

West Cheshire Children’s Trust Executive

**Action Note of meeting held on Monday 26 February 2018
(Palatine Room, Chester Town Hall)**

In attendance:

- Emma Taylor – Director of Children’s Social care, CWAC (acting chair)
- Mark Parkinson – Director of Education, CWaC
- Alistair Jeffs - Director, Commissioning People, CWaC
- Helen Brackenbury – Director Early Help and Prevention
- Isabel Noonan – Policy Manager, CWaC
- Sarah Blaylock – Policy Manager, CWAC
- Jill Oakley – CWaC, Research and Intelligence
- Alan Fairclough – Cheshire Police
- Fay Quinlan – Head of Starting Well, West Cheshire CCG
- Sioban Simcock – Children’s Commissioner, CWaC
- Matthew Adam – West Cheshire CCG
- Tracey Cole – Vale Royal CCG
- Anna Johnson - Innovation and Practice Development Lead, Children’s Services, CWAC

Item No	Minute/Action	Who
1.	<p>Welcome, introductions and apologies Emma Taylor, Acting Chair welcomed all to the meeting. As there were additional guests to the meeting everyone introduced themselves.</p> <p>Apologies were noted: Cllr Nicole Meardon, Cllr Margaret Parker, Gill Frame , Tony Sharples, Sue Preston, Delyth Curtis, Laura Marsh, Vicky Wrest</p>	
2.	<p>Notes of meeting held on 20 November 2017 and Matters Arising / Review of Actions The minutes from the previous meeting held on 20 November 2017 were confirmed as a correct record subject to the following amendment:</p> <p>Item 5 Children’s Trust Options paper – Page 5 – Fay Quinlan reported that WCCCG’s commissioning intentions are decided by January of each year and questioned whether the new format of a July meeting reviewing commissioning priorities would work. Alistair Jeffs re-iterated that the timeframe would work on a rolling programme of looking back at commissioned services leading up to the following year; but accepted this would be a difficult timeframe for CCGs in the first year.</p>	
3.	<p>PART 1: Future Direction of Children’s Services Emma Taylor introduced the item citing that the Trust had signed up to an integrated workforce approach with a shared language (and shared understanding of what success looks like). A scoping Workshop had been held in January 2018 and Anna Johnson was in attendance to update the Trust on progress.</p> <p>Anna explained that the scoping meeting had come up with a number of key themes to collectively move forward such as shared language and jointly assess need and hold risk. Greater understanding of root causes is</p>	

	<p>an underlying theme and significantly the approach needs to change. For the Children’s Trust as a Partnership there is a need to consider ‘What is the best way to work with families that will enable and empower them to make and sustain positive changes in their lives?’</p> <p>Anna explained that New Ways of Working Forums will be held in March 2018 focussing on Vision, Values and Principles and asked that Trust representatives help to lead this. Key to the Forums will be a common approach to practice and feedback from children and young people. Following the Forums in March, during April and May feedback from children and young people will be considered and communication will be fed back to the workforce. Key people will be identified to act as champions to support this change process during June and July and a Pilot site will be developed during Autumn 2018. The Trust was asked to consider communications, supporting next steps and sustainability.</p> <p>Emma Taylor pointed to the need to agree a common approach to equip all children’s workforce irrespective of organisation. Whilst Alistair Jeffs pointed out that it will only work if all workforces are represented and they receive the same message at the same time. Emma explained that a type of ‘Keeping in Touch’ communication similar to that used in the Council could be the mechanism for regular communications. Helen Brackenbury explained that Amanda Hand, Communication Officer for Early Help and Prevention meets regularly with key agencies and that might be a starting point to develop a comprehensive register of agencies working with children and families. A website option is also being explored. Primary Care and Provider representation and clarification of message to the Acute Trusts are also required going forward.</p> <p>ACTION: Hold a one off meeting to agree a Communication Strategy.</p> <p>The April/May feedback from children and young people may clash with exam time. Groups that might be approached include: Youth Forums by providers, PCC has a youth group, Young Carers, Youth Senate, CiC Council, SEND YP, young people from voluntary sector. The Trust suggested an amendment to the timeline of engaging Practice Champions first before engaging on the work with children and young people.</p> <p>ACTION: Alistair Jeffs to escalate Children’s Workforce to the Health and Wellbeing Board</p> <p>Tracey Cole referred to the twelve outcomes contained in the recent distributed letter and asked how improvements would be measured against outcomes and where does this fit into the timeline? Emma explained that a bid has been placed with the DfE for Partners in Practice funding which could assist with monitoring outcomes and improvements if successful.</p>	<p>Anna Johnson</p> <p>Alistair Jeffs</p>
<p>4.</p>	<p>Review and Refresh priorities using JSNA Isabel and Sarah explained that a Review and Refresh of Priorities template had been produced showing the Key Outcomes per Strategic Outcome for the Partnership for 2017/18 and Issues highlighted from the JSNA for consideration as Key Outcomes for the Partnership for 2018/19. Agreed issues should be those that the Partnership can deliver together,</p>	

