

West Cheshire Children's Trust Executive

**Action Note of meeting held on Monday 19th September 2016
(Palatine Room, Chester Town Hall)**

In attendance:

Cllr Nicole Meardon (Chair)
 Emma Taylor – Director, Children's Social Care
 Tony Sharples – CWaC Public Health
 Lee Hawksworth – West Cheshire CCG
 Holly Artell – CWaC Public Health
 Terry Upton – CWaC Strategic Housing
 Isabel Noonan – CWaC Policy Manager
 Zara Woodcock – CWaC Senior Manager Integrated Early Support
 Debbie Murphy – representing Mark Parkinson, Director of Education
 Lesley Dixon – Youth Focus North West
 Sian Jones - LSCB, Business Manager
 Lorraine Crane - Manager, Children's Commissioning
 Sioban Simcock – CWaC Children's Commissioner (Item 3)
 Jill Oakley - CWaC Insight and Intelligence
 Helen Picken-Jones - CWaC Insight and Intelligence

Item No	Minute/Action	Who
1.	<p>Welcome, introductions and apologies Councillor Meardon welcomed all to the meeting.</p> <p>Apologies were noted: Mark Parkinson, <i>Gerald Meehan</i>, Cllr Margaret Parker, , <i>Helen Brackenbury</i>, <i>Alistair Jeffs</i>, <i>Judith Thorley</i>, <i>Paula Wedd</i>, Gill Frame, Sue Preston, Sarah Blaylock, Alan Faircough</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 18 July were confirmed as a correct record subject to the following amendments and outstanding actions:</p> <p>Page 1 – Item 3 – Joint Targeted Area Inspections Sian Jones and Emma Taylor gave an update on the preparation for Joint Targeted Area Inspection. Two Co-ordination meetings have taken place looking at the Framework and paperwork requirements. Practice improvement issues will be considered at the Multi-agency practice Improvement meetings commencing in October.</p> <p>Page 3 – Item 3 – Strategic Outcome One – Emotional Health and Wellbeing Sian Jones reported that further promotion of the My Wellbeing Website had been undertaken and improvement in access to the Service is evident.</p> <p>Page 4 – Item 5 – Joint Protocol between Housing and Children's Social Care</p>	

	<p>The protocol will be launched in early October 2016. Emma Taylor reported that two flats have been secured in Chester for homeless 16/17 year olds to avoid the use of bed and breakfast accommodation in the future.</p> <p>Page 5 – Item 7 – Commissioning Updates – Missing from Home and Care Resources</p> <p>Lorraine Crane explained that additional resources have been found for an additional full-time worker for next financial year and interim arrangements with regard to resourcing the Service in-year are being looked at.</p>	
3.	<p>0-19 Years’ Services and Children’s Centre Consultation</p> <p>Sioban Simcock, Commissioner for Children’s Services presented the main findings of the consultation of 0-19 years’ services and Children’s Centre consultation along with the recommendations to Cabinet.</p> <p>The 12 week Consultation had received 111 responses from stakeholders and 720 from service users via questionnaires and 84 attendees at 2 Stakeholder events. The general feedback from the consultation was to move to Option 3 of the three proposed recommendations put forward in the consultation, i.e.</p> <p>‘Commission an integrated 0-19 years’ service that includes Health Visiting, Children’s Centre services and the 5-19 years’ Health and Wellbeing Service.’</p> <p>Some concerns were expressed by staff about retaining specialisms within the Service but Service Specifications will aim to protect these. Subject to the decision by Cabinet on 21 September 2016, a procurement process will begin in November 2016; CCGs will be involved in this process.</p> <p>Councillor Meardon expressed her support for this exciting opportunity for enhanced outcomes for children and families. Oldham Council has already adopted the proposed Model and CWaC is looking at lessons learned and mitigation of any risks highlighted.</p> <p>The re-design of the 5-19 School Nursing Service was highlighted as opportune, including re-branding e.g. ‘Starting Well Service’.</p>	
4.	<p>Performance Health Profiles</p> <p>Jill Oakley from CWaC Insight and Intelligence demonstrated the national data set profiles that are available, particularly the Public Health England site which produces profiles at national, Local Authority and CCG level. The indicators they produce are very similar to those the LA gather themselves e.g. Child Health profiles and can be compared against North West nearest neighbours and rag rated against England and the region.</p> <p>A number of Tools were also demonstrated: Public Health England – Local Health Tool based on population and health predominantly Assessment Profile – piece of work undertaken for Cheshire and Warrington. Provides a summary from finger- tip tool and graphic produced by John Moores University.</p>	

