**West Cheshire Children’s Trust Executive**

**Minutes of Development Session held on Monday 15th July 2024**

**In attendance:**

Adam Langan – Councillor – Cabinet Member for Children and Families, CW&C, Chair

Zara Woodcock – Head of Service, Early Help and Prevention

Amanda Allen – Senior Manager Childrens and Social Care, CW&C

Helen Bromley – Director of Public Health, CW&C

Chris Williams – Police

Clare Crerand – Cheshire West Voluntary Action

David Charlton - Cheshire Education Improvement Board

Debbie Edwards – Head of Education and Inclusion, CW&C

Matt Emmerson – Senior Manager, Commissioning CW&C

Karen Kauffman – Commissioning Manager, CW&C

Laura Marsh – Place Director, ICB

Angela, Lewis – Commissioning Officer, CW&C

Adrian Waddlelove – Councillor, CW&C

Isabel Noonan – Business and Governance Manager, CW&C

Kirsty Davies – Performance Support Officer, CW&C (Minutes)

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| **Item No** | **Minute/Action** | **Who** |
| **1.** | **Welcome, Introductions and apologies.**  Zara Woodcock welcomed all to the meeting.  Apologies were noted from: Helen Brackenbury – Executive Director for Children and Families, CW&C. Gemma Gerrish – Director of Children’s Social Care, CW&C. Michael Ankers – Police. Ian Deveraux-Roberts – CWAPH. Catheryn McKeagney – Head Teacher (Late Join). Helen Bromley – Director of Public Health, CW&C (Late Join) |  |
| **2.** | **Note of meeting held on 3rd June 2024 and Matters Arising/Review of Actions** Zara Woodcock went over the current task and what has been completed and if any actions are still outstanding.  Page 3 - **Action: Heather Cattrell and Karen Kauffman to arrange a meeting with midwifery and Starting Well to discuss TAF initiation** – to review at next meeting.  Update: Heather Cattrell made all the links for Zara and Sarah Lister who are going to join the Continuity of Care Midwifery and Health Visitor meetings (Andrew Horton has made the contact to arrange).  Page 3 - **Debbie Edwards and Laura Marsh to discuss what mental health support schools should expect as a minimum**  Update: Laura Marsh reports that this is underway  Page 3 - **Action: MHST support and impact in schools** – Developing a neuro project group to take forward. Update at next meeting.  Update: NHS Cheshire and Merseyside are pushing CWP for a report detailing impact via the All Service Subgroup meeting and will escalate to CQPM meeting.  Page 4 - **Action: Helen Brackenbury asked that all mental health support information is collated and sent out to schools (one page summary)**  Update: Heather Cattrell is arranging this as Health are looking at how to implement as a digital format, including on LiveWell website.  Page 7 – **Action: Karen Kauffman to raise the input of health professionals in the Northwich/Winsford area with CWP** – Karen is looking into the action and will report back. | **Heather Cattrell**  **Karen Kauffman**  **Laura Marsh**  **Heather Cattrell**  **Heather Cattrell**  **Heather Cattrell**  **Karen Kauffman** |
| **3.** | **Priorities for each Strategy Group Incorporated into 2024-2025 Action Plans:** We went over the feedback from chairs and outlined each strategies priority.  **Strategic Outcome 1 –**   * Cheshire West - CYP Neurodevelopmental Pathway - review and redesign the pathway to improve the access and follow of CYP from referral to diagnosis assessment. * Community Emotional Wellbeing and Mental Health Crisis support - improving access to Emotional Wellbeing and Mental Health Support for 0–25-year-olds - reducing Emergency Department attendance. * Identifying the gaps in opportunities to improve early interventions for emotional resilience and mental health. * Developing channels for hearing Lived Experience through partners. * Improving identifying factors in Health and Education that could impact prevention of negative emotional health and wellbeing. * Appropriate Places of Care - (inc. The Nook model implementation) and think family approach. * "Improve support for Children in Care, Youth Justice Service, Vulnerable and Seldom heard groups by working in collaboration to reduce health inequalities in accessing emotional wellbeing and mental health services.” * Transition 18 – 25 years offer/ Care Leavers – design and develop an equitable offer of emotional wellbeing and mental health support and improve access into services and pathways for young people including care leavers. * Eating disorders - improve CYP's access to high quality and evidence-based eating disorder support across the system to reduce admissions. * Review the Joint Commissioning Framework 2023-2027 for opportunities to improve emotional health and wellbeing of CYP in Cheshire West   **Strategic Outcome 2 –**   * Timeliness of EHC Plans. Annual reviews and amendment requests – changes of settings. * ‘Waiting well’ – neurodiversity increased levels of demand. Improve communication with parents. * Joint commissioning framework review planning meetings to be developed to monitor commissioned services achieving set outcomes. * Develop All phase Transition Policy. * Further embed the Children’s to Adult services transition model prior to review. * Independent Travel Training – options appraisal to take place to determine next steps for the provision. * Improved Short Break Offer * New School Improvement Strategy. * Currently KS4 attainment for those with an EHCP or on SEN Support below national average. To ensure improve outcomes. * Continue to develop improved communications to partners, children and young people, parents and carers from the SEN Team. Inclusion and culture change. * Young person’s outreach service for mental health needs to support young people 16-25. * Additional support and training for social care, early help and prevention and health partners to improve understanding of SEND. * Re-establish multi-agency QA Group for EHCPs. * Sufficient SEND extracurricular activity – fire, youth service (including youth clubs offering personal care), HAF program.   