



**Halton Children's Trust**  
**Minutes of Executive Group Meeting held on Tuesday 17<sup>th</sup> April 2012**  
**1.00pm, Civic Suite, Runcorn Town Hall**

Nigel Moorhouse	Operational Director, Children & Families Services, HBC (Chair)
Ann McIntyre	Operational Director, Children's Organisation and Provision
Steve Nyakatawa	Operational Director, Learning and Achievement, HBC
Emma Taylor	Divisional Manager, Team Around the Family, HBC
Katharine Evans	Lead Engagement Officer, CYP Voluntary Sector Partnership
Jane Lunt	Operational Director, Child & Family Health, NHS Merseyside
Michelle Vallance	Parent and Carer Engagement Coordinator
Christine Whittaker	Interim Divisional Manager, Bridgewater Community Healthcare Trust
Diane Sproson	Area Manager, Connexions
Marie Fairbrother	Lead Health Nurse for Safeguarding, NHS Merseyside
Catherine Johnson	Principal Performance & Improvement Officer, HBC
Mark Grady	Children's Trust Principal Officer, HBC
Simon Clough	Divisional Manager, 14 – 19 Services
Hazel Coen	Divisional Manager, Performance and Improvement, HBC
Karen Hickey	Assistant Policy Officer, HBC (minutes)

**Apologies**

Gerald Meehan	Strategic Director of Children's Services, HBC
Julia Rosser	Public Health Specialist Registrar, Halton & St Helens PCT
Gareth Jones	Warrington & Halton Youth Offending Team
Paula St Aubyn	Divisional Manager, Safeguarding, Quality and Review, HBC
Michelle Bradshaw	Assistant Director, Child & Family Services, Halton & St Helens PCT

**In Attendance**

Katy Rushworth	Policy Officer, Adult Services, HBC
John Gallagher	Principal Policy Officer Corporate and Organisational, HBC

Item		Action
1.0	<b>MATTERS ARISING from 21.02.12</b>	
1.1	The minutes were agreed as a true and accurate record, with outstanding actions completed	
1.2	The Young Carers Strategy is now available on the HSCB website ( <a href="http://www.haltonsafeguarding.co.uk">www.haltonsafeguarding.co.uk</a> )	
2.0	<b>DECISION MAKING</b>	
2.1	<b>Positive Behaviour Support Service (PBSS)</b> The PBSS is aimed at service users who have a learning disability who present challenging behaviour. The service is open to both adults and children and young people. A policy and procedure has now been developed, which provides practical guidance as to eligibility, referral pathways and how to access the service. The policy will be reviewed	

2.2	<p>after 12 months to examine progress of the service. A stakeholder group for the service will also monitor progress. The service is being promoted within the NHS. The group endorsed the policy and procedure.</p> <p><b>Children and Young People’s Plan (CYPP) review 2012</b>  The first draft has now been produced. Sections within the review include introduction, priorities, key achievements of the Trust, and key areas of work for the next year. A diagram of the Levels of Need framework is included, plus a map of where services fit within each level. Progress to date on each of the promises with the CYPP is detailed, and also success stories from several areas. Partners were asked to forward all feedback directly to MG (<a href="mailto:mark.grady@halton.gov.uk">mark.grady@halton.gov.uk</a>) by the 2<sup>nd</sup> May</p>	ALL
3.0	<p><b>PRIORITIES</b></p> <p>3.1 <b>Improve outcomes for children and young people through effective joint commissioning</b></p> <ul style="list-style-type: none"> <li>• Action plans have recently been reviewed to reflect evidence of progress. Key achievements to date are: <ul style="list-style-type: none"> <li>○ Mapping of all Children in Care from Other Local Authorities (CiCOLA’s) in Halton undertaken and impact of commissioned services evaluated.</li> <li>○ Evaluation of 25 nationally recommended early intervention programmes undertaken and mapped against provision in Halton.</li> <li>○ Redesign of youth provision to ensure improved, targeted provision by splitting into three elements</li> <li>○ Progress on five agreed joint commissioning priorities for Halton Children’s Trust constantly monitored and evaluated.</li> </ul> </li> <li>• Breastfeeding targets have been achieved for the first time during quarter 3</li> <li>• New arrangements within Health will impact on the partnership over the coming months. A new director of Public Health has been appointed, Eileen O’Meara, and discussions are now taking place on future developments</li> <li>• Allen report programmes: only 1 of the 25 programmes is currently being delivered, however other work is taking place which addresses the same issues as the key programmes.</li> </ul> <p>3.2 <b>Improve outcomes for children and young people through embedding integrated processes to deliver early help and support.</b></p> <ul style="list-style-type: none"> <li>• Key achievements to date are: <ul style="list-style-type: none"> <li>○ Principles of Early Help and Support have been developed and adopted by all Halton Children’s Trust agencies</li> <li>○ Early Help/CAF procedures reviewed and updated.</li> <li>○ Performance Framework and reporting mechanisms established</li> <li>○ Early Help event held and attended by over 120 multi-agency frontline practitioners</li> <li>○ Co-location of multi-agency staff at Warrington Road Children’s Centre working within Early Help &amp; Support model.</li> <li>○ A new package of Early Help training provision for all Halton Children’s Trust agencies has been launched.</li> </ul> </li> </ul>	

