



**Minutes - Halton Children's Trust Executive Group Meeting  
13 May 2014**

**Present:**

Gerald Meehan	Strategic Director Children & Enterprise, HBC (Chair)
Mark Grady	Principal Policy Officer, Children & Enterprise, HBC
Tracy Ryan	Assistant Policy Officer, Children & Enterprise, HBC (Minutes)
Catherine Johnson	Principal Performance Officer, Children & Enterprise, HBC
Gareth Jones	Youth Offending Service
Tracey Coffey	Operational Director, Children and Families Services, HBC
Steve Nyakatawa	Operational Director, Learning and Achievement, HBC
Gill Frame	Halton CCG
Simon Clough	Divisional Manager, 14 – 19 Services, HBC
Julia Rosser	Consultant, Public Health
Michelle Forder	Parent & Voluntary Lead Engagement Officer, HBC
Michelle Bradshaw	Family Services Manager (Universal Services), Bridgewater
Ann McIntyre	Operational Director, Children's Organisation and Provision, HBC

**Apologies**

Jan Snoddon	Chief Nurse, Halton CCG
Eileen O'Meara	Director, Public Health

Item		Action	Deadline
1.	<b>Minutes and Matters Arising from 18.3.14</b>		
1.1	These were accepted as an accurate record.		
1.2	<p><u>2.1 SEN Reforms Update</u>            The Spring/Summer '14 SEN Newsletter 'All Change!' issued recently outlines some of the changes being introduced by the Children &amp; Families Action 2014 for the SEN Reforms, provides an update on the work of the task &amp; finish groups and promotes the SEN Reforms event for education staff being held on 19 June at Halton Select Security Stadium. SN also noted that all providers have been issued a template for completion about their services, the information from these will be used to help map the 'Local Offer'.</p> <p>GM queried if there were any issues/barriers that were proving difficult to address particularly at a Strategic level? If so, GM proposed that the Trust/Executive Group could provide support around this.</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li><b>Issues/barriers report as an agenda item – next meeting 24 June</b></li> </ul>	<b>PB</b>	<b>24.6.14</b>
1.3	<p><u>1.6 Children's Trust Membership</u>            Health provider rep action still outstanding, MG mentioned that the new Assistant Director, 5BP Chris Masikane has already been</p>		

1.4	<p>invited to join the group as a new member, it was agreed that the Acute Trusts would also be approached to consider membership.</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• <b>Acute Trusts to be approached to join the Executive Group.</b></li> </ul> <p><u>3.2 CYPP 2014 Draft</u></p> <p>The Children and Young People's Plan 2014 has now been finalised and published which is also available on the Trust website. The Levels of Need leaflet was discussed in terms of continual promotion and awareness.</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• <b>Levels of Need leaflet to be circulated to HSCB members.</b></li> </ul>	MB	24.6.14
2.	<p><b>2.1 INFORMATION ITEMS</b></p> <p><b>Home Start Presentation</b></p> <p>AMc provided some background information to members about how the Home Start Programme was initially presented to the Investing in Children &amp; Young People Board (ICYPB) which is responsible for the Ofsted Inspection preparations. The Board recommended that the Children's Trust consider the development of a Halton programme to increase the support provided to children, young people and families.</p> <p>AMc outlined the Home Start programme and the proposal for Halton to join the existing Cheshire West and Chester Home Start. Following discussion, members felt further information was required around:</p> <ul style="list-style-type: none"> <li>• the overlap with Community Parents to identify how Home Start differs</li> <li>• can different providers offer the service? If not, provide the reasons for not using Chest, including advice from Procurement.</li> </ul> <p>It was acknowledged that members supported the programme in principal with the agreement that further information be provided which would assist the submission of business cases to the appropriate boards for funding and final approval.</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• <b>Clarify the overlap with Community Parents and how Home Start differs.</b></li> <li>• <b>Explain if different providers can offer the service and if not the reasons for not going through the Chest, include advice sought from Procurement.</b></li> <li>• <b>Business Case as agenda item next meeting – 24 June.</b></li> </ul> <p><b>2.2 Inspection Update</b></p> <p>Ofsted currently in Knowsley, feedback from several Local</p>	JK AMc/JK AMc/JK	24.6.14 24.6.14 24.6.14

