

CHILDREN'S TRUST MANAGEMENT GROUP MINUTES

Wednesday 18th June 2008

PRESENT:

Management Group

Sharon Menghini, Director of Children's Services, Herefordshire Council (Chair)
Shaun McLurg, Head of Safeguarding and Assessment Services, Herefordshire Council
Keith Barham, Head of Worcestershire and Herefordshire Youth Offending Service
John Sheppard, Headteacher Wyebridge Sports College
Jane Crysell, Chief Executive, Connexions, Herefordshire & Worcestershire
Dr Ian Tait, GP, Herefordshire Primary Care Trust
Paul Murray, Secondary School Improvement Manager, Herefordshire Council
Jill Hiscox, Scheme Manager Homestart representing the Alliance
Ricky Barlow, Shadow Board
Jo Egan, Shadow Board

IN ATTENDANCE:

Philippa Granthier, Business Manager, Children's Trust
Julie Teague, PA to Children's Trust Office, Herefordshire Council (minute taker)
Margaret Dennison, Interim Head of Community Operations, Herefordshire Council (item 4 & 5)
Jane Rose, Partnership Manager, Herefordshire Council (item 6 & 7)
Jon Ralph, Community Youth Manager, Herefordshire Council (item 8)
Rob Reid, School Planning & Access Manager, Herefordshire Council (item 9)
Liz French, HR Manager, Learning & Development, Herefordshire Council (item 9)

Action

Ian Tait chaired the meeting and introductions were given to the members of the Shadow Board.

1 APOLOGIES

Marcia Perry, Directorate Manager for Children's Services, Herefordshire Primary Care Trust

2 MINUTES OF PREVIOUS MEETING

CAF Implementation Plan

Minutes to read 'Keith Barham raised concerns about re-directing Children's Fund Panel staff to CAF as the Youth Offending Service made a contribution to the Children's Fund Panel.' JT

MATTERS ARISING

Children and Young People's Plan

Philippa Granthier advised that the plan was now being distributed and was also available on the Council website. Posters will be printed and the possibility of providing every child at school with a bookmark themed around the plan was also being investigated.

Review of 07/08 Delivery Plan

This had been approved by the Children's Trust Board.

2008/09 Delivery Plan

The Board had not approved the 08/09 Delivery Plan. They felt more work was needed by the Outcome Leads to ensure actions were SMART. They also had concerns around some areas. Hilary and Philippa had already made some amendments to the plan and the Group agreed that Outcome Leads should review their section of the Delivery plan and send amendments to Philippa Granthier by Friday 27th June.

Outcome Leads

Sharon Menghini joined the meeting

CAF

Philippa on behalf of Dave Scott updated the Group on the CAF. The Board had approved the Herefordshire CAF & CAFTAC Procedures and CAF Implementation Plan. The CAF manual had now gone to print. Briefing sessions had been booked initially with the Children & Young People's Directorate, then schools and other partners next. The Group endorsed that the CAF was progressing well.

ContactPoint

Philippa updated the Group on ContactPoint. A Workforce Analysis had been produced along with a high level rollout plan. The steering group was now looking at a Communications Strategy; the Group felt this should include seeking the views of young people. An initial meeting on the budget had been held; this could be provided at the next meeting,

ISCS

Shaun McLurg explained that this system was on track to deliver in early November. The Group asked for clarity on the links between ECAF and ISCS and other organisations systems e.g. YOS.

DF/DS/PG

The Group wanted the Shadow Board to receive briefings and provide feedback on critical areas of work particularly CAF, ContactPoint, ISCS.

PG/Andy Preedy

3 ITEMS FOR ANY OTHER BUSINESS

Children and Young People Services Award.

4 PARENTING STRATEGY

Margaret Dennison updated the Group on the work done by Sue Peasgood. All key players had met at the new working group the previous day; their task was to put the draft strategy into a new simplified shorter strategy with a clear delivery plan. Commissioning aspects will be considered at a later date. The work was still in progress and the end of July deadline set by GOWM will be met. The strategy will be submitted to the Board on 15th July and copied into the Management Group.

MD/PG

The Group thanked Sue Peasgood and Margaret Dennison for their work on the strategy.

