

## West Cheshire Children's Trust Executive

**Action Note of meeting held on Monday 17<sup>th</sup> November 2014  
(Palatine Room, Chester Town Hall)**

### In attendance:


Gerald Meehan – CWaC Strategic Director of Children & Families (Chair)  
 Alison Amesbury – CWaC Senior Manager Strategic Housing  
 Sarah Blaylock – CWaC Policy Manager  
 Lyn Brown – CWaC Partnerships Officer (in support)  
 Sian Jones – Local Safeguarding Children's Board (LSCB) Business Manager  
 Tamsen Lesko – Cheshire Fire & Rescue Service / Princes Trust  
 Angela Lewis – CWaC Commissioning Officer  
 Laura Marsh – West Cheshire CCG  
 Tracey Matthews – Vale Royal CCG  
 Mark Parkinson – CWaC Head of Achievement & Wellbeing  
 Paula St Aubyn – CWaC Interim Head of Children & Families  
 Zara Woodcock – CWaC Senior Manager Integrated Early Support


### Visitors:

Helen Bromley – CWaC Public Health Consultant  
 Ron Davies – CWaC Participation and Inclusion Officer  
 Cllr Jill Houlbrook – Safeguarding Scrutiny Committee Chairman  
 Tony Sharples – CWaC Public Health Specialist

Item No	Minute/Action	Who
1.	<p><b>Welcome, introductions and apologies</b>                      The Chair welcomed all to the meeting and the following apologies were noted: <i>Lorraine Crane, Nick Evans, Gill Frame, Alistair Jeffs, Lynn Keenaghan, Alison Kelly, Sue O'Dell, Fay Quinlan, Pauline Ruth, Ali Stathers-Tracey and Supt. Paul Williams</i></p>	
2.	<p><b>Notes of meeting held on 8<sup>th</sup> September / Review of Actions</b>                      The minutes from the previous meeting held on 8<sup>th</sup> Sept were confirmed as a correct record with the following actions updated or still outstanding:</p> <ul style="list-style-type: none"> <li>➤ <b>Draft Domestic Abuse Strategy</b> (b/f from 19/05/14)  <u>Update:</u> Strategy has been circulated to CT Exec members - currently subject to 3 month consultation, closing date 31<sup>st</sup> Dec 2014.</li> <li>➤ <b>New Performance Framework approach</b> (b/f from 19/05/14)  <u>Update:</u> This action remains outstanding.</li> </ul> <p style="color: red;"><b>ACTION: Ali S-T to commission Chester Uni to undertake a piece of work around reviewing the CT Exec performance framework (and to ensure request for LSCB data sets are included in any new performance framework work undertaken for consistency).</b></p> <ul style="list-style-type: none"> <li>➤ <b>Domestic Abuse Sub Groups</b> (b/f from 08/09/14)  <u>Update:</u> Gavin Butler and Lorraine Crane have focussed on bringing together the commissioned DA services relating to CYP and promoting them.</li> </ul>	<p>Ali S-T / Gill Frame</p>



