

West Cheshire Children's Trust Executive

Action Note of meeting held on Monday 20th January 2014
(Palatine Room, Chester Town Hall)

In attendance:

Stephen Moore (*Chair*)
Supt. Nick Bailey – *Cheshire Police*
Sarah Blaylock – *CWaC Policy Manager*
Lyn Brown, *CWaC Partnerships Officer (in support)*
Gill Frame – *Local Safeguarding Children's Board (LSCB) Chairman*
Alistair Jeffs – *Head of Strategic Commissioning*
Lynn Keenaghan, *CWaC Consultant in Public Health*
Neil Massingham – *LSCB Policy & Development Officer*
Gerald Meehan – *Strategic Director of Children & Young People's Services*
Mark Parkinson – *CWaC Head of Achievement & Wellbeing*
Fay Quinlan – *NHS West Cheshire Clinical Commissioning Group*
Ali Stathers-Tracey – *CWaC Interim Head of Integrated Early Support*

Visitors:

Avril Howarth, Head of Service (England), Quarriers
Jill Thorburn, Project Manager, Quarriers

| Item No | Minute/Action | Who |
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| 1. | <p>Welcome, introductions and apologies The Chair welcomed all to the meeting and the following apologies were noted: <i>Gavin Butler, Sandra Campbell, Lorraine Crane, Liz Davenport, Nick Evans, Alison Kelly, Tracey Matthews, Cllr Pat Merrick, Dr Sue O'Dell, Pauline Ruth, Catriona Sreenan and Audrey Williamson</i></p> | |
| 2. | <p>Notes of meeting held on 28th November 2013 / Review of Actions The minutes from the previous meeting held on 28th November were confirmed as a correct record with the following actions still outstanding/ updated:</p> <ul style="list-style-type: none"> ➤ Liz Davenport to talk with Kim Brooman (Participation Team) and invite Catriona Sreenan to the subgroup to present information on sexual exploitation Sandra Campbell now chairing a new sub-group and will pick this action up – this action remains outstanding (b/f from 4/10/13) ➤ Progress in relation to the multi-agency panel to be reported to the next meeting Alistair Jeffs reported that the Public Health Governance Group would be meeting for the first time on 17th February (b/f from 28/11/13) ➤ 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 Update received via e-mail from Nick Bailey – this action remains outstanding (b/f from 4/10/13) | <p>Sandra Campbell</p> <p>Nick Bailey / Catriona Sreenan</p> |



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| | <ul style="list-style-type: none"> ➤ Nick Bailey to circulate notes from the inspection preparations and findings from the inspection This action remains outstanding (b/f from 4/10/13) ➤ Discussions around appropriate ways to engage young people in the Children's Trust Fay Quinlan to report back to a future meeting on a Health pilot model to engage young people via the Child Health Strategy Group (Fay meeting with Ron Davies, Youth Parliament Co-ordinator in February and will feed back at the March meeting) (b/f from 28/11/13) ➤ Revive action from CT Board meeting in Nov 2012: "What could be done to improve teaching professionals' understanding of mental health issues and how sufferers can be supported?" (Raised as part of One Million Takeover Day) Mark Parkinson to liaise with Sarah Clein (Health and school dimension) and also follow up with the young people who attended a previous CT Board meeting to recognise and feedback on their contribution (b/f from 28/11/13) ➤ Discussions required with the "Children Affected by Domestic Abuse" sub group on a replacement Chair Potential options being explored towards a resolution (b/f from 28/11/13) ➤ Gavin to produce an "interim resource directory" as part of the Domestic Abuse Strategy which would be useful for practitioners – to be circulated electronically to CT Exec This action remains outstanding (b/f from 28/11/13) ➤ Clarity to be sought on governance arrangements for the DA strategy in the future This action remains outstanding (b/f from 28/11/13) | <p>Nick Bailey</p> <p>Sandra Campbell / Mark Parkinson</p> <p>Fay Quinlan</p> <p>Mark Parkinson / Sarah Clein</p> <p>Alison Armstrong / Ali Stathers-Tracey</p> <p>Gavin Butler</p> <p>Gavin Butler</p> |
| <p>3.</p> | <p>Commissioning Updates Updates were received from Avril Howarth and Jill Thorburn (Quarriers), Alistair Jeffs (CWaC), Fay Quinlan (West Cheshire CCG) and Lynn Keenaghan (Public Health) in relation to commissioning activity. The following actions were noted:-</p> <p>ACTION: <i>A recent 'News Direct' from Gerald Meehan around 'Commissioned services for Level 4 and Early Support' to be circulated to the CT Exec</i></p> <p>ACTION: <i>Lynn Keenaghan to bring a more comprehensive overview of Public Health commissioning in relation to children to the next meeting</i></p> <p>ACTION: <i>Under 'Starting Well' a draft delivery plan for 2014-16 has been produced – Fay Quinlan to circulate to the CT Exec</i></p> | <p>Sarah Blaylock</p> <p>Lynn Keenaghan</p> <p>Fay Quinlan</p> |