	<p>not individual agency daily business. Some issues overlap and appear in more than one Strategic Outcome and the Trust was asked to consider how to present or streamline these.</p> <p>Strategic Outcome 1 – Emotional Health and Wellbeing – Tracey Cole asked if all key outcomes are measurable and Fay Quinlan requested the outcome relating to pregnant women be expanded to include post pregnancy.</p> <p>Strategic Outcome 2 – Children in Care and Care Leavers – likely to carry key outcomes forward as JSNA will not be completed until later on in 2018.</p> <p>Strategic Outcome 3 – SEND – Mark Parkinson pointed out that a stronger emphasis on inclusion is required and that the SEND Strategy was already in place to drive this outcome.</p> <p>Strategic Outcome 4 – Prevention – Helen Brackenbury explained that she had RAG rated a number of outcomes from 2017-18 as red as progress has not been demonstrated to date and expressed surprise that the JSNA was showing up teenage pregnancy as a concern. The JSNA states that ‘Under 18’s conception rate has been decreasing. However at ward level there is variation across the borough with some areas experiencing teenage pregnancy rates significantly higher than the England average. These are in Ellesmere Port and Winsford areas.’ Additional key outcomes were suggested, as follows:</p> <ul style="list-style-type: none"> • Reducing re-offending and preventing children and young people becoming victims of crime; and • Reporting number for Domestic Abuse are significant and require a partnership approach. • Child Poverty <p>Strategic outcome 5 – Closing the Gap (Early Years) – Mark Parkinson explained that although health outcomes appear in more than one Strategic Outcome they do have an impact on attainment and Closing the Gap. The Early years Strategy is in place to drive this outcome.</p> <p>ACTION: All Sub-groups consider both the JSNA report and the Review and Refresh Priorities document at their respective sub-group meetings</p>	<p>Sub-group Leads</p>
<p>5.</p>	<p>Mental Health and Wellbeing Transformation Plan Refresh – Matthew Adam and Graham Dyson</p> <p>Matthew Adam went through the latest updates in the refreshed Transformation Plan. Mark Parkinson raised concerns about the lack of health data in relation to SEND and the Trust raised it more widely for mental health and wellbeing. Fay Quinlan responded explaining that the multi-agency SEND Health Group is leading the work to address the data dashboard gaps for SEND, which have been escalated to COCH and CWP colleagues, via the Starting Well Partnership, to resolve as a matter of urgency. Graham Dyson added that from all five CCG perspectives including CWP there are data issues and a meeting is taking place to establish a consistent CAMHS dashboard with the aim that CWP has one</p>	

	October; or by exception in the interim.	
7.	<p>Review and Refresh of West Cheshire Children’s Trust Terms of Reference including membership</p> <p>A draft revised Terms of Reference and membership was presented to the Trust. Alistair Jeffs referred to the proposal to establish a Commissioning Sub-group as part of the revised future organisation of the Trust and in order to avoid duplication it had been proposed to use the West Cheshire CCG’s Starting Well Partnership group. Some concerns had been raised about the appropriateness of this as it was not currently a commissioning group nor did it cover the whole West Cheshire geography. Fay Quinlan confirmed that this partnership was primarily a Starting Well Programme assurance board, with multi agency membership, covering the West Cheshire CCG footprint. She added that Vale Royal CCG has a similar group.</p> <p>ACTION: Tracey Cole, Laura Marsh and Alistair Jeffs agreed to meet to discuss a way forward with regard to establishing a Commissioning sub-group including the proposal to use the current West Cheshire CCG’s Starting Well Partnership for the purpose.</p> <p>Fay referred to the WCCCG’s commissioning intentions annual planning cycle raised under Matters Arising. In addition Fay suggested that a ‘Quoracy’ clause be included in the Terms of Reference for decision making which was agreed. On behalf of the main health providers in West Cheshire ie Cheshire Wirral Partnership and Countess of Chester Hospital Fay asked that consideration be given to inviting both providers to join the Children’s Trust Executive either on a full/or Associate basis. Vale Royal CCG supported this request. The Executive discussed how it might work having Providers attend the Executive and acknowledged provider representative is wider than just CWP and CoCH.</p> <p>ACTION: a summary of options be produced for further consideration and members were asked to send Isabel/Sarah names of other providers</p>	<p>Alistair Jeffs</p> <p>Sarah Blaylock Isabel Noonan</p>
8.	<p>Items for next Health and Wellbeing Board</p> <ul style="list-style-type: none"> • Future Direction of Children’s Services • Transformation Plan refresh • Review and Refresh Trust priorities using JSNA • Review and Refresh of West Cheshire Children’s Trust Terms of reference including membership 	
9.	<p>Date of next meeting:</p> <p>Date: Monday 23 April 2018 Time: 3.15pm to 5.15pm Venue: Palatine Room, Chester Town Hall</p>	