Debbie Edwards explained that in the Autumn the DfE will provide support around the Equality Act, co-production strategy and post 16 offer in the form of 2 days a month SEND Adviser for 6 months.  The new Attendance Policy has been issued and an Attendance Adviser appointed.  **Action: send the new Attendance Policy out with the Minutes**.  Debbie Edwards reported that approval has been received for an additional 93 resourced places in the next academic year.  **Strategic Outcome 3 –**   * Parenting including engagement of parents in their child's learning and development as a statutory duty in the EYFS. * Relaunch of Graduated approach across CW&C to ensure that children can access the speech, language and communication resources that they need in the right place at the right time and support SEND referral processes. * ELKLAN – Linking research on early language development with best practice to give practitioners theoretical knowledge and practical tools to promote communication. * Compare, monitor and analyse outcomes of children who have ELIM completed and attend settings that have completed ELKLAN training, to measure impact on communication and language development, compared to children who have ELIM completed that are in settings with no ELKLAN training. * Ensure training continues to target early years providers (including childminders) and schools to support improving outcomes for all children across all areas of learning in the EYFS including wellbeing and involvement Leuven) and introduce specific training for practitioners new to baby/toddler/ preschool rooms. * Target settings and schools to be part of PEACE and PIA Projects to continue to impact on EYFS practice including environment and routine and improve transition processes and outcomes for all children. * Support the outcomes of the 2023-24 Childcare Sufficiency Assessment and undertake the 2024-25 Assessment. * Continue to monitor the take up of funded places for all eligible children, including the new expansion entitlement for working families which includes children from 9 months and take up of funded places at age 2 for those eligible for additional government funding. * Implementation and delivery of wraparound in primary schools * Work to continue to improve access and navigation of the Early Years section of Live Well website. * Identify health and wellbeing priorities for 0- 5 years and their families. * SaLT review looking at universal pathway. * SEND pathway and how to identify and meet need. * Sensory OT early years – what could offer be? * Digital enablers e.g. parenting Apps.   Debbie Edwards reported that there had been some difficulty in engaging special schools in the wraparound programme. David Charlton reported that primary schools had shown a positive response. Angela Lewis explained that Bo White has done a lot of work to progress the Strategy, including continued work with special schools.  **Strategic Outcome 4 –**   * Implement the new statutory school attendance guidance and new legal framework. * Severe and Persistent absence – develop culture of professionals working with children to provide support at the earliest opportunity through a TAF. * Increasing partner TAF initiations. * Work with Cheshire West voluntary Action to build capacity and maximise opportunities through engagement of charity and voluntary sectors. * Upscale and roll out Demand Management Programme. * Continue to implement the reducing parental conflict programme. * Young people accessing commissioned services which respond to risky behaviour. * Implementation of a wide range of youth service provision e.g. detached youth work. * Progress the Violence against Women and Girls Commission. * Work collaboratively to establish a vision for Family Hubs – to provide a single access point to universal and early help services for families with children 0-19 (0-25 with SEND). * Holiday Activity and Food Programme build on previous short-term annual programmes to embed 3-year programme to 2025. * Implement Wraparound childcare programme to enable families to access quality, affordable wraparound childcare to support them to access work and training.   Cllr. Langan referred to the recent advertisements for additional youth workers and asked if these could be sent to Trust members in order that they can share with their networks.  **Action: Isabel Noonan to contact Matt Pilling for details of Youth Worker advertisements and send out to Trust members.