



Nottinghamshire
SAFEGUARDING
CHILDREN Board

Working in Partnership to Safeguard
Children & Young People

Minutes of the NSCB Meeting

Held on 11th April 2011

*Nottinghamshire Safeguarding Children Board
Children and Young People Department
County Hall
West Bridgford
Nottingham
NG2 7QP
Tel No: 0115 977 3935*

Attendance List for Nottinghamshire Safeguarding Children Board Meeting on 11th April 2011

NAME	ORGANISATION	PRESENT	APOLOGIES	ABSENT
Chris Few (Chair)	Independent Chair, NSCB	✓		
Cllr Philip Owen	Cabinet Member for CYPS		✓	
Anthony May	Corporate Director, CYPS, NCC, County Hall, NG2 7QP		✓	
Steve Edwards	Service Director Social Care and Health, Children and Young People's Services, NCC, NG2 7QP	✓		
Cathy Burke	Children's Services Manager (Designated Nurse), Bassetlaw PCT, Bassetlaw PCT, Retford Hospital, North Road, RETFORD, DN22 7XF	✓		
Val Simnett	Named Nurse, Safeguarding Children, Nottinghamshire Community Health	✓		
Julie Gardner	Associate Director of Social Care, Nottinghamshire Healthcare NHS Trust, Rampton Hospital, Retford, Nottinghamshire, DN22 0PD		✓	
Laurence Jones	Service Head, Youth Offending Service, NCC, Thoresby House, Fountain Court, Darwin Drive, Sherwood Energy Village, Ollerton, Nottinghamshire, NG22 9GF	✓		
Tamsin Marley	Senior Probation Officer, Notts. Probation Service, Arrival Square, Mansfield	✓		
John Endersby	Operations Director, Futures Nottingham and Nottinghamshire, 159a Front Street, Arnold, Notts NG5 7EE	✓		
Pam Rosseter	Group Manager, Quality and Safeguarding, Children, Families and Cultural Services, NCC	✓		
Neville Hall	Head of Service, CAF/CASS, 2a Castlebridge Office Village, Castle Marina Road, Nottingham. NG7 1TP		✓	
Jane Appleby	Lead for Children, CAMHS & Safeguarding, East Mids SHA, Octavia House, Interchange Business Park, Bostock's Lane, Sandiacre, Nottingham NG10 5QG			✓
Julie Cotton	Chief Operating Officer, Bassetlaw PCT, Retford Hospital, North Road, Retford, Nottinghamshire DN22 7XF	✓		
Stephen Fowlie	Director of Medicine, Nottingham University Hospital NHS Trust, Queen's Medical Centre Campus, Derby Road, Nottingham, NG7 2UH - (Alyson Packham deputised)			✓
Denise Weremczuk	Deputy Director of Nursing, Sherwood Forest Hospitals NHS Foundation Trust, Mansfield Road, Sutton in Ashfield, Nottinghamshire NG17 4JL	✓		
Hilary Bond	Director of Nursing, Doncaster & Bassetlaw Hospitals NHS Foundation Trust, Doncaster Royal Infirmary, Armthorpe Road, Doncaster, DN2 5LT		✓	
Trish Pogue	Young People's Commissioning & Planning Manager, Safer Nottinghamshire DAAT, Beech House, Ransom Wood Business Park, Mansfield			✓
Sue Fenton	Family and Children's Forum, Group Support Officer, Networking Action with Voluntary Organisations – NAVO, 20 St John Street, Mansfield, NG18 1QJ	✓		
Amanda Sullivan	Director of Nursing and Integrated Governance, Nottinghamshire County tPCT, Ransom Hall, Ransom Wood, Southwell Road, Mansfield, NG21 0ER	✓		
Superintendent Helen Chamberlain	Nottinghamshire Police, Sherwood Lodge, Arnold, NG5	✓		
Wendy Hazard	Clinical Quality Manager, East Mids Ambulance Service NHS Trust, Bishops Training Centre, 4 Proctors Road, Lincoln, LN2 4HU		✓	

