



Nottinghamshire
SAFEGUARDING
CHILDREN Board

Working in Partnership to Safeguard
Children & Young People

Minutes of Nottinghamshire Safeguarding Children Board Coordination Group

Held on 16th September 2009

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

**Attendance List for Nottinghamshire Safeguarding Children
Board Coordination Group Meeting on 16th September 2009**

NAME	ORGANISATION	PRESENT	ABSENT - APOLOGIES	ABSENT – NO APOLOGIES
Helen Ryan Chair	Service Director, Social Care and Health, Children and Young People's Services, Notts County Council.	√		
Dr Yin Ng	Chair of Disabled Children Subgroup Consultant Comm. Paediatrician (Designated Doctor – CP), NHS Nottinghamshire County.	√		
Pam Rosseter	Chair, SCRP and Quality Assurance Subgroups Service Head, Safeguarding and Independent Review, CYPS, Nottinghamshire County Council.	√		
Joh Bryant	Chair, Training Subgroup Assistant Director of Housing, Broxtowe Borough Council	√		
Judy Bizley	Chair, Policy & Practice Development Subgroup Designated Nurse, NHS Nottinghamshire County		√	
Julie Leigh	Chair, Domestic Violence Subgroup Deputy Director, Offender Management, Nottinghamshire Probation Service	√		
Ian Winton	Vice Chair, BME subgroup, Detective Inspector, Nottinghamshire Police	√		
Rose Lindsay	Vice Chair, Training subgroup, Specialist Nurse, Nottinghamshire Community Health	√		
Cathy Burke	Vice Chair, PPD subgroup, Children's Services Manager (Designated Nurse), Bassetlaw PCT	√		
Joe Foley	NSCB Manager	√		
Jane O'Daly	NSCB Development Officer	√		
Sarah Wells	NSCB Training Coordinator	√		
Nikki Millsopp	Administrator (Minutes)	√		

Minutes of NSCB Coordination Group Meeting - 16th September 2009

Agenda Item	Discussion	Action
<p>1. Welcome and introduction</p>	<p>Helen Ryan welcomed everyone and outlined the purpose of the meeting. A revised terms of reference highlighting the role of the group is to be circulated to all concerned. The role of the group's role in relation to the board has been clarified and confirmed. The main purposes of the group are accountability for progression of the Board's workplan, identifying the different elements of each sub group and making links in the communication between the subgroups and the Board. The Chair and / or Vice Chair of the group should also always attend the coordination group meetings</p> <p>Chris Few has further suggested that the coordination group could provide a focus and connection between the CYP Planning cycle and the Board business planning cycle. Further discussions are to take place.</p> <p>Apologies were noted from Judy Bizley, John Enderby, Laurence Jones</p>	<p>JF</p> <p>JF/PR/CF/HR</p>
<p>2. Minutes of the Executive meeting held on 17th June 2009</p>	<p><u>Matters Arising:</u></p> <p>Helen Ryan recalled that in the last meeting it was agreed for priorities for each sub group to be included in the work plan. This does not seem to be recorded however and the minutes will be revised to ensure this is recorded. The group checked the minutes for accuracy.</p> <p>Re: quality assurance - HR asked for clarification regarding the priority of capturing a current agency audit activity and data to inform necessary areas of action. Pam Rosseter stated that this more than likely referred to sole agency audit, although it could be applied to the joint agency audit in relation to substance misuse issues.</p> <p>Re: Engagement strategy – a proposal had been accepted at the last Board meeting for a new sub group to address the issue of engagement participation and communication. The first</p>	<p>JOD</p>

	<p>meeting is to be held next week. A positive attendance was expected with only one apology.</p> <p>Re: Any other business - The reference to a development event is intended for all groups and not just vice chairs and chairs as stated in previous minutes. A date has been proposed in the new calendar year for 18th Feb. However this is half term week and considered by the group to be a difficult week for a lot of attendees due to childcare. An alternative date would be considered and circulated.</p> <p>With regard to feedback to the coordination group it was agreed that more of a dialogue should occur between the subgroup members at the end of the subgroup meeting as to what should be submitted to the coordination group and Chairs are asked to remember to include this as an item on subgroup agendas.</p>	<p>JF</p> <p>Subgroup Chairs</p>
<p>Feedback from sub-groups & connectivity with NSCB work plan</p>	<p><u>Policy and Practice Development.</u></p> <p>Joe Foley fed back that there has been a focus on 2 main areas.</p> <ul style="list-style-type: none"> • Revised procedures have been circulated in draft form for discussion. • Practice Issues on referrals and thresholds, using the CAF would be included in the reviews of policy and procedure <p>There has been a long consultation period leading up to September and it was previously hoped that the revised documents could be signed off at the board meeting in October. However this has been delayed somewhat as the draft procedures were unavoidably delayed.</p> <p>Pam Rosseter expressed that consideration needs to be given to how widely the draft documents have been circulated as it can be very difficult to ensure that each chapter is accurate in its content. An extra ordinary meeting is set to be held on 23rd November for the Board and it could be possible for the draft new policy and practice procedures to be considered in this forum.</p>	

