

West Cheshire Children's Trust Executive

**Action Note of meeting held on Monday 19th January 2015
(Palatine Room, Chester Town Hall)**

In attendance:

Gerald Meehan – CWaC Strategic Director of Children & Families (Chair)
 Sarah Blaylock – CWaC Policy Manager
 Helen Brackenbury – CWaC Senior Manager IES
 Lyn Brown – CWaC Partnerships Officer (in support)
 Lorraine Crane – Joint Strategic Commissioning Lead (Halton & CWaC)
 Gill Frame – Local Safeguarding Children's Board (LSCB) Chair
 Lynn Keenaghan – CWaC Locum Consultant in Public Health
 Mark Parkinson – CWaC Head of Achievement & Wellbeing
 Sue Preston – Children's Society / VCSF Hub
 Emma Taylor – CWaC Head of Children's Social Care
 Paula Wedd – West Cheshire CCG Director of Quality & Safeguarding

Visitors:

Cllr Brenda Dowding – Health & Wellbeing Board Chairman

Item No	Minute/Action	Who
1.	<p>Welcome, introductions and apologies The Chair welcomed all to the meeting and the following apologies were noted: <i>Alison Amesbury, Nick Evans, Alison Kelly, Tracey Matthews, Sue O'Dell, Pauline Ruth, Ali Stathers-Tracey and Supt. Paul Williams</i></p>	
2.	<p>Notes of meeting held on 17th November 2014 / Review of Actions The minutes from the previous meeting held on 17th Nov. were confirmed as a correct record with the following actions updated or still outstanding:</p> <ul style="list-style-type: none"> ➤ New Performance Framework approach (b/f from 19/05/14) <u>Update:</u> The action to commission Chester University to review our performance framework has been overtaken by a review of the CYP Plan priorities (see exercise below under item 6). We should only agree a limited number of performance indicators moving forward. ➤ Draft Joint Commissioning Framework: Detailed Action Plans (b/f from 17/11/14) <u>Update:</u> Detailed documents to be developed containing action plans around commissioned services. <p style="text-align: center;">ACTION: Detailed action plan documents to be brought to the next CT Exec. in March.</p> ➤ Transformation Challenge Fund (b/f from 17/11/14) <u>Update:</u> This bid was successful and Cheshire West & Chester, Cheshire East, Halton and Warrington Councils have secured £5m Govt. funding to transform vulnerable and complex families. ➤ CAMHS review (b/f from 08/09/14) <u>Update:</u> Discussion around Emotional HWB becoming one of our priorities. Lorraine Crane (Joint Commissioner) confirmed she was struggling to set up a CAMHS Strategy Board. It was stated that the 	Lorraine Crane



	<p>CAMHS review needed to come to this group <u>urgently</u>.</p> <p>ACTION: <i>Update on CAMHS review to urgently be brought to the next meeting in March, with an agreed way forward.</i></p> <p>➤ Housing / Homelessness Review 2014 (b/f from 08/09/14) Update: Gill Frame (LSCB Chair) reported Sian Jones (LSCB Manager) and Terry Upton (Housing Solutions Manager) were meeting soon to consider outstanding issues around the Protocol and ensure LSCB and Housing Solutions team data sets were in harmony.</p> <p>ACTION: <i>Six month update on the Joint Protocol to be received at the March meeting.</i></p> <p>➤ MYP participation: Financial implications of MYP participation in partner activities (b/f from 08/09/14) Update: Ron Davies (Participation & Inclusion Officer) was not able to attend today. Due to circumstances beyond his control since mid-December, he has been unable to make progress with this. He has been interviewed by the NW regional Youth Work Unit as part of a "Participation Healthcheck" requested by the council and a report is awaited.</p> <p>Ron still believes that a form of shared stewardship of the Senate, and everything which permeates from it, is the best way to sustain the work. He suggests aiming to raise £10k from sources outside the local authority, the money to be used to pay the subscription to the Regional Youth Work Unit and to facilitate the meetings of the Senate (six a year), travel to regional/national events and any other expenses around the continuation of this area of participation.</p> <p>ACTION: <i>Ron to update the CT Exec on progress as appropriate.</i></p> <p>➤ Children who Sexually Harm</p> <p>ACTION: <i>A six month update on progress with actions/ recommendations to be received in May 2015.</i></p>	<p>Alistair Jeffs</p> <p>Alison Amesbury / Terry Upton</p> <p>Ron Davies</p> <p>Gill Frame/ Sian Jones</p>
<p>3.</p>	<p>Commissioning of the 0-5 Healthy Child Programme</p> <p>A report was received which outlined the proposed process around supporting the transfer and future re-commissioning of the 0-5 Healthy Child Programme (Health Visiting and Family Nurse Partnership Services). The preferred option is to "lift and shift" the current NHS England contracts to the council for six months and then carry out a tendering exercise.</p> <p>Lorraine Crane confirmed that an appointment would shortly be made to a new commissioner for this area, to be line managed by Public Health. She also confirmed that in order to continue with the preferred option above, agreement would be needed from NHS England and Public Health England as part of the transfer (to be obtained by Lynn Keenaghan and Fiona Reynolds in Public Health). It was noted that the length of contracts between current providers (East Cheshire Trust and CWP) would need aligning. GPs and CCG colleagues were highlighted</p>	

