



Halton Children's Trust
Minutes of Executive Group Meeting held on Tuesday 5th July 2011
2.00pm, Council Chamber, Runcorn Town Hall

Present:

Gerald Meehan	Strategic Director of Children's Services, HBC (Chair)
Ann McIntyre	Operational Director, Children's Organisation and Provision
Julia Rosser	Public Health Specialist Registrar, Halton & St Helens PCT
Mark Grady	Children's Trust Principal Officer, HBC
Gareth Jones	Warrington & Halton Youth Offending Team
Simon Clough	Divisional Manager, 14 – 19 Services
Lorraine Crane	Divisional Manager, IYSS, HBC
Nigel Moorhouse	Operational Director, Children & Families Services, HBC
Michelle Bradshaw	Assistant Director, Child & Family Services, Halton & St Helens PCT
Paula St Aubyn	Divisional Manager, Safeguarding, Quality and Review, HBC
Diane Sproson	Area Manager, Connexions
Steve Nyakatawa	Operational Director, Learning and Achievement, HBC
Jane Lunt	Operational Director, Child & Family Health, Halton & St Helens PCT
Catherine Johnson	Principal Performance & Improvement Officer, HBC
Emma Taylor	Divisional Manager, Team Around the Family Runcorn, HBC
Hazel Coen	Divisional Manager, Performance, HBC
Karen Hickey	Assistant Policy Officer, HBC (minutes)

Apologies

None received

In Attendance

Andrew Leadbetter	Policy Officer, HBC
Stephen Doore	Policy Officer, HBC

Item	Action
1.0	MATTERS ARISING from 17.05.11
1.1	2.1, integrated IT systems – NM to check with Jonathan Greenough if a letter has been drafted on behalf of David Parr to Neil Darvill
1.2	2.5, CYPP 2011 - First proof has now been received and final amendments are being made. The Plan will be published by end of July
1.3	5.1 future inspections – An inspection repository based on the one used for the CSI Inspection is being set up and will be fully populated with all documents by July 25 th for submission to Ofsted. This can be used as a repository for all Trust partners to log evidence for future inspections.
2.0	DECISION MAKING
2.1	Child and Family Poverty Strategy Action Plan SN and Andrew Leadbetter presented a draft action plan which has been produced in line with the Child and Family Poverty Strategy. The actions are based on questionnaire response, and key measures that impact on child poverty are being sought. The group endorsed the draft action plan

2.2	<p>with the following amendments</p> <ul style="list-style-type: none"> • Action 1 – 14 – 19 Partnership to lead • Action 4 – Jobcentre Plus would be a more appropriate lead • Action 5 – Children + Enterprise Directorate to lead • Action 9 – Children & Enterprise Directorate to lead • Action 6 – Commissioning Partnership to lead • Action 7 – Commissioning Partnership to lead • Actions 8 & 14 – Children & Enterprise Directorate to lead <p>All further feedback to be forwarded to Andrew Leadbetter by the 15th July.</p> <p>Halton Community Engagement Strategy</p> <p>Stephen Doore presented the Strategy to the group. The Strategy has been developed on behalf of the Halton Strategic Partnership, who have approved it. Feedback from a planning day held in March has fed into strategy and resulting action plan. LC highlighted that the young people's participation and engagement group should feed into the actions within the plan.</p> <p>Regarding the comments within the pledge wall, GM felt that it should be highlighted within the document that the views expressed are wholly those of the individuals who took part, and are not the views and actions of Halton Strategic Partnership as a whole.</p> <p>The group endorsed the strategy with the requested message regarding the pledges included.</p>	ALL
3.0	<p>PRIORITIES</p> <p>3.1 Improve outcomes for children and young people through effective joint commissioning</p> <p>The first meeting held on the 8th June, and the business plan and terms of reference have been agreed. The following key areas were examined at the meeting:</p> <ul style="list-style-type: none"> • Early Intervention the Next Steps – a mapping exercise against the top 19 programmes has been undertaken to identify what services are already taking place across the Trust. • Current CiCOLA population in Halton was discussed and a report will be submitted to the Scrutiny Board in October. • Workforce development issues were also updated • Links into Early Help and Support Group were clarified and JL and LC now sit on this group • Dr David Lyon has agreed to attend the next meeting, and subsequently the group will look to target other GP representation, possibly from the Widnes consortium as this is not currently represented within Trust structures. • Future meetings have been tabled to facilitate reporting into the Executive group. <p>3.2 Improve outcomes for children and young people through embedding integrated processes to deliver early intervention</p> <p>The group have met twice so far and future meetings for 2011 have been arranged in line with Executive group meetings.</p>	

