



Halton Children's Trust
Minutes of Executive Group Meeting held on Tuesday 17th May 2011
2.00pm, Municipal Building Widnes

Present:

Gerald Meehan	Strategic Director of Children's Services, HBC (Chair)
Ann McIntyre	Operational Director, Children's Organisation and Provision
Julia Rosser	Public Health Specialist Registrar, Halton & St Helens PCT
Mark Grady	Children's Trust Principal Officer, HBC
Gareth Jones	Warrington & Halton Youth Offending Team
Simon Clough	Divisional Manager, 14 – 19 Services
Lorraine Crane	Divisional Manager, IYSS, HBC
Nigel Moorhouse	Operational Director, Children & Families Services, HBC
Michelle Bradshaw	Assistant Director, Child & Family Services, Halton & St Helens PCT
Paula St Aubyn	Divisional Manager, Safeguarding, Quality and Review, HBC
Diane Sproson	Area Manager, Connexions
Emma Taylor	Divisional Manager, Team Around the Family Runcorn, HBC
Karen Hickey	Assistant Policy Officer, HBC (minutes)

Apologies

Steve Nyakatawa	Operational Director, Learning and Achievement, HBC
Jane Lunt	Operational Director, Child & Family Health, Halton & St Helens PCT

In Attendance

Jonathan Greenough	Divisional Manager, Strategy and Security, ICT Services, HBC
Emma Bragger	Policy Officer, People & Communities, HBC

Item		Action
1.0	MATTERS ARISING	
1.1	WNF money to be included in appendix within Joint commissioning business plan	MG
1.2	Information sharing protocol – request for sign up has gone out to partners, awaiting responses.	
1.3	SEN Green paper, all councils will be involved in this pilot.	
1.4	Child and family poverty – to be discussed at next Executive meeting. Steve Nyakatawa is now leading on this.	ALL
1.5	Item 2.3 Ofsted Inspection Action plan – to be brought to next Executive meeting, still awaiting further information.	NM
1.6	Item 3.3 Early Intervention Update – senior membership from adult services has now been identified	
1.7	Item 4.3 Children's Trust Annual Survey – this will go to the next secondary partnership	

2.0	DECISION MAKING	
2.1	<p>Integrated IT Systems</p> <p>Carefirst 6.9 is due to be fully implemented in July. GM expressed the need to look at ways of linking systems with partners, eg Health. JG explained that different systems are currently used within Health across different areas, however Carefirst 6 is used within Halton. One option would be Government Connect, however this would be expensive as an option. ICT services are currently exploring other options, for example co-location of staff within offices. There is reluctance from Informatics within Health to share information across Health networks. GM proposed that David Parr write to Neil Darvill outlining issues, and proposing dialogue to discuss this further. Jonathan Greenough to draft letter on behalf of DP.</p>	Jonathan Greenough
2.2	<p>Participation and Engagement Strategy for Young People</p> <p>This strategy has been developed to support the involvement of children and young people in decision making at all levels, and to embed the use of the 'Hear by Right' standards across the Children's Trust. When the strategy was originally drafted, dedicated support was available to ensure embedding of the standards, however with limited resource this may no longer be possible. The issue of how to engage with young people and current systems in use also needs to be explored, to examine robustness. The strategy will need to be reviewed by the IYSS Participation and Engagement group, to look current consultation and engagement methods and how they will link into the strategy.</p>	LC
2.3	<p>Audit of Participation in Child Protection Processes</p> <p>This audit was undertaken for Halton Safeguarding Children Board to review the extent to which children and young people subject to child protection plans are meaningfully involved in the work of the key agencies, and to highlight any key themes and messages that may emerge, with a particular focus on outcomes for children and young people</p> <p>Evidence of involvement of children and young people was found to be insufficient, which demonstrates that participation and engagement principles need to be better embedded across the Trust. A number of recommendations were made within the report for more effective involvement methods. GM proposed that the report findings should be filtered down to staff teams to be discussed in meetings, in order to raise awareness of this issue and discuss solutions. Partners were asked to take this back to their respective organisations for action. LC proposed that that the findings be incorporated into the action plan for the Participation and Engagement Strategy</p>	ALL LC/DS
2.4	<p>Children's Trust Business Plan 2011 - 12</p> <p>The business plan has been updated in accordance with the new Children and Young People's Plan and the new Children's Trust Priorities for 2011 – 13 and the Government priorities. The business plan was circulated for information to the group.</p>	
2.5	<p>Children & Young Peoples Plan 2011 – 14</p> <p>The draft plan is now in its final stages and will be circulated to the Children's Trust Board electronically for sign off. It will then go to Council</p>	

