

HEREFORDSHIRE CHILDREN'S TRUST BOARD MINUTES

Wednesday 12th March 2008
1.30 pm – 3.30 pm at Blackfriars

PRESENT:

Sharon Gray, Executive Director, Learning & Skills Council (Chair)
Mark Turner, Divisional Commander, West Mercia Constabulary
Sue Mead, Non-Executive Director for Children's Services, Herefordshire Primary Care Trust
Helen Horton, Chief Executive, Voluntary Sector Alliance
Chris Baird, Head of Planning, Performance and Development, Herefordshire Council
(representing Sharon Menghini)

IN ATTENDANCE:

Philippa Granthier, Business Manager, Children's Trust, Herefordshire Council
Sarah Wilcox, Manager of HSCB, Herefordshire Council (observer)
Hilary Hall, Improvement Manager, Herefordshire Council (agenda item 6)
Notes taken by Julie Teague, PA to the Children's Trust, Herefordshire Council

ACTION

1. APOLOGIES:

Cllr Jenny Hyde, Cabinet Member for Children and Young People,
Herefordshire Council (Chair)
Chris Bull, Chief Executive, Herefordshire Council/PCT
Sharon Menghini, Director of Children's Services, Herefordshire Council

2. MINUTES OF PREVIOUS MEETING AND MATTERS ARISING

The minutes of the previous meeting were agreed.

Matters Arising

Migrant Workforce Figures

Sharon Gray to send the summary report for **SG/PG**
Shropshire/Herefordshire/Worcestershire to Philippa Granthier for circulation to
the Board.

Herefordshire Safeguarding Children Board (HSCB)

There was no update this meeting.

The Alliance: Acqua Accreditation

Helen Horton to send the minutes of the Adult Commissioning Board to **HH/PG**
Philippa for circulation to the Board.

You Talk We Listen Report and Action Plan

Jon Ralph to present the You Talk we Listen Action Plan at the next meeting. **JR/PG**

3. ITEMS FOR AOB

Role of Inclusion Officer in Herefordshire West Mercia Police.

4. ELECTION OF VICE CHAIR

Sharon Gray asked for nominations for the role of Vice Chair. The Board felt this should not be a council representative and therefore agreed that Sue Mead would be approached to consider taking the position. If accepted this would be confirmed through email.

Action:

Philippa Granthier to approach Sue Mead with a request from the Board that she is Vice Chair. PG

Sharon Gray chaired the rest of the meeting.

5. CONSIDERATION OF CHILDREN AND YOUNG PEOPLE'S PLAN 2008/11 AND FEEDBACK FROM THE CONSULTATION

(report attached and plan circulated before the meeting)

The report on the consultation gave a summary of the views received. These had been used, where appropriate, to amend the strategic plan but would also be shared with Outcome Groups for consideration in delivery plans.

Philippa then highlighted the changes to the plan page by page. Following discussion the following amendment are to be made: PG

- Ensure agreed LAA Indicators (including the statutory education indicators) are included within the delivery plans and are highlighted appropriately.
- Add in 'volunteering' to the 2nd bullet point under Positive Contribution (pg 12).

Sue Mead joined the meeting

Mark Turner raised awareness of crime from children out of county placed in Herefordshire; it was a big resource issue for the police. These children were also amongst the most vulnerable.

Action:

Philippa to send the detailed response re children out of county placed in Herefordshire to Sarah Wilcox for HSCB awareness. PG

Sue Mead questioned whether children with disabilities was sufficiently mentioned in the plan, as it was not explicit within each outcome area what activities would be undertaken to support them. There was a statement in section 8.1 that outcome groups would be tasked with ensuring they picked up these vulnerable groups. There would be an agreed action plan in place once the children with disabilities strategy was agreed. Appendix 2 of the plan also referred to this strategy. The Board needed to be sure that vulnerable groups were being specifically addressed by the outcome groups and should be tasked with bringing an update to the Board.

