

West Cheshire Children’s Trust Executive

**Action Note of meeting held on Monday 29 April 2019
(Palatine Room, Chester Town Hall)**

In attendance:

- Councillor Nicole Meardon – Chair
- Emma Taylor – Director of Children’s Services, CW&C
- Ian Ashworth – Director of Public Health, CW&C
- Gill Frame – LSCB Chair
- Angela Wright (representing Laura Marsh) - WCCCG
- Louise Cherrington – Police
- Richard Rees - Police
- Sioban Simcock – Children’s Strategic Commissioner, CW&C
- Anna Johnson - Innovation and Practice Development Lead, Children’s Services, CW&C
- Samantha Horton-Leigh – Programme Manager, Children’s Services, CW&C
- Mark Grady (representing Helen Brackenbury) - Senior Manager – Corporate Business & Governance, Early Help and Prevention, CW&C
- Karen Cove – Senior Manager, Early Help and Prevention, CW&C
- Sarah Blaylock – Policy Manager, CW&C

Item No	Minute/Action	Who
1.	<p>Welcome, introductions and apologies Councillor Meardon welcomed all to the meeting. As there were additional guests to the meeting everyone introduced themselves.</p> <p>Apologies were noted: Mark Parkinson – Director of Education, CW&C, Helen Brackenbury – Director Early Help and Prevention, CW&C, Isabel Noonan – Policy Manager, CW&C, Laura Marsh, WCCCG, Hayley Doyle - Strategic Commissioning, CW&C, Jessica Burton – Fire.</p>	
2.	<p>Notes of meeting held on 4 March 2019 and Matters Arising / Review of Actions The minutes from the previous meeting held on 4 March were confirmed as a correct record.</p> <p><u>Matters Arising</u> Page 3, Item 3 – Part 1: Future Direction of Children’s Services <u>Multi-Agency Supervision Case Study</u> Anna advised that an example will be included as part of the training programme.</p> <p><u>Moving the Model Forward</u> Anna has contacted Sian Jones (LSCB) for contact names of parents who attended the Mental Health Development Day and Angela Lewis for Young Carers. A brief is to go out to parents and engagement events to take place.</p> <p><u>Communication</u> Anna is to attend the July Health and Wellbeing Board to present the New Ways of Working Model.</p> <p><u>Page 4, Item 4 – Draft Commissioning Framework</u> Fay Quinlan has sent further information relating to data for Hospital Admissions for alcohol conditions for 15-24 year olds to Ian Ashworth from the latest version of the West Cheshire CCG Starting Well</p>	

	<p>Performance Dashboard. Jo Vitta is to access Leighton Hospital figures to aid wider discussion. Ian has shared information with Public Health Team.</p> <p><u>Page 6, Item 8 – TAF Initiation and Activity – including the Invest to Save TAF pilot.</u></p> <p>Fay Quinlan escalated the issue of health initiation of TAFs at the Maternity Network meeting which was held in March where some differences between the local authority and provider data were raised. A number of solution focussed actions arose from the meeting and the Local Authority TAF Early Help and Prevention Team has offered assistance to West Cheshire maternity providers and any information requirements, training/development needs or improvement measures that may be required from these actions.</p> <p><u>TAF initiation rates in the first six months of school to assess opportunities missed</u></p> <p>Angela Houghton has reported that this is being looked at and a spotlight report to be presented to the Executive</p> <p>ACTION: Angela Houghton to present TAF spotlight report at the July meeting.</p> <p><u>Review of contractual obligations of Starting Well in relation to TAF initiation rates</u></p> <p>Sioban Simcock responded that a review of the contract Terms and Conditions and Service Specification has taken place. An Action Plan is in place with the Provider and progress towards increasing TAF initiation is underway. This will be monitored through the formal contract review process and led by Angela Houghton.</p>	<p>Angela Houghton</p>
<p>3.</p>	<p>PART 1: Future Direction of Children’s Services – Anna Johnson and Samantha Horton-Leigh</p> <p>Anna Johnson presented a Progress Update on New Ways of Working supported by Samantha Horton-Leigh, Programme Manager.</p> <p><u>Learning Conversation and Multi-Agency Group Supervision</u></p> <p>Models have been developed and will be accessible on the new look Children’s Trust website once it has been developed. Guidance for practitioners and information will be shared with families.</p> <p>Issues have arisen with the writing and approval of the Data Protection Impact Assessment and this is causing delays on the pilots for the Learning Conversations and Multi-Agency Group Supervisions. The Executive has been asked to approve this virtually once completed to avoid any further delays. Gill Frame agreed to share the LSCB National Guidance on information sharing which might assist the completion. The Independent Facilitator role has been advertised and shared with Partners.</p> <p><u>Development of Quality Assurance Framework</u></p> <p>A Quality Assurance Framework is being developed to ensure that New Ways of Working is embedded into practice and that there is a greater understanding and evidence to show that changes in practice are improving outcomes.</p> <p>When changes are made to practice we need to know that children and young people remain safe - who is responsible for this? LSCB or Children’s Trust?</p> <p>Also need to consider how to do – there is a need to have a triangulated, cyclical approach through performance management, audit and self-assessment. Initially to begin through a targeted approach.</p> <p>There is a Strategic Group meeting in May where thoughts and</p>	