	<p>A business plan has been developed with ten leading principles, and Children’s Trust agencies were asked to sign up to these principles. The Executive Group agreed to sign up. MG to produce form for sign-up from partners.</p> <p>PStA proposed that feedback from young people should be explicitly sought as a driving factor for development, and therefore should be highlighted within the principles. This is addressed within Principle 4, though this can be highlighted more clearly with the text.</p> <p>An action plan has been developed to accompany the business plan. LC highlighted that feedback from monitoring of CAF needs to be provided by all agencies to the CYP Commissioning Team in order for accurate reports to be provided. The group agreed this.</p> <p>A review of CAF training provision has recently been conducted, and as a result the current provider has been decommissioned and an in-house training package is being put together, with input from staff directly involved in CAF delivery. The new package would be delivered as a 1 day event, with a more pragmatic focus. This new training should commence from October 2011</p> <p>A review of Levels of Need is being currently undertaken. GM requested a progress report for the next Executive meeting.</p> <p>A data report on CAFs within Halton was presented to the group for information, to provide an overview of current CAFs carried out.</p> <p>3.3 Improve outcomes for our most vulnerable children and young people by targeting services effectively Key work which is ongoing in this area is as follows:</p> <ul style="list-style-type: none"> • An Early Years Integrated Team is currently being put together. • Continuing focus is on PSHE education • The gap between children on free school meals and those who are not is currently widening, and this is being examined. • Attainment of vulnerable groups is being examined • SEN Green paper – work is currently being undertaken to identify how a pilot could be implemented within Halton. • Regarding the proposed college bursary scheme, there will be a guaranteed payment to all of our most vulnerable young people who wish to attend college. There will also be a discretionary grant available to schools and colleges. <p>GM proposed that a business plan and action plan should be produced for this priority, to bring reporting mechanisms into line with the other priority groups. MG to draft business plan and action plan. SN and SC will be responsible for monitoring and reporting on implementation of actions set out within the plans.</p>	<p>MG</p> <p>MG</p> <p>NM</p> <p>MG SN/SC</p>
4.0	INFORMATION ITEMS	
4.1	Children’s Trust Performance Report Card, Quarter 4 2010 – 11 The final report for 2010-11 using the previous format was circulated. The	

	<p>new draft report format was also circulated, and CJ highlighted that indicators within the new report will need a clear measure identifying otherwise they will need to be removed from the report card. LC updated that there are current difficulties in obtaining up to date teenage pregnancy data from PCT.</p>	
4.2	<p>Ofsted Inspection Action Plan An action plan has been produced following the Ofsted inspection of safeguarding and children in care services in February. The HSCB Executive will be responsible for ensuring actions are completed, and progress reports will be provided to the Children’s Trust. Regarding action 13, Bridgewater Trust are currently in the process of identifying a named doctor.</p>	
4.3	<p>Auditing of Practice in Children’s Services May 2011 The group were informed of the findings and subsequent actions arising from the Auditing of Practice in Children’s Services May 2011. Key findings from the report are:</p> <ul style="list-style-type: none"> • All but one of the cases audited found that there had been timely and robust decision making, ensuring children were safe. • There was increasing evidence of more specific statements, and a move from generalised comments in assessments. <p>A detailed action plan accompanied the report, which will address all key findings. Actions 1, 2 and 3 are now complete.</p>	
4.4	<p>Auditing of Common Assessment Framework These audits are undertaken quarterly and this is the 3rd to be undertaken on behalf of the Think Family Forum. Findings from the audit showed that in general, the quality of CAFs have improved, and the process was now being applied more appropriately. The auditing process has also helped to identify instances where CAFs are not being progressed, and has allowed for remedial action to be taken in these circumstances.</p>	
4.5	<p>Delivering the Commitment to Children and Young People in the North West The way in which Health Visiting Services are delivered is about to change as part of a national implementation plan. This new method of working will fit in with the Early Help agenda, and commissioning for health visiting will sit with the NHS Commissioning Board. The group agreed for a report to go to Children’s Trust Board meeting in July, MB to present.</p>	MB
4.6	<p>Minutes from HSCB Board and Executive Meetings These were noted by the group.</p>	
5.0	<p>AOB</p>	
5.1	<p>There has been an increase in NEET figures. This will be discussed at the next Executive meeting, SC to produce report.</p>	SC
5.2	<p>LC to produce a report for the Children’s Trust Board on the 21st July on the Substance Misuse Treatment Plan and the feedback received on it from the National Treatment Agency</p>	LC

