



**Nottinghamshire**  
**SAFEGUARDING**  
**CHILDREN Board**

Working in Partnership to Safeguard  
Children & Young People

# Minutes of the NSCB Meeting

## Held on 21<sup>st</sup> January 2008

*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 21<sup>st</sup> January 2008

NAME	ORGANISATION	PRESENT	APOLOGIES	ABSENT
Anthony May (Chair)	Acting Strategic Director, Children and Young People's Services, Nottinghamshire County Council	√		
Helen Ryan	Service Director, Social Care and Health, Children and Young People's Services, Nottinghamshire County Council	√		
Dr Yin Ng	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	Nurse Consultant – Child Protection, Nottm. Health Community, Children's Services, Clifton Cornerstone, Clifton, Nottingham	√		
Judy Bizley	Designated Nurse, tPCT, Kings Mill Hospital Mansfield Road, Sutton-In-Ashfield NG17 4JL	√		
Dr Jeanette Derbyshire	Consultant Paediatrician, Child Health Department, Mansfield Community Hospital, Sutton Road, Mansfield, Notts, NG18 5QJ		√	
Michelle Persaud	Associate Nurse Director, Nottinghamshire Healthcare Forest House, The Forest Southwell Road Mansfield Notts NG18 4HH	√		
Dr Clive Richards	Consultant in Public Health, Nottinghamshire County tPCT, Ransom Hall, Ransom Wood Business Park, Southwell Road West, Rainworth, Mansfield, NG21 0ER	√		
Det Supt Jackie Alexander	Nottinghamshire Police, Holmes House, Radcliffe Gate, Mansfield, Nottinghamshire NG18 2JW	√		
Jill Holbert	Service Head – Youth Offending Team, Notts. County Council, 15 West Hill Avenue, Mansfield, Nottinghamshire. NG18 1PQ		√	
Julie Leigh	Deputy Director (Offender Management), Notts. Probation Service, 9 Castle Quay, Castle Boulevard, Nottingham NG7 1FW	√		
Jo Baker	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 Safeguarding and Independent Review, Children & Young Peoples Services, Nottinghamshire County Council	√		
David Spicer	Assistant Head of Legal Services (Litigation), 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	√		
Vacancy – GPrep				
Kate Davies	Strategic Director, Notts County DAAT, Beech House, Ransom Wood Business Park, Southwell Road, Rainworth, Mansfield NG21 0HJ	√		
Julie Cotton	Deputy Director of Community Services, Bassetlaw PCT, Retford Hospital, North Road, Retford, Nottinghamshire DN22 7XF		√	
Stephen Fowlie	Medical Director – Nottingham University Hospital NHS Trust.	√		

Carolyn White <b>(Rep Sandra Thurlby in attendance)</b>	Director of Nursing, Sherwood Forest Hospitals NHS Trust, Mansfield Road, Sutton in Ashfield, Nottinghamshire NG17 4JL		√	
Hilary Bond <b>(Rep Chrystal Fox in attendance)</b>	Director of Nursing, Doncaster & Bassetlaw Hospitals NHS Foundation Trust, Doncaster Royal Infirmary, Armthorpe Road, Doncaster, DN2 5LT	√		
Richard Wilding	Head of Executive Office, Inward Focus Division, Ashfield District Council, Urban Road, Kirkby-in-Ashfield, Notts, NG17 8DA	√		
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 Resources, Gedling Borough Council, Civic Centre, Arnot Hill Park, Arnold, Nottingham, NG5 6LU	√		
Ajman Ali	Director of Housing Property and Operational Services, Mansfield District Council, Chesterfield Rd South NG19 7BH		√	
Jane Appleby	Lead Vulnerable Children, East Midlands 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		√	
Jon Wilson	Service Director, Adult Social Care and Health NCC, County Hall, West Bridgford, Nottingham NG2 7QP	√		
Jacque Bell	Family and Children's Forum, Group Support Officer, Networking Action with Voluntary Organisations – NAVO, 20 St John Street, Mansfield, NG18 1QJ		√	
Eleri De Gilbert	Director of Provider Development/Deputy Chief Executive, Nottinghamshire County tPCT, Ransom Hall, Ransom Wood Business Park, Southwell Road West, Rainworth, Mansfield, NG21 0ER	√		
Annie Spraight	General Manager, Clinical Governance, Audit & Research – East Mids Ambulance Service NHS Trust, Bishops Training Centre, 4 Proctors Road, Lincoln, LN2 4HU	√		
Catherine Watters	Clinical Manager, CAMHS, Harper Villa, Thornywood Unit, Porchester Road, Mapperley, Notts, NG3 6LF.		√	
Joe Foley	NSCB Manager, CYPS, NCC, County Hall, West Bridgford, Nottingham NG2 7QP	√		
Pradip Panchmatia	NSCB Training Corodinator, CYPS, NCC, Ludow House, Ludlow Hill Road, West Bridgford	√		
Karen Newham	NSCB Development Officer	√		
Jonathan Severn	NSCB Administrator, NCC, County Hall, West Bridgford, Nottingham NG2 7QP	√		

