

Minutes of a meeting of West Cheshire Children's Trust Executive

Held on: 4 October 2013 (11.00am – 1.00pm)

Venue: Chester Town Hall, Palatine Room

Present

Stephen Moore (Independent Chair)
 Gerald Meehan – Strategic Director of Children & Young People's Services
 Sandra Campbell – Head of Children & Families
 Alison Stathers-Tracey – Interim Head of Integrated Early Support
 Mark Parkinson – Head of Achievement & Wellbeing
 Hannah Friend – Cheshire Police
 Nick Bailey – Cheshire Police
 Catriona Sreenan – Senior Manager, Safeguarding
 Caryn Cox – Director of Public Health
 Liz Davenport – Senior Manager, Children in Care & Care Leavers
 Lorraine Crane – Senior Manager, Commissioning
 Audrey Williamson, Chair of LSCB
 Pauline Ruth – VCFS Hub
 Tracey Matthews - Vale Royal CCG
 Isabel Noonan – Policy Manager
 Rosemary Curtis – NHS
 Kelly Castle – Children's Project Officer (minutes)

Item No	Minute/Action
1	<p>Apologies The following apologies were noted: Tracey Parker-Priest, Steve Tatham, Nick Evans, Fay Quinlan, Dr Sue O'Dell, Alison Amesbury, Laura Marsh</p>
2	<p>Notes of meeting held on 29 August 2013 and Matters arising The minutes from the previous meeting held on 26 July 2013 were confirmed as a correct record with the following amendments and review of actions undertaken:</p> <ul style="list-style-type: none"> • Audrey Williamson gave apologies for the last meeting. • Remove Chris Marsh's action from page one
3	<p>Performance Monitoring Template <u>Children in Care – Liz Davenport</u> Liz Davenport updated the group in relation to her Children & Young People's Plan priority area. Gerald Meehan asked if there were any gaps in terms of meeting the needs of Children in Care. Challenges exist around the stability of placements, the changes in personnel across health agencies and the council and the need to re-establish relationships with key personnel. There is a strategic improvement group for NEET and it is targeting vulnerable children in terms of education and accommodation. Progress is being tracked through the scrutiny panel. The group agreed that the LSCB must be part of that scrutiny group. Ali Stathers-Tracey added that a strategic local group had met the previous day which included key Heads of Service in terms of future planning for vulnerable people. This was part of a consultation for the local plan for urban area construction. This is a long term plan coming into force in 2030 but there could be early benefits realised. Sandra Campbell informed the group there is no single place for discussions around stability of placements. There is now an agreed format for a multi agency panel to look at costs for supported housing. It was acknowledged that whilst there is still work to do, the issues are being worked through. ACTION: Liz Davenport to send the completed performance template to Kelly for circulation to the CTE membership.</p>



ACTION: Liz Davenport to talk with Kim Brooman (Participation Team) and invite Catriona Sreenan to the subgroup to present information on sexual exploitation.

It was noted that the Pan-Cheshire document focusing on missing children is to be refreshed. The performance management of Catch 22 will also incorporate the Voice of the Child. The Health Care assessment was discussed and the process needed to engage the two CCG's. Steve Tatham has previously led on this, but is moving to a new role. Caryn Cox on behalf of Public Health gave reassurance that policies and procedures will be in place and monitored by CHC team in the commissioning support unit. It was also reported that Alistair Jeffs is chairing groups to allocate roles and responsibilities to address gaps in commissioned services. There is now agreement for the establishment of a multi-agency resource panel.

ACTION: Progress in relation to the multi-agency panel to be reported to the next meeting following a detailed conversation between Gerald Meehan & Caryn Cox.

Children Affected by Domestic Abuse – Catriona Sreenan

Catriona Sreenan updated the group in relation to her priority area within the C&YP plan. Issues have been identified in relation to the number of programmes available for children, how they are delivered and how the Jigsaw programme should be evaluated. Jean Thompson-Seel (workforce development CWaC) is arranging training for staff to deliver the Jigsaw programme.

ACTION: Catriona to clarify with Jean Thompson-Seel the proposed training model.

Other updates:

- There is now a young person's domestic violence advocate.
- Work is ongoing in terms of Care Pathways for 16-17 year olds.
- The action around 'The Voice of the Child' has not yet been progressed.

ACTION: Catriona to send performance template to Kelly to circulate.

Nick Bailey added that work has been done by the Police on the 'Voice of the Child' in domestic abuse and audits can be done on case files to evidence this.

ACTION: Nick Bailey to link with Catriona Sreenan to organise an audit of the referrals over the past month. This should be done within the next month and brought to the next meeting.

Nick Bailey added that the police are going to be inspected in November by HMIC focusing on domestic abuse. It was acknowledged that CWaC would be part of that inspection in terms of Early Support Access Team and Gerald offered support to Nick Bailey. Gerald spoke about the emerging pattern of inspections from HMIC, CCG, and Ofsted.

