return interviews. The improvement in reporting and recording of data was acknowledged as a real positive achievement, although it was also recognised that this information needed to be used to help improve agencies' understanding of why children go missing and look at how the number of children who go missing can be reduced.

**Learning and Development Group** meeting held on 2<sup>nd</sup> October 2015:

- CSE training figures (January to September 2015) – 222 staff trained in 10 multi-agency sessions and 122 staff trained in 11 bespoke sessions.
- Single agency CSE training figures total 694 trained staff.
- Multi-agency "Signs of Safety" awareness raising sessions have been arranged for November 2015, with further sessions being organised for the New Year. A "Signs of Safety" briefing can be found on the KSCB website. Philip Segurola asked whether Signs of Safety will be available via e-learning.
- Concerns were raised at the high numbers of non-attendance at KSCB training for which KSCB has a charging policy. These numbers will be fed back to agencies through the Learning and Development Group. Florence Kroll felt the issue of non-attendance needs to be brought to the attention of managers at Director Level. This will be reported through the Business Group.
- The Safeguarding in Education Team are to provide a more detailed breakdown of their training figures to the Learning and Development Group.

**Action 6.1:**

- **Mark Janaway to confirm if "Signs of Safety" training is available through e-learning.**

**Policy and Procedures Group** meeting held on 27<sup>th</sup> October 2015:

- A Task and Finish Group has been set up to review the Kent Inter-Agency Threshold criteria for Children and Young People with members of SCS, Education, Early Help, KCHFT and the KSCB Business Unit. Tina Hughes confirmed that the date for their first meeting has been set.
- The Group has agreed the topics for the Pocket Guides. Medway Safeguarding Children Board Challenge and Escalation Policy was shared with the Group. Tina Hughes confirmed that a Kent Escalation Policy draft has been circulated to Group members for views and comments and will be brought back to the next P and P meeting.

Gill Rigg suggested the idea of having an App for the Pocket Guides. It was felt that there was still need for there to be a link to the overall Policy and Procedures.

Florence Kroll expressed her concerns for the lack of reporting from the Early Help representative at Policy and Procedures. The Board was reminded of the need for their representatives on LSCB Groups to ensure effective feedback. This will need to be addressed within Early Help.

**Quality and Effectiveness Group** meeting held on 17<sup>th</sup> September 2015:

- There is now good attendance at meetings.
- The next multi-agency audit is due to take place on 30<sup>th</sup> November in relation to emotional health and wellbeing. Florence Kroll confirmed that the administration for this is on track. The focus will be on children and young people who presented to A&E with serious self-harm. The audit will look at agency involvement with the young person prior to their A&E presentation.
- There have been gaps in the reporting of single agency auditing from agencies. This is to be challenged at the next QE meeting and agencies requested to report findings.

A proposed data Dashboard and scorecard was presented to the Board. These reflect the Board's Business Plan priority areas and the performance indicators are aligned to each priority. This would also be supported by an analytical summary of the key features and exceptions within the overall report, as provided by each agency. It was agreed by Board members that this would provide a more strategic oversight of these areas that the Board felt it necessary to focus on.

Gill Rigg asked if the scorecard was being appropriately reported on. Florence stated that the Group are still being provided with data but the quality of agency analysis and commentary, although it is recognised that it is getting better, still needs to be improved. Gill Rigg asked if a populated version of this Dashboard and scorecard could be circulated to Board members before Christmas. This was agreed, although some of the data may not be the latest due to the agency reporting schedule.

