



**Minutes - Halton Children's Trust Executive Group Meeting  
24 June 2014**

**Present:**

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| Gerald Meehan   | Strategic Director Children & Enterprise, HBC (Chair)            |
| Mark Grady      | Principal Policy Officer, Children & Enterprise, HBC             |
| Tracy Ryan      | Policy Officer, Children & Enterprise, HBC (Minutes)             |
| Gill Frame      | Halton CCG   |
| Julia Rosser    | Consultant, Public Health  |
| Michelle Forder | Parent & Voluntary Lead Engagement Officer, HBC                  |
| Ann McIntyre    | Operational Director, Children's Organisation and Provision, HBC |
| Clare Myring    | Integrated Commissioning Manager, HBC                            |
| Steve Nyakatawa | Operational Director, Learning and Achievement, HBC              |

**Guests**

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| Sarah Dimmelow | Core Assets |
| Rachel Dixon   | Core Assets |

**Apologies**

|                   |   |
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| Gareth Jones      | Youth Offending Service   |
| Tracey Coffey     | Operational Director, Children and Families Services, HBC         |
| Michelle Bradshaw | Family Services Manager (Universal Services), Bridgewater         |
| Simon Clough      | Divisional Manager, 14 – 19 Services, HBC                         |
| Catherine Johnson | Principal Performance Officer, Children & Enterprise, HBC         |
| Lorraine Crane    | Divisional Manager, IYSS, Commissioning & Inspiring Families, HBC |
| Dave Sweeney      | Operational Director Integrated Health Commissioning, Halton CCG  |

| Item |  | Action | Deadline |
|------|--|--------|----------|
| 1.   | <b>Minutes and Matters Arising from 13.5.14</b><br>These were accepted as an accurate record.  |        |          |
| 1.1  | <u>1.3 Children's Trust Membership</u><br>Assistant Director, 5BP Chris Masikane invited to join the group and MB has agreed to discuss with the Acute Trusts to consider membership.  |        |          |
| 1.2  | <u>1.4 CYPP 2014 Draft</u><br>Actioned - Levels of Need leaflet circulated to HSCB members.  |        |          |
| 1.3  | <u>3.1 Neglect Strategy</u><br>Approved at HWBB, at HSCB Executive 24.6.14 the training arrangements for this was queried - a letter is being sent from HSCB to Ann McIntyre to clarify this. The launch events are due to take place on 16 & 18 July. |        |          |
| 1.4  | <u>3.3 Children's Trust Business Plan 2014-15</u><br>Role/remit of Integrated Commissioning clarified within the Plan.   |        |          |
| 1.5  | <u>3.4 Halton Children's Trust/Halton Safeguarding Children's Board Annual Joint Event 2014</u><br>Reported to ICYPB on 17 June  |        |          |

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| 1.6   | <p><u>4.2 Early Help Conference – Information circulated</u><br/>Actioned.</p>   |  |  |
| <p><b>2.</b></p> <p>2.1</p> <p>2.2</p> <p>2.3</p> | <p><b>INFORMATION ITEMS</b></p> <p><b>PRESENTATION: Core Assets - Family Domestic Abuse Service</b><br/>Sarah Dimmelow and Rebecca Dixon provided an overview of the service highlighting the positive impact through a number of case studies the service has provided. The discussion included the effectiveness of the Core Assets model in terms of being utilising evidence-based models whilst ensuring the service provided remains sufficiently flexible to meet a wide range of family’s needs.</p> <p><b>Ofsted Evaluation of Inspection Pilots</b><br/>MG provided an overview of the Munro report and in light of this Ofsted’s responses include:</p> <ul style="list-style-type: none"> <li>• Qualitative software for data analysis to be trialled.</li> <li>• No further amendments to the Annex A requirements other than the minor changes recently announced – for review November ‘14.</li> <li>• Guidance on increasing transparency and the possibility of a consistency panel will be released by 31 July ‘14.</li> <li>• Inspector training will be implemented.</li> <li>• Self-assessment processes for local authorities from September 2014.</li> </ul> <p><b>Inspiring Families Report</b><br/>Circulated for information only. The ongoing sustainability of the programme will be embedded within the revised Early Help Model restructure which is currently being developed which will include closer working with schools. This will assist improvements in providing Early Help interventions with a broader range of families.</p> |  |  |
| <p><b>3.</b></p> <p>3.1</p>                       | <p><b>ITEMS FOR AGREEMENT</b></p> <p><b>SEN Reforms: Significant Development Issues Report</b><br/>PB highlighted the key issues from the report including:</p> <ul style="list-style-type: none"> <li>• Post-16 environment there will be capacity issues for the Conversion Plan during the initial 12 months from 1 September 2014.</li> <li>• Health Pathways re the role of the Designated Health Officer around the flexibility and expectations of the role is it more operational or strategic.</li> <li>• Information, Advice &amp; Guidance requirements which requires an advocacy and mediation service including the role of regional Independent Supporters</li> <li>• Training – still to be planned, costed and developed to explore and develop future plans – this has proved difficult due to a lack of support from the local Pathfinders.</li> <li>• Local Offer – schools information is likely to be available in September.</li> </ul>   |  |  |