Actions:

Philippa to strengthen the section on vulnerable groups particularly around transitions and linking with outcome groups. Also to include under section 8 the fact that these children are ongoing priorities for the Trust. PG

Outcome Groups to do specific piece of work around vulnerable groups and to report back to the Board. PG/Outcome Groups

Members were asked to supply any other comments by the end of Friday 14 March. Philippa would circulate the revised document on the 17th and if no further comments were received by the 19th March the plan would then be considered approved. The next stage was for the plan to be considered by cabinet and full council.

Actions:

Any other feedback to be sent to Philippa by Friday 14th March. All

Philippa to send out final version by Monday 17th for any further PG/ALL comments to be sent back by Wednesday 19th March.

Philippa informed the Board that there had been over 80 entries for the design competition and the winners had been chosen by the Shadow Board and Councillor Hyde.

The final copy of the plan will have case studies included and the Shadow Board are working on a children's version of the plan. Philippa reminded the Board about the launch of the plan on the 3 June which would also include a prize giving event and displays of services and activities available for children and young people in Herefordshire.

Sharon Gray thanked Philippa for all the work she had done on the plan.

Action:

All members to note the plan launch date of 3rd June approx 4.30 ALL onwards.

6. LAA & INDICATORS UPDATE

(report and paper attached)

Sharon Gray raised concerns that NI 91 was one of the LAA 35 Indicators. Currently in Herefordshire this indicator is 4% points above the national average, and participation was known to have increased further. There is a data lag of 2 years before the local data is gathered. The government have set a 90% target and Herefordshire are very close to this.

Actions:

Hilary Hall to contact Maxine Bassett re NI 91 as not being within the 35 HHa but kept as a local indicator.

7. AREA BASED GRANT

(report and papers circulated with the agenda)

Philippa outlined the details within her report regarding the management of the area based grant from April 2008. A proposal for the Herefordshire Partnership had been drafted and agreed by the Management Group. The recommendation to the Board was to honour existing commitments against each grant for 2008/09 and for the outcome groups to undertake a review of each activity over the summer. This would then lead to possible proposals for commissioning from April 2009. Helen Horton was concerned that procurement and contracting issues and accreditation were also picked up as part of this work. Helen also felt the section on third sector involvement could be improved.

The Management Group were concerned about the need for clear reporting and communication links with the Herefordshire Partnership to ensure any efficiencies identified through the review could be kept by the Children's Trust to be re-diverted to new activities in line with the priorities within the new plan. The Board were concerned about trying to accumulate a reserve or pool for

change, but supported the need for open communication with the Herefordshire Partnership.

There would be some difficulty in maintaining activity and looking ahead to make changes. The timeframes that all parties had to work to was ridiculously short, particularly in view of the lack of clarity being provided.

The Board agreed that a commissioning framework and timeline for 2008/09 was required fairly quickly. There also needed to be some communication highlighting this to services and providers. Previously third sector providers had been confused by commissioning information coming from the Council. This communication needed to be sent out during April and therefore would need to be agreed by email with the Board as the next meeting was not scheduled until May.

Sharon Gray questioned the Management Group proposal that no vacancies or new work should be undertaken. As a board member of Connexions she felt this was not feasible regarding filling vacancies. Most of the grants were allocated to services within the Children and Young People's Directorate and that this would tie in with the proposed re-structure of the directorate.

The Board agreed the recommendations from Philippa's report with the added point that communication was sent out to services and providers in April.

Action:

Helen to send Philippa some amended narrative for inclusion in the proposal re Third Sector involvement. HH

Philippa to amend proposal accordingly and forward to Herefordshire Partnership. PG

Philippa to look at timescales and commissioning framework. PG

Philippa to get some communication out to services in April regarding the process over the next year, after e-mail approval with the Board. PG

8. STRATEGIES AND CAF UPDATES

Philippa advised the Board that there had been increasing concern over the lack of progress around a number of strategies and pieces of work. The Management Group had requested an update from lead officers as to the issues and blockages hampering progress and what needed to be done to move things forward.

Common Assessment Framework

Chris Baird updated the group on the CAF. Dave Scott had been working since January with a small steering group on an implementation plan and identifying resources to support training and implementation costs for the county. There were issues over the IT aspects to support the eCAF. The Board expressed concern at not yet having seen an action plan for CAF. They also requested the CAF pilot evaluation report be circulated and that CAF was an agenda item for the next meeting.