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| <p>4.</p> | <p>Performance Framework Updates A number of performance updates were received and the following actions were noted:-</p> <p>ACTION: <i>In light of OFSTED inspection of children’s centres, the ‘Early Support Strategy Group and Families Together’ performance report needs revising to include more detail and disaggregation for inspectors. It will also become the management performance report to be used by Advisory Groups and others and will reflect a multi-agency approach.</i></p> <p>ACTION: <i>Performance updates to be circulated electronically – and in future with the agenda paperwork for the CT Exec</i></p> <p>ACTION: <i>Ali Stathers-Tracey to liaise with Lesley Singleton (WC CCG) and Tracey Matthews (VR CCG) with a view to sharing experience of IES and unmet needs coming through on live cases (level 4 child protection cases). Agenda item for future meeting – to be picked up with the two CCGs, Health Authority and HWB Board</i></p> <p>ACTION: <i>Mark Parkinson to compile a performance report for the next meeting re. the SEN Partnership Board – set of actions needed which should be reported to CT Exec</i></p> <p>ACTION: <i>Pioneer Bid – CT Exec stated need for this to be discussed at next meeting to ensure children’s needs are incorporated before sign off by CCGs and HWB Board of final version by 1st April. Agenda item for next meeting of CT Exec</i></p> | <p>Ali Stathers-Tracey</p> <p>Kelly Castle</p> <p>Ali Stathers-Tracey</p> <p>Mark Parkinson</p> <p>Lynn Keenaghan / Lyn Brown</p> |
| <p>5.</p> | <p>Any Other Business</p> <ul style="list-style-type: none"> • IES Strategy document – the latest version was presented and the following actions noted: <p>ACTION: <i>Neil Massingham to provide more up to date text around the levels of need to incorporate into the document</i></p> <p>ACTION: <i>Fay Quinlan to feed in any comments / provide Health endorsement after 30th January.</i></p> <p>ACTION: <i>Document to be updated and published on the CT Exec webpages, the LSCB website and the Inspection Sharepoint site – to include version control text to confirm it has been agreed by the CT Exec on 20/1/14.</i></p> | <p>Neil Massingham</p> <p>Fay Quinlan</p> <p>Lyn Brown / Neil Massingham / Sarah Blaylock</p> |

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| | <ul style="list-style-type: none"> • Thematic audit of homeless 16 and 17 year olds – report received and the following actions noted: ACTION: <i>Recommendation 2 (reference to joint protocol) was felt ambiguous and needed a clearer statement. Sandra Campbell to action, in conjunction with housing colleagues</i> • Children who sexually harm – report received and the following actions noted: ACTION: <i>Neil Massingham/Catriona Sreenan to clarify young people’s involvement in the audit to add value.</i> • Children who sexually harm – report received and the following actions noted: ACTION: <i>Recommendations to be owned and monitored by LSCB but may task them out to others including CT Exec to deliver</i> • Children who sexually harm – report received and the following actions noted: ACTION: <i>SEN team to have some training on this</i> • Health visiting service specification – update received for information and the following actions noted: ACTION: <i>ISNA was a live document, continually being refreshed – to be brought to next meeting of CT Exec. What would Exec like to see in the document? Email any queries/gaps to Lynn Keenaghan for addressing at the next meeting</i> (lynn.keenaghan@cheshirewestandchester.gov.uk) • Health visiting service specification – update received for information and the following actions noted: ACTION: <i>Joint Health and Wellbeing / Sustainable Community Strategy currently being developed – to be brought to the next meeting of CT Exec for consultation</i> | <p>Sandra Campbell</p> <p>Neil Massingham / Catriona Sreenan</p> <p>Gill Frame / All to note</p> <p>Mark Parkinson</p> <p>Lynn Keenaghan / All to note</p> <p>Lynn Keenaghan</p> |
| 6. | <p>Date of next meeting</p> <p>⇒ Monday 24th March 2014, 3.00 – 5.00pm, G1, CWAC HQ Building, Chester</p> | <p>ALL TO NOTE</p> |

Lyn Brown
Jan-14

