

## West Cheshire Children's Trust Executive

**Action Note of meeting held on Monday 21st March 2016  
(Palatine Room, Chester Town Hall)**

**In attendance:**

Councillor Nicole Meardon (Chair)  
 Mark Parkinson – CWaC Director of Education  
 Emma Taylor – CWaC Director of Children's Social Care  
 Helen Brackenbury – CWaC Interim Director of Integrated Early Support  
 Councillor Margaret Parker – Shadow Cabinet Member for Children and Young People  
 Paula Wedd – West Cheshire CCG, Director of Quality & Safeguarding  
 Gill Frame – LSCB  
 Alistair Jeffs – CWaC Director of Commissioning People  
 Sue Preston – The Children's Society (Voluntary Rep)  
 Tony Sharples – CWaC Public Health  
 Sarah Blaylock – CWaC Policy Manager  
 Angela Steadman – CWaC Education External Relations Manager  
 Sioban Simcock – CWaC Public Health Commissioning Manager for Children and Young People  
 Angela Houghton – CWaC Senior Manager Integrated Early Support

Item No	Minute/Action	Who
1.	<p><b>Welcome, introductions and apologies</b>                      Councillor Meardon welcomed all to the meeting.</p> <p>Apologies were noted: <i>Gerald Meehan, Pauline Ruth, Supt. Nigel Wenham, Sarah Hall, Lorraine Crane, Nick Evans, Fiona Field, Terry Upton and Isabel Noonan</i></p>	
2.	<p><b>Notes of meeting held on 18<sup>th</sup> January 2016 and Matters Arising / Review of Actions</b>                      The minutes from the previous meeting held on 18<sup>th</sup> January were confirmed subject to the following amendments and outstanding actions:</p> <p><b>Page 2 - Updating the JSNA</b>                      Tony Sharples provided an update to be inserted into the January action notes.</p> <p><b>Page 2 – Self Harm Pathway ‘Passport’.</b>                      The Executive highlighted the need to ensure that this is not only adopted by the Countess of Chester Hospital. Cheshire West and Chester children present themselves at other hospitals such as Arrowe Park and Leighton. John Bucknall has raised this with Cathy Walsh at Cheshire Wirral Partnership and the Emotional Health and Wellbeing Partnership.</p> <p><b>Page 4 - TAF Action Plan update</b>                      A paper is to be presented to the Executive in May</p> <p><b>Page 4 – Commissioning Updates</b>                      A more detailed paper to be presented to the Executive in May on Speech and Language Services.</p>	<p>Zara Woodcock</p> <p>Julie Karmy</p>





	<p>and SMART targets to improve outcomes. Members were also provided with a copy of the draft Early Years Strategy which covers the priority outcomes for Strategic Outcome 5. Key areas within the Strategy are;</p> <ul style="list-style-type: none"> <li>• Parenting,</li> <li>• School Readiness,</li> <li>• Closing the Gap – ‘Improving Education Outcomes’</li> <li>• Supply (ensuring sufficient provision for 2, 3 and 4 year olds and encouraging take up)</li> <li>• Closing the Gap – Early Language development (including re-looking at speech and language to ensure that there is a more educational approach to ensure early identification and intervention as well as specialist support)</li> <li>• Access and Information (the Local Offer – access to services)</li> <li>• Prevention</li> </ul> <p>Gill Frame mentioned that in one of the serious Case Reviews it came to light that not all front line practitioners were aware of services available and there is a need to embed into practice.</p> <p><b>Action: Gill Frame to invite Angela Steadman to the LSCB to discuss the Local Offer.</b></p> <p>The Strategy will be going to Children’s Policy Performance Panel in May and will be the tool to use to provide progress on the Strategic Outcome.</p>	Gill Frame
5.	<p><b>Draft Cheshire West and Chester Ofsted Inspection Recommendations Action Plan</b></p> <p>Emma Taylor stated that within the Ofsted inspection report there were 5 recommendations for the Local Authority to improve services even further. The Local Authority is required to prepare and publish a written statement of the action it intends to take in response to the report which is due in May. The draft action plan is in response to those recommendations and for information. The Action Plan will also be presented to the LSCB.</p>	
6.	<p><b>Proposed Front Door – update</b></p> <p>Helen Brackenbury provided an update on developments for the proposed Front Door. Following a review of the Early Support Access Team (ESAT) and the Contact and Referral Team (CART) it was agreed that the two teams integrate to offer a more consistent, responsive service. This was endorsed by the LSCB in December 2015. The new Team will go live in May. The Team will be based at Wyvern House in Winsford and the Police Referral Unit and Domestic Abuse Family Safety Unit will be co-located with them.</p> <p>There is a Programme Board that has been set up to ensure mobilisation happens in a managed way. The Board will continue for a further 6 months to monitor progress.</p> <p><b>Action: A further report to be presented to the Executive in the Autumn on progress.</b></p>	Helen Brackenbury/ Emma Taylor
7.	<p><b>Local Offer</b></p> <ul style="list-style-type: none"> <li>• <b>Report on the Local Offer including You Said We Did, Rate and Review and Statistics – Angela Steadman</b></li> </ul> <p>Angela Steadman provided the Executive with a briefing note to help raise awareness with members of the Local Offer.</p>	

