

CHILDREN'S TRUST MANAGEMENT GROUP MINUTES

Thursday 6th March 2008

PRESENT:

Management Group

Sharon Menghini, Director of Children's Services, Herefordshire Council (Chair)
Frances Howie, Associate Director of Health Improvement, Herefordshire Primary Care Trust (Vice Chair)
Keith Barham, Head of Worcestershire and Herefordshire Youth Offending Service
Jill Hiscox, Scheme Manager, Homestart, Voluntary Sector
Paul Murray, Secondary School Improvement Manager, Herefordshire Council (representing John Sheppard)
Lynne Renton, Designated Nurse for Safeguarding Children, Herefordshire Primary Care Trust (representing Shaun McLurg)
Kaye Berry, Manager of Hereford Connexions (representing Jane Crysell)
Russell Baker, Community Youth Worker, Herefordshire Council
Gabriel Ferros, Shadow Board Member
Marie Williams, Shadow Board Member

IN ATTENDANCE:

Philippa Granthier, Business Manager, Children's Trust, Herefordshire Council
Dave Scott, Principal Educational Psychologist, Herefordshire Council (agenda item 6)
Derek Forknall, Project Manager, Herefordshire Council (agenda item 6)
Hilary Hall, Improvement Manager, Herefordshire Council (agenda item 7)
Julie Teague, PA to Children's Trust Office, Herefordshire Council (minute taker)

ACTION

1. APOLOGIES:

Dr Ian Tait, Herefordshire Primary Care Trust
John Sheppard, Headteacher, Wyebridge Sports College
Shaun McLurg, Head of Safeguarding and Assessment Services, Herefordshire Council
Jane Crysell, Chief Executive, Connexions

2. MINUTES OF PREVIOUS MEETING AND MATTERS ARISING

Minutes agreed as correct.

Citizens Panel

Philippa Granthier to clarify with Gill Swaites (Research Officer, PG Herefordshire Partnership) regarding the percentage of parent representation and whether Children's Trust can use this group for consultation on parents.

3. ITEM FOR AOB

- Valuing People's Partnership Board.
- Surveys (discussed under item 7).
- Chris Baird.

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

(report and plan tabled at 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 PG discussion the following amendments are to be made:

Priorities

Be Healthy

Second bullet point 'in order' replaced by 'and in particular'.

Specific Groups

Add 2 sentences at beginning of section as to why we need to be particularly mindful of these needs.

Gifted and Talented

Re-write the paragraph under Gifted and Talented adding the words 'at times a vulnerable group'

Vulnerable Groups

Kaye Berry to send an explanation of vulnerability to Philippa Granthier for **KB** the section Vulnerable Groups.

Key Life Transitions

Move this section under Vulnerable Groups.

Outcomes into Action

Re number aims eg 9.6, 9.61,9.62 etc

Be Healthy

Remove reference to Teenage Lifestyle Survey.

Stay Safe

Delete the 4th bullet point 'increasing access to voluntary perpetrator programmes'.

Make 4th priority clearer that this is not just about bullying in schools.

Enjoy and Achieve

12th bullet point change project to projects.

Make a Positive Contribution

1st bullet point amend sentence to begin 'consideration of'.

11th bullet point add 'specifically relating to re-offending'.

Achieve Economic Well-Being

Second aim to read 'Ensure **All** 14 to 19 year olds.....'

Service Management

Add headings of Resources, Performance Management and Infrastructure.

Mention communication and to add 'partners and professionals at the end of the 8th bullet point.

Financial Arrangements

Add a pie chart under this section.

Area Based Grant (ABG)

Need longer explanation about ABG.

Key Stage

Add Key stage 5 – ages 16 to 18.

Management Group to send any other amendments to Philippa by Monday **ALL** 10th, lunchtime.

Philippa informed the group that the Shadow Board are looking at the Children's version of the plan.

Sharon Menghini thanked partners and especially Philippa for all their hard work.

