



Nottinghamshire  
SAFEGUARDING  
CHILDREN Board

Working in Partnership to Safeguard  
Children & Young People

# Minutes of the NSCB Extraordinary Meeting

## Held on 23<sup>rd</sup> November 2009

*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 23<sup>rd</sup> November 2009

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	Lead Member for CYPS	✓		
Anthony May	Corporate Director, CYPS, NCC, County Hall, NG2 7QP	✓		
Helen Ryan	Service Director, Social Care and Health, Children and Young People's Services, NCC, NG2 7QP	✓		
Ann Williams	Consultant Comm. Paediatrician (Designated Doctor – CP), Child Protection Department, The Children's Centre, City Hospital Campus, Hucknall Road, Nottingham, NG5 1PB	✓		
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 (Lesley Styring Deputised)	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	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 (Andrew Hardy deputised)	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 (Nussrat Bashir Deputised)	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	Deputy Director of Community Services, Bassetlaw PCT, Retford Hospital, North Road, Retford, Notts, DN22 7XF	✓		
Stephen Fowlie	Director of Medicine, Nottingham University Hospital NHS Trust, Queen's Medical Centre Campus, Derby	✓		

NAME	ORGANISATION	PRESENT	APOLOGIES	ABSENT
	Road, Nottingham, NG7 2UH			
Carolyn White (Sandra Thurlby deputised)	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	✓		
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	✓		
Theresa Hodgkinson	Leisure & Lifestyles Manager, Ashfield District Council	✓		
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	General Manager, 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.	✓		
<b>In Attendance</b>				
Richard Green	Independent Author – SCR AN09	✓		
<b>Advisors to the Board</b>				
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	NSCB Administrator, CYPS, NCC, County Hall, West Bridgford, Nottingham NG2 7QP	✓		

## Minutes of the NSCB Meeting – 23<sup>rd</sup> November 2009

Agenda Item	Discussion	Action
Welcome and	Apologies were read through and noted. Chris Few	

<b>Apologies</b>	asked that everyone present to introduce themselves.	
<b>Revised NSCB Safeguarding Procedures (Appendix A)</b>	<p>Joe Foley introduced this item referring to the draft revised NSCB Safeguarding procedures circulated as appendix A. It was noted that these are cross authority procedures developed jointly with Nottingham City.</p> <p>The revised draft has been subject to extensive consultation across the County and City, with particular attention being given in the County by the NSCB Policy and Practice Development sub group. The draft the Board is being asked to sign off today reflects amendments made as part of the consultation process.</p> <p>Joe Foley advised that this round of revisions had been driven by recommendations from recent local serious case reviews (as previously discussed) and did not represent a full scale re writing of the procedures. It was recognised that Working Together is currently subject to review following recommendations in the second Laming report and this would require a further review of our local procedures. However, the potential timescales for the publication of a revised Working Together have led to a view that we should press ahead with these local revisions to be followed by further revisions when Working Together is published. This was agreed by the Board.</p> <p>Nottingham City SCB will be considering the draft revised procedures at their meeting in December and, subject to ratification there, it is planned to publish in January 2010. At the point the revised procedures are published a detailed memo outlining key changes will also be produced for staff to assist with implementation. Details of these changes will also be publicised via the NSCB newsletter.</p> <p>Following a brief discussion the revised procedures were agreed. Joe Foley to proceed as outlined once ratified by Nottingham City SCB.</p>	<b>Joe Foley</b>
<b>AN09 – Serious Case Review - Overview Report (Appendix B1)</b>	Confidential Section.	
<b>Ofsted Unannounced Inspection (Appendix C)</b>	<p>Anthony May gave a presentation regarding the Ofsted unannounced inspection of children’s social care reception and assessment services which had taken place on 8<sup>th</sup> and 9<sup>th</sup> October at 3 sites around the County; Gedling/Rushcliffe Reception and Assessment (R&amp;A), Mansfield and Ashfield R&amp;A and Notts Connect. It was noted that the majority of time had been spent with Mansfield and Ashfield R&amp;A.</p> <p>The report of the inspection showed evidence of both positive and negative working practices however there were significant areas highlighted for attention.</p>	

