



Nottinghamshire
SAFEGUARDING
CHILDREN Board

Working in Partnership to Safeguard
Children & Young People

Minutes of the NSCB Meeting

Held on 27th January 2010

*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 27th January 2010

NAME	ORGANISATION	PRESENT	APOLOGIES	ABSENT
Chris Few (Chair)	Independent Chair, NSCB	✓		
Eleri De Gilbert (Vice Chair)	Managing Director, Nottinghamshire Community Health, Ransom Hall, Ransom Wood Business Park, Southwell Road West, Rainworth, Mansfield, NG21 0ER	✓		
Cllr Philip Owen	Cabinet Member for CYPS	✓ (PM)		
Anthony May	Corporate Director, CYPS, NCC, County Hall, NG2 7QP	✓ (PM)		
Helen Ryan	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	✓		
June Dickens	Consultant/Designated Nurse Safeguarding Children, Nottingham City PCT, Clifton Cornerstone, Southchurch Drive, Clifton, Nottingham, NG11 8EW	✓		
Judy Bizley	Consultant Nurse, Vulnerable Children, NHS Nottinghamshire County, Nursing and Integrated Governance, Birch House, Ransom Wood Business Park, Southwell Road, Mansfield NG21 0HJ	✓		
Kate Allen	Consultant in Public Health, NHS, Nottinghamshire County		✓	
Julie Gardner	Associate Director of Social Care, Nottinghamshire Healthcare NHS Trust, Rampton Hospital, Retford, Nottinghamshire, DN22 0PD	✓		
Det Supt Adrian Pearson	Nottinghamshire Police, Sherwood Lodge, Arnold, NG5	✓		
Laurence Jones	Service Head, Youth Offending Service, NCC, Thoresby House, Fountain Court, Darwin Drive, Sherwood Energy Village, Ollerton, Nottinghamshire, NG22 9GF	✓		
Julie Leigh (Tamsin Marley in attendance)	Deputy Director (Offender Management), Notts. Probation Service, 9 Castle Quay, Castle Boulevard, Nottingham NG7 1FW		✓	
Jon Wilson	Service Director, Adult Social Care & Health NCC, County Hall, West Bridgford, Nottingham, NG2 7QP		✓	
John Endersby	Operations Director, Connexions Nottinghamshire, 159a Front Street, Arnold, Notts NG5 7EE	✓		
Steve Palframan	Strategic Director (Operations), NSDC, Kelham Hall, Kelham, Newark, Notts, NG23 5QX	✓		
Pam Rosseter	Head of Service, Safeguarding and Independent Review, Children & Young Peoples Services, NCC	✓		
Paul England	Principal Solicitor for NCC, Centenary House, C/o County Hall, Nottingham NG2 7QP	✓		
Gay Wood	Service Manager, CAF/CASS, 2a Castlebridge Office Village, Castle Marina Road, Nottingham. NG7 1TP	✓		
Claire Baker	Young People's Commissioning & Planning Manager, Nottinghamshire County DAAT, Beech House, Ransom Wood Business Park, Southwell Road West, Mansfield, NG21 0HJ	✓		
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		✓	

NAME	ORGANISATION	PRESENT	APOLOGIES	ABSENT
Denise Weremczuk (Sandra Thurlby in attendance)	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	✓		
Theresa Hodgkinson	Leisure and Lifestyles Manager, Ashfield District Council, Urban Road, Kirkby-in-Ashfield, Notts, NG17 8DA	✓		
Dr Doug Black	PCT Medical Director (GP Link), Nottinghamshire County tPCT		✓	
Steve Brown	Central Services and Corporate Project Manager, Bassetlaw District Council, The Town Hall, Potter Street, Worksop, Notts, S80 2AH	✓		
Joh Bryant	Assistant Director of Housing, Broxtowe Borough Council, The Town Hall, Foster Avenue, Beeston, Nottingham, NG9 6LU	✓		
Keith Tansley	Head of Leisure Services, Gedling Borough Council, Civic Centre, Arnot Hill Park, Nottingham, NG5 6LU	✓		
Ajman Ali	Director of Housing Property and Operational Services, Mansfield District Council NG19 7BH	✓		
Jane Appleby	Lead for Children, CAMHS & Safeguarding, East Mids SHA, Octavia House, Interchange Business Park, Bostock's Lane, Sandiacre, Nottingham NG10 5QG		✓	
Charlotte McGraw	Head of Community Shaping, Rushcliffe Borough Council, Civic Centre, Pavilion Road, West Bridgford, Nottingham, NG2 5FE		✓	
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	✓		
Anne Spaight	Head of Clinical Governance, Audit & Research – East Mids Ambulance Service NHS Trust, Bishops Training Centre, 4 Proctors Road, Lincoln, LN2 4HU	✓		
Paul Farrell	Clinical Manager, CAMHS, Harper Villa, Thorneywood Unit, Porchester Road, Mapperley, Notts, NG3 6LF.	✓		
Advisors to the Board				
Joe Foley	NSCB Manager, CYPS, NCC, County Hall, West Bridgford, Nottingham NG2 7QP	✓		
Jane O'Daly	NSCB Development Manager, CYPS, NCC, Meadow House	✓		
Sarah Wells	NSCB Training Coordinator, Learning & Development Unit, Ludlow Hill Road, West Bridgford, NG2	✓		
Rosy Johnson (Minutes)	NSCB Administrator, CYPS, NCC, County Hall, West Bridgford, Nottingham NG2 7QP	✓		

