

## 1. Attendance & Apologies

Members	Title	Representing	✓ ✗	Name of Substitute
Colin Morris (CM)	LSCB Independent Chair		✓	
Jane Humphreys (JH)	Corporate Director of Children, Education & Social Care (CESC)	Local Authority	✗	
Lynda Brown (LB)	Head of Education, Early Years & Complex Needs		✓	
Peter Kelly (PK)	Director of Public Health		✓	
Liz Hanley (LH)	Adult Services Lead		✓	
Shaun McLurg (SMCL)	Head of Children & Young People's Services		✓	
Julie Nixon (JN)	Head of Housing		✗	Julie Higgins (JuH)
Reuban Kench (RK)	Head of Culture & Leisure,		✓	
Cllr Ann McCoy (AMc)	Lead Cabinet Member - Children and Young People (Participating Observer)		✓	
Rob Donaghy	Detective Superintendent		Cleveland Police	✗
Bev Walker (BW)	Deputy Director of Nursing, Quality and Safety	NHS England (LA)	✗	
Jean Freund (KF)	Executive Nurse	Hartlepool & Stockton CCG	✗	
Linda Watson (LW)	Clinical Director Community Services (SLSCB Vice Chair)	North Tees & Hartlepool Foundation Trust	✗	Lindsey Robertson (LR)
Lesley Mawson (LM)	Associate Director of Nursing and Compliance	Tees Esk & Wear Valley NHS Trust	✓	
Janice Deakin (JDe)	Service Manager	CAFCASS	✗	
Elaine Hunneysett (EH)	Head of Offender Management	Prisons	✓	
Lucia Saiger-Burns (LSB)	Director Of Operations	Durham & Tees Valley Probation Trust	✗	Geoff Evans (GE)
Lesley Cooke (LC)	Lay Member	Lay Members	✗	
Jo Thornhill (JT)	Lay Member		✗	
Kerry Coe (KC)	Head Teacher – Primary Schools	Education Establishments	✓	
Vacancy	Head Teacher – Secondary Schools			
Alex Taylor (AT)	Head Teacher - Independent Schools		✗	
Phil Cook (PC)	Principal SRC		✓	
	To be determined	Voluntary Sector		

SLSCB Advisors		Representing	✓ ✕
Karen Hedgley (KH)	Senior Manager, Children's Safeguarding and Looked After Children (Designated Nurse).	Hartlepool & Stockton CCG	✓
Kailash Agrawal (KAg)	Designated Doctor	Hartlepool & Stockton CCG	✓
Pauline Beall (PB)	Business Manager	SLSCB	✓
Diane McConnell (DMc)	Chief Advisor School Effectiveness	SBC Schools	✓

Task Group Chairs		Representing	✓ ✕
Eric Jewitt	SBC CESC Childrens Workforce Manager	Childrens Workforce Training Group	✓
Simon Willson	SBC CESC Head of Business Support & Improvement	Performance & Practice Group	✓
Steve Jermy	Cleveland Police	Serious Case Review Sub Committee (does not attend represented by RD)	

### Guests

Miriam Sigsworth	YOS Manager
Zoe Green	Public Health Registrar
Pam Gartland	Education Consultant (Safeguarding)
Neil Russell	SBC Sports Development Manager
Steve Chaytor	Tees Active Managing Director
Martin Graham	Strategic Manager, CESC

Meeting Quorate: Yes / No	Yes
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Agenda Item & Discussion	Action	By Whom	By When
Members, guests and observers were welcomed to the Board meeting and acknowledgment was made to Elaine Hunnysett who is leaving her post in the Prison Service. The Chair thanked her for her considerable contribution to the work of the Board.			
<b>2 PRESENTATIONS</b>			
<b>a</b> Youth Offending - Operational Quality Assurance Report 2012 / 13			
Report presented by Miriam Sigsworth, YOS Manager. noted. Questions and proposals raised stemming from discussion included: <ul style="list-style-type: none"> <li>▪ Board assured that Metal Health is fully supported in partnership with CAHMS. Young People receive a universal physical health screening when in YOS.</li> <li>▪ Increase in custodial sentencing was noted. There was a large cohort of badly behaved children during 12/13, however YOS have carried out extensive work to address this particular cohort.</li> <li>▪ It was noted that 16/17 year olds who commit a crime are generally not in education; however off those who re-offend participation in education is a major</li> </ul>			