2.3	<p>Authorities suggests the inspection process is very challenging.</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• <b>Add Monroe Report to Forward Plan Agenda as an agenda item for review/consideration possibly next meeting 24 June.</b></li> </ul> <p><b>Early Help Model Update</b> MB explained that the small working group developing the new structure is on target. A report outlining the proposals is currently being finalised.</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• <b>Report as an agenda item for next meeting – 24 June.</b></li> </ul>	TC/MG/ TR	June '14
3.1	<p><b>3. ITEMS FOR AGREEMENT</b></p> <p><b>3.1 Halton Neglect Strategy</b> TC outlined Halton's Neglect Strategy produced by TR in collaboration with the task &amp; finish group. The Strategy includes indicators for recognising neglect and abuse, comprehensive data broken down by age range and Ward level which identifies where services should be targeted to tackle neglect in Halton, the different elements which can impact neglect for example, the importance of listening to children and recognising cultural difference. The Strategy provides a wide range of tools professionals can utilise to assist them in their role in supporting parents/carers. The Halton Level of Need Framework has been mapped against Halton's Graded Care Profile to assist assessment and understanding of Neglect. In mapping the Parenting Support Programmes delivered against the Levels of Need of particular interest, a specific gap in parenting support provided to families at Level 3 has been identified.</p> <p>TC noted that the Ofsted Thematic Report for Neglect recommended that local Safeguarding Children Boards take the 'lead' in the scrutiny and monitoring of local neglect strategies. In light of this, Halton Safeguarding Children's Board had agreed to take on the scrutiny/monitoring role. The Trust to decide the 'lead' responsibility for the wider roll-out of the strategy. Launch events are planned for 16 and 18 July at Halton Select Security Stadium.</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• <b>Comments to be submitted to TC/TR by 30.5.14 and update as required.</b></li> <li>• <b>Agenda item at next Health &amp; Well Being Board on 9 July for approval.</b></li> <li>• <b>HSCB to agree taking on the lead governance role.</b></li> </ul>	ALL TC/TR TC	30.5.14 June' 14 9.7.14 8.7.14
3.2	<p><b>3.2 Sustainable Community Strategy 2011-26 Refresh</b> AMc proposed that the SCS section for Children &amp; Young People on the website should link directly to the Children and Young People Plan on the Trust website as this covers all aspects required under the SCS and the performance is already reported</p>		

<p>3.3</p>	<p>and monitored by the Children's Trust. Members agreed this.</p> <p><b>Children's Trust Business Plan 2014-15</b> The Plan has been updated to take into account the revised Trust's Priorities and new structure. Further information to explain the role/remit of Integrated Commissioning is being prepared for inclusion.</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• <b>Clarify the role/remit of Integrated Commissioning and update the Plan.</b></li> </ul>	<p><b>Amc/MG</b></p>	<p><b>24.6.14</b></p>
<p>3.4</p>	<p><b>Halton Children's Trust/Halton Safeguarding Children's Board Annual Joint Event 2014</b> The report acknowledged that just over 100 people attended the event, outlined the sessions delivered and the feedback gathered within the Key Lines of Enquiry session.</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• <b>The strengths and areas for development to be taken to the next ICYPB on 20 May '14.</b></li> </ul>	<p><b>MG</b></p>	<p><b>20.5.14</b></p>
<p>4.</p>	<p><b>PRIORITY UPDATES</b> MG noted that these will be re-worked in line with the new priorities from 1 April '14.</p> <p>4.1 <b>Commissioning Partnership</b> Key areas of progress included:</p> <ul style="list-style-type: none"> <li>• Children and Young People - Improving Access to Psychological Therapies bid has been submitted</li> <li>• Voluntary Sector Forum Consortium approach to enable smaller agencies/partners to work more closely together to secure funding and improve relations</li> </ul> <p>4.2 <b>Early Help-Closing the Gap</b> Key areas of progress included:</p> <ul style="list-style-type: none"> <li>• CAF Activity task &amp; finish group being established.</li> <li>• Early Help Conference <ul style="list-style-type: none"> <li>○ <b>Action: TC to send TR details for circulation.</b></li> </ul> </li> </ul>	<p><b>TC/TR</b></p>	<p><b>13.5.14</b></p>
<p>5.</p>	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• Family Nurse Partnership (FNP) – Supervisor now recruited: Therese Woods</li> <li>• FNP Board to report to Commissioning Partnership and Health and Well Being Board</li> <li>• Progress of FNP will be monitored through HSCB Scrutiny &amp; Performance sub-group</li> <li>• INVOLVE Group have almost completed the Participation Strategy</li> </ul> <p><b><u>Date/time of next meeting:</u></b></p> <ul style="list-style-type: none"> <li>• Tuesday 24 June 1-3pm in Committee Room 1, Runcorn Town Hall</li> </ul>		