Integrated Social Care System

The system proposed, Corelogic, had now been approved by cabinet. There was a resource issue in freeing up social care staff to support its implementation but this would need to be managed. The timescales were aggressive to deliver core functionality by 31 October 2008. The management group had requested quarterly updates.

Contactpoint

This project had been halted by DCSF pending a major security review, which had now been completed. The work had been restarted and the grant allocations for the next 2 years would be announced shortly. There were milestones attached to the funding and if these were not achieved then funding could be reduced. This is a critical piece of work and the management group requested monthly updates. Implementation was possibly April 2009, but needed to be confirmed.

Children with Disabilities strategy

The strategy was not moving forward, as there appeared to be a lack of clarity or focus on the issues. A meeting was being convened of key lead officers to unpick the issues and to report back to the next management group in April. This strategy had been picked up through the APA inspection so there were concerns over the lack of progress. Sharon Gray suggested there may need to be some mapping of current groups that existed that could feed into this.

Workforce Strategy

Despite this strategy being approved, very little progress appeared to have been made. This was due to the availability of staff, and these duties being additional to "the day job". Sharon Menghini was meeting with the Head of HR, Gi Cheeseman, to look at the appointment of a Workforce Manager to give some added energy to this work. Chris Baird confirmed that this was now moving ahead.

Helen Horton raised that funding had been found for a third sector post but had not yet been forthcoming. A job description had been agreed and there were now 5 organisations who were interested in holding this post.

Sharon Gray advised there was some funding from the LSC through Train to Gain programme and for social workers; she would raise this with Sharon Menghini when they met later in the month.

Child and Adolescent Mental Health Services (CAMHS)

There were a number of issues with the strategy; currently there were three strategy documents and there was concern over adequate representation on the steering group. The lead officer was being tasked with developing an action plan to bring back to the Management Group.

Parenting

An update was being brought to the next Management Group meeting.

The Board were concerned about the lack of progress being made and that as the accountable body they needed to be assured that these were being progressed sufficiently. The Board and Management Group were key to supporting this work and to remove blockages to progress. The Board agreed they would require written updates and timescales for the next meeting.

Action:

Chris Baird to send CAF Pilot Evaluation Report to Board members. CB

Philippa to arrange written report updating progress and timescales for each item/strategy to be brought to the next meeting. PG

Chris Baird to confirm funding for Third Sector Workforce Development post and advise Helen Horton. CB

9. MACHINERY OF GOVERNMENT DOCUMENT

Sharon informed the Board the LSC will be disbanded in 3 years time and the 14-19 planning and funding will be transferring to the Local Authority. The consultation document should be published next week and the Board should consider this as it would have a huge impact on the Children’s Trust and commissioning.

Action:

Sharon Gray to present consultation document at the next meeting.

SG/PG

10. CHILDREN & YOUNG PEOPLE’S DIRECTORATE RE-ORGANISATION

(presentation tabled at meeting)

Chris Baird presented the proposed re-structure.

Sue Mead was surprised as to the lack of profile given to commissioning, particularly as this was the main thread of what the Children’s Trust is about. Chris thought that until the new joint council / PCT post of Integrated Commissioning was in place this could not really be defined. Sharon Menghini had raised this with Chris Bull.

The Board were advised to feedback their comments to Sharon within the next two weeks.

Action:

Chris Baird to circulate full presentation and Board members invited to respond to the consultation within 2 weeks.

CB/ALL

11. AOB

Mark Turner informed the Board about the new Inclusion Officer post in Herefordshire West Mercia Police. This role will be supported by two CSOs. The job description has just been completed.

Sharon Gray referred back to item 4 regarding the election of a Vice Chair. Sue Mead agreed to stand and the Board agreed her election.

Philippa requested members note the new meeting dates that would now fit with performance management and area based grant reporting cycles.

12. Date of Future Meetings – Room 3 at Blackfriars

15 July 2008	2.00 pm – 4.00 pm	CANCEL MEETING
28 th July 2008	9.30 am – 11.30 am	
31 st October 2008	2.00 pm – 4.00 pm	
30 th January 2009	2.00 pm – 4.00 pm	
29 th April 2009	2.00 pm – 4.00 pm	