2.6	<p>Executive Board for approval in June, and will be published in July. Following feedback received from the Youth Cabinet, an Executive Summary has been added which highlights the new priorities.</p> <p>GM proposed that the Children in Care council be asked to produce a foreword for the Plan, MG to contact Ian Kennedy to arrange this. MG will also be working with young peoples groups to produce and summary version of the Plan for children and young people.</p> <p>NM updated that the new levels of need structure would be produced later in the year following consultation, therefore the existing framework should be included with reference that this will be updated in the near future</p> <p>Promise 11 regarding joint commissioning to be revised, LC to advise MG. NM also proposed an additional promise around advocacy. MG to draft.</p> <p>Best Practice in Commissioning Young People’s Services – Ofsted Inspection Feedback</p> <p>LC updated that Ofsted had recently requested a case study on Youth Service. This consisted of an inspection procedure and as a result Halton Youth Service have been named as a model of best practice by Ofsted. GM proposed that this information be fed back to the Trust Board.</p>	<p>MG</p> <p>MG</p> <p>LC MG</p>
3.0	<p>PRIORITIES</p> <p>3.1 Improve outcomes for children and young people through effective joint commissioning</p> <p>A business plan and action plan have now been drafted for this priority, and these were presented to the Executive group. A meeting will take place on the 8th June and representatives from the Runcorn and Widnes GP Consortiums have been invited to join the group, alongside representatives from housing and health.</p> <p>3.2 Improve outcomes for children and young people through embedding integrated processes to deliver early intervention</p> <p>A business plan and action plan have now been drafted and were circulated. A meeting took place on the 3rd May which was attended by a GP representative. At the meeting the priority group discussed ways that integrated processes can be improved, and it was proposed that key indicator outcomes for Halton should be examined. Some principles for Early Intervention are currently being drafted and will be brought to the next Executive meeting.</p> <p>Following the Munro Review, it was proposed that the group be re-named to the Early Help Strategic Group, and all related documentation to be updated accordingly, as this is a recommendation from the report. GM proposed that detail around how early help is delivered via related groups should be included in the action plan. MG to update</p> <p>The Allen report Early Intervention; the next steps, was circulated for intervention, NM asked the group to note in particular section 7 as this should inform how services are delivered.</p> <p>3.3 Improve outcomes for our most vulnerable children and young</p>	<p>MG</p>

