



**Halton Children & Young People's Commissioning Partnership
Minutes of Meeting held Monday 8th September 2008, 9.00-11.30,
Municipal Building, Marketing Suite**

Item		Action By
	<p>Present: Gerald Meehan – Director of Children's Services Tilly Heigh – Children & Young People's Alliance Board Manager John Pearce – Divisional Manager, Planning & Performance, CYPD, HBC Margaret Chaplin – Divisional Manager Children with Complex Needs Lorraine Crane – Children's Commissioning Manager, HBC Lorraine Butcher – Operational Director Preventative Services Ann McIntyre – Operational Director Business Support and Commissioning Tony Crane – Organisational Development Manager Nigel Moorhouse – Divisional Manager Children In Need Mark Grady – Policy & Partnership Development Officer, Strategic Policy and Partnerships, HBC Debbie Garner (attending for Elizabeth Mannion) – Halton & St Helens PCT Dympna Edwards – Deputy Director of Public Health Diane Sproson – Area Manager, Connexions Jane Lunt – Operational Director for Family Health & Commissioning, Halton & St Helens PCT Karen Hickey – Alliance Board Partnership Officer (minutes)</p>	
1	<p>Apologies</p>	
	<p>Pat Grunwell – Vice Principal, Riverside College,</p>	
2	<p>Minutes and Matters Arising</p>	
2.1	<p><u>Item 2.2 - Children's Trust Update</u> TC outlined the purpose of the draft memorandum of understanding. Discussions are currently being held with the PCT with a view to formalising an agreement to integrate services, which should be in place within the next 2 months. Regarding section 75 it was clarified that this is a finance agreement.</p>	
2.2	<p><u>Item 2.3 – Parenting Strategy</u> The grading for the post of Parenting Strategy Lead Implementation Officer has now been agreed following discussions.</p>	

2.3	<p><u>Item 2.4 - CAF</u> The research proposal has now been considered but there are issues regarding costs. TH requested that the CAF team be involved in further discussions and this was agreed.</p>	
2.4	<p><u>Item 2.5 – Children’s Obesity</u> There is currently a significant piece of work going on around this, looking at additional resource coming into the PCT, also looking into children’s centres to see how these can be better used to address issues. 80k has been committed from Mike Treharne around playground support.</p>	
2.5	<p><u>Item 6 – Aiming Higher for Disabled Children</u> The post of Project Implementation Manager has now been graded and needs to go to advert, Alison Upham is covering for the interim. A steering group has now been set up. The funding timeline needs to be monitored carefully, some services are already funded. 5 packages to be piloted by end of September using a brokerage system. It is important to demonstrate a robust response regarding service delivery.</p>	
3	Children’s Trusts Developments	
3.1	<p>TC briefed the meeting on the Alliance Board framework review, which has been in progress over the past 9 months. An away day was held to discuss the way forward and a new structure evolved from this, which was detailed to the meeting. The new membership for the Alliance Board, which has now had a formally agreed name change to Halton Children’s Trust, has now been agreed. This will operate at a more strategic level with a focus on setting priorities and the ability to influence change within Halton. The Executive Group and Service Delivery Partnerships will work to priorities set by the Children’s Trust Board, and the business of the Trust will now become more outcomes driven, with the aim of addressing entrenched issues within Halton.</p>	
3.2	<p>The new structure will enable the Trust to address how we commission and pool resource, with greater clarity on what is being spent in different areas. The structure will move the Trust from a partnership to a virtual organisation, which should encourage greater ownership of the Trust by partner organisations.</p>	
3.3	<p>It was suggested that some internal discussion needs to be held within Health to clarify changes to staff. The level of strategic support required to the Trust needs to be clarified with Managers. The first Executive Group meeting will be tasked with bringing partners together towards joint working. . Integrated business functions will be revisited and new priorities set by April 09 and the PCT will be involved in commissioning processes. GM expressed thanks to TC and TH for all their hard work.</p>	

