



**Minutes - Halton Children's Trust Executive Group Meeting
23rd September 2014**

Present:

Gerald Meehan	Strategic Director Children & Enterprise, HBC (Chair)
Gill Frame	Halton CCG
Steve Nyakatawa	Operational Director, Learning and Achievement, HBC (Chair)
Pamela Beaumont	Lead Project Officer, SEND Reforms, HBC
Debbie Houghton	Principal Policy Officer, Children & Enterprise, HBC
Catherine McCudden	Assistant Policy Officer, HBC (minutes)
Lorraine Crane	Divisional Manager, IYSS, Commissioning & Troubled Families, HBC
Julia Rosser	Consultant, Public Health
Catherine Johnson	Principal Performance Officer, Children & Enterprise, HBC
Debbie Garner	Rep for Chris Masikane, 5BoroughsPartnership

Apologies

Ann McIntyre	Operational Director, Children's Organisation and Provision, HBC
Mark Grady	Principal Policy Officer, Children & Enterprise, HBC
Tracy Ryan	Policy Officer, Children & Enterprise, HBC
Simon Clough	Divisional Manager, 14 – 19 Services, HBC
Michelle Forder	Parent & Voluntary Lead Engagement Officer, HBC
Tracey Coffey	Operational Director, Children and Families Services, HBC
Dave Sweeney	Operational Director Integrated Health Commissioning, Halton CCG
Chris Masikane	Operational Assistant Director Children, Families & Wellbeing Division, 5BoroughsPartnership
Gareth Jones	Youth Offending Service
Michelle Bradshaw	Family Services Manager (Universal Services), Bridgewater
Lindsay Smith	Divisional Manager, Adult Mental Health, HBC

Item		Action	Deadline
1.	Minutes and Matters Arising from 05.08.2014 <u>Correction noted : 3.2 Participation Strategy</u> The draft Strategy received positive feedback at a recent HBC Chief Officer Management Team (COMT) and was taken to the <u>Quality Committee</u> of Halton CCG in August.		
1.1	<u>1.1 Children's Trust Membership</u> Police – CJ reported that MG has made request to Nigel Wenham for Police representation. This has been cascaded locally to Halton to Paul Beauchamp and Martin Cleworth and a response is awaited. Health – MB outstanding action ACTION: MB report to next meeting	MG MB	4.11.14 4.11.14
1.2	<u>5.2 Youth Justice Strategy</u> The Strategy was approved at the end of last week and is available on the Halton Children's Trust website:		

	http://www.haltonchildrenstrust.co.uk/index.php/documents/		
<p>2.</p> <p>2.1</p> <p>2.2</p>	<p>INFORMATION/DISCUSSION ITEMS</p> <p>SEND Update</p> <ul style="list-style-type: none"> • EHC Plan model now in place and approved by DFE. • Upgrade of database in place. Two more training slots with Tribal to ensure all staff are trained. Pathways being developed to collect information in a secure environment. • Conversions to be started, 150 expected to be done this year. 2 FTE appointments for the conversions. • Local Offer: http://www.halton.gov.uk/localoffer Promotional activity being undertaken to launch this. The information available should be driven by the local communities. • Success of the site will be monitored through the Customer Intelligence Unit, online feedback form and through user groups • Task and finish group developed. Work will continue to develop this, 12 month appointment which will go to advert shortly. <p>Reaction to date has been overwhelmingly positive, and DH, TR and MG thanked for their hard work in developing this to meet the timescales.</p> <ul style="list-style-type: none"> • Mediation – Your Family Matters. Looking at referral processes, parent support and independent supporter role (PSS) to provide independent and impartial advice. Some concerns still about the way Local Offer will represent the dispute resolution and mediation etc. • Allocation of some temporary staff to assist with rolling out the information. • GF: Need to be clear about Speech & Language therapy to ensure that families do not have a more complex route to receive services. Website links with clarity from the individual services. • It was noted that this was PB’s last meeting. Thanks were given for her hard work leading on this project. <p>ChiMat Child Health Profiles</p> <p>JR provided an overview of the data comparing Halton to our statistical neighbours and the national average.</p> <p>Noted comparison with all local authority areas may not be relevant. Comparison more relevant for St Helens and Knowsley for Halton. Health warning that data may be on a time lag, so check definitions which are provided on page 2.</p> <p>Note made of Halton’s position in relation to Early Years Development which is lower than comparators, GCSE attainment where higher than comparators and rate of CIC. This information feeds into the Commissioning Partnership and informs the commissioning priorities.</p> <p>GF: Breastfeeding across all LA’s is not good. Hospital admissions</p>		