**  **Strategic Outcome 5 –**   * Finalise the Corporate Parenting action plan, which will take forward our overarching subgroup plan across all 6 priorities aligned with our Corporate Parenting Strategy. For final position Sept 2024 with SMART plans from all organisations. * Continue to seek assurance through Health PIM and develop collaborative health dashboard for CICL. * Embedding OWOW consistently and this being captured in our work across the partnership despite changes in funding commitments. * Increasing our local provision for our children in care accommodation sufficiency through our CICL Accommodation Board. * Building upon our accommodation strategy board and increasing portfolio of homes for children which are local and offer for CL’s. * Understand the feedback from our 2023/24 CICL Surveys in progress made and next areas of focus. * Ensure our CICC are central to all we do, and we are informed by their feedback. * Preparing for ILACs with new judgement aspect with focus on Care Leavers. * Ensuring we publish our further updated Care Leavers Offer and that our care experienced adults know they can return to us as collective Corporate Parents for support. | **Kirsty Davies**  **Isabel Noonan** |
| **4.** | **Proposal to establish a Start Well Joint Commissioning Group including Draft Terms of Reference**  Start Well Commissioning Group - Matt shared the proposal for feedback. To establish joint commissioning groups covering start well, live well and age well. The primary purpose is to commission collaboratively through the Council and NHS. Integrated commission strategies and strategic outcomes will be developed. Strategy to be developed by Childrens Trust Executive Group, to improve outcomes for people and maximise value for money across the health and care system.  Broadly a Joint Commissioning Group (JCG) will oversee the commissioning services where integration between the NHS and Council is required, likely or desirable. There is merit to bringing in wider partners that will drive evidence-based strategies. Co-production will be embedded in the approach.  The plan is to take a paper to Place Leadership group after summer with recommendation to implement the Joint Commissioning Group. An appendix to the paper included the draft Terms of Reference for Children and Families Start Well Joint Commissioning Group. The Trust was requested to consider the proposals and Terms of Reference and provide comments to support the implementation.  Helen Bromley said she felt it was a sensible idea and approach and would look in more detail and feedback comments directly to Matt. Matt encouraged anyone else to do the same. Laura Marsh explained that she had been involved in co-developing the approach. She highlighted the opportunity to expand joint commissioning and work better together. Thinking about starting well could be commissioned jointly with early help - mental health & neurodiversity, lots of developing areas to move up stream. Intervention before someone hits crisis. Important that following on from Children’s Trust Executive consider putting challenges to starting well for areas struggling to meet need.  Cllr Langan asked if users will be heart of the decision making of the JCB, how would we do that? Matt replied Co-design will be centre, there are people with experience who sit on boards, and views of existing groups are being fed in. A developing area is Co production, within commissioning with the appointment of a new Co-Production manager, who can support this work, and ensure the voice of people is embedded. There is already a Commissioning Strategy to 2027 which will be the starting point for this work. The JSNA will help in evidencing areas of need that can be worked on together.  Cllr Langan asked if the third sector were involved? Matt confirmed that they would be involved and are already a member of the Trust and other groups. How is the community sector involved, more directly helping to shape the market for health and care.  **Recommended: The Trust supported the implementation of the Start Well Joint Commissioning Group.** |  |
| **5.** | **0-19 JSNA** Karen Kauffman shared the 0-19 Years (25 Years with SEND) Joint Strategic Needs Assessment, summary of themes PowerPoint.  **10 Individual Chapters:**   * SEND Emerging needs 0-4-years. * Substance Misuse. * Healthy Weight. * Breastfeeding. * Oral Health. * Being Active. * Early Development 0-5-years. * Sexual Health. * Vulnerable Families 0-2-years. * Eating Well.   **Overarching Themes**   * Collection and analysis of data particularly in relation to outcome information for certain groups could be better. * How inclusive and consistent messages are communicated could be improved. * Aspirations to undertake more coproduction and peer mentoring.   **Next Steps**   * Completion of Action Plans to oversee recommendations. * Actions that aren’t already in other plans. * Actions that are achievable not aspirational * Recommendations will be overseen by the Health and Wellbeing Board via strategic groups already in existence.   Zara asked if Karen and Isabel could overlay the priorities with the priorities of the existing strategic outcomes. Karen confirmed that a lot of this work has already been done.  **Action: Karen and Isabel to check overlay of the JSNA priorities with the priorities of the 5 Trust Strategic Outcomes.**  Helen Bromley thanked Karen and all others involved for their extensive work in producing the JSNA.  Cllr Langan asked if key recommendations can be brought to a future meeting to track progress. Karen - all recommendations have been incorporated into various action plans or are being monitored separately and will be collated to bring to a future meeting.  **Action: Karen Kauffman to bring a monitoring update of the JSNA to a future Trust meeting.** | **Karen Kauffman**  **Isabel Noonan**  **Karen Kauffman** |