Minutes of the NSCB Meeting – 27th January 2010

Agenda Item	Discussion	Action
Welcome and Apologies	<p>Chris Few welcomed those present to the meeting and apologies were read through and noted.</p> <p>Chris Few informed the Board that this would be Jane O'Daly's last meeting. He wished to thank Jane on behalf of the Board, for all her hard work and input.</p> <p>Chris Few also noted the sad death of Helen Longland, Children's Services Advisor, GOEM.</p>	
Ofsted Inspection Presentation	<p>As part of the revised inspection regime for Local Authorities and following on from the Ofsted unannounced inspection in October 2009, Nottinghamshire is awaiting confirmation of a date for an announced inspection of safeguarding and looked after children's services in Nottinghamshire. Clive Chambers, project manager for the forthcoming inspection, and Trevor Swann, from the consultancy firm Mouchel (currently working with Nottinghamshire in preparation for the inspection) gave a presentation to the Board outlining the format and scope of the inspection. It was noted that this will be very much an inspection of partnership working and the performance of the Board will be scrutinised.</p> <p>For details of the presentation see slides circulated with these minutes.</p> <p>In relation to safeguarding, the key measures were that children 'Are safe' and 'Feel safe'.</p> <p>The following areas were highlighted as key areas for judgement of the NSCB :</p> <ul style="list-style-type: none"> • How far it provides leadership • its impact on early intervention and preventative services • its level of influence • the quality of SCRs conducted • value for money <p>The major challenge identified was how we demonstrate outcomes from the work of the Board. Trevor Swann urged the Board to consider two questions as part of demonstrating effectiveness:</p> <ul style="list-style-type: none"> • What are we good at? • How do we know? <p>A wide ranging discussion followed in relation to the above. A number of areas were identified where we could demonstrate good practice / outcomes including:</p> <ul style="list-style-type: none"> • Work on S11 compliance. • Quality of our SCRs and follow up work. • Engagement with the voluntary sector • Training and procedural framework • Audit work led by the QA sub group • Work flowing from Engagement strategy and work with C&YP • Work of the CDOP (eg co sleeping) • Relationship with the Children's Trust Board 	

	<p>The meeting recognised that there were areas for development but that overall it was felt that the partnership had a good story to tell and work should be undertaken to pull this together ahead of the Inspection.</p> <p>Agreed that further communication with colleagues will be necessary as preparations continue. Ahead of this partners were asked to consider the issues identified in today's discussion in preparation for their own potential involvement in the Inspection.</p> <p>Noted that a further multi agency briefing is planned for the 11th February.</p> <p>Trevor and Clive were thanked for their contribution.</p>	<p>J. Foley</p> <p>All</p>
Lunch		
<p>Approval and Matters Arising from the Minutes of 21st October 2009</p>	<p>The minutes were agreed as an accurate record of the meeting.</p> <p><u>Re: Substance Misuse</u></p> <p>Julie Gardner advised that this work was progressing to address the issues highlighted in the Joint Agency substance misuse audit. The planned meeting in November did take place and further meetings involving practitioners from social care and substance misuse services are planned to explore the barriers to effective interagency working in this area.</p> <p>As previously agreed, an update report will be brought to the April Board meeting.</p> <p><u>Re: Significant Case Updates</u> Pam Rosseter updated the Board on the current status of high profile cases within Nottinghamshire (reported to the previous meeting):</p> <p><u>Contact Point</u> – Joe Foley provided a brief update as to the current position. Joe confirmed that contact point was now live nationally in that all local authorities had uploaded relevant information. Access by authorities to the system was, at this stage, being left for local determination. Within Nottinghamshire, in the context of an uncertain future for the system nationally, a decision has been made to roll out contact point on a trial basis to a limited number of teams within organisations to allow for further assessment of the system (a social care duty team and a hospital A&E department are being considered for involvement currently). If any organisation wishes to be involved at this stage they were asked to advise Joe who will forward their details to Sean Kelly, Contact point project manager. Sean will be asked to attend a future meeting to provide a more detailed update at the point the longer term position is clear.</p>	<p>J Gardner/ H Ryan</p>
<p>Approval and Matters Arising from the Minutes of Extraordinary meeting of 23rd November 2009</p>	<p>The date on pages 2 and 4 need amending to 23rd November 2009. The minutes were agreed as an accurate record of the meeting subject to the changes as recorded in the previous sentence.</p> <p><u>NSCB Safeguarding Procedures</u> – The procedures, developed and revised jointly with Nottingham City were agreed by the City Board at their December 2009 meeting. Joe Foley advised that a revised chapter 8</p>	<p>Administrator</p>

