



**Minutes - Halton Children's Trust Executive Group Meeting
5 August 2014**

Present:

Ann McIntyre	Operational Director, Children's Organisation and Provision, HBC (Chair)
Mark Grady	Principal Policy Officer, Children & Enterprise, HBC
Tracy Ryan	Policy Officer, Children & Enterprise, HBC (Minutes)
Gill Frame	Halton CCG
Steve Nyakatawa	Operational Director, Learning and Achievement, HBC
Gareth Jones	Youth Offending Service
Tracey Coffey	Operational Director, Children and Families Services, HBC
Michelle Bradshaw	Family Services Manager (Universal Services), Bridgewater
Simon Clough	Divisional Manager, 14 – 19 Services, HBC
Catherine Johnson	Principal Performance Officer, Children & Enterprise, HBC
Dave Sweeney	Operational Director Integrated Health Commissioning, Halton CCG
Chris Masikane	Operational Assistant Director Children, Families & Wellbeing Division, 5BP
Pamela Beaumont	Lead Officer, SEN Review, HBC

Apologies

Gerald Meehan	Strategic Director Children & Enterprise, HBC
Julia Rosser	Consultant, Public Health
Michelle Forder	Parent & Voluntary Lead Engagement Officer, HBC
Lorraine Crane	Divisional Manager, IYSS, Commissioning & Inspiring Families, HBC
Lindsay Smith	Divisional Manager, Adult Mental Health, HBC

Item		Action	Deadline
1.	Minutes and Matters Arising from 24.6.14 These were accepted as an accurate record.		
1.1	<u>1.1 Children's Trust Membership</u> Currently the only health representative on the Executive Group is MB as the Chair of Early Help-Closing the Gap. From 2015, SN will take over as the new Chair of the Group therefore to preserve provider engagement an additional health representative on the Group is required. Action: <ul style="list-style-type: none"> • Provide an update next meeting – 23 September. • Police representative to be invited to join the Executive Group. 	MB MG	23.9.14 23.9.14
1.2	<u>1.3 Neglect Strategy</u> TC acknowledged that HSCB had agreed to fund the Neglect Training.		
1.3	<u>3.1 SEN Reforms</u> PB noted that there were still some capacity issues around post 16 conversions including Riverside College ability to support the conversions. A new post for conversions within the 14-19 Team has been agreed although due to the establishment process this role		

<p>1.4</p> <p>1.5</p> <p>1.6</p>	<p>may not be filled until December. In the interim a contingency plan is in place to organise cover on a short-term basis. A Conversion Plan is being developed.</p> <p>3.2 Participation Strategy The draft Strategy received positive feedback at a recent HBC Chief Officer Management Team (COMT) and it is being taken to the Equality Committee of Halton CCG in August.</p> <p>Action:</p> <ul style="list-style-type: none"> • Provide an update next meeting – 23 September. <p>3.4 CHIMAT Report Action:</p> <ul style="list-style-type: none"> • Comparison Report against statistical neighbours as agenda item next meeting – 23 September. <p>3.6 FNP Update MB noted that the Family Nurse Partnership Board members are currently being agreed.</p>	<p>MF</p> <p>JR</p>	<p>23.9.14</p> <p>23.9.14</p>
<p>2.</p> <p>2.1</p> <p>2.2</p> <p>2.3</p>	<p>2. INFORMATION/DISCUSSION ITEMS</p> <p>2.1 SEN Local Offer Draft Website Demonstration http://www.haltonchildrenstrust.co.uk/index.php/local-offer/ TR provided an overview of the draft Local Offer website being developed as part of the SEND Reforms. The information is to be user-friendly and easily accessible to parents/carers, children/young people and professionals. Links to services and partner websites are a key element which will help to ensure the information is regularly updated. During August, the Policy Team will be developing the website ready for the 'official' launch in September. A feedback form is in development for comments/feedback and in the interim the Children's Trust email address has been included for this. It is expected that as new information and parental feedback is received the Local Offer will evolve and develop over time.</p> <p>2.2 Halton's Neglect Strategy Launch Events 2014 Evaluation Report TR provided an overview of the event report outlining the workshops delivered and the feedback gathered. It was acknowledged that over 120 people attended the two launch events and 10 people have volunteered to become Graded Care Profile Champions following the training due to commence from September 2014.</p> <p>2.3 Integrated Inspections Consultation – Halton Response AMc/TC noted the key elements of the consultation and members discussed responsibilities for submitting a Trust response. It was proposed that the following Trust partners/members complete the areas identified:</p> <ul style="list-style-type: none"> • John Davidson – Probation • Gareth Jones – YOS • Gill Frame – Health • Nigel Wenham – Cheshire Police 		

	<ul style="list-style-type: none"> Tracey Coffey/Ann McIntyre – Children’s Social Care. <p>Action:</p> <ul style="list-style-type: none"> MG to contact nominated members for their response. Nominated members to complete the response and send to MG by Friday 5 September. Combine response and circulate to members in time for the 12 Sept deadline. 	<p>MG JD/GJ/ GF/NW/ TC/AMc MG</p>	
3.	ITEMS FOR AGREEMENT None.		
4.	PRIORITY UPDATES		
4.1	<p>Commissioning Partnership New Business Plan in development, the commissioning priorities are now more streamlined, the reporting and Action Plan will link in with the JSNA for updates on progress/developments.</p>		
4.2	<p>Early Help-Closing the Gap Action Plan The restructure for the Early Help Model is on target for September implementation.</p>		
5.	AOB		
5.1	SN noted that the Ofsted Report on Pupil Premium has ranked Halton as 1 st in the North West and 29 th nationally (report attached).		
5.2	Youth Justice Strategy to go to Trust as an information item for the next meeting 23 October and link added to the Trust website.		
	<p>Action:</p> <ul style="list-style-type: none"> GJ to send to TR/MG for Trust meeting and upload to website <p><u>Date/time of next meeting:</u></p> <ul style="list-style-type: none"> Tuesday 23 September 1-3pm, Boardroom, Municipal Building 	<p>GJ/TR/ MG</p>	23.10.14