	<p>The JSNA was promoted, highlighting that the aim is to add value not just replicating national data e.g. highlighting inequalities in life expectancy, need in relation to children’s centres, Village of 100 Children and Young People. Helen Picken-Jones explained that the JSNA has been organised in themes e.g. ‘Starting Well’ then further broken down into generational themes. The Children’s Centre Dashboard is updated annually.</p> <p>The Trust discussed how best to advertise and promote the JSNA and its updates. Helen Bromley from Public Health signed off the JSNA but a wider approval, perhaps by the Trust could happen in the future to raise the profile and usage of the tool.</p> <p>ACTION: Directors to share the JSNA with their Senior Managers and Director of Children’s Social Care to provide a time for JSNA presentation on Social Worker Forum.</p>	
5.	<p>Progress against Strategic Outcome 4 - Prevention</p> <p>Zara Woodcock, Senior Manager, Integrated Early Support gave an update on progress against Strategic Outcome 4 of the Children and Young People’s Plan – Intervening in a joined up way at the earliest possible stage to prevent problems escalating with children, young people and their families (Prevention).</p> <p>The position with regard to the increase in referrals that were supported by evidence based assessment tools has not changed significantly. Analysis is not demonstrating significant use of these tools. In addition further work needs to be undertaken to address QA of TAF across the wider partnership. This has been raised at the LSCB and a request has been made to partners for them to audit the use of tools in their organisation and feedback so appropriate action can be taken.</p> <p>Reporting on TAFs and agency initiation continues. Reporting mechanisms are currently being developed to look at levels of need within TAFs open to partner agencies and partner’s involvement within IES TAFs.</p> <p>A health professional is based within ESAT and checks health systems as part of 360 profile prior to progression to case management to ensure health needs are captured in the initial analysis and recommendations.</p> <p>There remain significant challenges with access to the etaf system. tVolution is the access to the Liquid Logic etaf system to look at activity and record professionals own activity on an electronic system. To date 167 people have been trained on tVolution but as at July only 11 people had logged onto the system, which equates to 5% of those trained. Work is being undertaken to move to a web based system as an alternative to improve access and usage. Emma Taylor asked if work is being recorded elsewhere and Zara confirmed that it was, on the original paper based system. The advantage of the tVolution system is that it provides live information for sharing; although it was acknowledged that there were some initial technical issues such as technology compatibility.</p> <p>Debbie Murphy highlighted a problem for secondary schools in that they were only issued two devices for the recording which would not be an</p>	

	<p>adequate spread for the size of secondary schools. ACTION: Raise the issues of usage of Assessment Tools at referral, use of TAFs and recording on the tVolution system with the Secondary Head Association – CWASH</p> <p>Sian Jones explained that the LSCB is sighted on the low usage of assessment tool referrals and has asked partners for commitment and may go into Core Groups to test it below partnership re-assurances. Zara Woodcock explained that TAF advisers are having conversations with those agencies where the use of referral tools is low.</p> <p>ACTION: LSCB and Integrated Early Support continue to monitor the impact of evidence based referrals and report back to the Trust Executive</p>	<p>Debbie Murphy to ask Mark Parkinson to action</p>
<p>6.</p>	<p>Feedback from Youth Senate Lesley Dixon explained that 12 schools and 1 college had been involved in the national ‘Make your Mark’ day where young people vote on the ten most pressing issues for young people. The ballot closes in October; after which the results will be fed back to individual schools so that they can see what is important to young people in that school with overall results fed back to the Trust. Nationally the top five results will be debated in the House of Commons with one CWaC young person invited to speak on Race and Discrimination.</p> <p>Take Over Day will take place on 18 November and three schools have currently signed up to take part – Neston, Upton and St Nicholas. Lesley asked if as many members from across the Partnership as possible would keep the day free and volunteer to have a young person for the day.</p>	
<p>7.</p>	<p>LSCB Challenge</p> <ul style="list-style-type: none"> • National Consultation on Neglect – Sian Jones encouraged all agencies to respond to the Consultation by 13 October. • Sian Jones reported that the SCR Action Plans for Child A and B are almost complete with the Inquest for Child B set for 10 October. An SCR on Child C has now been instructed by the National Panel and a Panel will hear the case for Child D in due course. <p>Lorraine Crane re-assured the Trust around the process for commissioned services and referral pathways to access these. All specifications for commissioned services are joined up with pathways and some services are now on the system. Regular performance reviews are undertaken and actions formally written up. However, Lorraine pointed out that there are other Commissioners involved such as CCGs and Adult Services and wider re-assurances should be sought.</p>	
<p>8.</p>	<p>Commissioning Update Lorraine Crane suggested that the Trust should consider commissioned</p>	

	<p>services from across the partnership and not just those commissioned by the Council. Lee Hawksworth from West Cheshire CCG agreed and gave an example of the Trust looking at midwifery from a commissioning point of view. Sian Jones explained that from the LSCB perspective the assumption is that the Trust has overview of all commissioning activity that affects children. Terry Upton suggested a look at issues around Domestic Abuse and housing related support services.</p> <p>ACTION: Scope out list of commissioned services for children for the Trust to review</p>	<p>Lorraine Crane/Isabel Noonan</p>
9.	<p>Items for next Health and Wellbeing Board</p> <ul style="list-style-type: none"> • Progress against Strategic Outcome 4 - Prevention • Learning from Performance tools e.g. JSNA 	<p>Isabel Noonan /Sarah Blaylock</p>
10.	<p>Dates of future meetings for 2017 The Trust agreed to follow the same cycle of meetings for 2017</p> <p>ACTION: Future dates for 2017 set and notified</p>	<p>Isabel Noonan /Sarah Blaylock</p>
11.	<p>Any Other Business: Alcohol Workshop taking place in HQ – 17 October 2016</p>	
12.	<p>Date of next meeting:</p> <p>Date: Monday 21st November 2016 Time: 3.15pm to 5.15pm Venue: Palatine Room, Chester Town Hall</p>	