	<p>(serious case reviews) of Working Together was published for immediate implementation in mid December. In view of this it was agreed to re draft that section of local procedures to take account of this before circulation. It is anticipated that this will be completed shortly to allow for distribution of revised local procedures before the end of February 2010.</p> <p><u>Working Together</u> – Joe Foley noted that the consultation draft of the new Working Together document had been circulated to members of the Board. Comments to be emailed to Joe Foley by 2nd February to enable Joe to meet the 11th February deadline for submission of comments to the DCSF.</p>	<p>J. Foley</p>
<p>Safeguarding and Looked After Services Improvement Programme</p>	<p>Helen Ryan highlighted the key areas from the Safeguarding and Looked After Improvement Programme (appendix A, i and ii). Helen provided a background to the programme which was produced to address key areas that had been identified for attention within Nottinghamshire prior to the Unannounced Inspection in October 2009 but that were also highlighted in that inspection. An action plans has been produced against each area (within the appendix) which cover action over a 12 month period. Helen stressed however that it was important that key areas for improvements in practice were embedded into practice with the service having a clear exit strategy (particularly with reference to use of temporary staff).</p> <p>Helen also noted that it will take time to see an impact. The challenges of high workloads remain and even if there was to be a reduction in referrals now, the amount of children now in the system would remain for some considerable time.</p> <p>A number of areas were highlighted were improvements have already been made within Social Care:</p> <ul style="list-style-type: none"> • Quality of performance information to managers • Backlog of initial and core assessments addressed • Reduction of size of ICS forms • Quality management framework introduced • Team manager development programme introduced • Appointments of advanced practitioner social workers. • New appointments 2nd and 3rd line management positions • Introduction of workload management system • Development of a pathway to services document <p>There followed a wide ranging discussion of the issues raised. In relation to the pathway to services/thresholds document, agreed this should be one document (including threshold to social care involvement) and be developed on a multi agency basis. One idea was that at an appropriate point there should be a joint NSCB / CTB meeting to consider the document. Judy Bizley also highlighted that there was a role for the PPD sub group in this on behalf of the NSCB. Agreed that Helen would ensure that Chris Jones (Head of Service, integrated</p>	