NAME	ORGANISATION	PRESENT	APOLOGIES	ABSENT
Emma Fillmore	Designated Doctor for Safeguarding Children (South), Nottingham University Hospitals, NHS Trust	✓		
Dr Doug Black	PCT Medical Director (GP Link), Nottinghamshire County tPCT	✓		
Parminder Kaur	Lay Member		✓	
Yvonne Rhule	Lay Member		✓	
Paul Betts	Interim Executive Head Teacher, Yeoman Park School,		✓	
Joh Bryant Rep D&B Councils	Assistant Director of Housing, Broxtowe Borough Council, The Town Hall, Foster Avenue, Beeston, Nottingham, NG9 6LU	✓		
Advisors to the Board				
Clive Chambers	NSCB Manager, CYPS, NCC, County Hall, West Bridgford, Nottingham NG2 7QP	✓		
Steve Baumber	NSCB Development Manager, CYPS, NCC, Meadow House	✓		
Sarah Wells	NSCB Training Coordinator, CYPS, NCC, County Hall, West Bridgford, NG2 7QP	✓		
Rosy Johnson (Minutes)	NSCB Administrator, CYPS, NCC, County Hall, West Bridgford, Nottingham NG2 7QP	✓		
Visitors/Deputies				
Caroline Baria	Service Director, Adult Social Care & Health NCC, County Hall, West Bridgford, Nottingham, NG2 7QP	✓		
Karen Glover (for Wendy Hazard)	Director of Nursing & Quality, EMAS NHS Trust, Trust Headquarters, 1 Horizon Place, Mellors Way, Nottingham Business Park, Nottingham NG8 6PY	✓		
Deborah Oughtibridge (for Hilary Bond)	Doncaster & Bassetlaw Hospitals	✓		
Tina Hymas-Taylor (for Julie Gardner)	Nottinghamshire Health Care NHS Trust	✓		
Janice Ward (for Neville Hall)	CAFCASS	✓		

Minutes of the NSCB Meeting – 11th April 2010

Agenda Item	Discussion	Action
Welcome and Apologies	<p>The Chair, Chris Few, welcomed everyone to the meeting, introductions were made around the table and apologies were noted.</p> <p>Mr Few informed the Board of Eleri De Gilbert's resignation and that he had written to her to thank her for her support.</p> <p>Mr Few also informed the Board that Clive Chambers had been appointed NSCB Business Manager in a substantive role and offered his congratulations.</p>	
Minutes & Matters Arising from Meeting on 26th January 2011	<p>The minutes were agreed as an accurate record of the meeting held on 26th January 2010.</p> <p><u>Matters Arising</u></p> <p>Mr Few read through the matters arising as set out on the agenda.</p> <p>Mr Chambers noted that any comments or feedback to the Child Sex Offender Scheme procedures document should be forwarded to the MAPPA Unit, Nottinghamshire Police. The document is on the NSCB webpage and the email address for responses can be found on page 12.</p> <p>The meeting being held by Bassetlaw pct to discuss the additional funding for SCR's had been cancelled therefore Ms Cotton was unable to provide a verbal update on the situation. Ms Cotton agreed to write to Chris Few to advise him of the outcome. <i>Since the meeting Mr Few has received a letter from Ms Cotton to confirm Bassetlaw pct have agreed to the contribution requested.</i></p>	
Safeguarding Performance	<p><u>Findings of the Unannounced Inspection and Statement of Intent</u></p> <p>Steve Edwards spoke to the report which detailed the findings of the recent Ofsted inspection of contact, referral and assessment arrangements (Appendix A) and set out the purpose and rationale for adopting an overarching statement of intent for Children's Social Care (Appendix B).</p> <p><u>Appendix A</u> – Mr Edwards noted that the last inspection which had taken place on the 8th and 9th February 2011 had scrutinised 46 cases and all were considered to be safe, the quality of assessments had improved since the previous inspection and there were no priority areas for action and no children at risk. The recruitment programme for social workers was ongoing with considerable interest being shown from outside the authority. The Leader of the Council had received a letter of congratulations from the DfE which had been disseminated to staff.</p> <p><u>Appendix B</u> – The report confirms the role and remit of Children's Social Care in Nottinghamshire in relation to Working Together. Mr Edwards informed the Board members that the document has been agreed by full Council and had been based on consultation with staff.</p> <p>A discussion ensued in response to questions raised by Board</p>	

members in relation to Appendices A & B and the following was clarified:-

- There continues to be an expectation that agencies will support increased use of the CAF.
- It is proposed that a multi-agency thematic audit of the implication of the Pathways to Provision will be carried out by the NSCB PQ subgroup
- The Early Intervention strategy would be published in September 2011 to deal with capacity issues. There will be consultation with Board members prior to this

Quarterly Performance Information

Mr Edwards spoke to the NSCB performance information for the quarter year from 1st January to 31st March 2011. A discussion ensued and comments were noted.