	<p>The pressure on the service, particularly in the Mansfield Ashfield area was noted, with an 80% rise in referrals in this area over the 2008/9 period.</p> <p>Anthony May noted that the Authority had been aware of the majority of areas of concern raised and plans had already been agreed to address these. This is reflected in the £5,000,000 extra funding has been given to Children's Social Care as plan of an improvement programme. The inspectors noted the response and commitment to improvement of the staff and managers as an area of strength.</p> <p>Anthony noted the following areas highlighted for priority action:</p> <p><u>ONE - Response to Child Protection referrals</u></p> <ul style="list-style-type: none"> <li>• Premature closure of referrals</li> <li>• Adherence to timescales</li> <li>• Analysis of risk</li> <li>• Poor record keeping</li> <li>• Experience of staff completing Section 47 investigations</li> <li>• Child Protection Strategy discussions or assessments</li> </ul> <p><u>TWO - Decision-making about referrals</u></p> <ul style="list-style-type: none"> <li>• This referred to Mansfield and Ashfield only where it was felt there was evidence of poor decision making.</li> </ul> <p>Anthony May highlighted a range of actions that had been taken since the inspection including:</p> <ul style="list-style-type: none"> <li>• Audit of cases across R&amp;A</li> <li>• Additional management and staffing in to Mansfield / Ashfield</li> <li>• Urgent work to recruit further staff</li> <li>• Urgent work on workloads and quality assurance processes.</li> <li>• Use of external consultants</li> <li>• Review of Notts Connect</li> </ul> <p>Anthony went on to describe a wide ranging Improvement programme that would address issues in relation to safeguarding and looked after services across the County Council and Children's Trust. This would cover 18 separate areas. The progress against these will be reported to Elected Members, the NSCB and Children's Trust Board.</p> <p>In view of the findings of the inspection it is anticipated that an expected announced inspection will take place sooner than previously anticipated and could be within the next few weeks. However the notice for this will be short at 10 days.</p> <p>Anthony May handed out 3 documents, the letter from Ofsted dated 29<sup>th</sup> October 09, the Safeguarding and Looked After Children Improvement Programme and Programme Initiation Document.</p>	<p><b>Anthony May</b></p> <p><b>Chris Few</b></p>
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	<p>In relation to the latter two documents, Anthony advised the Board that Chris Few has been centrally involved in their development on behalf of the NSCB. Members were asked to give further consideration to these outside of the meeting and forward any comments to Anthony May.</p> <p>Discussion followed and the significance of the findings and importance of the success of the improvement programme noted.</p> <p>It was agreed that the Board had a key role in ensuring adequate progress of the programme to ensure arrangements were in place to ensure safe practice.</p> <p>It was agreed that the Board should receive a report to each meeting regarding progress. Chris Few noted that 3 monthly reports would not be adequate in themselves and he would be involved in monitoring progress between meetings on behalf of the Board and provide reports on this also to NSCB meetings. It is planned that Chris will form part of a monthly meeting with Elected Members were progress of the plan will be overseen.</p> <p>Julie Leigh the role of partner agencies in work pre and post referral to social care and the need to make sure all were engaged in this including regarding the use of the CAF. The remained a need to develop agreed thresholds to all services on a partnership basis.</p> <p>It was noted that this work is addressed within the Improvement programme.</p> <p>Helen referred to the issue about the role of Notts connect in relation to social care referrals. This was under review and a decision would be made whether or not the present pilot would continue. . She informed the Board that no firm decision had been made but it was likely that it would be discontinued in the short term; it was felt that the service had potential but its viability needed to be thoroughly scrutinised. There would be a need to go through the implications of suspending the service, particularly given the capacity in Mansfield and Ashfield. Helen said she would welcome comments from the Board to her directly.</p> <p>Helen informed the Board that she would be sending out (in the next week) a Threshold document relating to access to Children's Social Care services to which she would like comments from Board members as soon as possible and asked that staff who work within this area be involved in any feedback.</p>	<p><b>All</b></p> <p><b>Agenda each meeting</b></p> <p><b>Chris Few</b></p> <p><b>Helen Ryan</b></p> <p><b>All</b></p>
<b>AOB</b>	<p>Chris Few informed the Board that he would be sending out a letter to Board members which relates to developing the performance framework of the Board. This will seek to harvest information from partners with a view to producing the revised annual report for the NSCB.</p>	<b>Chris Few</b>
<b>Date of Next Meeting</b>	<b>27<sup>th</sup> January 2010 at Cedric Ford Pavilion, The Showground, Winthorpe, Newark, Notts, NG24 2NY, starting at 10:45 until 5pm; lunch will be provided.</b>	

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