	<p>➤ <b>New Joint Inspection Framework: Consultation</b> (b/f from 08/09/14)  <u>Update:</u> Partners were asked to share their responses to the consultation – the LSCB response is attached below.</p> <p></p> <p>Ofsted Int inspection consultation sept 14 I</p> <p>The Chair referred to an OFSTED circular containing forthcoming dates for the single inspection framework. This was circulated to the CT Exec for information following the meeting.</p> <p>➤ <b>Draft Joint Commissioning Framework: Final draft document</b> (b/f from 08/09/14)  <u>Update:</u> Minor amendments made and document circulated to partners and made available on the website. More detailed document needs to be developed containing action plans around commissioned services. Too soon to bring to Nov meeting, so deferred until Jan 2015 meeting.</p> <p><b>ACTION:</b> <i>Detailed action plan document be brought to the next CT Exec. on 19<sup>th</sup> Jan 2015.</i></p> <p>➤ <b>Transformation Challenge Fund – bid document</b> (b/f from 08/09/14)  <u>Update:</u> Following initial expression of interest, the more detailed bids were submitted in Oct and we'll hear by the end of Nov if we've been successful.</p> <p>➤ <b>CAHMS review</b> (b/f from 08/09/14)  <u>Update:</u> There was a request that Alistair Jeffs bring something back to the January meeting on this.</p> <p><b>ACTION:</b> <i>Update on CAHMS review to be brought to the January meeting.</i></p> <p>➤ <b>Child Health Strategy Group</b> (b/f from 08/09/14)  <u>Update:</u> This was an agenda item today relating to the performance section being mixed up and inaccurate. Health colleagues have met to reframe this section of the performance report and identify what key performance targets are now required.</p> <p>➤ <b>Housing / Homelessness Review 2014</b> (b/f from 08/09/14)  <u>Update:</u> This was on the agenda today. Actions in relation to the Joint Protocol remain outstanding.</p> <p><b>ACTION:</b> <i>Terry Upton to meet with Sian Jones (LSCB) to consider outstanding issues around the Protocol.</i></p> <p><b>ACTION:</b> <i>Update on the Joint Protocol to be received in 6 months (March 2015).</i></p> <p>➤ <b>MYP participation: Financial implications</b> (b/f from 08/09/14)  <u>Update:</u> This was on the agenda today.</p>	<p>Lorraine Crane</p> <p>Alistair Jeffs</p> <p>Sian Jones</p> <p>Terry Upton</p>
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<p>3.</p>	<p><b>Members of Youth Parliament: Financial implications of MPY participation in partner activities</b></p> <p>Ron Davies presented a report outlining options for addressing the financial implications of sustaining MYP participation in partner activities moving forward. His preferred option was for some form of 'shared stewardship' which would include financial partner contributions to cover transport and catering costs of MYP participation. In kind contributions were also raised, including the use of minibuses (CFRS/Princes Trust) or use of partner meeting rooms with catering provided.</p> <p>As a way forward, a further option was suggested of convening a small working group to develop a clear scope as to what the Senate can offer and what is out of their remit. In addition, it was agreed that a champion be nominated from each organisation who would be a point of contact and be supportive of and committed to MYP engagement and activities. It was suggested that the Youth Lay Member of the LSCB may want to be included in the working group and also a rep from the Children in Care Council.</p> <p><b>ACTION:</b> <i>A small working group be convened to look at all the options presented and report back to the January meeting.</i></p> <p><b>ACTION:</b> <i>Nominations for champions from each organisation be sent to Ron Davies.</i></p>	<p>Ron Davies / partner volunteers</p> <p>ALL</p>
<p>4.</p>	<p><b>Homelessness Review 2014</b></p> <p>Alison Amesbury, Senior Manager Strategic Housing, outlined that local authorities have a duty (under the Local Government Act 2002) to undertake a review of homelessness and publish a Homelessness Strategy based on the findings. The Cheshire West and Chester Homelessness Review 2014 had now been published and the key findings have been used to set the priorities for the new Homelessness Strategy to be published next year. The key findings from the review were based on local homelessness data and consultation with staff, partners and customers. The slide presentation can be viewed below.</p> <p></p> <p>Homelessness presentation for CT Exec</p> <p>In relation to children and young people's issues, there was much support for the priority to reduce the use of B&amp;Bs and temporary accommodation. It was noted that the Integrated Early Support team were already working closely with the Housing Solutions team. Domestic abuse was a major challenge across the borough and the Housing Solutions team were looking closely at the DA Strategy to identify overlaps and opportunities for joint projects. It was felt prevention could have been better emphasised in the draft Strategy, particularly around mental health issues and chaotic families. It was hoped that where B&amp;Bs were being used, risk assessments were being carried out and Sian Jones (LSCB) would link up with Terry Upton in Housing Solutions to ensure data sets were in harmony. There was concern that the same</p>	