	<p>It was agreed that whatever meeting the draft should be considered at, it should be at a stage that will only need signing off and not require big amendments to be made. This was confirmed by Joe Foley who assured the group that the procedures have not been re-written but have only been amended in key areas.</p> <p>It was also agreed that connections need to be made with training events to ensure that any changes are detailed in training events. Sarah Wells confirmed that although there won't be a launch of the changes until Working Together comes out, changes would be highlighted on the NSCB website and considered in training.</p> <p><u>Quality Assurance</u></p> <p>Pam Rosseter shared that this group had considered the possibility of transferring the responsibilities of monitoring SCR's action plans to the Standing Serious Case Review Panel. In terms of capacity for the SSCR to undertake this role this should be achievable although capacity could vary according to how many cases need to be reviewed and it would need to be managed effectively.</p> <p>There was a general acknowledgement and agreement in the group that this would be a way forward and would allow the quality assurance sub group to focus more on the role of quality assurance and consideration of the results of Board agency internal audits.</p> <p><u>Domestic Violence</u></p> <p>Julie Leigh provided the group with a schematic of the various DV groups and how they interlinked. This had previously been requested by Helen Ryan.</p> <p>Julie gave an overview of the diagram and</p>	<p>SW</p>
--	---	------------------

	<p>explained that a rep from all agencies will attend one or other of the Board groups. It has been a task to pin down and identify the links between C&YP and Domestic Violence as often the focus is more on the adult and not the child. The NSCB subgroup aims to achieve a more resolute focus on Domestic Violence and the impact on children & young people and therefore does have a real role and purpose.</p> <p>Advice was requested from the group about the usefulness of a toolkit/checklist presented. The aim of this is to help in the assessment of how well agencies support their staff should domestic violence be having an impact in their lives. Its purpose is also to clarify the role of employer. It was noted that not all of the checklist is child focussed.</p> <p>It was acknowledged that there is a sense of urgency in the area of domestic violence and it was agreed that DV sub group reps could undertake the checklist for their individual organisation and use the information to provide an overview report. The group agreed that this would be a positive way forward in helping to distinguish between the roles of each agency when dealing with Domestic Violence.</p> <p><u>Training</u></p> <p>The demand for training is currently very high. Recent guidance circulated by social care indicates that there should be 2 designated professionals in each education setting with Safeguarding training. Ofsted also refer to having a Deputy Designated Person in Safeguarding Children. This has meant that there has been a sudden influx of school staff requiring the training to become the designated person / deputy. The training offered by NSCB is always full and a waiting list exists for each course. It was suggested by Joe Foley that some bespoke training could be offered to schools so that this large group of staff could be covered effectively. The training would be delivered by Sarah Wells and Cheryl Stollery and it was thought a November and January event would capture all those needing some training. Planning would be</p>	<p>SW/CS/JF</p>
--	--	------------------------

	<p>key in organising this training.</p> <p>Work is underway on developing training for next year and priorities have been identified. It has been decided that another means of analysis should be used in order to look at attendance rates which have been low on some courses and too high on others. It is a possibility that some training areas could be amalgamated.</p> <p>A question was asked about teenage pregnancy and who looks at schools educating about sex. Well established clear government guidance is in place to help schools include in the curriculum; Health also have an input on this.</p> <p><u>Disabled Children</u></p> <p>The next disabled children meeting is to be held next week. A small scale audit of cases where disabled children have received what have been viewed as accidental fractures is underway involving City colleagues. However the completion of this has been subject to delay. Progress will be addressed at the next sub group meeting.</p> <p>Dr Yin Ng is to retire this year and the issue of Chairing arrangements for this group is to be raised at the Board meeting. Joe Foley is to discuss with Helen Ryan outside of the meeting.</p> <p>There have been a number of issues about working with disabled children and of course a serious case review concerning the death of a disabled child is currently ongoing. It was observed that the focus of assessments in such cases can sometimes tend to be on supporting the parent rather than on the needs of the child. The sub group is to finalise the outline of an audit and ask for expressions of interest in carrying it out.</p> <p>New national guidance has been published and the current practice guidance needs to be reviewed</p> <p><u>BME</u></p>	<p>JF</p> <p>JF / HR</p>
--	--	--

	<p>Monitoring of performance and audit activity is being worked on by a small group.</p> <p>There has been a national report of an increase in the figures relating to female genital mutilation which is a significant issue amongst BME children. A clear understanding needs to be achieved of communities and what they look like.</p> <p>Data is required for Nottinghamshire which is accurate and more up to date.</p> <p>Figures on how many BME children with a plan or who are in care would be useful.</p> <p>It was noted that the profile of the county population has significantly changed since last data was obtained particularly noting that the eastern European community has increased markedly over the past 5 years.</p> <p>There is to be a greater focus on improving the information obtained from schools. A copy of the CYPF needs to be brought to the next meeting so statistics on BME can be looked at.</p> <p>The group is also to consider the issue of BME children and young people in the youth offending system as there have been issues of disproportionate penalties being issued through the court system.</p> <p><u>CDOP</u></p> <p>Pam Rosseter is currently Chair of CDOP. This function continues as set out in Working Together. Kate Allen is the new public health rep. She is also on the NSCB.</p> <p>Parental involvement is now being taken forward with information leaflets being considered by the Coping Group (Bereaved parents).</p> <p>It has been noted that there is a considerable decrease in the number of deaths this year. Pam Rosseter informed that matrices are held on unexpected and expected deaths should information be requested on death statistics.</p> <p>There have been some delays on cases being concluded that are from other local authorities but there are no major problems otherwise.</p> <p><u>SSCRP</u></p> <p>Further members have been sought for this panel and Pam Rosseter confirmed that</p>	
--	--	--

	<p>representatives from NHCT and Education Welfare will be attending the panel. Two serious case reviews are currently underway.</p> <p><u>Engagement, participation and communication subgroup</u> This group is chaired by John Endersby. The agenda and TOR have been set out in preparation for the first meeting of this subgroup.</p>	
Agenda for next Board meeting	23 rd November is an extraordinary meeting of the Board to consider the Overview report and executive summary of the JBW SCR	JF
Date of the Next Meeting	16 th December 2009 9.00am	