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	factor to cease re-offending. Challenge is to find level 1 provision for Young People. PC offered support in this area and will contact MS outside of the meeting.	2ai. Arrange meeting with MS to discuss opportunities of Further Education Support for Young People from SRC and to enhance links between YOS & SRC.	PC Oct 13
<b>RATIFICATION &amp; MATTERS ARISING</b>			
<b>3</b>	<p>Minutes of Board &amp; Matters Arising from the Meeting held on 18<sup>th</sup> July 2013</p> <p>Minutes accepted as a true record.</p> <p>Matters Arising</p> <p>2g. CAF Progress Report 2012/2013 Add detail from Recommendation 5.1 - For SLSCB members to reaffirm their commitment to the CAF process and to review the current list of CAF Champions and Leads to ensure this reflects current organisational make up and structures.</p>	3i). Board Minutes from 18 <sup>th</sup> July to be amend to add detail from CAF Progress Report Recommendation 5.1 - For SLSCB members to reaffirm their commitment to the CAF process and to review the current list of CAF Champions and Leads to ensure this reflects current organisational make up and structures.	Admin Sept 13 ✓
<b>DECISION, SCRUTINY &amp; CHALLENGE ITEMS</b>			
<b>4</b>	<p>Winterbourne Review – Stockton Position</p> <p>Liz Hanley, Adult Services Lead gave members an overview of the Winterbourne Review carried out by Margaret Flynn, South Gloucestershire Safeguarding Adults Board. LH explained to Board that a number of national recommendations have been raised and Stockton authority has identified several actions which the Safeguarding Adults Board is addressing.</p> <p>LH stressed, that as a Board, we must address some of the complex needs of children/young people before they get to adulthood as there is a large number of young people in transit to Adult Services.</p> <p>A progress and actions report on the Stockton position will be presented to SBC Cabinet, following which it will be shared with SLSCB.</p>	4i) Provide SLSCB Business Unit with a copy of the Winterbourne report presented to SBC Cabinet.	LH 05.10.13
<b>5</b>	<p>SLSCB Data Set: 2013/2014 Quarter 1 data</p> <p>The report presented by Simon Wilson, Head for Service for Performance gave the Board an updated position based on data available for the</p>		

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<p>period April to June 2013. Key points from analysis of the data were highlighted and discussed. SW stressed that there are some items in the data set which are not yet being reported on as more work is required to establish data sources and means of reporting. This will be progressed via the Performance Sub Group.</p> <p>Members noted:</p> <ul style="list-style-type: none"> <li>• Increase in A&amp;E admissions. There should be caution applied in making assumptions from the indicators of possible reasons for the increase. However it should be noted that safeguarding identification has improved with A&amp;E Staff.</li> <li>• Linkage to Domestic Violence (DV) as opposed to referrals to be discussed to gain greater understanding of the situation.</li> </ul>	5i) Review DV data.	SW / PK / MC	31.10.13
<p><b>6</b> Health Data to be Compared with Referrals to LADO. Analysis Comparison</p> <p>LR gave an overview and informed the Board that work is still being undertaken by NT&amp;H Foundation Trust with regard to raising awareness of Allegations Management. LM stated that TEWV have also reviewed their data and contend that the referrals made were appropriate which therefore suggested the data previously provided by the LADO was robust.</p>			
<p><b>7</b> Task Group Updates Prior to Handover and Sub Group Proposed Terms of Reference</p> <p><b>a</b> VEMT Task Group Report</p> <p>JP gave a brief update on the VEMT Task Group. Report noted.</p> <p>Issues for decision or resolution contained within the report were agreed however further work was identified as being required to the Child Sexual Exploitation Poster;</p> <ul style="list-style-type: none"> <li>▪ two additional items to be added under 'Warning Signs and Behaviours'</li> <li>▪ Graphic to be amended to illustrate Young People.</li> </ul> <p>Board agreed that :</p> <ol style="list-style-type: none"> <li>1. Stockton Strategic VEMT group is disbanded</li> <li>2. Reports from Tees Strategic VEMT Group will be presented in the future, the frequency of which has not yet been determined.</li> </ol>	7ai) Child Sexual Exploitation Poster - Amend to include: <ul style="list-style-type: none"> <li>▪ Abuse of Substances</li> <li>▪ Abuse in the Relationship</li> <li>▪ Illustration of Young People rather than children</li> </ul>	PB	31.10.13