	<p>be particularly helpful. Agreed Joe Foley to pursue this.</p> <p>Two areas were noted of concern. Firstly, the low attendance and provision of reports by GPs. It was noted that this has been a perennial problem both locally and nationally and there are a range of potentially mitigating factors at play. However, given the importance of GPs the Board agreed that this should be again explored. Judy Bizley noted that, again, a district breakdown would be helpful here, but agreed to discuss a way forward with Dr Doug Black (GP representative to the Board) outside of the meeting and advise the next meeting of the outcome of this.</p> <p>Secondly, the apparently low attendance of young people at child protection conferences was raised by Chris Few. Pam Rosseter advised that the figures may be misleading given the high number of conferences held regarding very young children where attendance would be inappropriate. In this respect a measure of how far children and young people are engaged in the child protection process and their views communicated at each stage, would be a more meaningful measure of performance. Following discussion it was agreed that this was an area that could usefully be looked at by the Engagement, Participation and Communication sub group at their next meeting and a report brought to a future meeting.</p>	<p>J. Foley</p> <p>J. Bizley.</p> <p>J. Endersby</p>
<p>Six Month Review of CYP Plan and NSCB Business Plan</p>	<p>Joe Foley introduced this item and spoke to the reports at appendix C Joe reminded the meeting that the NSCB business plan comprised two sections, the first of which was priority 1 of children and young people's plan, the second section was additional areas.</p> <p>The Board noted the positive progress of the children and young people's plan overall and of priority 1 areas specifically. Across both sections of the NSCB business plan, positive progress against midpoint milestones was apparent. It was acknowledged that it would have been helpful to bring these reports to the meeting in October. Joe advised that work is in progress to align the business cycles of both Boards to ensure timely consideration of reports. It was agreed that discussion of progress in terms of the end of year position would take place at the April Board meeting, though acknowledged that not all data will be available by then for a complete review.</p>	<p>Administrator</p>
<p>Feedback from Children's Trust Board Meeting</p>	<p>Cllr Phillip Owen provided a brief verbal report from the last Children's Trust Board meeting noting that Chris Few had also been in attendance in his capacity as chair of this meeting. Cllr Owen advised that there were no specific areas for the attention of the NSCB. Minutes of the meeting would be available on the Trust Board's web pages on the County Council website.</p>	
<p>Issues Impacting on Agency Safeguarding Children Practice</p>	<p>CAFCASS – Gay Wood informed the Board that CAFCASS has recently developed new safeguarding procedures reflecting the lessons learned nationally from serious case reviews. Gay saw this as a positive step forward, reflecting the importance being afforded to</p>	

	<p>safeguarding children across their work.</p> <p>Joe Foley asked about local performance with regard to timescales for completed court work in the context of recent National negative publicity in this regard. Gay advised that in Nottinghamshire public law cases were given priority and that required timescales were being met. However private law cases were subject to delay.</p> <p>Paul England confirmed for the meeting that this was a national problem and that timescales had been relaxed for private law cases from 12 to 16 weeks in recognition of CAFCASS's heavy workloads. This area continued to receive close management attention.</p> <p><u>YOS</u> – Laurence Jones informed the meeting that a letter had been sent to the Ministry of Justice highlighting safeguarding concerns regarding the practice of the service providers involved in Tagging of young people and other nationally commissioned services. A reply is awaited.</p> <p><u>Nottinghamshire Police</u> – Adrian Pearson advised the Board that a National Intervention team was now in Nottingham to assess the situation and suggest action in relation to the Force's poor performance against national indicators. As part of this process the Intervention team would be contacting partner agencies for their view of the service. Adrian advised that performance on child protection aspects of the service had not been identified as of concern. Although response to sexual violence was an area of concern, the positive development of the Sexual Assault Referral Centre (SARC) was seen as an area of positive practice.</p> <p>Chris Few agreed to ensure that the Board, via himself, was included within this review process. Agreed that Chris and Adrian should discuss the most appropriate route for this outside of the meeting. An update will be provided to the April Board meeting.</p> <p>Adrian Pearson informed the Board that discussions were being held as to a possible re structure of the Force. This is at an early stage and will take into account findings from the intervention team. At the point proposals are fit to do so, they will be shared for consultation with relevant partners</p>	<p>A.Pearson /C.Few</p>
<p>Break</p>		
<p>NSCB Resource Strategy</p>	<p>Eleri De Gilbert presented a brief progress report (see appendix D) to the Board. As agreed previously, a small group, led by Chris Few has met to review the resourcing and expenditure of the Board in view of the projected financial shortfall by 2011/12 if current contributions and expenditure remain the same.</p> <p>Eleri advised that a proposal would be brought to the April Board meeting following the review of current expenditure as outlined in the report.</p> <p>A specific area of potential additional funding was</p>	