	<p>people by targeting services effectively The government has published its response to the Wolf Review, however the recommendations do not include an action plan for implementation.</p> <p>Discussions have been taking place with Connexions regarding future contracts which have been positive.</p>	
4.0	INFORMATION ITEMS	
4.1	<p>JSNA Update The draft document was presented to the group by Emma Bragger to update on progress of the Joint Strategic Needs Assessment. The JSNA pulls together information from across Health, and provides information which is used to inform commissioning plans across services. Some additional chapters have been included within this version to provide better representation for children and young people. Key issues and gaps are highlighted within each section and key overall findings are listed within the accompanying report. The document will be refreshed in Autumn 2011, then on an annual basis thereafter. ET requested to meet with EB to discuss findings further in relation to children's centre catchment areas. GM requested references to the Munroe review, as the JSNA is highlighted within her report. EB requested for further comments/feedback to be forwarded to her for inclusion (emma.bragger@halton.gov.uk).</p>	ET/EB
4.2	<p>Commissioning of Services for Youth Crime and ASB Prevention The report was presented to provide an overview of the findings and performance impact that projects have had under the management of the COMPASS Steering Group since commencement of Youth Crime Action Plan funding in June 2009. Anti social behaviour is now down by 40%. The COMPASS group has now come to an end, however this area of work will continue via children and young peoples commissioning. GJ to include on agenda for YOT Board meeting for 17th June. Thanks were extended to Clare Myring.</p>	GJ
4.3	<p>Feedback from Children's Trust Board Meeting 28.04.11 A joint Chair for Children's Trust Executive is being sought for the group. No nominations were received. LC proposed that a representative from adult services be invited, KH to write to Dwayne Johnson on behalf of Gerald for a nomination.</p>	KH
4.4	<p>HSCB/Children's Trust Joint Event 16.06.11 The annual frontline event will take place on the 16th June as two half-day sessions at the Stobart Stadium. The main focus of the event will be the findings from the Munro Review, and discussion workshops will take place to examine how we engage with children and young people and how their views are incorporated into service development. PStA proposed that introductions from both Board members should be a standing item</p>	
4.5	<p>Minutes from HSCB Board and Executive meetings The minutes were circulated for information</p>	
5.0	AOB	
5.1	Future inspections	

	Cheshire west has an improvement and best practice log which is useful for inspections. GM proposed that this should be a standing item at Trust meetings; this can be maintained via the CSI library.	MG
5.2	CiCOLA Reporting LC updated that following the safer Halton Partnership Cllr Osbourne has asked for a report on CiCOLAs and anti social behaviour. LC proposed that this information should be co-ordinated and monitored via a central point of contact, as this is currently not the case. GM proposed that this should be a standing agenda item. LC and PStA to provide report to be shared with both the Children's Trust HSCB.	LC/PStA
5.3	Date and Time of Next Meeting Tuesday 5 th July 2011, 2.00pm Conference Room 2, Municipal Building Widnes	

Outstanding Actions to date:

Item	Action Required	Who by	When by
1.1	WNF money to be included in appendix within Joint commissioning business plan	MG	Complete
1.4	Child and family poverty – to be discussed at next Executive meeting	ALL	Complete
1.5	Item 2.3 Ofsted Inspection Action plan – to be brought to next Executive meeting		Complete
2.1	Integrated IT Systems - GM proposed that David Parr write to Neil Darvill outlining issues, and proposing dialogue to discuss this further. Jonathan Greenough to draft letter on behalf of DP	Jonathan Greenough	
2.2	Participation and Engagement Strategy - will need to be reviewed by the IYSS Participation and Engagement group, to look current consultation and engagement methods and how they will link into the strategy	LC	
2.3	Audit of Participation in Child Protection Processes <ul style="list-style-type: none"> Partners were asked to take report findings back to their respective organisations for action. LC proposed that the findings be incorporated into the action plan for the Participation and Engagement Strategy 	ALL LC	
2.5	Children & Young People's Plan 2011: <ul style="list-style-type: none"> GM proposed that the Children in Care council produce a foreword for the Plan, MG to contact Ian Kennedy to arrange NM updated that the new levels of need structure would be produced later in the year following consultation, therefore the existing framework should be included with reference that this will be updated in the near future Promise 11 regarding joint commissioning to be revised, LC to advise MG. NM also proposed an additional promise around advocacy. MG to draft 	MG MG LC MG	
3.2	Early Intervention Priority - GM proposed that detail around how early help is delivered via related groups should be included in		

	the action plan. MG to update	MG	
4.1	JSNA Update - ET to meet with Emma Bragger to discuss findings further in relation to children's centre catchment areas	ET	
4.2	Commissioning of services for youth crime and ASB prevention - GJ to include on agenda for YOT Board meeting for 17 th June.	GJ	
4.3	A joint Chair for Children's Trust Executive is being sought for the group. LC proposed that a representative from adult services be invited, KH to write to Dwayne Johnson on behalf of Gerald for a nomination	KH	
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