Agenda Item & Discussion	Action	By Whom	By When
3. CSE Warning Signs Poster endorsed subject to amendments previously referred to.			
<p><b>b</b> Performance &amp; Practice Task Group Report</p> <p>SW gave an overview of the Performance &amp; Practice Task Group Report. Content of report noted with particular reference being made to the outstanding tasks which it was agreed would remain with current Task Groups until complete rather than transfer to the new Sub Group.</p> <p>Issues for Decision or Resolution were discussed with the following being noted:</p> <p>i. Multi-Agency Case File Audits (MACFA)</p> <p>P&amp;P Chair presented the MACFA tool and encouraged Board members to support the proposed process for undertaking multi-agency case file audits. To carry out the audits it was noted that considerable staff resources will be required and Board Members were asked to consider who they could nominate from their agencies to become involved.</p> <p>PB advised that the MACFA group would become a Task Group of the Learning and Improvement Sub Group once the methodology developed by P&amp;P Task Group had been agreed by the Board. She also advised that in accordance with WT13 practitioners should be involved in the audits.</p> <p>The P&amp;P Group looking at this issue also identified the requirement for a MACFA co-ordinator role to be established.</p> <p>The proposed process referred to the use of chronologies which led to discussion taking place as to whether this was the best use of time, as it was recognised this can be very time consuming.</p> <p>It was agreed that the current P&amp;P group should review the process to see if it can be streamlined and present a further report and MACFA Tool for consideration at the November LSCB meeting.</p> <p>Suggestion of the designation of professionals who could become part of an 'audit team' for a set period to be included in the proposal. The pros and cons of using chronologies should also feature in the report presented with some clear recommendations on this.</p>	<p>7bi) Multi-Agency Case File Audits – SW to arrange a meeting with sub group to progress a way forward.</p> <p>7bii) Revised MACFA report and tool to be sent to Business Unit for presentation at the Board in November.</p>	<p>SW</p> <p>SW</p>	<p>Sep 13</p> <p>08.11.13</p>

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<p>ii. Evaluation of Neglect Training</p> <p>A progress report followed by discussion took place leading to the question of whether to proceed with an evaluation workshop and in deed to continue with this piece of work which had been ongoing for a considerable period (since June 2011). Despite attempts to move this forward progress had not been made. During the period however Neglect had been the subject of national reviews, the findings of which had been widely shared. Evaluation of training should also be one of the main functions of the new Workforce Development Sub Group.</p> <p>Board Members agreed to terminate this work due to the slow progress made locally and subsequent national focus.</p>			
<b>c</b>	Performance Sub Group Terms of Reference		
	<p>7ci) Performance Sub Group Terms of Reference to updated to include reference to a Vice Chair</p> <p>7cii) Consideration of who should be the Vice Chair to be addressed at the SLSCB Executive in 17<sup>th</sup> October.</p>	<p>PB</p> <p>CM</p>	<p>05.10.13</p> <p>17.10.13</p>
<b>d</b>	Childrens Workforce Training Task Group Report		
	Report presented by EJ noted by Board.		
<b>e</b>	e. Workforce Development Sub Group Terms of Reference		
	<p>Issues arising from discussion when considering the proposed terms of reference determined that:</p> <ul style="list-style-type: none"> <li>▪ Title to be amended to Workforce Development Sub Group rather than Workforce Training Sub Group.</li> <li>▪ Membership should be amended to show relevant 'experts' rather than the list of agencies represented on the Board.</li> <li>▪ Objectives to include 'Develop and Monitor the Effectiveness of the SLSCB Training Strategy'.</li> <li>▪ Reference to a Vice Chair as referred to in previous discussions to be included.</li> </ul>	<p>EJ</p>	<p>05.10. 13</p>
<b>f</b>	Serious Case Review Sub Committee		