	<p>identified in relation to schools. It was agreed that a potential methodology for this would be explored by Anthony May with the Head of Finance for C&YP services.</p>	A. May
Training Proposals 2010/11	<p>Joh Bryant introduced the training report (appendix E) to the Board and took the opportunity to thank the trainers from partner organisations, who contribute to the delivery of training, for their hard work.</p> <p>The Board noted that there was an increasing demand for the NSCB Working Together training that cannot be met and agreed a proposal to restructure the way this is delivered to allow for a significant increase in the training places available in 2010/11. This will see the current working together 1 and 2 courses being combined into a one day course delivered to a larger group.</p> <p>Two new courses will be offered in the following areas:</p> <ul style="list-style-type: none"> • Progressing the Children Protection Plan • Working with Vulnerable Children – looking at working with families where substance misuse/ domestic violence and mental health issues co-exist. <p>An outline plan for the 2010/11 training year was agreed. It was noted that there was an increasing need to avoid duplication with other providers. Where appropriate training was available, the NSCB will seek to signpost rather than duplicate such provision.</p> <p>It was agreed that the Training Subgroup should look in further detail at the issues thrown up by these proposals and specifically agree a plan to evaluate the impact of any changes made.</p>	J.Bryant / S.Wells
Schools/Colleges Representation	<p>Joe Foley advised that, as from April 2010, it will be a requirement that the NSCB 'makes every effort' to secure schools representation on the Board. Anthony May advised that plans were in progress to establish schools partnerships covering primary and secondary schools under an Education Trust Board. Agreed that Anthony will approach this Board with a view to seeking appropriate nominations.</p>	A.May.
Interface Between Youth Office Services SIRS and SCR Process	<p>Laurence Jones spoke to his paper (appendix F). Lawrence advised that this paper had awaited the revised Working Together, Chapter 8. This is now in place and does not significantly change the scope of YOS SIRs or the overlap with serious case reviews.</p> <p>The Board agreed to the proposal that relevant learning and recommendations from YOS SIRs are taken to the QA sub group for consideration. Where there are cases that meet the criteria for review under SIR and SCR processes, this situation would be managed by the SSCRIP.</p>	

	<p>Laurence also reported that there had been no serious incident reviews in the last 12 months involving children. A case of an 18 year old who was transferred from Lincolnshire to Nottinghamshire and had committed suicide had been subject to review. Laurence agree to consider if this had any issues that should be referred to the QA sub group for consideration.</p>	L.Jones
Performance Reporting for Annual Report	<p>Chris Few spoke to his paper at appendix G laying out proposals for member organisations contributions to the new NSCB Annual report and asking for organisations own safeguarding performance indicators for consideration for inclusion in a revised suite of information for the Board. Following discussion, both proposals were agreed.</p> <p>In relation to the latter, it was agreed that all members should submit their relevant safeguarding measures by Friday 19th February.</p> <p>In relation to the former, the Board agreed proposals for member organisations to prepare self evaluation reports regarding their safeguarding performance and effectiveness, taking into account any reports from agency regulators (this report will include, but be wider than, the current S11 assessments); the responses to be submitted to the NSCB by 30th April 2010.</p> <p>Chris Few commented that the new NSCB annual report would be the key mechanism for influencing the C&YP Plan and an important part of governance arrangements between the two bodies and partner agency contributions were fundamental to the process.</p>	<p>All</p> <p>All</p>
NSCB/Children's Trust Board Protocol	<p>The latest draft of the protocol (appendix H) outlining the relationship and working arrangements between the NSCB and Children's Trust Board was discussed and agreed, (subject to one area for clarification see below). This document will be further considered, particularly in relation to its implementation, by both bodies at the joint event on 12th March 2010.</p> <p>The area for clarification concerns the role of the Leader of the Council and Chief Executive in producing an annual assessment. Agreed Joe Foley to review the content of statutory guidance and clarify within the document as required.</p> <p>The NSCB Chair will present this document for approval to the forthcoming Children's Trust Board meeting on 10th February 2010.</p>	<p>J.Foley.</p> <p>C.Few.</p>
NSCB CRB Checks	<p>Joe Foley reminded the Board that, as previously discussed and agreed, all members of safeguarding Boards were now required to be CRB checked. In terms of new members since October 2010, this was a statutory requirement. Joe advised that despite efforts evidence of satisfactory checks for some members were still outstanding.</p> <p>Anthony May informed those present of his responsibility as the named person under the relevant the Act, to ensure this requirement was met. Chris Few advised</p>	

	<p>the Board that all members should ensure they provided the required evidence as soon as possible. Agreed the NSCB administrator to follow up with relevant members. Joe Foley to advise Chris Few of any outstanding issues prior to the April Board meeting. Chris Few noted his view that this position should also apply to anyone who was deputising for a Board member. This law does not currently apply to subgroups.</p>	<p>Administrator/ J. Foley</p>
<p>Date of Next Meeting</p>	<p><u>NSCB Extraordinary Meeting re: BN09</u> Wednesday 3rd March 2010 at Making It Centre, Mansfield from 1:30 to 4:30</p> <p><u>NSCB Meeting</u> Thursday 22nd April 2010 at Mansfield Civic Centre, Chesterfield Road, Mansfield, NG19 7BH from 9:15 to 12:30</p>	