5. AREA BASED GRANT

(report tabled at meeting)

Philippa Granthier circulated the Herefordshire Area Based Grant (ABG) Proposal 2008/09 document to the Group which needs to be approved by the Children's Trust and submitted to the Herefordshire Partnership. Profiles have been pulled together from information provided by each activity but still need to be tightened up which will be further enabled by the review process over the summer. The grant historically has funded existing staff and contracts and these need to be honoured and activity maintained during 08/09. The grant could be used more creatively in future; proposals and

monitoring should be managed through the Outcome Groups reporting to the Management Group and Board. This is a huge cultural change which needs to be carefully managed. Change is needed to start addressing the new priorities and there is a need to have more joined up thinking. Outcome Leads should relay a clear message regarding proposals for 08/09 funding to Outcome Groups.

Outcome Leads

The Group raised concerns that there was no representation from Children's Trust on the Herefordshire Partnership Performance Management Group. Philippa Granthier to include a statement within the Herefordshire Partnership Proposal document regarding the need for clear communication and reporting links with the partnership to manage the grant effectively. To enable the grant to be directed to new areas requires some flexibility, which under current arrangements would not be possible.

PG

Members to feedback any comments on the proposal to Philippa Granthier by Monday 10th March. The proposal would then be submitted to the Board.

ALL

Shadow Board left the meeting.

6. DISCUSSION AND DECISION ON WAY FORWARD FOR CAF

(report circulated with the agenda)

Dave Scott outlined his paper informing the group that a small multi-agency group was set up in January 2008. A CAF overview was produced for February 2008 drawing on consultation work and the pilot evaluation carried out in autumn 2007.

There were concerns with the IT systems to support the CAF. Herefordshire Connects are very involved in the process but are not sure if the systems will be in place by September for CAFTAC.

The term Vanguard, a label for an idea, had arisen out of CAF Evaluation. It is a vision shared by the council, partners and the third sector for a small group of people to mentor and guide staff through a CAF.

The CAF is now starting to gather momentum and there needed to be an action plan to take this forward.

Jill Hiscox was worried there was little third sector involvement and that there was some confusion; it was not clear what was needed. Dave explained that the Children's Interest Group had attended 4 meetings and had helped choose the model. This model needs to be embedded and rolled out across all agencies requiring clear monitoring so that it can move forward.

The Group felt Dave should provide updates on progress at every meeting. When the Group felt that CAF is at a more advanced stage it can then go to the Children's Trust Board.

Sharon advised that she had a meeting with Dave on 13th March and would report back at the next meeting.

SM

ISCS

(report circulated before the meeting)

Derek explained to the Group that the project is currently moving through the planning stage for Phase 1. Resources have been agreed with Children and Young People's Directorate Management Team which is important for selected staff to attend workshops expected to take place in April and May 2008. This would also involve ICS training within the directorate.

The Group agreed that Derek provide a quarterly update.

DF/PG

ContactPoint

(report circulated before the meeting)

Derek explained that ContactPoint was more problematic. The national implementation of ContactPoint had been paused by the DCSF while a security review was carried out. This has been completed and a level of re-planning is required to move this forward taking into account the requirements and timescales provided by DCSF.

Derek explained that the grant allocation will be milestone based and therefore if milestones are not achieved the Council will be penalised and grant allocation reduced. Regular reporting to DCSF will be required to monitor this.

Sharon Menghini explained that this project was hard to engage everybody but it was vital for the Children's Trust to strengthen the linkage.

The Group agreed that Derek should provide a progress update for the next meeting and monthly afterwards. **DF/PG**

To take ISCS and Contact Point forward, Derek has been advised to contact Chris Baird, Head of Performance, Planning and Development regarding project governance. **DF**

Children with Disabilities Strategy

(report circulated before the meeting)

Frances Howie highlighted to the Group that there were issues with this strategy; it was not moving forward and there were significant resource implications for delivery. The Group needed to take ownership of this.