	<p>B&amp;Bs could be being used for displaced families as well as perpetrators and single males. In February looking at 16-17 year old homeless protocol.</p> <p><b>ACTION:</b> <i>Sian Jones to link up with Terry Upton to ensure LSCB and Housing Solutions team data sets were in harmony.</i></p>	Sian Jones
5.	<p><b>Children who Sexually Harm – six month update</b></p> <p>Sian Jones, LSCB Business Manager, reminded partners that a Task &amp; Finish group had been set up by the LSCB and CT Exec around ‘Children who Sexually Harm’ and that the LSCB was overseeing the delivery of a number of recommendations made by the Task &amp; Finish Group and would report back to the CT Exec on progress.</p> <p>As part of this six month update report, Sian highlighted a number of actions which had been completed, actions requiring further progression, as well as a number of additional recommendations for the CT Exec to consider.</p> <p>In the ensuing discussion the following points were captured:</p> <ul style="list-style-type: none"> <li>• <i>ESAT performance data on children who sexually harm:</i> It was noted that the Liquid Logic system didn’t currently support this, however the ESAT team were able to manually trawl the system. Whilst CSE and sexualised behaviour were separate issues, it was noted a decision was required on whether the results should be integrated or kept separate. It was also felt that guidance notes would be useful on capturing this data. The SCIE team are now recording this data and it does give a picture of early warning signs.</li> <li>• <i>Autism Strategy:</i> Progress with this document was not known. Laura Marsh confirmed that this was part of the CAHMS review, however Tracey Matthews was concerned that VR CCG would not be part of this if undertaken on a Cheshire West &amp; Chester footprint. Sian would follow this up with Lesley Singleton.</li> <li>• <i>LSCB:</i> The LSCB Learning &amp; Development Group are working with Anna Johnson in the Workforce Development Team to put on training.</li> </ul> <p><b>AGREED:</b> <i>The recommendations in the report were agreed.</i></p> <p><b>ACTION:</b> <i>An update on progress with actions/ recommendations be received in six months (May 2015)</i></p>	Sian Jones
6.	<p><b>Children &amp; Young People’s Plan 2012-16</b></p> <p>The Chair requested that the Plan be regularly reviewed in order to keep it alive and to encourage partner ownership. It was felt that the priorities and outcomes may have changed over time and it was agreed to give the Plan and priorities/outcomes sole consideration at the January meeting (see more at agenda item 8).</p> <p><b>ACTION:</b> <i>The next meeting be a single agenda item meeting to revisit the Children’s Plan and priorities/outcomes.</i></p>	ALL TO NOTE



