

Doncaster Keeping Safe Forum

**Minutes of the Keeping Safe Forum Meeting
Held on Wednesday, 24 June 2015 at the Doncaster Trades Club,
Frenchgate, Doncaster**


Who attended the meeting:

	Name Representing	
1.	Mary Jones	Representing the deaf community
2.	Susan Cobb	Representing the deaf community
3.	Pat Chojnowski	ChAD
4.	Louise Davling	ChaD
5.	Sue Millward	ChaD
6.	Dave Pearson	
7.	Helena Blackburn	Doncaster Housing for Young People (DHYP)
8.	George Maitland	Healthwatch Doncaster
9.	Angela Barnes	Project Manager, Keeping Safe Forum
10.	Tom McKnight	Doncaster CVS
11.	Matt Dixon	Interpreter/ Sign Language
12.	Interpreter/Sign Language	Interpreter/ Sign Language
13.	Emily Whitfield	NAS National Autistic Society
14.	Kevin Reilly	Individual
15.	Toyah Wordsworth plus PA	Individual
16.	Jane Speakman	Hope4Benefits
17.	Helen Butler	Hope4Benefits
18.	Norman Hayes	Rep Older People
19.	Adam Clarke	M25 Housing and Support Group
20.	Helen Zurbier	M25 Housing and Support

1. Welcome



Janice welcomed everyone to the meeting and introductions were made.

<p>2. Apologies</p>	<p>Some people could not make it to this meeting, they were:</p> <p>Maxine Hayes Debbie Osbourne Sheila North John Tupling Mary McEwen Sharon Fung Pam from Homestart Chermayne Bennett Kim Beresford from Alzheimer’s Society Andrew Dacre DHYP Brian Harrison New Horizons Susan Jordan St Leger Homes Sarah Milner</p>
<p>3. Minutes of last meeting</p> 	<p>The group went through the minutes, Louise mentioned her surname was misspelled this would be corrected. Mary asked who took the minutes, Angela explained she did. The group felt that some support was needed for this activity as it was an important task and support was needed. Suggestions were made that we request administrative support. Helen from M25 agreed to take some brief notes for the meeting. Steve from SYFS also advised he would look into the support that could be offered for the forum.</p> <p>Action 1 Angela will look at how this could be arranged and speak to Sharon and her line manager and then feedback to the group.</p> <p>Action 2 – Next steps needs to be chased again with Jon</p>
<p>4. Actions from last meeting</p>	<p>All actions from last meeting were discussed as follows</p> <p>1. Angela has chased up next steps with Sharon/Jon. Jon has apologised but his wife was taken ill unexpectedly and this has led to a delay in the information coming through to</p>



us. We do have the photos taken from the session. Jon will get this to us as soon as he can.

2. New contacts, information gathered together and a table of contacts made. Angela has used this to work through making contact with the groups suggested.

3. Welcome pack – draft pack produced containing Our Flyer ,Terms of Reference ,Mission Statement Safeguarding Poster, Flyer, Card, and Angela’s contact details

4. List of contacts from our Safe Hands activity produced. Discussed this idea with Sharon and members of the engagement group who thought it would be a good idea. Before work begins on this we need to wait for publication of the Community Safety leaflet as some of the information we need to include will be on this, Sharon is going to keep me updated on this and I will carry on working on the document up for the forum. Kevin had a card about safety on the trains and this would be included. Toyah mentioned about removal of pull cords in her home

Action 3 Angela to investigate emergency alarm system and report back to the group (Angela has already emailed Toyah with the information 29.6.15)

5. Update from the last month’s activities from Angela.

Angela provided the forum members with an overview of the visits, meetings and people she has met and contacted over the last month.

Angela advised she has made contact with all the groups suggested by forum members and she has also made contact with a range of other organisations including Doncaster College, Doncaster Alzheimer’s Society, Route 2000. Angela has also attended further Safeguarding training sessions and attended events to promote the forum.

Angela also reported on the Twitter feed that was proving popular with over 150 followers of the Doncaster KSF.

Angela has followed up on Training requests, received quote from Deaf Trust and Partially sighted society. The group mentioned basic safeguarding training which was

	<p>offered but not yet delivered. Angela would look into this.</p> <p>Angela was also following up on suggestions that the forum are supported with communication plan by officers from DMBC, Angela advised that the group could look at funding for this task and the group agreed Angela should pursue the potential to obtain Seed Money for this.</p> <p>Action 4 Angela to investigate funding for communication plan and report back</p>
<p>6. Keeping Safe Activity</p>	<p>Members of the forum were asked had they ever looked at the DMBC safeguarding web pages, only a few members had looked at the site. The web pages were put on the screen for forum members to take a look at and then in four groups we looked at the information on the site and we worked on what it is we thought we would be looking for on the site and then we looked at how easy it was to find the information. Notes from this activity are attached at Appendix 1; these have been shared with officers working on the refresh of the website within DMBC. Tom McKnight and Norman Hayes volunteered to assist with any further consultation and their details have been passed on to Angelique in DMBC.</p> <p>Action 4 – Angela to update group at next meeting of any feedback from our observations on the site.</p>
<p>7. Hold the date and future planning</p>	<p>The forum were informed of a number of activities coming up in the future.</p> <p>29 June – Social Work Conf – stand for safeguarding</p> <p>11 July – Dragon Boat Challenge – Jane volunteered to help Angela</p> <p>27 July – Don Adult Safeguarding Board – Angela to attend and report on work of the forum</p> <p>19 Nov – Keeping Safe event, volunteers to be part of Forum theatre and also the review of the forum. Janice, Toyah, Mary and Kevin volunteered to take part in the forum theatre. Norman volunteered to help Angela with the forum review.</p>

8.AOB	There was no other business.
10. Date of next meeting	Permission given to suspend Monthly meeting over July and August due to Holiday season, Angela would still be available should any members wish to call to see her at the Healthwatch offices dates and times to be sent out. Next meeting to be arranged for September further details to follow.