<p>3.3</p>	<ul style="list-style-type: none"> <li>○ Early Help Panel launched to add additional capacity and link to other multi-agency panels in Halton.</li> <li>○ Research undertaken into existing Halton Levels of Need Framework, with agreement given for the framework to be revised.</li> <li>○ Redesign of Team Around the Family structures</li> </ul> <ul style="list-style-type: none"> <li>● Funding for 2 full-time Community Development Worker posts has been agreed by the Clinical Commissioning Group, to focus on Early Help. They will be based within Health Centres and GP surgeries.</li> </ul> <p><b>Improve outcomes for our most vulnerable children and young people by targeting services effectively</b></p> <ul style="list-style-type: none"> <li>● An analysis of Children in Care is on-going, further updates will be provided at next meeting</li> <li>● Initial draft of Early Years strategy has been produced, and it is hoped that this will link into the Early Help Strategy. Final document is expected by end of June.</li> <li>● A peer challenge process is currently underway, with a theme of Narrowing the Gap within Early years and key stage 2. Further updates to be provided at next meeting.</li> <li>● SEN Green paper pilot project in Halton: Information from central government is still awaited before further developments can take place.</li> <li>● The Young People’s Learning Agency has now transferred to the Education Funding agency</li> <li>● The new plan for Information, Advice and Guidance (IAG) for young people has now been agreed, and this will be carried out in stages.</li> <li>● The Connexions contract is now more targeted and will focus on vulnerable young people. Schools will now be responsible for universal IAG provision.</li> </ul> <p>It was proposed that decision making process across the Children’s Trust groups for cross-priority issues needs to be clarified. MG to meet with NM, SN, AMc and JL to discuss further and map out relationships. Proposals, including proposed amended action plan to be brought to next Executive Group meeting.</p>	<p><b>MG / NM / SN / AMc / JL</b></p>
<p>3.4</p>	<p><b>Early Help Frontline Event</b></p> <p>MG outlined the key outcomes of the event. Findings from a question asked at the event about workforce requirements indicated that support around training and CAF processes would be welcomed, and also an improved directory of services. As a result of this work is currently underway to update the Help4Me website. More detail on the event is available via the Children’s Trust website</p> <p>The relationship between the Early Help event and the Joint Event was discussed, and it was agreed that in future both events would be integrated, with additional short locality workshops provided tailored to each area of Halton.</p>	

## 4.0 INFORMATION ITEMS

### 4.1 Children's Trust Report Card: Q3, 2011-12

- Data for previous reports on admissions to hospital for substance misuse has been called into question recently and is currently under investigation as recent data indicates that there was a lower rate of admissions than previously understood. Data has now improved and Q4 figures should be accurate.
- Vulnerable groups: stability of placements for children in care was previously high, however this has now lowered
- New Children's Services assessment guidance will be released in the near future
- Teenage Pregnancy rates have increased again according to latest data, which is a major challenge for Halton.
- Level 3 performance has come out higher than predicted, which means that for the next quarter the figure for the borough could be above the national average

### 4.2 Ofsted Inspection Framework

The new framework will be in place from May 2012 and will be in place for one year, to be replaced by a joint inspectorate framework to include other inspectorates (such as Care Quality Commission, HMI Constabulary, HMI Probation). The inspection will consider key aspects of a child's journey through the child protection system, and although a lot of focus will be made on the social care arrangements for child protection, effectiveness of multi-agency arrangements around Early Help will also form part of the inspection.

It is likely that Halton will be inspected within the new joint inspection framework which will start next year, and this is likely to be much tougher than previous inspections. Partners are therefore urged to attend the meetings that they have recently been invited to, taking place in June and September. The new inspection framework is attached below.



Framework for the  
inspection of local aut

### 4.3 Troubled Families Initiative

A strategy group has now been established, with 3 subgroups focussing on data, development of an action plan and development of a proposal for additional support. More information on Troubled Families criteria has now been received from central government, and funding for 313 troubled families in Halton will be provided on a payment by results method. Work with one-third of the families will start in year 1, with the majority in the second year. Payment will be front-loaded with the bulk received once work begins with a family who agree to be part of the process. Data sharing difficulties have been experienced, particularly around DWP data and this has been addressed by central government so that information will be shared with local authorities in future. The HBC Chief Executive will confirm with DCLG that Halton wish to proceed with the project, and work with Interface is taking place to establish what help they can offer. Written report to come to next Executive Group meeting.