Agenda Item & Discussion	Action	By Whom	By When
<p>In SJ's absence MC gave a brief overview of the Serious Case Review Sub Committees progress of activity. .</p> <p>Board were informed that the SCR Sub Committee had recently received two cases to be considered for a Serious Case Review and their recommendations have been shared with the SLSCB Chair.</p> <p>Further information in respect of these cases will be shared in due course.</p>			
<p><b>g</b> Learning &amp; Improving Practice Terms of Reference</p> <p>The Terms of Reference were discussed resulting in the following being noted:</p> <ul style="list-style-type: none"> <li>▪ Reference to other types of methodologies as a means of learning to be included in the Terms of Reference to broaden the role to more than Serious Case Reviews</li> <li>▪ Reference to a Vice Chair as referred to in previous discussions to be included.</li> <li>▪ Membership of the Learning &amp; Improving Practice Sub Group needs further discussion by SLSCB Executive Group to ensure it can function effectively.</li> </ul>	<p>7gi) Changes to be made to the Terms of Reference to reflect discussions and sent to Business Unit for inclusion with October Exec documents.</p> <p>7gii) same as 7cii.</p>	SJ	05.10.13
<p>General agreement that all Terms of Reference should be amended to include elements of standardisation:</p> <ul style="list-style-type: none"> <li>▪ Vice Chair</li> <li>▪ Agendas and associated documents for all Sub Groups will be sent out electronically 7 working days before the meeting and members will be expected to bring their papers with them.</li> </ul> <p>Once signed off Chairs can propose further amendments by providing a report to the Board with reasons for proposals. Board Members to review and advise who is a member of the new Sub Groups.</p>	<p>7hii) Task Group Chairs to amend the Terms of Reference covering specific and general comments received and send to Business Unit.</p> <p>7hii) Board Members to review membership of Sub Groups and advise the Business Unit of proposals from their agency.</p>	SW, EJ, SJ	14.10.13
<p><b>8</b> Feedback from Chair &amp; Lay Members Appraisals</p> <p>A copy of the Chairs appraisal had been circulated. Unfortunately the appraisers were unable to attend today's meeting. It was therefore agreed that any questions arising from the information would be picked up under Matters Arising at the November SLSCB Meeting.</p>			



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<p>Board members were asked to note that the Chief Executive has already been in contact with the Business Manager to discuss proposals for the Chairs next appraisal.</p> <p>Information relating to the Lay Members appraisal will be circulated in advance of the next meeting and will also be picked up under Matters Arising.</p>			
<p><b>9</b> Finance 2014 / 2015</p> <p>Board Members were provided with the current SLSCB financial situation and were advised of a letter received from Detective Chief Superintendent Darren Best. Chair to formally respond to this letter on behalf of SLSCB</p> <p>CM gave an overview of the difficulties facing everyone and why it was important that early discussion takes place regarding contributions to be made towards SLSCB for 2014 / 2015.</p> <p>Reference was also made to the requirements within <a href="#">WT13 Chapter 3 Paragraph 18</a>.</p> <p>Board Members were asked to advise of the contributions they would be making by the end October 2013. Although this may seem early it is necessary as there could possible be unintended consequences i.e. staff in Business unit put 'at risk' insufficient funding for LSCB Chair, and to undertake SCRs. It maybe necessary to hold an extraordinary Board Meeting to discuss these matters.</p>	<p>9i) Chair to reply to letter from Cleveland Police</p> <p>9ii) Board Members to advise the Business Unit of their proposed monetary contribution towards SLSCB for 2014.</p>	<p>CM</p> <p>Board</p>	<p>27.09.13 ✓</p> <p>31.10.13</p>
<p><b>10</b> Staff Engagement / Briefing Sessions 2013/14</p> <p>In JH's absence, SMcL gave an overview of the Staff Engagement/Briefing Sessions 2013/14 proposals.</p> <p>Chair requested that Board members send SMcL nominations from their agencies with a preference to which of the topics as referred to in the report they would be interested in facilitating.</p> <p>Board Members offering to facilitate were: SMcL, LB, JH, DMcC, PK, SW, .</p> <p>Involvement from Lay Members, LSB, RD would be welcomed if they were available.</p>	<p>10i. Notification of interest to act as facilitator for the Staff Engagement/ Briefing Sessions 2014/2015 to be sent to SMcL.</p>	<p>Board</p>	<p>Oct 13</p>
<p><b>11</b> SLSCB &amp; Stockton Health &amp; Wellbeing Board Working Arrangements</p> <p>Following the joint meeting and work</p>			



