



Halton Children's Trust

**Minutes of Executive Group Meeting held on Tuesday 16th October 2012
1.00pm, Civic Suite, Runcorn Town Hall**

Gerald Meehan	Strategic Director of Children's Services, HBC (Chair)
Ann McIntyre	Operational Director, Children's Organisation and Provision
Catherine Johnson	Principal Performance & Improvement Officer, HBC
Lorraine Crane	Divisional Manager, Integrated Youth Support Services, HBC
Emma Taylor	Divisional Manager, Team Around the Family, HBC
Mark Grady	Children's Trust Principal Officer, HBC
Lindsay Smith	Divisional Manager, Mental Health, HBC
Hazel Coen	Divisional Manager, Performance and Improvement, HBC
Steve Nyakatawa	Operational Director, Learning and Achievement, HBC
Ged Timson	Divisional Director, Child and Family Services, Bridgewater CHT
Karen Hickey	Assistant Policy Officer for CYP, HBC (minutes)

Apologies

Denise Roberts	Head of Child and Family Commissioning, NHS
Simon Clough	Divisional Manager, 14 – 19 Services
Paula St Aubyn	Divisional Manager, Safeguarding, Quality and Review, HBC
Diane Sproson	Area Manager, Connexions
Michelle Bradshaw	Assistant Director, Child and Family Services, Bridgewater CHT
Michelle Forder	Halton Family Voice Engagement Coordinator

Item		Action
1.	MATTERS ARISING from meeting 04.09.12	
1.1	Health linkages: CCG and Public Health representation is needed at Board level and also for the Commissioning Partnership and EHAS group. GM proposed that a report on representation from Health should be brought to next Executive Group meeting from Simon Banks and Eileen O'Meara. GM will discuss this with Simon Banks at their meeting following today's Executive Group meeting. Lindsay Smith will also discuss this with Simon and Eileen O'Meara. Commissioning responsibility will also change from 2013, and this issue should also be covered within the report.	GM LS
1.2	JSNA: it was proposed at the last meeting for a sub-group to be formed to facilitate closer links to the Children's Trust. AMC will follow this up with Sharon McAteer. First meeting organised for 23.10.12	AMC
1.3	Child Protection Inspection: GM proposed for the new framework for multi-agency inspection to be examined in detail by the Trust, as the process in Cheshire West has proved to be more challenging than previously. AMC outlined plans for the Children's Trust Board to be invited to the HSCB Board meeting in December to discuss outcomes from the Cheshire West inspection. This will then be followed up by the Children's Trust Board meeting two days later for further discussion. GM stressed the importance of inspection awareness to Health partners, as	

	<p>future assessment judgements will be passed on them directly. AMC has also requested for this issue to be discussed by Halton Strategic Partnership in March.</p> <p>The minutes agreed as accurate record, with all outstanding actions completed</p>	
<p>2.</p>	<p>SCRUTINY TOPICS</p> <p>Narrowing the Gap at Key Stage 2 Recent data shows that the gap has narrowed to 12.9%. The challenge now is to maintain this reduction on a year on year basis. Outcomes also need to be carefully monitored to ensure they remain positive. A focus for Ofsted is the use of the Pupil Premium, however this does not always evidence progress. Schools have been focussing on literacy skills for targeted groups. Feedback has been sought from parents via questionnaires, and their engagement is actively sought.</p> <p>Support required for this area includes engagement with parents and carers, nutrition for vulnerable groups and access to transport to and from school. Funding sources need to be explored. Health and wellbeing is also an area of focus. The Children’s Trust need to consider how they work together to support the narrowing the gap agenda. Also they need to consider how they support and advise schools with less resource available.</p> <p>One of the identifying criteria for the Inspiring Families programme is school attendance so many children who are vulnerable within this area will fall under this service.</p> <p>Library services have also suffered reduced resource which impacts on families on lower incomes, therefore limiting their opportunities. GM will contact John Hatton about this to discuss possible options. ET added that children’s centres are already linked into library resources, and this needs to be broadened.</p> <p>Additional considerations</p> <ul style="list-style-type: none"> • GT suggested that the school nursing service could be linked into for additional resource. AMC highlighted the importance of routine health checks such as audiology. GM proposed that a future area of focus should be linkages with health services. • ET suggested that children’s centre venues that also offer adult services could be examined to improve services offered. 	<p>GM</p> <p>SN TO ACTION</p>
<p>3.</p>	<p>FEEDBACK ON PREVIOUS SCRUTINY TOPICS</p> <p>Early Help and Cava progress updates ET outlined progress to date following previous scrutiny discussions. Actions taken so far are:</p> <ul style="list-style-type: none"> • On-going co-location of health partners (PCAMHS) within IWST • CRI (commissioned drug and alcohol service) now co-located within IWST • Review of IWST functions and observations of IWST activity • Discussions with partners on their potential role within IWST, eg Adult 	