	<p>Local Authorities must publish a Local Offer setting out in one place information about provision available across Education, Health and Social Care for children and young people in their area who have Special Educational Needs (SEN) or are disabled, including those who do not have Education, Health and Care (EHC) Plans. The Local Offer is co-produced with parents, carers, young people and other stakeholders. The paper also includes feedback received from September 2014 – February 2016. The report highlights where there are gaps (page 14), the Local Offer must publish these findings with a holding statement with what will be done about those gaps highlighted.</p> <p><b>Action: Angela Steadman is to meet with commissioners to review the rating of services and to follow up gaps highlighted in feedback.</b></p> <p><b>Action: Angela Steadman to meet Tony Sharples with regard to linking the JSNA to the Local Offer</b></p> <p>The Executive discussed how to raise awareness of the Local Offer including the use of existing networks and Members of the Council. Sue Preston stated that she would raise at the next Voluntary Sector Hub meeting, Paula Wedd mentioned that it might be worth looking into inserting an 'advert' into the baby's 'Red Book.'</p> <p><b>Action: Members of the Executive to consider ways in which to promote the Local Offer</b></p>	<p>Angela Steadman/ Commissioners</p> <p>Angela Steadman/ Tony Sharples</p> <p>All</p>
8.	<p><b>0-19 Years Services and Children's Centre Consultation</b></p> <p>Sioban Simcock, Public Health and Angela Houghton, Integrated Early Support presented a paper to the Executive to provide information on the proposed consultation of three procurement options and the proposed reconfiguration of the Children's Centre network. The consultation is planned from 4 April 2016 to 24 June 2016.</p> <p>Executive members were asked to actively encourage their organisations to be involved in the stakeholder events as part of the consultation process.</p> <p>Findings from the consultation will be presented to a joint Health and Children's Policy and Performance Panel on 9<sup>th</sup> September 2016 prior to going to Cabinet on 21<sup>st</sup> September for approval.</p> <p><b>Action: Sioban to come back in November to provide an update on the outcome of the consultation.</b></p>	<p>Sioban Simcock</p>
9.	<p><b>Draft Special Educational Needs and Disability (SEND) Strategy</b></p> <p>Mark Parkinson presented the draft Strategy to the Executive for information. The Strategy is currently being consulted on and is to be presented to the Council's Children and Families Policy and Performance Panel in May. Once finalised an Action Plan will be developed based around the aims in the Strategy.</p>	
10.	<p><b>LSCB Challenge</b></p> <ul style="list-style-type: none"> <li>• EH&amp;EB Pathway – the self harm passport there is a need to make sure more inclusive not just Countess of Chester (see Page 1, Item 2).</li> <li>• The Serious Case Review Action Plans for Child A and B were distributed for information.</li> </ul> <p><b>Action: Any members interested in being involved in a Task and</b></p>	<p>All</p>

	<b>Finish Group on Harmful Sexual Behaviour to let Gill know</b>	
11.	<p><b>Health and Wellbeing Board – forward plan for 2016/17</b>                      The Health and Wellbeing Board is looking at its Forward Plan for the Board's work 2016-2017. In particular the Board want to consider how they will know that they have made a difference in 12 months' time and what they should be addressing in the future.                      The Children's Trust acts as a delivery mechanism for the Starting Well Priority in the Health and Wellbeing Strategy and reports to the HWBB.  <b>Action: Mapping Exercise to be carried out</b></p>	<b>All</b>
12.	<p><b>Any Other Business:</b>                      No additional items were raised.</p>	
13.	<p><b>Date of next meeting:</b>   <b>Date: Monday 16<sup>th</sup> May 2016</b>  <b>Time: 3.15pm to 5.15pm</b>  <b>Venue: Palatine Room, Chester Town Hall</b></p>	