reflections on how to develop the framework will take place.
Engagement with Children and Families
 Anna has attended the Parent Carer Forum (February 2019) and Children in Care Council meetings (April 2019) and is due to also engage with CAMHs, the Youth Senate and Young Carers. Based on discussions to date the following key messages have been gathered;

- Don't have a one size fits all approach
- Get to know the real me not just my mental health issues
- Don't ever judge
- Person-centred care approach
- See me as an individual not just a number/patient or 'case'
- Reliable
- Teachers – friendly, supportive, trust worthy
- Motivational
- Checking up on me

The PCF key messages were;

- Listen to parent
- Treat every child as an individual
- Do not assume
- Important to only tell story once – bring services all together
- Have one link person – shared record – make the child the focus
- Develop a one page profile – be transparent

Communication

Briefing went out in March and re-sent in March and April as issues with information being disseminated and reaching all relevant staff. This is now improving and attendance to training has increased. A new improved West Cheshire Children's Trust website is being developed and will include information relating to the Children's Trust, New Ways of Working, Care Leaver Offer and Partners in Practice sector led improvement. The website should be completed Summer 2019.

Shared Language

This is a key principle for New Ways of Working. Developing key phrases and creating a glossary of terms for staff to increase understanding and applying the model going forward. Examples include moving away from 'what' has happened to 'why,' replacing terminology such as challenging behaviour to distressing behaviour.

Workforce Development

The training programme is underway. Initially there was a slow start and this has been linked to communications as stated above. Now Leaders Programme full with waiting lists.

Chief Inspector Louise Cherrington and Sioban Simcock – Children's Commissioning - provided feedback, including the value of multi-agency joint training. Going forward Police to look at who needs to attend training and what training required e.g. Detectives, school officers and front line staff to attend full training and Trauma Informed Practice for all staff. Need to embed train the trainer model to ensure sustainability and embed into all CW&C contracts and measure the Impact through the performance management framework.

Emma Taylor stated that children's social care is currently looking at how to align teams better under New Ways of Working.

PART 2 – Business and Development

4.	<p>Early Help Strategy Refresh – January 2019 Karen Cove explained that a refresh of the Early Help Strategy was undertaken in January 2019. ACTION: Karen Cove asked to provide narrative to Appendix 4 performance measures update.</p>	Karen Cove
5.	<p>My-views Profile Karen Cove provided the Executive with updates on the development of a one page profile. Helen Sanderson who is a trainer will put on a training programme that will be mandatory for staff. A template was attached with the Agenda as an example of what a one page profile could look like, capturing all the important information about a person on a single sheet of paper that will belong to the young person. Attached with the minutes is a brief on practice standards for person-centred planning including one page profile. The one page profile is a philosophy of engagement not a process and will enhance the voice of the child.</p>	
6.	<p>End of Year Summary Sarah Blaylock informed the Executive the sub Groups are currently working on the review of 2018-19 outcomes against actions for last year and that once completed a Year End Summary will be produced for the Executive to approve virtually. ACTION: Sarah Blaylock and Isabel Noonan to produce and share Year End Summary with Executive virtually for approval.</p>	Sarah Blaylock Isabel Noonan
7.	<p>Update on the commissioned service: Early Help and Prevention Targeted Emotional Health and Wellbeing Service Sioban Simcock provided the Executive with an annual update on the Targeted Early Help and Prevention: Emotional Health and Wellbeing Service. The Service has been designed predominantly for young people that are being supported through Early Help and Prevention where emotional health and wellbeing concerns/issues have been identified. Through early identification and intervention there should be better support for young people that do not meet Child Adolescent Mental Health Service thresholds and a reduction in referrals to CAMHS that could have been managed earlier and a workforce that is more equipped to help young people and their families to self-manage. A successful bid for Priority Outcome Reserve was made to commission a team of Emotional Health and Wellbeing Practitioners to support the work of the Early Help and Prevention Teams within the 3 Early Help and Prevention districts – Core Assets were awarded the contract for a period of 3 years. These practitioners are qualified counsellors. There is an element of the Service attributed to building workforce capacity through staff training and caseload support. The service is only available to those that have an allocated Family Intervention Worker or have a completed JET (Journey to Employment) assessment indicating an emotional health need. For 2018-19 147 young people were referred to the service with 127 (86.6%) accepted. Of the 127, 8 were stepped up into CAMHS. There was an even split of male/female clients, 74% of clients were aged between 11-16 years. The primary concern for referral was emotional support followed by behavioural support. Each young person receives between 6 – 12 weeks of targeted support</p>	

