



Halton Children's Trust
Minutes of Executive Group Meeting held on Tuesday 20th October 2009
2.00pm, Municipal Building Widnes

Present:

Gerald Meehan	Strategic Director of Children's Services (Co-Chair)
Steve Collett	Chief Officer, Cheshire Probation Area (Co-Chair)
Ann McIntyre	Operational Director, Business Support and Commissioning
John Pearce	Divisional Manager, Planning & Performance, CYPD
Paula St Aubyn	Divisional Manager, Safeguarding, Quality and Review
Michelle Bradshaw	Halton & St Helens PCT
Jane Lunt	Halton & St Helens PCT
Dave Howard	Connexions Greater Merseyside
Mark Grady	Policy & Partnership Development Officer, Halton LSP
Dympna Edwards	Deputy Director of Public Health, Halton & St Helens PCT
Gareth Jones	Youth Offending Team
Jackie Burns	Learning & Skills Council, Greater Merseyside
Karen Hickey	Children's Trust Partnership Officer (minutes)

Apologies

Nigel Moorhouse	Operational Director, Specialist Services
Tony Crane	Organisational Development Manager, HBC
Amanda O'Brien	Third Sector Lead Engagement Officer
Judith Kirk	Operational Director for Universal Learning, CYPD

Apologies

Cleo Pollard	Representative for Halton Parent and Carer Forum
Karen Maughan	Halton & St Helens PCT
Karen Worthington	Halton & St Helens PCT

Item		Action
	Minutes and Action List from Children's Trust Executive Group meeting 08.09.09 including Actions List	
1.1	<u>Item 2.3 promotion of Children's Trust priorities</u> – AMC currently looking at potential costings and identifying funding streams. Definite proposals to next meeting for implementation.	AMC
1.2	<u>Item 3.1 HSCB/CT joint event</u> – John Gallagher currently putting together working group, Jane Lunt will be Children's Trust representative on the event planning group	
1.3	<u>Item 4.1 Issue with lead for Family Intervention Project</u> – PStA and TC to discuss with Nigel Moorhouse	PStA/TC/NM
1.4	<u>Item 4.6 Feedback on YOT inspection</u> – KH to check if report needs to go to PPB. Suggest it is reported to PPB.	KH/GM

1.5	<p><u>Item 4.9 SDP attendance at Parent and Carers meeting</u> – this has been arranged, MB will attend on behalf of SDPs 2 and 3, DH will attend for SDP 2</p>	
2.	<p>CAMHS Early Intervention in Tiers 1 and 2</p> <p>Karen Maughan gave a presentation to the group on the consultation for the service specification for early intervention in tiers 1 and 2 of CAMHS across Halton and St Helens. The following comments were raised:</p> <ul style="list-style-type: none"> • GM queried whether the specification adequately reflected continuity between tiers 1 and 2, onto tier 3. JL confirmed that the PCT will be working towards strengthening this link. • GM queried whether the figures given within the report account for children in care from other local authorities who have emotional and mental health needs. JL explained that for this cohort tiers 1 and 2 are funded by existing resource, however tier 3 funding can be claimed back from their own borough (ordinary residence). Arrangements are now being strengthened to follow this up, as the current out of borough population exceeds our own. • Interim Service Specification point 17, referrals – reference to CAF needs re-wording. Tiers 1 and 2 could be the lead person for CAF following actions through. Referral to Social Care misleading in the way it is applied in the document. • JP queried whether the levels of need in Halton were underestimated. DE confirmed that further information was being sought from other sources, eg YOT, and mapped with existing information. • DE highlighted the need to clarify expectations from services to hold them to account. • PStA suggested a new approach to service delivery in contacting children and families without using the mental health tag, to engage them better. • St Helens governance chart needs supplementing with the Halton Borough governance structure <p>The group were asked to send all comments/ feedback to Karen by the 3rd November (Karen.Maughan@hsthpcnhs.uk).</p>	<p>KM/JL</p> <p>KM</p> <p>KM</p> <p>KM</p> <p>ALL</p>
3.	<p>Priorities</p> <p>3.1 <u>SDP Update - Young People are Physically, Emotionally and Sexually Healthy</u></p> <p>DH and JL presented a summary report to the group. Prime areas of focus for this SDP will be tackling the rise in the number of under 18 conceptions and supporting teenage parents in developing their skills, and developing a plan that will improve infant mortality rates. 80k of WNF money will be used to address these prime areas by targeting gaps in existing provision.</p> <p>An OBA workshop was held on the 6th October for the prime focus areas, and actions were agreed which will be used to form a business/action</p>	