Agenda Item & Discussion		Action	By Whom	By When
	<p>undertaken by the respective Chairs of the SLSCB and the Health &amp; Wellbeing Board the Working Arrangements document was agreed by the Health &amp; Wellbeing Board.</p> <p>Members of SLSCB were requested to endorse this document.</p> <p>SLSCB and Health &amp; Wellbeing Board Working Arrangements endorsed.</p>			
12	Communication between schools and the SLSCB			
	<p>DMcC presented the first edition of the SLSCB Briefing for Schools and Education Settings that she intends to develop to raise awareness of the working of SLSCB and to keep them apprised of issues.</p> <p>For future editions it was requested that amendment be made to the first paragraph of the context section to broaden representation of the Board as it did not reflect the true composition of the Board and the picture on the last page should be removed and replaced with the LSCB logo.</p> <p>Chair stated that this is an excellent briefing note and requested that an electronic copy of the document be sent to the Business Unit for inclusion in SLSCB Newsletters / Briefings.</p>	<p>12i) Future versions to reflect true composition of the Board and to include the SLSCB logo</p> <p>12ii) Future versions of the Briefing for Schools and Education Settings to be sent to the Business Unit for inclusion in the SLSCB newsletter / briefings.</p>	<p>DMcC</p> <p>DMcC</p>	<p>End Sep 13</p> <p>As produced</p>
13	Draft Referrals and CAF Protocol			
	<p>SMcL gave an overview of the Draft Referrals and CAF Protocol Document.</p> <p>Noted and Board agreed protocol. This will now be incorporated into the Continuum of Needs &amp; Services document and circulated to members. Implementation/launch agreed to be 4th November 2013.</p>	<p>13i). Referrals and CAF Protocol to be incorporated into the Continuum of Needs &amp; Services document.</p> <p>13ii) Website to be updated and amended Continuum of Needs &amp; Services document to be circulated to Board members when completed.</p>	<p>SMcL</p> <p>PB / SMcL</p>	<p>30.09.13</p> <p>04.11.13</p>
14	Referrals to CESC without Consent – Audit Action			
	<p>Chair reported that an audit that had taken place in SBC First Contact identified an issue regarding referrals being received without consent. A recommendation was included in the Audit Action Plan for SLSCB to advise on this position. Executive Group Members considered the issue and would recommend to the full</p>	<p>14i) SBC Auditors to be advised of SLSCB decision that consents should accompany referrals unless a child is at immediate risk of significant harm.</p>	<p>PB</p>	<p>01.10.13 ✓</p>

Agenda Item & Discussion	Action	By Whom	By When
<p>Board that consents should accompany referrals with the exception caveat of where it is believed a child is at immediate risk of significant harm.</p> <p>This recommendation was agreed by the Board.</p>			
<p><b>15</b> Rec 11 &amp; 12 Ofsted Action Plan - Young People's Views re Involvement in CP Conferences / Core groups</p>			
<p>SW gave an overview of the Engaging with Children &amp; Young People subject to Child Protection Plans report.</p> <p>Board agreed with Recommendations 5.1 and 5.4</p> <p>Board agreed with 5.3, subject to two minor amendments have been made; Page 2 – delete reference to 'big' meeting. Page 3 – Amend to add 'A conference can not make any decision to remove you from your family, <i>but they can make recommendations on how you need to be kept safe</i>'.</p> <p>Recommendation 5.2 agreed however further work be undertaken to clarify the position with an update being provided to the Board in November 2013.</p>	<p>15i) Two minor amendments to be made to the Child Protection – A guide for Children and Young people in Stockton on Tees booklet:</p> <ul style="list-style-type: none"> <li>▪ Page 2 – delete reference to 'big' meeting.</li> <li>▪ Page 3 – Amend to add 'A conference can not make any decision to remove you from your family, <i>but they can make recommendations on how you need to be kept safe</i>'.</li> </ul> <p>15ii) Update and clarify the proposals referred to in recommendation 5.2 relating to involvement in Core Groups and represent in a report to the Board in November. Report required in Business Unit by 08.11.13</p>	<p>MG</p> <p>MG</p>	<p>Sep 13</p> <p>08.11.13</p>
<p><b>16</b> Feedback from ICPC observations</p>			
<p>ICPC Observation report was noted by Board and comment made on the recommendations.</p> <p>Recommendation (b) – Health colleagues are asked to consider whether Senior Nurse Child Protection should be at all ICPCs.</p> <p>LR stated that Health work on a risk based approach however it was identified by them that they need to understand why their health representatives are not challenging decisions in</p>	<p>16i) Investigation to take place to ascertain why health representatives are not challenging decisions at ICPS. Findings to be presented to SLSCB.</p> <p>16ii) Business Unit to send out Observation information and</p>	<p>LW / LR</p> <p>PB</p>	<p>16.01.14</p> <p>11.10.13</p>