## Minutes of the NSCB Meeting – 21<sup>st</sup> January 2008

Agenda Item	Discussion	Action
<b>Welcome, Apologies &amp; Chairing Arrangements</b>	<p>Anthony May welcomed those to the meeting and introduced himself</p> <p>Apologies forwarded to chair</p>	
<b>Approval of Minutes and matters arising from the last Board meeting</b>	<p><b><u>Matters Arising</u></b></p> <p><b>Pg. 4/5</b> S11 assessment Reminder from Joe re s11 assessment action plans– need to be in by end of month as agreed recognising that in many cases this will be a question of pulling out information already presented within the assessment submitted.</p> <p>SPal updated on meeting of district councils held to explore identified issues for that sector. Re-assessment will show improvement as a result.</p> <p><b>Pg. 8</b> GP Engagement</p> <p>Meeting set up – those to attend will update in future meeting.</p> <p>Minutes are accepted as a true record.</p>	
<b><u>Items for Discussion and Decision Making</u></b>		
<b>Child Death Function Developments</b>	<p>JF introduce report at appendix A</p> <p>Good progress noted to ensure provisions will be in place as required by April 2008. Procedures in development and training planned for relevant groups.</p> <p>Overview Function – discussed. Requirement that a child death overview panel is established to overview all child deaths within Nottinghamshire and Nottinghamshire children dying elsewhere. Work is being taken forward in conjunction with the City. Model proposed of having separate panels for the city and county SCBs which come together twice yearly agreed.</p> <p>Rapid response- proposals and progress towards establishing this function discussed. Noted a significant specific role for a new designated paediatrician. This</p>	

	<p>requires new funding within health. It was confirmed that this funding has now been agreed within the relevant PCTs which should mean we will be in a position to provide this function as required from April 08.</p> <p>Acknowledged that within the County the current NSCB procedures already provide for a response to all unexpected deaths so we are in a positive position taking this forward.</p> <p>Detailed work is ongoing and this will be the subject of an update to the next Board meeting. Important that the Board is kept apprised of any issues affecting these developments.</p>	<b>JF</b>
<b>Items for Discussion</b>		
<b>ALJ serious case review</b>	<p>JF advised the Board as to the recently initiated serious case review of ALJ. Acknowledged that as the notification for this review were sent out over the Christmas period this has led to increased pressure for some to meet the required timescales. However recognised that the agreed timescales must be met. Partners to look at ensuring adequate resources are provided to allow this to happen.</p> <p>Brief discussion regarding the role of OFSTED and GOEM in quality assuring and supporting the process respectively.</p> <p>This will be the first SCR where we have used an independent author. The commissioning process for the author is still underway. By early February there should be a name to share with colleagues.</p>	
<b>JAR Update</b>	<p>AM gave brief update to colleagues regarding the forthcoming JAR and the importance of this for all partners (this has been the subject of a previous presentation to the Board).</p> <p>Agreed the regular JAR briefing newsletter will be circulated to Board partners.</p> <p>The process of identifying the 100 cases to go to inspectors is nearing completion. Further consideration to be given as to which partners should be advised of the selected cases (eg district councils). JF to pass for consideration to JAR team .</p> <p>It was noted that there have been delays to set up meeting – this will now be 29<sup>th</sup> February. The LEA inspector for the JAR has not yet been identified. The JAR team is aiming to provide briefing documents for staff likely to be interviewed by inspectors.</p>	<p><b>Administrator</b></p> <p><b>JF</b></p>

