

West Cheshire Children's Trust Executive

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

In attendance:

- Cllr Nicole Meardon (Chair)
- Mark Parkinson – Director, Education
- Tony Sharples – CWaC Public Health
- Fay Quinlan – West Cheshire CCG
- Tracy Parker-Priest – Vale Royal CCG
- Isabel Noonan – CWaC Policy Manager
- Sarah Blaylock – CWaC Policy Manager
- Lynn Davies – CWaC Senior Manager Integrated Early Support
- Lesley Dixon – Youth Focus North West
- Lucy Coulson – Youth Senate representative
- Sian Jones - LSCB, Business Manager
- Angela Lewis – CWaC Children's Commissioner
- Alan Fairclough – Cheshire Police
- Sue Preston – The Children's Society
- Lesley Gledhill – CWP Participation and Engagement
- Lauren Smith - Camhs
- Dave Spender – Integrated Access and Referral Team Manager

Item No	Minute/Action	Who
1.	<p>Welcome, introductions and apologies Councillor Meardon welcomed all to the meeting.</p> <p>Apologies were noted: <i>Gerald Meehan</i>, Cllr Margaret Parker, <i>Helen Brackenbury</i>, <i>Alistair Jeffs</i>, <i>Emma Taylor</i>, <i>Lee Hawksworth</i>, Gill Frame, Wendy Jeffries, Lorraine Crane</p>	
2.	<p>Notes of meeting held on 18 July 2016 and Matters Arising / Review of Actions The minutes from the previous meeting held on 19 September 2016 were confirmed as a correct record. Matters Arising:</p> <p>Page 1 – Item 2 – Joint Protocol between Housing and Children's Social Care An update was provided on the launch of the Joint protocol, as follows: Children's Social Care SMT had recently signed off the amended Protocol with the addition of a sentence, which will need to be added to the document before Alison Knight signs off. The launch is imminent and training has already started.</p> <p>Page 2 – Item 4 – Performance Health Profiles An update was provided on how best to advertise and promote the JSNA as follows: Helen Bromley, Consultant in Public Health is to work closely with Children's Management Team when updating the JSNA. New updates shared with SMTs jointly then once agreed approved by People's</p>	



	<p>Management Team and relevant sub-groups such as Emotional Health and Wellbeing Partnership before endorsement and final sign off by the Children’s Trust Executive.</p> <p>Page 3 – Item 5 – Progress against Strategic Outcome 4 - Prevention The usage of Assessment Tools at referral was raised with the Secondary Headteachers Association on 10 November and there is a process of monitoring use through i-ART; there will be further feedback from LSCB following completion of Section 11 Audits. It appears that some agencies are using Assessment Tools but not saying so at referral.</p>	
3.	<p>Voice of Children and Young People – Passport work on self-harm Lesley Gledhill introduced Lauren Smith, a young person who had helped develop the Passport and had attended a previous Executive meeting. An Audit on the use of the passport had been completed with some resulting actions. The Passport is now available in all therapy rooms at Marsden House. To date 25 Passports have been issued but outcomes have yet to be tracked. It is intended to extend the use of the passport beyond self-harm when building new relationships. Some GP training has been undertaken in West Cheshire CCG to promote the pathway and pledges have been made; although some GPs expressed concern about the potential increase in the number of referrals to Camhs.</p> <p>A draft App has been developed with Halton young people to be launched in January 2017. Lauren explained that the draw back with the App is that it is not available on Android phones which most young people have. In addition clinicians are asking for training on the App. It is hoped to eventually link the Passport to the ‘My Mind’ website. Nicole Meardon thanked Lesley and Lauren for their attendance at the meeting.</p>	
4.	<p>Progress against Strategic Outcome 5 – Early Years Closing the Gap Mark Parkinson, Director of Education explained that a Strategy Group meeting over several months had written a multi-agency Early Years Strategy containing eight priorities to promote the development of children in the Early Years so that the gap in outcomes between vulnerable children and their peers is closed. Priority 2 is about school readiness and a leaflet has been produced describing what is meant by school readiness in Cheshire West and Chester. It offers advice to both parent/carers and teachers in helping children to be ready for school to aid transition from Early Years Foundation Stage to the primary phase.</p> <p>Launch events for the Strategy and the school readiness leaflet have taken place across the localities which were well attended and the Strategy and leaflet well received. Mark Parkinson requested that provider colleagues be encouraged to use the documentation.</p> <p>An Action Plan to monitor Performance of the Early Years Strategy has been produced with progress to date RAG rated. Mark highlighted the red rated areas:</p> <p>Page 14 - closing the gap for disadvantaged children - Gap between FSM and non FSM. Overall educational performance has improved by 3% (good level of development) which places CWaC joint second in the North West. However, the gap between non FSM children and FSM</p>	ALL