Laurence Jones reported that re-offending numbers had reduced as well as those for first time offences as shown in the report at NI 111.

Mr Chambers noted that a discussion had already taken place regarding the report which detailed agencies' attendance at child protection conferences in the PQ subgroup. Work to address the inaccuracies in the voluntary organisations' attendance was also underway.

Mr Edwards noted that the numbers of Children Looked After (CLA) had increased. Work was in place to address this improving performance planning.

It was noted that CAF completions had increased considerably however this upward trend needs to continue.

Joh Bryant proposed that the Annual Safeguarding Performance report is sent out prior to the meeting to enable members to give the report detailed consideration. This proposal was agreed.

Action: Mr Chambers to send out the report.

CC

Improvement Programme Transitional Arrangements

Mr Edwards spoke to the report which sets out the arrangements for the transfer of scrutiny of the Safeguarding Improvement Programme from the Safeguarding Improvement Board (SIB) to the NSCB from July 2011, with shadow arrangements running from April 2011.

Mr Edwards asked those present to consider if it should be the responsibility of the full Board or a smaller task and finish group working outside the NSCB meetings to adopt the role of the SIB.

It was suggested that PQ subgroup should be the home for outstanding items and the NSCB for completed areas of work and exception reports, with a caveat that quarterly meetings may not be a timely assessment of data. It was therefore agreed that detailed proposals should be produced and sent out to Board members for consideration.

Action: Mr Chambers to provide proposals

CC

Safeguarding Peer Review

Mr Edwards reported that the Peer Review was to take place week commencing 9th May 2011 for one week and asked NSCB members to

give this review priority. He noted that Sean Kelly and Jon Hawketts would be approaching colleagues to arrange interview dates and times.

Ms Rosseter asked if the results of Police peer review on public protection would be available; Ms Chamberlain affirmed that they would be.

Safeguarding Training for GP's

Dr Emma Fillmore presented a verbal report to the NSCB which set out the arrangements for Phase 1 of the safeguarding training strategy. This training had been devised for GP's and delivered throughout 2010 and 2011. The training included the following:-

- Local and National Safeguarding training levels 1-3
- Where to obtain advice
- CAF Training and the role of the GP in completing the CAF
- Alert Systems – principles, info sharing, vulnerable families
- Information on e.learning programmes

Phase 2 starts in January 2012 and incorporates safeguarding training for safeguarding leads within practices, who will then disseminate this training to staff.

Phase 3 of the process will be to work with GP leads to review the training.

It was noted that Bassetlaw was not included in this training as it was delivered through Nottinghamshire County; Dr Fillmore offered to help roll out this training for Bassetlaw if they wished to take it up. Cathy Burke reported that Bassetlaw deliver annual half day training to GP's up to Level 3 but would be interested in sharing information and good practice for a consistent approach.

Dr Doug Black noted that the training was really useful for embedding good practice, particularly in regard to the CAF process and the internal alert system now in place in many practices was much improved.

Impact of Efficiency Measures on Voluntary Sector

Sue Fenton spoke to her report which noted the impact of the budget saving exercises within the PCT's and Local Authority on the Voluntary Sector and its impact on safeguarding children.

Ms Fenton noted that the impact of the cuts would not be fully known until the end of October 2011, but inevitably services will be reduced and some organisations will close; some have closed already. Many organisations are currently using reserves to stay in business whilst awaiting the outcome from funding applications. Ms Fenton informed the meeting that she would be attending a NAVO event on Friday, 15th April 2011 and would feedback information to the Board.

It was noted that the consultation period for Supporting People budget closed on 28th March 2011 and the full Council meeting where decisions regarding savings and cutbacks will be made is due to take place on 19th May 2011. The NSCB provided a response to this consultation that had been sent to Board members.

Ms Fenton's report recommended that the Board seeks a further update in October 2011. This was agreed.