<p>2.3</p> <p>2.4</p>	<p>for substance misuse also noted as poor.</p> <p>GM: Direction of Travel should also be looked at for these measures.</p> <p>Action: CJ to feed this information into the Children’s Trust report card which provides trend information in addition to comparator information</p> <p>Participation Strategy Update</p> <p>CJ presented the update from MF and MG:</p> <ul style="list-style-type: none"> • Since the last meeting of the Executive Group the Participation Strategy has been taken to the Executive Board at Halton Borough Council and Halton CCG Quality Committee. The Strategy was well received and approved at both. • Michelle has worked with designers on the final document and this has been published this week. The intention was for an easy-to-read, hand A5 format that complements the CYPP. • There will be an article drafted later this week and publicity will go out on the new Strategy. • The Strategy will be used as the template for the work of INVOLVE and for participation across all agencies within Halton Children’s Trust. • Contact michelle.forder@halton.gov.uk to meet the INVOLVE Group for ideas around the best ways to facilitate participation of young people and families in any work, or to support young people in joining INVOLVE. <p>The Executive Board welcomed the Strategy and praised how accessible it was.</p> <p>Inspection Update</p> <ul style="list-style-type: none"> • Oldham have received their call for a Thematic Ofsted Inspection of CSE. GM has the checklist for the thematic inspection which the CSE joint meeting Halton/CWAC on Thursday 25th September will go through. • Currently Ofsted Single Inspections are being undertaken in Rotherham & Isle of Wight. • Halton have not been accepted as a pilot for the multi-agency inspection, GM received letter from Ofsted on Friday. Inspection reports have recently been published for Manchester and Blackpool. Manchester was judged Inadequate, and Blackpool Requires Improvement. • Analysis of LSCB inspection judgements indicates that the website for LSCB is a major source of information for inspectors. Similarly this has seen to be the case for recent school inspections. <p>ACTION: CJ to speak with Tracy Holyhead about the HSCB website for accessibility of information.</p>	<p>CJ</p> <p>CJ</p>	<p>4.11.14</p> <p>4.11.14</p>
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	<ul style="list-style-type: none"> • Next potential inspection calls are Tuesday 30th September, and then dates in October (21st) and November (4th, 11th, 18th). • CJ confirmed that the LA launched Reconstruct (the social care policy library) last week. • An audit of the cases noted as CSE as a factor of assessment has been undertaken and this has identified miscoding in some of the cases. 		
3.	ITEMS FOR AGREEMENT		
3.1	<p>Children’s Trust Integrated Workforce Development Strategy</p> <p>JG: Comments received previously and through the groups the strategy has been taken to have been fed back into the working group and draft strategy has now been formulated. This is with the designers for final version. It is expected that this will be finalised by October.</p> <p>Action: JG to circulate once available.</p> <p>Strategy and training plan now final. There are four objectives of the strategy and a workforce pledge agencies have signed up to.</p> <p>Expected outcomes of the strategy include improved recruitment and retention of social care principal and practice managers, a leadership and management toolkit and a multi-agency training plan with an induction delivered by a range of partners.</p> <p>Measuring the outcomes will be monitored by the Strategic Workforce Group and this will be reported back on an annual basis. These will include; training response analysis, gap analysis of the training plan and workforce turnover rates.</p> <p>ACTION: JG to report back to Executive Board on an annual basis, and by exception if barriers or issues are presented.</p>	JG	Oct ‘14
4.	PRIORITY UPDATES		
4.1	<p>Commissioning Partnership Action Plan</p> <ul style="list-style-type: none"> • Early intervention: The programme previously known locally as Inspiring Families is now within the newly developed Early Intervention Service. The name Troubled Families will be used for specific outcomes. • Family Nurse Partnership: FNP Board up and running, nurses have been appointed and training underway. Start of service mid to late November. • Health Visitor service moving to LA for commissioning responsibility. • Behaviour – youth provision contracts up for renewal and awaiting decision of budget cuts on provision. Reshaping of service expected. 		

4.2	<p>Early Help-Closing the Gap Action Plan</p> <ul style="list-style-type: none"> • Early Intervention Model - Locality based teams with one front door through CART have now been implemented. The next phase will be for the teams to integrate services to become multiagency. <p>Action: Closing the Gap - analysis expected to be finalised in November, agenda item 16th December.</p>	SN	16.12.14
5.	<p>AOB</p> <p>5.1 Meeting Dates and times 2015 to move to 3pm - AGREED</p> <p>Action: Catherine McCudden to look at the schedule of the meetings.</p> <p>5.2 Healthy Child Programme 24 November 1-3pm JR promoted the event at the stadium to raise awareness of the programme. Children/Young people and parents to be involved in the event to provide user feedback.</p> <p><u>Date/time of next meeting:</u></p> <ul style="list-style-type: none"> • Tuesday 4th November 1pm RTH • Tuesday 16th December 3pm – RTH – NOTE CHANGE OF TIME 	CMc	4.11.14