	<p>children has widened by 3% in 2016. Settings and schools are being targeted with appropriate support. In addition training and sharing of good practice is well established but the challenge remains. There are likely to be a whole range of issues affecting the gap such as parent engagement, attendance and family chaos and the challenge to early years settings is to be ambitious for all children. Alan Fairclough referred to the Complex Families Programme where TAF, Child Protection and Early Years Team are involved with disadvantaged children with obvious overlap with closing the attainment gap. Mark referred to Operation Encompass which has been developed to safeguard and support children in school settings where incidents of domestic abuse have occurred in the family home and wondered if it could be extended to Early Years settings – infrastructure might be an issue.</p> <p>Page 22 – Childcare Supply – encourage families to access their free entitlement. It is important that sufficient places are available in the right places and there is maximum take up in all localities. Future funding to resource support for the uptake of 2 year old funded places is under threat.</p> <p>Page 33 – Prevention – new toolkit launched. Toolkit training events are being held approximately every two months but still not seeing reference to the use of toolkits when referring through to i-ART. Dave Spender explained that with exception of CSE the use of toolkits has now been built into the referral form to monitor more closely.</p> <p>Fay Quinlan pointed out that the home conditions tool is linked to the Action contained in the Health and Wellbeing priority around accidental injury prevention provision for children within Cheshire West and Chester and suggested that the two Actions should be joined up and cross referenced.</p> <p>Tracy Parker-Priest asked at what point issues are escalated to the Executive. Mark explained that raising awareness of the importance of the Early Years phase with the new Strategy and associated training is the key focus at the moment. No individual issue is currently being escalated but early years still remains a challenge for more vulnerable children.</p>	
<p>5.</p>	<p>Progress report on i-ART Front Door Dave Spender, Integrated Access and Referral Team Manager explained the background to the merger of the previous two ‘Front Doors’ (CART and ESAT) into i-ART Front Door which went live on 23 May 2016. A new referral MASH form has been developed to monitor work coming in. Approximately 2,200 contacts are received per month which equates to 500-600 families with a 30% conversion rate to referral. Monthly multi-agency audits are undertaken to look at the quality of referrals and the 360 profiles.</p> <p>Progression is being made toward an integrated Front Door with iDAT, DAFSU, Police and Turning Point all co-locating. Work is required for more integrated approach such as Police having access to Liquid Logic. A stable workforce is now beginning to push the work forward and staff</p>	

	<p>have been involved in IES Network events, school events and complex dependency visits.</p> <p>In summary there is a strong multi-agency commitment and good progress has been made but there is still further work to do to lead to truly multi-agency decision making in the future.</p>	
6.	<p>Feedback from Youth Senate – Make your Mark</p> <p>Lesley Dixon updated the Executive on the results of the Make your Mark initiative whereby young people voted on the ten most pressing issues for young people. The local results for Cheshire West and Chester mirrored the national outcome with the top issues being:</p> <ul style="list-style-type: none"> Racial discrimination Post 16 Transport Young people’s mental health Stop cuts to NHS <p>In response to this a Curriculum for Life event is being planned to respond to the issues. It will be trialled in a school first to promote the concept before wider roll out.</p> <p>Nationally the top five results were debated in the House of Commons on 11 November 2016 with two CWaC young people speaking. Nicole Meardon reported that she had distributed the link for the day in Parliament and the Council has expressed an interest in young people presenting the issues to a full Council meeting in the future.</p>	
7.	<p>Commissioning Update</p> <p>Angela Lewis reported that it has been agreed that the “Missing from Home and Care Service” currently commissioned with Catch 22 which had been experiencing issues with timeliness of return interviews should have an additional funded key worker from April 2017. This will ensure better efficiency for Cheshire West for geographical cover, better timeliness for return interviews, more opportunity to engage with young people as well as using the additional resource to help improve practice and planning with social care. Recruitment will start for the new worker in the new year so they will be in place ready to start delivery in April 2017.</p> <p>Tracy Parker-Priest explained that Vale Royal CCG is currently looking at its commissioning intentions for the next two years which will have implications for some services for children and young people. Fay Quinlan added that West Cheshire CCG is currently drafting its two year operational plan, commissioning intentions with key providers and Contract Quality Schedules and Commissioning for Quality and Innovation (CQuINS). Fay referred to commissioned services in general for children’s services across the partnership and the various tiers of commissioning in existence leading to a ‘fragmented commissioning landscape’. It was agreed that the mapping of key commissioning responsibilities would facilitate more joined up working on a wider footprint.</p> <p>ACTION: Fay to send to Isabel and Sarah a high level overview of children’s commissioning responsibilities to inform a wider mapping exercise of all commissioned services across the</p>	<p>Fay Quinlan/Isabel Noonan/Sarah</p>