**Action 6.2:**

- **Mark Janaway to circulate a populated dashboard and scorecard to Board members.**

**Education Safeguarding Group** meeting held on 15<sup>th</sup> September 2015:

- Prevent and Radicalisation has been the key focus for the Education Safeguarding Group.
- The group has received positive feedback from Governors in their awareness training on radicalisation.
- Florence Kroll reported some Early Help performance figures. She confirmed that cases held by Early Help (EH) are now 49% shorter in timescales to complete the service with 80% having effective positive outcomes.
- There has been an increase in the numbers of SCS cases that are being stepped down to EH.
- Florence Kroll felt it would be even more efficient if the referrals were going directly to EH. This needs to be encouraged.
- A step-down Panel takes place on a weekly basis for every District.
- A new development worker has been appointed to help with e-safety.
- The e-safety strategy will come back to the Board before it is officially signed off.

Non reporting Groups:

The Case Review Group has not met since the last Business Group meeting and will report to the next meeting. Although the Group had not met, an update on Operation Lakeland was provided. It was recently agreed that the

	<p>Lakeland Report needed to reflect the Voice of the Child. This is being addressed. Once complete, the report will be presented to the Board in early 2016.</p> <p>KSCB Business Plan:</p> <p>It was agreed that the KSCB Business Unit Officers will work with their KSCB Groups to populate their contributions to the Business Plan. The overall collated report will be prepared for the Business Group and Board. The plan will be broken down to open items and completed items.</p> <p>Mark Janaway produced a paper with three proposals for discussion.</p> <p>Proposal one suggests that the KSCB Business Unit, through its Programme and Performance Manager and Officer representation at each of the Groups, draws together a quarterly multi-group action plan that includes all of the key findings and themes from case reviews, audits and child death reports. It will be reported to each of the groups.</p> <p>Proposal two relates to the future of the Trafficking and CSE Group. The following proposal has been submitted:</p> <ul style="list-style-type: none"> <li>• The remit of the Group will change to reporting on Emerging Vulnerabilities and will include trafficking, radicalisation, gangs and missing;</li> <li>• Each item will have a designated ‘lead’ who owns that agenda item and is responsible for its reporting to the Group;</li> <li>• The Group will remain a Kent and Medway group;</li> <li>• Where the Group’s agenda crosses over with other Board Group’s activity, this will be reflected in the Group’s reporting to the KSCB Business Group;</li> <li>• Members and terms of reference are to be reviewed;</li> <li>• The Group is to be renamed.</li> </ul> <p>Proposal three related to the KSCB Self-Assessment review. It was proposed that the Board conducts an update exercise on the outcomes from last year’s self-assessment against the Ofsted standards, Ofsted’s comments on ‘good’ LSCB’s and the 2014 Peer Review findings.</p> <p>A discussion took place and the three proposals were agreed by Board members.</p>
<p><b>7.</b></p>	<p><b>ADCS Policy Position Paper</b></p> <p>A paper in relation to this was embedded into the agenda for information purposes. The content includes a DfE discussion into the effectiveness of LSCB’s.</p>
<p><b>8.</b></p>	<p><b>KSCB Annual Conference Feedback</b></p> <p>Mark Janaway informed members that the Board’s 2015 Annual Conference was well attended. KSCB have received constructive and positive feedback. The Young Person’s presentation in particular received very positive feedback. The presentation slides and podcasts of the presentations will be available on the KSCB website.</p>
<p><b>9.</b></p>	<p><b>AOB</b></p> <p>Roger Sykes raised the policy of having a young person’s presentation at the Board as has previously been the case. It was explained that this had not happened at the last two Board meetings due to exams and schools agreeing to allow young people time away from school, to present. The group agreed that this should be re-introduced and could include recorded presentations if attendance was not possible.</p> <p><b>Action 9.1:</b></p>

- Mark Janaway to ensure that the Board has a Young Person's presentation at future meetings.

Future Board Meetings:		
17 <sup>th</sup> February 2016	2pm – 5pm	Medway Room, Sessions House, Maidstone
20 <sup>th</sup> April 2016	2pm – 5pm	Discover All Room, The Old Court, Tufton Street, Ashford, TN23 1QN
1 <sup>st</sup> June 2016	2pm – 5pm	Medway Room, Sessions House, Maidstone