	<p>plan. The next step will be to develop the business plan and also a commissioning plan. The Executive group supported the plans outlined within the summary report.</p> <p>GM raised an issue regarding communications, as a press release had been issued from the PCT without knowledge of HBC which referred to sexual health service provision within schools. GM stressed the importance of consultation prior to issuing press releases, so that all parties involved are aware, and a consistent message is delivered. AMc suggested that press releases relating to Children’s Trust activity are agreed via the Executive Group before issue. This was agreed.</p> <p>The Executive group agreed that SDPs will use progress made so far to create a business plan and commissioning plan. Catherine Johnson is helping with development of the plan for SDP 2, and this could be used as a template across all 3 SDPs. JP to ask Catherine to speak to leads for SDP 1 and 3.</p> <p>3.2 <u>SDP Update – All Young People are Successful when they Leave School</u> MB updated the group verbally. A meeting is scheduled for the 20th November, and the group have requested more information on the 6 indicators for this priority. A business plan is currently being drafted, and will be brought to the next Executive group meeting. OBA exercises are planned for 2 groups of young people, one who have been successful after leaving school and one who haven’t. A post-16 advisory group for parents is currently being put together, and Simon Clough will lead on this. The purpose of this group will be to market post 16 educational and vocational opportunities. Also looking at working with NEET groups with age range of up to 24 to see if this will be more effective. AMc suggested liaising with sponsors from Halton High to discuss their post 16 plans</p> <p>3.3 <u>SDP Update – Children and Young People do Well Wherever they Live and Whatever their Needs</u> Regarding the priority indicator “reduce the proportion of children in poverty”, it had been raised that there needs to be a strategic lead for this area. It was agreed at the recent SSP Chairs meeting that “Family Poverty” will be put on the LSP agenda for discussion on the 18th November. PStA to liaise with Shelah Semoff, to put forward written/verbal report for this. An OBA workshop was held on the 21st September to embed the process within the group. Each sub-group for the six indicators within this priority are to arrange turn the curve exercises, and produce reports on progress to date and future plans.</p>	<p>Exec Group</p> <p>SDP Leads</p> <p>JP</p> <p>PStA</p>
<p>4.</p> <p>4.1</p>	<p>Decision Making</p> <p><u>Auditing of Practice within Children’s Services</u> PStA outlined the report and findings of the auditing process for children’s social care files. The focus of the audit has now moved on from the construction of the file to team around the child, and the audit now looks at overall outcomes for the child. The process has encouraged ownership of the quality of files by staff involved. Separate to this there is also a multi agency auditing process, of which a report will also come to</p>	

	<p>the Children's Trust</p> <p>It was queried as to whether other Children's Trust partners have similar auditing processes within their organisations, as it is important to make auditing a multi agency process. MB confirmed that auditing is done within the PCT but using a different method. SC confirmed that auditing processes with Probation are currently being developed to improve them. DH confirmed that Connexions has a 'Keysteps' auditing system which looks at the quality of practice from workers. Assessments of need are done for LDD children, but there is no overarching system to receive them. Work is currently being done with the PCT to improve this.</p> <p>Each partner organisation within the Children's Trust was asked to provide assurance that record keeping and general safeguarding activity within their agencies is quality controlled. Brief reports to be brought to next Executive Group meeting outlining processes they will follow to audit safeguarding and quality generally within their organisations.</p> <p>4.2 <u>Report on Development of Halton Parent and Carers Forum</u> Cleo Pollard gave an overview of the purpose of the Parent Carer Forum and it's role in contributing to the development of the Service Delivery Partnerships. Cleo highlighted the importance of involvement of parents and carers as part of Children's Trust development, and highlighted that the development of the parent and carers group has been facilitated by having a dedicated Community Development Officer assigned to them. The purpose of the report was to obtain commitment from the Children's Trust to fund a permanent part time CDO post for the group, and also an additional part time post of Liaison worker to promote consultation, participation and engagement within the group.</p> <p>The group discussed how the existing CDO post is currently funded, this is via Sure Start grant till 2011 (Children's Services) at which point this will be reviewed. The current funding system for children's services was clarified and it was explained that the Children's Trust does not have specific funding itself other than WNF, but rather it is a collective which commissions services jointly. It was suggested that a mapping exercise be carried out to clarify current resource used for consultation and engagement of hard to reach parents and carers, and to clarify the process for funding requests made to the Children's Trust</p> <p>Focus for next Executive Group meeting will be to look at priorities for WNF funding. AMc suggested that the Executive Group consider the development of a business plan for the Children's Trust, which could be developed from the SDP business plans.</p>	<p>ALL</p> <p>Lead Commissioners/ Council/ PCT/ Partners</p> <p>AMC/JP - ALL</p>
<p>5.</p> <p>5.1</p>	<p>Information Items</p> <p><u>Teenage Pregnancy Report</u> The Children's Trust has requested quarterly reports on teenage pregnancy. The next figures are due out in November, early indicators are there will be a reduction in figures by 12 - 15%. Current work is to be continued, and resources to be realigned to be targeted more effectively.</p>	

<p>5.2</p> <p>5.3</p>	<p>It was highlighted that it was important to publicise positive news, therefore if the teenage conception rate reduces then this needs to be emphasised.</p> <p><u>HSCB Board Report</u> KH to query point 7.7 with Audrey Williamson</p> <p><u>Proposed Partnership Working Project between Halton and St Helens PCT and Warrington Road Children's Centre</u> Karen Worthington presented the report to the group with a view to seeking agreement on the proposals within it. The proposal is to test joint service delivery in a pilot area by co-locating staff from Health Services within Warrington Road Children's Centre. The proposal is for this to be done over 3 phases.</p> <p>Concerns were raised as to the potential reaction from GPs, as they may be initially resilient to Health Staff moving from GP surgeries to children's centres, and it was felt that the approach needs to be consistent in order to get GPs on board. It was also suggested that the steering group proposed in phase 3 could be the same as the locality pilot, to enable them to be linked. GM asked for a model to be developed to work on 2 levels so that service is developed in a thematic way. A report to the Executive Board of the Council was subsequently called for that could approve the initiative.</p>	<p>KH</p> <p>MB/KW/G M</p>
<p>6.</p>	<p>Date and Time of Next Meeting:</p> <p>Tuesday 8th December 2009, 2.00pm Marketing Suite, Municipal Building Widnes</p>	