	<p>Mental Health; Domestic Abuse; Drug and Alcohol Services, Young Addaction</p> <ul style="list-style-type: none"> • Disabled Children’s Service now integrated within IWST • Analysis of data - especially the issues presented during IWST consultations key presenting issues are always parenting; behaviour difficulties; emotional well-being; with drug/ alcohol issues and domestic abuse being common factors • Established a multi-agency, operational case discussion system, including CAVAs. Weekly meetings in each IWST Team to consider issues and actions on early help cases. Positive feedback from partners regarding multi-agency approach to case discussion, decision-making and preventing duplication. <p>Next steps will be to:</p> <ul style="list-style-type: none"> • Conclude IWST review and put forward refined purpose and function • Put forward recommendation regarding co-location of partners and agree roles/ responsibilities • Agree clear role for adult-led services within IWST • Further establish case discussion system and agree way forward over the next six to twelve months <p>It was proposed that the role of adult led services within IWST can be discussed at a future joint SMT. KH to ask Carole Bryant to arrange agenda item.</p>	<p style="text-align: center;">KH</p>
<p>4.</p>	<p>ITEMS FOR AGREEMENT</p>	
<p>4.1</p>	<p>Children’s Trust Executive Group Governance Review MG outlined the report which contained 3 elements that need to be considered by the group:</p> <ul style="list-style-type: none"> • Updating the responsibilities of the Executive Group within the Business Plan to reflect the new focus on providing Executive Challenge. • Update Halton Children’s Trust Executive Group Membership • Update the Halton Children’s Trust Performance Framework <p>AMC proposed for herself and GM to look at the membership following the meeting with Simon Banks to examine membership from Health and identify representatives. The Executive group agreed the proposals within the report</p>	<p style="text-align: center;">AMC/GM</p>
<p>4.2</p>	<p>Children’s Trust Revised Performance Reporting Proposals CJ proposed a new approach to performance reporting, which would reflect a life course approach that would link to both the Children’s Trust and the Health and Wellbeing Board. This change will enable some additional measures to be monitored that have recently been identified as performing below expectations through the CHIMAT profile. In addition the emphasis would be on the leads for each priority area to report back to the Trust on performance, although information would still be collated by the Performance team. HC proposed further work on the report card. HC, CJ and ET to meet to discuss further. LC also requested for a representative from Police performance to be involved.</p>	<p style="text-align: center;">HC/CT/ET/ POLICE REP</p>