	<p>with the Emotional Health and Wellbeing Practitioners working closely with the Family Intervention Worker assigned to the client. Two tools are used to measure the distance travelled by each client;</p> <ul style="list-style-type: none"> i) Strength and Difficulties Questionnaire (SDQ) which is an emotional and behavioural screening questionnaire for children and young people aged 2 – 17 years ii) Outcomes Star – this is an outcomes/strengths based client central tool that ensures that conversations are driven by outcomes determined by service users empowering service users in their own process of change. <p>SDQ scores and completion of Outcomes Star interventions show an 88% improvement. And there has been 100% positive feedback from service users.</p> <p>Overall the Service has been well received by the three Early Help and Prevention districts, particularly valuing the specialist skills that the Emotional Health and Wellbeing Practitioners bring.</p> <p>A programme is in place for staff training delivered by the Service and feedback is positive to date. The training provides an induction to emotional health and wellbeing topics. The training sessions are set to compliment more comprehensive training available locally, namely; Mental Health First Aid; and Emotional Literacy Support Assistants (ELSA).</p> <p>The training is supported by resources delivered by MindEd which is a free educational resource on children and young people’s mental health for all adults. MindEd is cross-professional and can be used by teachers, health professionals, police, judiciary staff, social workers, youth service volunteers and school counsellors to support their professional development. To date uptake of MindEd has been low.</p> <p>Action: Sioban asked to speak to CAMHS to see if this service has had an impact on them.</p> <p>Emma Taylor stated that there has been a significant rise in the numbers of children 10 – 15 years in children’s social care in particular with placement breakdowns and a lot with self-harm and distressing behaviour that may require support from this service.</p> <p>ACTION: Emma Taylor, Helen Brackenbury and Sioban Simcock to meet to discuss potential increase in use of Emotional Health and Wellbeing Service.</p> <p>Ian Ashcroft asked as the contract with Core Assets runs from December 2017 to December 2020 in 6 months will there be an exit plan? Sioban responded that part of the contract includes upskilling the workforce to enable them to deal with cases in the future.</p>	<p>Sioban Simcock</p> <p>Emma Taylor Helen Brackenbury Sioban Simcock</p>
8.	<p>Standing Item: Implications for Children’s Trust of changes to CCGs</p> <p>Angela Wright stated that all posts bar Clinical Executive Director have now been appointed to the single executive team for Cheshire CCG and are detailed below;</p> <ul style="list-style-type: none"> - Executive Director of Strategy and Partnerships – Tracey Cole - Director of Governance and Corporate Development – Matthew Cunningham - Executive Director of Performance and Delivery – Neil Evans - Executive Director of Finance and Contracts – Lynda Risk - Executive Director of Quality and Patient Experience – Paula Wedd <p>Workstreams are being put into place and rolled out in June.</p>	

	<p>Emma Taylor stated that there is now a need to know who will be the CCG representative on the Health and Wellbeing Board and Children's Trust Executive.</p> <p>Also we have had the titles of roles and who has been appointed but could do with more clarity as to who is leading on what areas of work.</p>	
9.	<p>LSCB Challenge Gill Frame stated that the new Safeguarding arrangements will be published in June. Once signed off to come to the Executive in July. There was a meeting on 30th April 2019 to look at priorities for the Multi-agency Safeguarding Partnership going forward.</p>	
10.	<p>Items for next Health and Wellbeing Board</p> <ul style="list-style-type: none"> • West Cheshire Children's Trust Year End Summary • Update on the commissioned service: Early Help and Prevention Targeted Emotional Health and Wellbeing Service <p>Note: New Ways of Working going as a separate item to July H&WBB</p>	
11.	<p>Any Other Business <u>Holiday Hunger Programme</u> Ian Ashworth stated that there had been a successful national bid by Edsential CIC and Partners (Welcome Network, Cheshire West Voluntary Action and Cheshire West and Chester Council) to co-ordinate Holiday Activity and Food Clubs in west Cheshire over the 2019 holiday period. The aims of the grant which totals £550,000 are to develop a more efficient and joined-up approach to free holiday provision for children; and to ensure there is enough good quality free holiday provision to meet the demand from children eligible for free school meals. In addition it will enable enhanced provision where healthy meals and physical activity are not currently offered. Cheshire West and Chester is one of eleven areas funded by the Department for Education and is the only area in the North West. For more information please contact: hello@edsential.co.uk</p>	
12.	<p>Date of next meeting:</p> <p>Date: Monday 22 July 2019 Time: 3.15pm to 5.15pm Venue: Palatine Room, Chester Town Hall</p>	