<p>7.</p>	<p><b>Commissioning Updates</b></p> <p><u>CWAC / Public Health</u> – Angela Lewis reported that contracts have been awarded for Public Health services supporting sexual health, drug &amp; alcohol services and 5-19 years school nursing service.</p> <p>There is currently a review of areas within Children's Public Health which could be transferred into Children's Commissioning to reflect some of the work already carried out in Adults Commissioning. A further update will be provided at the next meeting.</p> <p><b>ACTION:</b> <i>An update be provided at the next meeting re. review of areas within Children's Public Health which could be transferred into Children's Commissioning.</i></p> <p><u>Youth Service Project Board</u> - The policy option within the Council's 'Meeting the Challenge' budget consultation document recommended offering a reduced direct provision of Youth Services by the council, but strengthening the delivery of Youth Services through partnerships with Voluntary, Community, Faith and Private sector youth organisations. Work is underway to identify the best way to achieve this and support the voluntary sector to deliver more targeted youth services.</p> <p><u>Vale Royal CCG</u> - Tracey Matthews reported that the CCG were currently refreshing their Year 2 Operational Plan which would strengthen joint commissioning.</p>	<p>Alistair Jeffs</p>
<p>8.</p>	<p><b>Performance Framework Updates</b></p> <p>Any performance updates received had been circulated to the CT Exec in advance of the meeting. It was recognised that some of the sub groups no longer met and the priorities had either been achieved or may no longer be relevant. Those that were still to be achieved may be inaccurately assigned to the wrong officers and it was felt there was now a disconnect between priorities, key indicators and outcomes. We need to re-establish where the CT Exec can help contribute to the delivery of priorities other than core business and it was felt a review of performance and outcomes was needed.</p> <p>In advance of this, health colleagues from CWaC Public Health and West Cheshire and Vale Royal CCGs presented a report whereby they had sought to develop new health and wellbeing outcomes to support the delivery of the CYP Plan. It was suggested a new Strategic Health and Wellbeing Outcomes Framework be developed to inform the work of the CT Exec based on the Public Health Outcomes Framework and NHS Outcomes Framework. A strategic level dashboard of key indicators would be developed which would be supported by exception reporting.</p> <p>This piece of work was commended and welcomed by the CT Exec and all the recommendations contained in the report were agreed.</p> <p><b>ACTION:</b> <i>Review Performance reporting at the next meeting in January.</i></p>	<p>ALL</p>
<p>9.</p>	<p><b>Local Safeguarding Children's Board – Challenge</b></p> <p>Sian Jones, LSCB Business Manager, raised a number of concerns from</p>	



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	<p>the LSCB around commissioned services for children and young people and sought assurances that the CT Exec was satisfied in general that there was a quality assurance framework in place around all commissioned services for children and young people. In one case highlighted, there was a perceived gap in provision due to a young person being under 18 years old – Laura Marsh agreed to raise this with Lesley Singleton.</p> <p><b>ACTION:</b> <i>Laura Marsh to pursue the perceived gap in service provision, which was raised in the discussion, with Lesley Singleton.</i></p>	Laura Marsh
10.	<p><b>Children &amp; Young People’s ISNA: Latest update</b></p> <p>Helen Bromley presented the latest iteration of the draft Children &amp; Young People’s ISNA and sought approval for publication on the Council’s website, acknowledging that there were still some gaps in information to be addressed.</p> <p>Those present agreed the document was really well structured and presented and would be particularly useful to commissioners. It would also be helpful in our discussions around priorities at the January CT Exec meeting. Some gaps were highlighted, in particular around child sexual exploitation and young offenders in transition, and it was hoped any other identified gaps would be emailed to Helen for inclusion.</p> <p><b>AGREED:</b> <i>Approval was given to the document being published on the Council’s website, recognising that any subsequent identified gaps in information would be addressed.</i></p> <p><b>ACTION:</b> <i>Partners to email any gaps in information to <a href="mailto:helen.bromley@cheshirewestandchester.gov.uk">helen.bromley@cheshirewestandchester.gov.uk</a></i></p>	ALL
11.	<p>Any other business</p> <ul style="list-style-type: none"> <li>• <i>Agenda planning / forward plan</i></li> </ul> <p>As mentioned when discussing the Children &amp; Young People’s Plan (<i>agenda item 6</i>) and Performance Reporting (<i>agenda item 8</i>) it was suggested that the next meeting be a single agenda item meeting to revisit the Children &amp; Young People’s Plan priorities/outcomes and the performance framework under grouped headings e.g. Health, IES, Youth offending, Child social care, Learning/education etc.</p> <p><b>ACTION:</b> <i>In advance of the next meeting, CT Exec members to review the CYP Plan, consider whether the current priorities/outcomes and related activities are still relevant and bring your revised priorities (those that can only be delivered jointly with CT Exec partners) to the next meeting for consideration.</i></p>	ALL
12.	<p><b>Date of next meeting</b></p> <p>⇒ <b>Monday 19<sup>th</sup> January 2015, 2.00 – 5.00pm, Chester Town Hall (Palatine Room)</b> * Please note earlier start time</p>	