| **6.** | **Initial thinking of focus and priorities for Children and Young People’s Plan 2025-28. Potential areas to consider:**  Cllr Langan - What should go into it, the process for building it, how partners feel it can be best fed into. Isabel Noonan - How do we develop priorities for 2025-28. Cllr Langan – We have a good basis on 5 sub-groups, plus a lot of recommendations from JSNA and what was done with last Children & Young People’s Plan. Important to try give it some life, as much lived experience as possible from children & young people and from children & families, would like recommendations on how is best to do that. How we measure accountability how often do we look at it and we monitor performance against the plan.  Chris Williams explained what is important from a police point of view. We struggle to engage with children from the wellbeing side, they would like to look at the safeguarding and how they can help and support.  **Action: Chris Williams to look at safeguarding of children from a police perspective.**  Laura Marsh asked if there is a way to challenge ourselves and be more ambitious with our Children and Young Peoples Plan? Laura pointed as an example to the work in Knowsley where advertising is being limited on unhealthy food in council run services. Cllr Langan – Work in Knowsley is interesting, but not sure how it would work funding wise for the council. Will be worth everyone to look at which priorities could be main focus.  Cllr Waddlelove explained that it is important when putting a Plan together that it is a living, breathing document, that should be kept under review. Isabel Noonan responded that in the current Children and Young People’s Plan we have 5 strategic outcomes with priorities. Each Strategic Outcome has a Strategy Group and action plan which is monitored and reported at intervals to the Children’s Trust Executive. In terms of new priorities, these should be reflective of what as a partnership we can do together to improve outcomes for children and young people and their families.  Angela Lewis asked if commissioning and co-production is threaded through each priority and how it links through and how actions developed with co-production. Clare Crerand pointed to work with ACB neurodiversity pathway; lots of work with co-production from voice of young people and parents good place to look at for 2025 onwards. Laura Marsh would like to see Cheshire West at the forefront of the neurodiversity pathway with a partnership approach; intervening early before diagnosis and crisis points reached. Cllr Langan - happy to support young peoples & parents, make a focus on neurodiversity to access help earlier.  Isabel Noonan pointed out that SEND and Early Help and Prevention continue to be priority areas and highlighted the recently agreed Demand Management Programme for Early Help and Prevention. Children in Care and Care Leavers will be managed and monitored through the Corporate Parenting Board and children in care practice improvement groups that monitor the progress and support to children in care. The inclusion of school attendance was discussed as a priority. Isabel Noonan explained that school attendance is currently monitored through the Early Help and Prevention Strategic Outcome. Debbie Edwards supported its inclusion as it is a national focus that links between wider family and education support, it’s a joint responsibility not just EHP. David Charlton pointed to the changes that have occurred in schools post covid attendance and mental health has been the biggest issue. Trying to restore attendance back to pre-covid. Cllr Langan asked if Public Health issues such as oral, health, breast feeding, and substance misuse could be considered as a priority.  Summary of suggested priorities from the meeting:  SEND  Early Help and Prevention  Neurodiversity  Mental Health  Possible Public Health | **Chris Williams** |
| **7.** | **Agree next steps and how to develop a plan.**  Isabel Noonan explained that there is an outline of possible priorities, so it is how these are worked up, for example Task and Finish Groups and how do we include voice of children. We can look at a plan. Go to other strategy groups on how we can go forward with a plan and get input from them. Can utilise other groups to come up with a structure. Cllr Langan suggested speaking with Helen Brackenbury to see if she has any thoughts before she leaves to help with developing a plan. How we can pull together that many young people for their priorities, could use a scoring method to see if their thoughts match ours. Children centres and schools for their opinions too. Angela – a co-production development manager has been allocated to start in August so they can help. Claire – Parent carer forum have recently done a survey that could feed into the SEND priority.  **ACTION: Isabel Noonan/Sarah Blaylock to meet with Helen Brackenbury to** **gain advice on developing a Children and young people plan from 2025 onwards.** | **Isabel Noonan**  **Sarah Blaylock** |
| **8.** | **Date of Next Meeting:**  **Monday 4th November 2024. 3-5pm**  **Via Teams** | **ALL TO NOTE** |