4	Joint Intelligence and Commissioning Unit	
4.1	TC outlined the proposals for the Joint Intelligence and Commissioning Unit (JICU) and the key strategies behind it, which are based on multi agency resource as illustrated within the document circulated. The unit will be tasked with examining in depth a range of complex priorities, which will inform working towards a solution as detailed in the 4 phase/8 step plan.	
4.2	A multi-agency resource will need to be established to support the work of the Trust, and firm proposals will be agreed at the next meeting of the Children’s Trust Board. Areas of work will be led by people with the most relevant expertise to specific areas. The current workforce needs to be clarified, duplication needs to be avoided and strengths of individual organisations established.	
4.3	Housing needs to be considered, in particular how services can be targeted to meet the needs of children with accommodation needs. It was suggested that the State of Borough report could be used as a good reference point to highlight areas of need.	
5	Future of the CYP Commissioning Partnership	
5.1	GM informed the group that the Local Strategic Partnership (LSP) is now becoming more strategic, therefore WNF commissioning activity which took place within this group can be completed in other areas, as ultimately it will need to go back to the LSP for key decision making. Rather than this Partnership functioning as a decision-making body as originally intended, key decisions have been taken outside the group. It was agreed that this work should now be co-ordinated via the Children’s Trust Executive Group, which will now function as the SSP, and the Joint Intelligence Commissioning Unit. It was agreed that the CYP Commissioning Partnership be dissolved.	
6	WNF Commissioning Strategy	
6.1	MG highlighted to the group the key points from the report circulated earlier. A commissioning event was held on the 14 th July and outline proposals were given approval. These will go to the LSP meeting in November. Members are to ensure that there is involvement from CYP in each of the three priority areas:	
6.2	<ul style="list-style-type: none"> Worklessness – to be incorporated into the NEET strategy, DS to lead on this within the Children’s Trust. 3 million has been allocated in funding. Internal dialogue will be held within the Preventative Services Delivery Partnership. DS will then feed into this group, and LB will feed back into the Executive Group. 	DS LB
6.3	<ul style="list-style-type: none"> Alcohol Strategy – LC to lead on this and feed into both Health and Preventative Services Delivery Partnerships. £1m in funding is available for this, £100k has already gone into research. Funding has gone into an “Arrest Adult Referral 	LC

6.4	<p>Worker” post which was queried by the meeting . Concerns were raised about the voice of children and young people not being heard, MG to take this back to the LSP.</p> <ul style="list-style-type: none"> • Anti social behaviour – Gareth Jones currently sits on the SSP and Dave Williams and Paul Boyce also represent the Youth agenda. Emphasis is to be on YOT, children in need and targeted youth support, as this is the key link. LB to discuss links with services with PB. Funding for this area is £1m. 	<p>MG</p> <p>LB</p>
6.5	<p>LC fed back that there is an issue with capacity to undertake services for WNF. LC had met with Shelah Semoff last week to discuss a new model. Shelah has agreed to take this forward to Rob McKenzie and the LSP to suggest the LSP resources additional capacity via a service level agreement.</p>	
7	AOB	
7.1	<p>Debbie Garner queried whether existing CAMHS staff contracts can be renewed. LC fed back that this will be agreed by Specialist Services and the PCT will be informed.</p>	
7.2	<p>MG informed the group that there will be a report going to LSP regarding refreshing the Community Strategy Targets. SSPs will be asked to produce action plans. TH to forward a copy of her report on the CYP plan to MG.</p>	TH
7.3	<p>LB informed the group that work on future commissioning on Connexions services is underway. Shared services will be looked at, including who will be the provider, across 6 authorities. LB will be leading on the process.</p>	LB
7.4	<p>JP informed the group that LC has now been seconded to a new post, and Elaine Roberts-Smith will be covering her previous role.</p>	
7.5	<p>DE informed the meeting that the PCT will be rolling out the Baby Welcome award, which is to promote breastfeeding. It was suggested that a Council policy on breastfeeding would be helpful to the process. LB and Peter Barron would be the key leads on this, Sue Millner to be asked to produce a report for COMT, mapping ap out actions to be taken.</p>	
7.6	<p>GM thanked the group for their work and clarified that this was the final meeting of the CYP Commissioning Partnership</p>	