ACTION: Nick Bailey to circulate notes from the inspection preparations and findings from the inspection via Kelly Castle.

ACTION: Sandra Campbell to provide Nick Bailey details of programmes that are available to children and perpetrators.

It was noted that a multi-agency meeting to plan for the HMIC inspection would be needed, led by Nick Bailey.

The group felt that there needs to be a shared understanding of what supporting information and evidence is available in terms of 'Voice of the Child' and how it is informing commissioning.

ACTION: Lorraine Crane to ensure that the 'Voice of the Child' is evidenced in all commissioned services and to make links with the CCG's

Neil Massingham (LSCB) will be circulating the findings of the latest Serious Care Reviews. These need to be sent to partners so that planning can take place to capture the learning from SCRs



ACTION: Audrey Williamson to send SCRs to Lorraine Crane to circulate to commissioned services for information.

Early Support Strategy Group – Ali Stathers-Tracey

Ali Stathers Tracey updated the group in relation to her priority area.

- All actions have been refreshed as all previous actions are complete
- The Early Support model is now up and running. 200 families are being supported by the Early Support Access Team (ESAT) with 360 degree profiles having been produced.
- ESAT are dealing with different levels of cases and sending the less complex cases to be assessed by the relevant agencies
- ESAT launch is taking place Friday 11 October 2013.
- There are issues around managing the demand on ESAT.
- Soft testing of eTAF has been done.
- Information sharing arrangements are almost finalised with the exception of one partner agency. Work is taking place to address that. All other parties are signed up to both L1 & L2 information sharing.
- Work is ongoing on benefits realisation and how benefits can be measured promptly. If agencies cannot pull together the data using their current systems, the ESAT team will do the required analysis in the short-term.

ACTION: Ali Stathers-Tracey and Lorraine Crane to discuss Halton’s “Families Together” involvement with benefit realisation

Child Health Strategy Group

Dr Sue O’Dell is the lead officer for this group and had given apologies.

Sandra Campbell raised the question as to how the priorities from all health organisations could be merged and brought to the Children’s Trust Executive.

Caryn Cox raised the point that there are too many actions in the original plan and that it should only include key multi agency work plans that will be make a real difference to children’s lives, leading to the question as to which actions fit with the multi-agency action plan and which are the responsibility of Clinical Commissioning Groups (CCG). Concerns were raised that the geographical footprint of health partners and the LA locality model are not aligned.

Gerald Meehan expressed the view that health action points need to be focused around Children in Care and that all players from health should be included in shaping the multi-agency overarching action plan. Caryn Cox reassured the group that she will task someone to formally to pull together headlines from across health into one template. There are already key health indicators that have been set and some of these relate specifically to children. There was a discussion around how performance indicators and targets should be set.

ACTION: Caryn Cox to produce one collated document containing all relevant health data and targets for the next CTE meeting.

Narrowing the Gap Mark- Parkinson

Mark Parkinson explained that NTG is an ongoing process and is measured annually. He also explained how NTG fits into partner agency priorities i.e. teenage pregnancy, Children in Care, Voluntary sector.

Caryn Cox asked what the implications for the NTG measure will be following the announcement of Universal Free School Meals. Mark explained that the measure is based upon entitlement for free school meals and the welfare benefits that are associated with that, so the measure will not change in the light of universal provision.

4. **Any Other Business**

- Public Health is re-commissioning the health strategy for 5-19 year olds and has been recognised by central government for its innovation.
- Ali has completed a piece of work in the Early Support Strategy to focus on identifying

	<p>vulnerable groups. There is a possibility, budget permitting, of producing z-cards for front line staff. The LSCB has supported the redrafting of the strategy.</p> <p>ACTION – Ali to circulate the refreshed strategy and summary document.</p> <p>ACTION: Clare Lawson (LSCB) to cross reference the refreshed strategy against the 2013 Working Together document and guidelines.</p>
5.	<p>Future Arrangements for the Children’s Trust (Including funding of the Independent Chair)</p> <p>Gerald Meehan explained that changes are a necessity as there is a 20% budget reduction. Current senior manager and administrator have secured positions elsewhere. The current resource level cannot be replaced or continued. The Children’s Trust Executive will be moved to bi-monthly and be focused on multi agency business and performance management.</p> <p>Domestic Abuse will continue with its current arrangements but sit under the Altogether Better Integrated Early Support Project Group and also LSCB. There must be a clear line of accountability. It was agreed that any issues will be taken to the Health and Wellbeing Board from the CT Executive. Gerald is happy to be the link between the Health and Wellbeing Board and Children’s Trust Executive.</p> <p>The funding for Steve Moore was agreed until the end of 2013 so that the work around the performance template can be completed. Each agency will contribute £500 towards the costs. There will then be a rotating chair agreement in chairing the bi-monthly group. Members of the CTE will hold each other accountable and provide challenge. Task and finish groups will also be used. The proposed structure was agreed.</p> <p>ACTION: Paper outlining the proposals and standing down groups will be sent from the Independent Chair</p>