4.3	<p>SCS Annual Review of Targets and Measures 2013-16 An annual review of measures within the strategy was agreed last year. These measures were presented to the group with a view to removal of some measures which may have improved sufficiently. Priority leads were asked to contact HC with any proposals for amendments to the measures.</p>	PRIORITY LEADS
5.	PRIORITY UPDATES	
5.1	<p>Improve outcomes for children and young people through effective joint commissioning</p> <ul style="list-style-type: none"> • CICOLA: work is being done to obtain accurate figures. Notifications are still not being received from other authorities when children are placed in Halton, and AMC requested that GM contact other authority leads via letter to address this. • New breastfeeding guidance has been issued, and this will be circulated to partners • Inspiring Families: data sharing between agencies continues to be an issue, and David Lyon has agreed to coordinate sharing between Health and the local authority. Briefings will take place in November for colleagues to help strengthen buy-in from partner agencies. LS proposed that linkages with adult services should be discussed at the joint SMT. KH to ask Carole Bryant to arrange agenda item. 	KH
5.2	<p>Improve outcomes for children and young people through embedding integrated processes to deliver early help and support.</p> <ul style="list-style-type: none"> • Levels of Need review is working well, and a visual model is currently being developed. Narrative for each level is being finalised and formal proposals will be brought back to the Trust • Family Assessment: This will be trialled via the Inspiring Families programme and will combine the levels of need review with a holistic family assessment across the Trust. This will be operational within the next few weeks. 	
5.3	<p>Improve outcomes for our most vulnerable children and young people by targeting services effectively</p> <ul style="list-style-type: none"> • Early Years Foundation Stage gap has reduced, however more work is needed. • KS1 gap has decreased in reading, however the gap in writing and maths needs further reduction • KS2 children in care gap has widened and needs reduction • KS4 gap has narrowed in the free school meals area. The gap between children in care and their peers at KS4 has improved. 	
6	INFORMATION ITEMS	
6.1	<p>After the Riots MG updated on progress since the previous report presented earlier this year. It was highlighted that this area should be included in future planning, however there are no key gaps identified currently. LS proposed for the report to go to the Safer Halton Partnership. MG to contact relevant member of staff</p>	MG

6.2	New Youth Offending Service Arrangements Cheshire West, Halton and Warrington youth offending services came into collaboration on the 1 st September. This covers the north and west police divisions, and to date is moving towards positive improvements on former issues caused by geographical divisions. Focus is on maintaining and improving quality of service in austere conditions.	
6.3	Children's Services Audit of Practice, August 2012 This report was circulated to the group for information.	
6.4	Minutes of HSCB Meetings The minutes were circulated to the group for information.	
6.5	Forward plan <ul style="list-style-type: none"> • Paper on Health structures and linkages from Eileen O'Meara, Simon Banks and a representative from CAMHS (scrutiny topic for 27th November) • Scheduled Executive Challenge items for 27th November to be deferred to later meeting 	
6.6	AOB The Halton Family Voice participation officer post has capacity issues do to a rapidly increasing workload and hours need to be increased. LC to put forward proposals at the next Executive Group meeting	LC
	Date and Time of Next Meeting Date of next meeting, Tuesday 27 th November, 1.00pm – 3.00pm, Civic Suite, Runcorn Town Hall Dates for 2013 meetings: 29th January Committee Room 1, Runcorn Town Hall 12th March The Civic Suite, Runcorn Town Hall 23rd April Committee Room 1, Runcorn Town Hall 11th June Committee Room 1, Runcorn Town Hall 23rd July Committee Room 1, Runcorn Town Hall 3rd September Committee Room 1, Runcorn Town Hall 15th October Committee Room 1, Runcorn Town Hall 26th November Committee Room 1, Runcorn Town Hall	

Outstanding Actions to date:

No	Action	Who by
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2.	<p>Narrowing the Gap: Library services have also suffered reduced resource which impacts on families on lower incomes, therefore limiting their opportunities. GM will contact John Hatton about this to discuss possible options</p> <p>Additional considerations</p> <ul style="list-style-type: none"> • GT suggested that the school nursing service could be linked into for additional resource. AMC highlighted the importance of routine health checks such as audiology. GM proposed that a future area of focus should be linkages with health services. • ET suggested that children's centre venues that also offer adult services could be examined to improve services offered 	<p>GM</p> <p>SN TO ACTION</p>
3.	<p>Early Help and CAVA progress updates: It was proposed that the role of adult led services within IWST can be discussed at a future joint SMT. KH to ask Carole Bryant to arrange agenda item</p>	<p>KH</p>
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