	as a key stakeholder to be included in this process.	
4.	<p>Local Safeguarding Children’s Board: Strategic Priorities and Annual Report</p> <p>Gill Frame (<i>LSCB Chair</i>) presented the latest West Cheshire LSCB Business Plan 2015-18, due for launch on 1st April and containing a set of high level strategic priorities which it is hoped will become embedded in everyone’s mindset. It was recognised these priorities would need to dovetail with any CYP Plan update and there was discussion around how we align the LSCB Business Plan, the CYP Plan and the HWB Strategy as they were currently out of kilter in terms of their duration.</p> <p>It was suggested that the LSCB undertake a one year refresh and then re-launch its Business Plan for 2016-19, so that it would align with any refreshed CYP Plan. The life span of the current HWB Strategy also needed to be understood e.g. a three or five year strategy?</p> <p>ACTION: <i>Sarah Blaylock to investigate the lifespan of the current HWB Strategy and how these three plans can be better aligned in the future.</i></p> <p>The LSCB Annual Report was presented for information and can be viewed on the website at: http://www.cheshirewestlscb.org.uk/</p>	<p>Sarah Blaylock / Sian Jones (LSCB)</p>
5.	<p>Any other urgent business</p> <p>Gill Frame challenged the robustness of the process of transfer of services currently out to tender e.g. school nursing and sexual health.</p> <p>ACTION: <i>Lorraine Crane to liaise with Lynn Keenaghan.</i></p>	<p>LC / LK</p>
6.	<p>Children & Young People’s Plan 2012-16: Review and Refresh of priorities</p> <p>It was felt that a number of priorities and outcomes contained in the current CYP Plan were no longer relevant and needed updating. Each of the activities and milestones under the priorities (pages 30-38 of the CYP Plan) were considered and updated narrative was discussed, including inputting evidence of delivery where appropriate. It was noted that the next plan must be outcome focused.</p> <p>It was suggested that a table be produced containing the current priorities/milestones, with additional columns for updated narrative / evidence of delivery / responsible officer, for circulation to partners for comment and agreement /amendment in order to effectively “close” the current CYP Plan before looking ahead to new priorities to take forward.</p> <p>ACTION: <i>Sarah Blaylock to produce a table as outlined above for circulation to partners for their input as appropriate.</i></p> <p>Priorities moving forward</p> <p>There then followed a discussion about our priorities moving forward and the following six priorities were identified for the CT Executive:-</p> <ul style="list-style-type: none"> ➤ <i>Emotional Health & Wellbeing</i> ➤ <i>Children in Care and Care Leavers</i> 	<p>Sarah Blaylock ALL PARTNERS</p>



	<ul style="list-style-type: none"> ➤ SEND ➤ Prevention (Integrated Early Support) ➤ Closing the Gap ➤ Domestic Abuse <p>It was agreed that ‘task and finish’ groups be convened over the coming weeks to articulate the priorities and develop actions, indicators and performance measures around each of these priorities. Sarah would design a template for contributions, which would include ‘enablers’ and ‘outcomes’.</p> <p>ACTION: <i>Sarah Blaylock to liaise with appropriate individuals and convene meetings in the coming weeks in order to progress developing actions, indicators and performance measures around the five priorities identified above.</i></p> <p>There was a request for health priorities to be integrated rather than stand alone. The Chair and partners stated that they liked the format of the new Children’s ISNA which was well structured with a key issue on a page and that the refreshed plan should look similar to this. A limited number of key health issues would be required based on what we, as a partnership, can have the most influence over.</p> <p>ACTION: <i>Lynn Keenaghan to discuss health priorities with health colleagues and progress with Lorraine Crane.</i></p> <p>It was also recognised that, moving forward, we would need some support with drawing up appropriate performance indicators to measure our performance on.</p> <p>ACTION: <i>Due to timing, refreshed plan to be approved virtually by the Exec prior to the next meeting in March.</i></p>	<p>Sarah Blaylock</p> <p>LK / LC</p> <p>ALL PARTNERS</p>
7.	<p>Date of next meeting</p> <p>⇒ Monday 16th March 2015, 3.00 – 5.00pm, Chester Town Hall (Palatine Room)</p>	