	Action: Ms Fenton to provide updated report to the October Board	SF
Issue Impacting on Agency Safeguarding Practice	<p><u>EMAS</u></p> <p>Ms Glover reported on EMAS's recent inspection of Child Protection standards, which included inadequate levels of multi-agency engagement. Ms Glover reported that EMAS's compliance with Care Qualities Commission standards had been reassessed. EMAS are now compliant in relation to safeguarding practices.</p> <p><u>District Councils</u></p> <p>Joh Bryant spoke to the proposals from the District Councils' subgroup meeting in April that the NSCB recognise this group as the most appropriate forum for District Councils to have representation on the Board. Ms Bryant will Chair the group and represent them at Board meetings. The proposals were agreed.</p> <p>Ms Bryant proposed that the NSCB agree that the District Councils' adopt a consortia approach to the submission for the NSCB annual report. This proposal was agreed.</p>	
NSCB Business	<p><u>Vice Chairing Arrangements/Chairing Arrangement for Subgroups</u></p> <p><u>NSCB & Executive</u> - Chris Few highlighted the process set out in the NSCB Constitution, as agreed by the Board, that the Vice Chair of the NSCB would Chair the NSCB Executive. Mr Few proposed Julie Gardner and asked for any other nominations; none were forthcoming. The proposal was unanimously agreed.</p> <p><u>CDOP</u> – Ms Rosseter noted Val Simnett had agreed to chair this subgroup and a handover meeting was due to take place later this week with Ms Rosseter, Steve Baumber and Julie Haycox, Child Death Administrator, in attendance.</p> <p><u>SSCR</u> – Ms Rosseter noted that the chairing arrangements for this subgroup are still to be agreed.</p> <p><u>PQ Subgroup</u> - Ms Rosseter noted that she would continue to chair this subgroup (formerly the QA).</p> <p><u>Training Subgroup</u> – Ms Bryant would continue to chair this subgroup.</p> <p><u>Impact Evaluation Framework</u></p> <p>Mr Chambers spoke to his report which set out the proposed Impact Evaluation Framework of the NSCB. The report also considered the implications for the existing NSCB substructure. Mr Chambers noted that he, Mr Baumber and Sarah Wells had jointly produced the report. The report and the terms of reference for the subgroups had been revised following discussions at the Executive.</p> <p>The proposal that the IEF is implemented was agreed.</p> <p>The proposal that the revised terms of reference for the Training, PQ and SSCR subgroups were accepted was agreed.</p> <p><u>Joint NSCB/Children's Trust Development Session</u></p> <p>Mr Chambers spoke to his report which summarises the process and</p>	

	<p>outcomes of the annual joint NSCB/Children's Trust meeting which took place on 23rd March 2011. The report also sets out the proposed review of the Joint NSCB/Children's Trust Protocol.</p> <p>Mr Chambers noted that the Powerpoint presentation from the session on 23rd March will be online shortly. Mr Chambers noted he had been unable to circulate the Early Intervention Strategy for consultation to date but it would be circulated prior to the July Board meeting.</p> <p>Minor revisions had been made to the Joint Protocol by the NSCB manager and the Children's Trust manager. Board members were asked to provide feedback regarding the amended protocol. Ms Rosseter noted that it might be helpful to highlight the key changes made to the protocol.</p> <p>It was suggested and agreed that an email setting out the changes to the protocol would be sent out after this meeting. Action: Mr Chambers to produce paper</p> <p><u>Future Agenda Planning</u></p> <p>Mr Chambers spoke to his report which highlights the proposed agenda items for the NSCB meeting in July 2011. The purpose of presenting this to the Board meeting in April is to allow Board members to have input into the development of the agenda.</p> <p>A discussion ensued and the following comments and suggestions were made:</p> <ul style="list-style-type: none"> • Vision and Mission • Restructuring in Health • Connectivity between Executive and Board (to include the making of minutes of the Executive meeting to be ready to circulation before full Board meetings). <p>Action: Mr Chambers and Mr Few to consider the suggestions made</p> <p>Action: Mr Chambers to speak to Police to clarify how to include police information into the Performance Information</p> <p><u>CN10 Update</u></p> <p>Mr Few reported the interim position statement for the publication of the CN10 SCR. Mr Few noted that a date for the finding of fact hearing and an inquest date was awaited; the CN10 SCR was completed and publication would follow after the inquest and any public law and/or any criminal proceedings.</p>	<p>CC</p> <p>CC</p> <p>CC</p>
<p>Any Other Business</p>	<p>Mr Chambers noted that the submission date for the Section 11 audit was Friday, 15th April 2011. Responses, to date, had been limited. An agreement had been reached with health colleagues that there was a clear connection between the S11 audit and SHA Markers of Good Practices and these would be submitted as their response.</p> <p>It was suggested by Ms Fenton that a bespoke audit was needed for the Voluntary sector. Action: Mr Chambers to meet with Ms Fenton to agree the way forward.</p>	<p>CC</p>

Date of Next Meeting	The next NSCB meeting is due to take place on Monday, 11 th July 2011, from 1:15 to 4:30 in Room 3, Mike Harris Learning and Development Centre, Rampton Hospital.	
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