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| <p>3.2</p> | <p><b>Participation Strategy</b><br/> MF provided an overview of the Strategy which Young people within the INVOLVE group and Trust colleagues have developed. Members recognised the hard work young people had contributed in developing the strategy and were in agreement of its implementation. From September '14 the INVOLVE group will follow-up with colleagues any requests for involvement to check work undertaken as a result of their advice/support. It was agreed that the marketing and promotion of the Strategy once launched would assist future partner engagement.</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• <b>Agenda item at following Boards to recommend participation and engagement:</b> <ul style="list-style-type: none"> <li>○ <b>COMT – 8 July '14</b></li> <li>○ <b>HWBB agenda item – September '14</b></li> <li>○ <b>Halton CCG Participation Group – July '14</b></li> <li>○ <b>5BP Participation Forum – July '14</b></li> <li>○ <b>Bridgewater - July</b></li> </ul> </li> </ul> |           |                |
| <p>3.3</p> | <p><b>Home-Start Programme</b><br/> AMc noted that this is a volunteer-led parental support programme, which is proposed to be funded from the Inspiring Families Commissioned Services Budget which has sufficient funds available to meet the programme requirements. In terms of procurement it is proposed that a soft market testing exercise is undertaken followed by a shortened tender process.</p> <p>It is noted that members fully endorsed the recommendations for the programme.</p>  |           |                |
| <p>3.4</p> | <p><b>CHIMAT report</b><br/> JR outlined the key elements from the Child Health Profile (CHIMAT) report. Infant and child mortality rates have reduced for Halton which is very positive in light of the levels of deprivation and being at the England average rate, the number of low birth weight babies has improved now below the England average and teenage conception rates have dramatically improved in the borough. Areas where Halton is lower than England average is child development, breastfeeding and hospital admissions.</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• <b>Arrange for a comparison report against our statistical neighbours</b></li> </ul>  | <p>JR</p> | <p>23.9.14</p> |
| <p>3.5</p> | <p><b>Improved Child Development</b><br/> JR provided an overview of child development activities, noting that 100% of families have access to antenatal sessions, 92% of women see their midwives early within first 12 weeks, midwives screen for mental health and target work with vulnerable women.</p>  |           |                |
| <p>3.6</p> | <p><b>FNP update</b><br/> JR mentioned that the FNP Board invitations have been issued.</p>   |           |                |

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| <p>4.</p> <p>4.1</p> <p>4.2</p> | <p><b>PRIORITY UPDATES</b></p> <p><b>Commissioning Partnership</b><br/>Key areas included the development of the:</p> <ul style="list-style-type: none"> <li>• Sufficiency Strategy. The challenge around this will be due to the increased numbers of children in care and managing the local authority's response to this.</li> <li>• Local Offer website was demonstrated and views sought on content which is to be launched soon.</li> </ul> <p>Also, the Core Assets – Family Domestic Abuse Service presentation was well received.</p> <p><b>Early Help-Closing the Gap</b><br/>Key areas of progress included:</p> <ul style="list-style-type: none"> <li>• CAF Activity task &amp; finish group established - two meetings have taken place with good multi-agency representation. The group are reviewing local data, followed by the auditing processes.</li> <li>• Local Offer website was demonstrated and views sought on content which is to be launched soon.</li> <li>• Early Help Model – still on deadline for September, consultation with HR, Unions and staff in process, the new multi-agency meeting strategic meeting led by David Parr is planned for August.</li> </ul> |  |  |
| <p>5.</p>                       | <p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• Tuesday 23 September 1-3pm - venue to be confirmed</li> </ul> <p><b><u>Date/time of next meeting:</u></b></p> <ul style="list-style-type: none"> <li>• Tuesday 5 August, 1-3pm in Committee Room 1, Runcorn Town Hall</li> </ul>   |  |  |