The Group agreed that a meeting for identified key officers should be set up and an update provided at the next meeting. Officers to be asked to attend were: Sharon Menghini, Anne Heath, Marcia Perry, Tracy Jelfs, Amanda Edwards, Sally Stucke, Christine Steadman, and Frances Howie. **PG**

Frances Howie would update the Be Healthy Outcome Group. **FH**

Workforce Reform

(report circulated with agenda)

Sharon reported that there had not been sufficient progress with Workforce Reform, but that there were some pockets of good practice. This was a critical area that needed some additional support.

Sharon was meeting to discuss Workforce Reform and the way forward with Gi Cheesman, Interim Head of Human Resources and would feedback at the next meeting. **SM/PG**

CAMHS

(report circulated with agenda)

Frances Howie explained the issues with this strategy. The Strategy Group needed to own the strategy but there were issues regarding membership. There was a delay in recruitment after Maggie Colwall left and Amanda Edwards is now in post for another 5 months. The work is led through the Impact Team and the strategy currently consists of 3 documents.

Frances was concerned with the lack of Council representation on the Steering Group; Sharon Menghini would raise this with Dennis Longmore and Shaun McLurg. **SM**

Lynne Renton explained that the strategy was a mixture of needs assessment and therefore lengthy and would be better split with an appendix for the needs work.

The Group agreed that Amanda Edwards should bring an action plan to a future meeting for a lengthy discussion. **AE/PG**

Parenting

Philippa explained that a report had not been produced because Richard Watson and Anne Heath were on leave but it was known this strategy had not been progressed very far. Parenting would be an agenda item at the next meeting and Philippa would send the report pro-forma to Richard. **PG**

7. PERFORMANCE DIGEST

(Digest circulated with agenda)

The Group and Hilary Hall discussed the sections in the digest.

Be Healthy

Hilary Hall and Frances Howie to discuss Teenage Lifestyles Survey Indicators. **HH/FH**

Hilary Hall to discuss with Jon Ralph and Kaye Berry options and mechanisms around possibly merging the Youth Survey and Teenage Lifestyle Survey and to report back to the Group. **HH**

Economic Well-Being

Hilary Hall to check if data is available for young people presenting as homeless and those accepted or declined accommodation. **HH**

8. ANY OTHER BUSINESS

Philippa Granthier informed the Group that Herefordshire Partnership was seeking a representative for the Valuing People's Partnership Board. Philippa to confirm membership and to clarify the rep by email to the Group. Tracy Jelfs or Sue Miller were suggested candidates. **PG**

Sharon Menghini informed the Group about Chris Baird the new Head of Service for Planning, Performance and Development in the Children and Young People's Directorate. He would be supporting the work of the Children's Trust and would attend the next meeting of the Group to introduce himself.

All members to note future meeting dates and the Plan launch on 3rd June in their diaries. ALL

11. DATES OF FUTURE MEETINGS

16 th April 2008	3.00 – 5.00	WRVS, room 5
20 th May 2008	12.00 – 2.00	Room 7c, Blackfriars
18 th June 2008	3.00 – 5.00	Room 7c, Blackfriars
8th July 2008	12.00 – 2.00	WRVS, room 5 CANCEL
25 th July 2008	3.00 – 5.00	Blackfriars, room 3
24 th Sept 2008	2.00 – 4.00	Blackfriars, room 3
24 th Oct 2008	2.00 – 4.00	Blackfriars, room 3
26 th Nov 2008	1.00 – 3.00	Blackfriars, room 3
17 th Dec 2008	2.00 – 4.00	Blackfriars, room 3
23 rd Jan 2009	1.00 – 3.00	Blackfriars, room 3
25 th Feb 2009	2.00 – 4.00	Blackfriars, room 3
24 th March 2009	2.00 – 4.00	Blackfriars, room 3
24 th April 2009	1.00 – 3.00	Blackfriars, room 3