AMcl

4.4	<p><b>Halton Child Health Profile</b></p> <p>The report highlights the profile of children and young people in Halton in a number of areas, including childhood obesity, young people and alcohol, teenage pregnancy, breastfeeding initiation and MMR immunisation. The report shows comparisons with other areas in the northwest, and also nationally. Statistically a number of areas of concern are highlighted, however programmes are currently in place to address many of the issues which will impact on results in the future. Many of the areas of concern are within the Sustainable Community Strategy performance indicators, therefore more recent updates on data can be provided locally. CJ to lead on pulling relevant information together on each indicator.</p>	<b>CJ</b>	
4.5	<p><b>CAF Audit Report</b></p> <p>Overall outcomes from the recent audit were good. Improvements have been made in action planning. Further improvements need to be made in recording, and also with including the wishes and feelings of the child where younger children are involved. An action plan has been developed to address issues in the future.</p>		
4.6	<p><b>Children's Social Care Audit of Practice Feb 2012</b></p> <p>Key findings from the report were that all children were appropriately safeguarded with timely decision making, moving appropriately up and down the continuum of need. The importance of the continued commitment from all staff across Children and Families Services to the auditing process was also noted. Issues to be addressed are detailed within the action plan included within the report.</p>		
4.7	<p><b>Multi Agency Audit of Practice</b></p> <p>The Multi-Agency Auditing of Practice is an integral part of quality assurance systems for all partner agencies that deliver services for children in Halton, and provides information for HSCB and the Children's Trust focussing on the quality of front-line practice, multiagency working and the outcomes for children and families. A total of 6 cases were selected, and key learning points are detailed within the report. An action plan also details issues to be addressed in the future.</p>		
4.8	<p><b>Feedback from Joint Event 2012</b></p> <p>Over 200 delegates attended the event. A variety of workshops and presentations were used during the sessions which covered a wide range of issues. Feedback from delegates has been positive, and key themes that came out of the event are detailed within the report.</p>		
4.9	<p><b>Team Around the Family Operational Model and Structure</b></p> <p>Item deferred until next meeting</p>		
4.10	<p><b>Windmill Hill Ofsted Report and Action Plan</b></p> <p>Overall rating was good. It was noted that it was a positive point that we have a good quality Children's Centre in an area which has been highlighted within the JSNA as the most deprived in the borough</p>		
4.11	<p><b>Integrated Workforce Strategy: Year 1 Progress Report</b></p> <p>Strategy has been in use for a year. Key achievements include acquisition of key workforce data, introduction of an Equality &amp; Diversity Scheme, completion of a CT Recruitment &amp; Retention Charter,</p>		

	<p>introduction of a number of Leadership &amp; Management Schemes and formulation of a multi-agency Induction Programme. Other planned workforce initiatives include the design and introduction of a Children`s Trust Skills Analysis, design and introduction of a Children`s Trust Competency Framework and introduction of a Children`s Trust Recruitment &amp; Retention Charter.</p> <p>It was requested that links could be made to the Apprenticeships strategy, JG to raise this at next Workforce meeting. Also equipping early help staff with the necessary skills to deliver targeted early help will be a future training priority. This issue to be raised at next EHAS group meeting</p>	<p><b>JG</b></p> <p><b>ET</b></p>
4.12	<p><b>After the riots: The final report of the Riots Communities and Victims Panel</b></p> <p>A national report has recently been published, containing 63 recommendations where different agencies can be involved. MG has been developing a piece of work detailing the current Halton position, with a view to work being taken forward later in the year, and will be contacting individuals for further information. Report to come to next meeting</p>	<p><b>MG</b></p>
4.13	<p><b>Minutes from HSCB Board and Executive Meetings</b></p> <p>The minutes were circulated to the group for information.</p>	
5.0	<p><b>Date and Time of Next Meeting</b></p> <p>Tuesday 29<sup>th</sup> May, 1.00pm – 3.30pm, Marketing Suite, Municipal Building Widnes</p>	

#### Outstanding Actions to date:

Item	Action Required	Who by
2.2	CYPP - Partners to forward all feedback directly to MG ( <a href="mailto:mark.grady@halton.gov.uk">mark.grady@halton.gov.uk</a> ) by the 2 <sup>nd</sup> May	<b>ALL</b>
3.3	<p>MG to meet with NM, SN, AMc and JL to map out relationships between Trust priority groups</p> <p>Proposals, including proposed amended action plan to be brought to next Executive Group meeting.</p>	<p><b>MG/NM/SN/AMc/JL</b></p> <p><b>MG</b></p>
4.3	Troubled Families initiative: Written report to come to next Executive Group meeting.	<b>AMc</b>
4.4	Child Health Profile: CJ to lead on pulling relevant information together on each indicator.	<b>CJ</b>
4.11	<p>Workforce Strategy: It was requested that links could be made to the Apprenticeships strategy, JG to raise this at next Workforce meeting.</p> <p>Also equipping early help staff with the necessary skills to deliver targeted early help will be a future training priority. To be raised at next EHAS group meeting</p>	<p><b>JG</b></p> <p><b>ET</b></p>
4.12	After the Riots: report to come to next Exec meeting	<b>MG</b>