



**Halton Children's Trust**  
**Minutes of Executive Group Meeting held on Tuesday 29<sup>th</sup> May 2012**  
**1.00pm, Marketing Suite, Municipal Building, Widnes**

Gerald Meehan	Strategic Director of Children's Services, HBC
Gareth Jones	Warrington & Halton Youth Offending Team
Michelle Bradshaw	Assistant Director, Child & Family Services, Bridgewater CHT
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
Denise Roberts	Head of Child and Family Commissioning, NHS
Michelle Vallance	Parent and Carer Engagement Coordinator
Diane Sproson	Area Manager, Connexions
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**

Christine Whittaker	Interim Divisional Manager, Bridgewater CHT
Paula St Aubyn	Divisional Manager, Safeguarding, Quality and Review, HBC

Item		Action
1.0	<b>MATTERS ARISING from 17.04.12</b>	
1.1	Apologies from Lorraine Crane and Denise Roberts to be noted.	<b>KH</b>
1.2	Team Around the Family Operational Model: strategy is being developed first, model is deferred until this is complete	
1.3	After The Riots: report has been to SMT and COMT and will now go to the LSP and YOT Management Boards. Relevant parts will come back to a future Executive Group meeting.	<b>MG</b>
1.4	The minutes were agreed as a true and accurate record, with remaining outstanding actions completed	
2.0	<b>DECISION MAKING</b>	
2.1	<b>Children's Trust Structure: Functions and Reporting Mechanisms</b> Reporting into Children's Trust structures and reporting between groups has been examined, as the way that the Trust functions has changed since its launch in 2008. The subgroups have changed and now function far more effectively, and the Executive and Board have become more similar in role. 3 possible options for future functions of the Trust were presented to the group	

	<p>It was decided that the Executive should continue, but with a more structured approach. Also the Trust needs to develop a mechanism of measuring progress against priorities within the Children and Young People's Plan. Future agendas will consist of core business, Scrutiny topic areas, decision making and exceptions reporting, with information items to be presented at Subgroup meetings. Terms of Reference will need to be revised once new reporting mechanisms are finalised.</p> <p>MG/KH to start work on Forward Plan, to enable structured agendas for future meetings. MG will also draft a new scrutiny reporting template for the Trust, to ensure focus for future reporting.</p>	<p><b>MG/KH</b></p> <p><b>MG</b></p>
<p>3.0</p> <p>3.1</p> <p>3.2</p> <p>3.3</p>	<p><b>PRIORITIES</b></p> <p><b>Improve outcomes for children and young people through effective joint commissioning</b>  The business plan for 2012-13 has been drafted. A number of achievements have been made which are detailed within the plan, and areas of focus have been identified for the coming year. Achievements within the plan will need to reference integrated commissioning work with Cheshire West. It was proposed that Sarah Kline should be invited to join the Commissioning Partnership, to assist with a more integrated approach to commissioning. Links with Health have been identified, though further detail may need to be included later in the year as structures develop. Future reporting to the Executive Group will be more focussed on relevant areas.</p> <p><b>Improve outcomes for children and young people through embedding integrated processes to deliver early help and support.</b>  The business plan for 2012-13 has been drafted, with achievements for 2011-12 and areas of focus for 2012-13 detailed. Actions for the coming year have been reviewed and are detailed within the plan. Some social care referrals are still being received whereby previous intervention hasn't been received, and this is now an area of focus. The Early Help Integrated Services model is currently being examined, with a view to making improvements, and the group had a discussion around this. The current model with co-location of services is working well, and Troubled Families support will be included in this. Links with Adult services need to be strengthened, and also links with CCGs. Sue Wallace Bonner to be invited to next Executive meeting to discuss development of Early Help model, and a representative for Adult Services needs to be identified for the EHAS Group. The lead for Youth Support is Lorraine Crane, and this needs to be reflected within the plan</p> <p><b>Improve outcomes for our most vulnerable children and young people by targeting services effectively</b>  The peer challenge will look at schools that have been effective in narrowing the gap at key stage 2, what strategies they have been using, and what local authorities can do to support this. Future focus will be on measuring value, and how this can best be done.</p> <ul style="list-style-type: none"> <li>• The Early Years Integrated Team referenced within the action plan needs to be re-named to a strategy group.</li> <li>• Analysis and validation 2011 school results to be given deadline of 2012 within action plan.</li> </ul>	<p><b>MG</b></p> <p><b>AMcl</b></p> <p><b>MG</b></p> <p><b>MG</b></p> <p><b>MG</b></p> <p><b>MG</b></p>

	<ul style="list-style-type: none"> <li>• A performance indicator around unauthorised absences needs to be included</li> <li>• Development of an Early Years Integrated Team will be as a virtual team, with coordination through the Strategy Group. Action plan to be updated accordingly.</li> </ul>	<p><b>CJ</b></p> <p><b>MG</b></p>
4.0	<b>INFORMATION ITEMS</b>	
4.1	<p><b>Troubled Families Initiative</b>  AMC updated the group on progress. 171 families have been identified and information has been shared with key partners. The total number of families to be funded is 375 and the majority will be dealt with in the first 2 years of the programme. Detailed criteria has been provided, including crime, education and worklessness. Local discretionary criteria can also be included, and in Halton this indicator will be alcohol and domestic violence. Partners have been asked to return the ISA by the 1<sup>st</sup> June.</p>	
4.2	<p><b>Children’s Trust Q.4 Performance Report 2011-12</b>  Hospital admissions data is currently being investigated as it is believed there may be discrepancies. Work is on-going with Health and Research &amp; Intelligence to identify accurate figures. Projects currently being measured need to be examined for next business plan, to identify new measures that may need to be included. Also CHIMAT areas of focus may need to be included. If members have any areas not currently being measured on the report card that should be included, please discuss with CJ by end June. CJ proposed that future scrutiny should focus on areas which have not progressed, and for these to be reported back to the subgroups. The group agreed this proposal. Future performance reporting to be included within Priority Updates on the agenda.</p>	<p><b>ALL</b></p> <p><b>CJ</b></p> <p><b>KH</b></p>
4.3	<p><b>Sustainable Community Strategy Q.4 Performance Report 2011-12</b>  The report was presented to the group for information. Progress for individual areas is detailed within the report. AMC proposed that future reporting should cover only areas which are not covered by the reports for priority groups. The group agreed this proposal.</p>	<b>HC/CJ</b>
4.4	<p><b>CHIMAT Update on Progress</b>  A mapping exercise has been completed around the CHIMAT data. A number of areas of concern were highlighted in the report, which puts Halton at a worse than national average placing. CJ presented a report on these areas which reflects the true position within Halton. Members are asked to feed back to CJ any additional information that they can provide, ensuring that details on persons to contact and what information they can provide is included. GM requested a comparison to key statistical neighbours. Data will be further examined by the Commissioning Partnership to identify which areas can be addressed and improved. CJ will continue to update, liaising with relevant Health contacts, and will do undertake comparison work with statistical neighbours on some indicators. Further updates on progress will be presented to the Commissioning Partnership.</p>	<p><b>ALL</b></p> <p><b>CJ</b></p>
4.5	<p><b>Children’s Centre Business Plans</b>  The business plans were presented to the Executive Group for formal sign-off. Borough-wide targets need to be localised, but otherwise the</p>	



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