Agenda Item & Discussion	Action	By Whom	By When
<p>ICPC's.</p> <p>LW/LR will investigate and present their findings to Board Members at the January 2014 meeting.</p> <p>In respect of recommendation c) the Chair encouraged Board members to arrange ICPC observations. The Business Manager proposed that this years Observations by Members focus on ICPCs which was agreed. Updated information and guidance when attending observations will be sent out to all Board Members.</p>	<p>instruction how to arrange attendance at an ICPC meeting.</p>		
<p><b>17</b></p> <p>New Format for CP Plans – Ofsted Action Plan Recommendation</p>	<p>MG gave an overview of the report.</p> <p>Board Members welcomed and agreed the content of the new format for CP Plans.</p>		
<p><b>18</b></p> <p>'Andrew' Update</p>	<p>SLSCB have now received notification from the DBS that they do not intend to 'bar' either of the Carers.</p> <p>Chair and Business Manager have met with the two sets of parents to provide them with an update of the situation.</p> <p>Board Members agreed that having diligently pursued this matter through deliberations with Ofsted and the DBS that the matter should now be closed and no further action be taken by SLSCB.</p>		
<p><b>19</b></p> <p>Silent Victims</p>	<p>CM gave an overview of the media launch of Silent Victims, details of which had previously been sent to Board Members in the SLSCB E-Mail Briefing.</p>		
<p><b>20</b></p> <p>Partners Operational Safeguarding Issues</p>	<p>SMcL informed the Board that inappropriate referrals are still being received and requested that this item be included on the agenda for the Board meeting to be held on 21<sup>st</sup> November 2013.</p> <p>Examples were in respect of the recently agreed DV process. Another area was in respect of disclosure regarding offenders living in households. Disclosure by the Police and Probation appear to be not taking place.</p>	<p>20i) Inappropriate Referrals to be included on the Board meeting on 21<sup>st</sup> November 2013.</p>	<p>PB</p> <p>08.11.13</p>

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LW advised that NTHFT are working with Health Visitors and other staff to try and resolve inappropriate referrals being made by them.			
<b>21</b> Any Other Business.			
No other business issues raised.			
<b>22</b> Tees Active Safeguarding Policy – Access for unaccompanied children			
<p>PK &amp; PC disclosed a non pecuniary interest in this item due to personal involvement with TAL.</p> <p>RK introduced Steve Chaytor, Tees Active MD and Neil Russell, SBC Sports Development Manager.</p> <p>Steve Chaytor addressed the Board in relation to the SBC Policy relating to unaccompanied children guidance produced by SLSCB – ‘A Safer Place for Children’ which TAL did not want to apply as it affected their policy which allows unaccompanied 8 year olds in to their facilities, which he stressed was standard practice in Leisure facilities..</p> <p>Chair reiterated that this is a SBC Policy and it was not within the jurisdiction of the Board to change SBC Policy. The guidance was developed following a serious incident and had been fully discussed outside of the Board before being agreed by them in June 2012.</p> <p>In summing up, the Chair thanked SC for his presentation but affirmed that the matter needed to be redirected to SBC. If SBC required further guidance around this matter it could b discussed at a future LSCB meeting.</p>			
The meeting closed at 4:30			

### SLSCB Meetings 2013 / 2014

Board Meeting	Venue	Executive Meeting	Venue
16 <sup>th</sup> May	Preston Hall	18 <sup>th</sup> April	Conf Rm 2 Munic Bldg
20 <sup>th</sup> June (Development Day 9-4)	Ladgate Lane, Police HQ	15 <sup>th</sup> Aug	Conf Rm 2 Munic Bldg
18 <sup>th</sup> July	Preston Hall	17 <sup>th</sup> Oct	Conf Rm 2 Munic Bldg
19 <sup>th</sup> Sept	<del>Preston Hall</del> Education Centre	19 <sup>th</sup> Dec	Conf Rm 2 Munic Bldg
21 <sup>st</sup> Nov	<del>Preston Hall</del> Education Centre	20 <sup>th</sup> Feb	Conf Rm 2 Munic Bldg
16 <sup>th</sup> Jan	<del>Preston Hall</del> Education Centre		
20 <sup>th</sup> Mar	<del>Preston Hall</del> Education Centre		