	<p>Partnership.</p> <p>In addition Fay updated the Trust on the work of the Cheshire and Merseyside Women and Children’s Partnership’s to develop a safe, high quality, clinically and financially sustainable whole system model of care for women’s and children’s services across the footprint, including maternity and gynaecology, neonatal services (commissioned by NHS England) and paediatrics. Nicole Meardon referred to the Sustainability and Transformation Plan (STP) and the importance of public engagement and consultation in this area and asked that the Trust be kept up to-date on developments, as appropriate. Tracey Parker-Priest advised that the two were separate issues.</p>	Blaylock
8.	<p>0-19 Years Services and Children’s Centre Update</p> <p>Lynn Davies reported that on 21 September 2016 the decision to commission an integrated 0-19 Years’ Service was granted by Cheshire West and Chester Cabinet. The Cabinet also agreed with the proposed re-configuration of the 15 children’s centres in CWaC i.e. 8 will become main sites with 7 linked sites and will become part of the estate that goes out to tender as part of the 0-19 Service to ensure they remain a strong community hub. The Service is expected to go out to tender at the end of November which will trigger the procurement process. A Panel evaluation is scheduled for end of March 2017 with Cabinet sign-off in May 2017.</p> <p>The newly established service will be known as the Starting Well service with the School Nurse title being called “Public Health Nurse” Sian Jones queried the name change.</p> <p>ACTION: clarify reason for name change of School Nurse to Public Health Nurse</p>	Lynn Davies/Sioban Simcock
9.	<p>LSCB Challenge</p> <p>Sian Jones referred to Continuum of Need Thresholds and TAFs. Briefing events on the re-launched Continuum of Need have been completed with approximately 450 professionals attending. A Newsletter has been distributed and the LSCB website updated. Reasons around updating the Continuum include strengthening messages and improving consistency of application. Some of main findings from working through a case study at the briefing events were:</p> <ul style="list-style-type: none"> • tendency to refer higher up the Continuum, particularly when drugs and alcohol were mentioned • inappropriate referrals e.g. Camhs • assumption all children in a family should be at the same point on the Continuum • Lack of clarity around TAF and CIN offer – both need consent • Lack of knowledge around commissioned services and how to refer, with people being referred back to Local Offer. <p>A number of agencies asked about lead agency on the TAF. The Guidance states that the family should choose who leads on the TAF.</p> <p>Nicole Meardon asked if any agencies are doing it well – DASH RIC and some commissioned services were highlighted.</p>	
10.	Items for next Health and Wellbeing Board	Isabel Noonan

	<ul style="list-style-type: none"> • Progress against Strategic Outcome 5 – Early Years Closing the Gap • Commissioning mapping 	/Sarah Blaylock
11.	<p>Future Agenda Items January 2017 – Review 2016-17 priorities and refresh for 2017-18 Refreshed Children and Young People’s Mental Health Transformation Plan. Draft Early Help Strategy Child Poverty Strategy March 2017 onwards – Public Health campaign around mental health Commissioning intentions of CCGs Cheshire and Merseyside Women and Children’s Partnership – progress update Children’s Society – European Social Fund - Building Better Opportunities, working with young people 16-25 that have substance misuse issues</p>	
12.	<p>Any Other Business: Feedback from Takeover Day – 3 young people had taken part; 2 with Police and Lucy Coulson, Youth Senate representative took over communications and social media at West Cheshire CCG. Discussion took place on how to increase numbers next year including not holding the day on a Friday and looking to avoid ‘mocks’ week in schools. Sue Preston reported that Cheshire East were looking at a reverse Take Over day for staff to experience life in school, getting a bus, taking an exam etc.</p>	
13.	<p>Date of next meeting: Date: Monday 16th January 2017 Time: 3.15pm to 5.15pm Venue: Palatine Room, Chester Town Hall</p>	