

File: 387



City of
NOTTINGHAM

MEMO: Social Services Department

Date :	30 th September 2002	3rd Floor, 14 Hounds Gate, Nottingham, NG1 7BE
From:	Margaret Mackechnie/Carolyn Caldwell	Tel: [DPA]
To:	Sue Gregory; Jo Walker; Sue Whitehead; Viv McCrossen	
Copies:	Children and Families Management Team Helen Jones, Head of YOT Jean Thorpe, Gary Ward, Unison (for information)	DPA [noted] My Ref: BJC
Re:	Name Redacted Internal Management Review	Your Ref:

You will all be aware of [Name Redacted] sad death on [DPA] She had been living at 387 Woodborough Road since [DPA] 2001. This is an extremely distressing event for all of those concerned, and we know that this is a very difficult time for all the staff involved.

The Director has asked Broni Cooper, Investigation Officer, to complete a Management Review of the circumstances surrounding [Name Redacted] death. This will include looking at case files, logbooks and any other relevant documents, as well as interviews with key staff.

Whilst we have no wish to make things any more difficult for you or your team members, it is important that we examine all the relevant information in order to establish whether there are any learning points for us as a Department. We would like to stress that this is absolutely not about apportioning blame, but if there are any lessons to learn to improve our practice, then it is important that we learn them.

We would be grateful if you would let your team members who have worked directly with [Name Redacted] and her family know that this Review is happening, and what it is likely to involve. Broni will be contacting them shortly.

With best wishes

DPA

Margaret Mackechnie/Carolyn Caldwell
Assistant Directors

Ref A

387 Mrs / Mr [unclear] advised 2.10.02
All 387 staff to receive a copy.