5 AREA BASED GRANT (ABG) – REVIEW OF ACTIVITIES

(Item 9 on agenda)

Care Matters (Business Case circulated with agenda)

Shaun McLurg presented the business case; he is still awaiting the outcome of the Children and Young Person's Bill as to what activities needed to be covered by this grant. The group discussed the Virtual Headteacher role and the process for making grant decisions. The Group should base any decision against the priorities which are in the Children and Young People's Plan.

The Business Case template should be amended to show a column for full year/part year funding, identify how the activity meets the priorities in the plan and an exit strategy.

PG

(This item was continued in section 10 below)

6 CAMHS ACTION PLAN

(Item 5 on agenda, Report and Strategy circulated with agenda and action plan given out in meeting)

Margaret Dennison updated the Group on the CAMHS report and tabled the action plan. The initial concern was that the action plan does not address the specific target about treatment time, targets needed to be SMART and lead officer roles should be included, not individuals.

AE/MD

To enable consultation from the Group, any comments on the strategy should be sent to Philippa Granthier or Julie Teague by 27th June who will collate them for Sharon Menghini to send to Amanda. Amanda and Marcia Perry should report back on the CAMHS consultation with professionals at the next meeting on 25th July.

**ALL/
PG/JT/SM**

The Group wanted Amanda to provide a rationale and methods of the consultation of children and young people planned in August as this was during the school holidays.

AE/MD

The Group agreed the strategy for consultation. The revised strategy and action plan should be brought back to the Group after consultation for formal consideration.

**AE/MD/
PG**

7 YOUNG PEOPLE SUBSTANCE MISUSE AND TREATMENT PLAN 2008/09 AND NEEDS ASSESSMENT

(item 6 on agenda, report circulated before meeting, plan and needs assessment documents circulated during the meeting)

Jane Rose updated the Group on the report, plan and needs assessment. Adrian Turton had met with Hilary Hall for feedback on the action plan and had now added performance measures; actions around children in care were also included.

Jane informed the group that a representative from children's services was needed on the Joint Commissioning Group and Young People's Substance Misuse Group. Shaun McLurg agreed that somebody from his service area should attend; Jane to send details of membership and Terms of Reference for these groups to Shaun.

JR

The Group raised concerns about the planning cycle; the plan was completed in January but had not been formally signed off yet. Jane explained this was the case nationally. The Group agreed that Jane put together a draft letter on behalf of Children's Trust for GOWM regarding process and timescales. Draft letter to be forwarded to Sharon Menghini for action.

JR

Jane Rose to forward final treatment plan to Sharon Menghini for formal sign-off.

JR

John Sheppard joined the meeting.

8 HEREFORDSHIRE COMMUNITY SAFETY AND DRUGS PARTNERSHIP – SERVICE DEVELOPMENT PROPOSALS

(item 7 on agenda, plan circulated during meeting)

Jane Rose gave the background to the proposals and updated the Group on current service arrangements. The Group were asked to agree the commissioning of a new post, Manager of Young People's Substance Misuse Services and development of the service, at an estimated cost of 50K. Three options had been included in the report; option 3 was the preferred option.

The Group discussed the need for creating another management post and the links with CAMHS. It was agreed that Ian Tait and Sharon Menghini should raise the review of Young People's Substance Misuse Services in

SM/IT

Herefordshire with other professionals regarding possible links with CAMHS and to provide feedback at the next meeting.

9 YOU TALK WE LISTEN ACTION PLAN

(item 8, report circulated with agenda)

Jon Ralph updated the group on the progress on the Youth Talk We Listen action plan created at the consultation event in October 2007. Jon gave a summary of the key priorities raised by the young people at this event. The Group discussed the priority around improved training and induction for all staff working with young people and were concerned that a whole day was being used for recruitment training. The group endorsed the recommendations in the report with a few amendments:

- the inclusion of a protocol of not using the same student in one year for recruitment
- not putting young people through a whole days recruitment training
- out of pocket expenses only should be reimbursed.

10 AREA BASED GRANT (ABG)

(item 9 on agenda, business cases circulated with agenda)

See also section 5 above

Business cases for new grants with new statutory duties were considered. Existing activities assigned to the Management Group were also considered.

General duty on sustainable Travel to School

Rob Reid presented the business case. It is a statutory requirement for the LA to promote/develop sustainable mode of travel to and from school. The grant was to develop a tool with GIS mapping of different modes of transport to and from Herefordshire Schools for introducing more sustainable modes. The Group questioned how effective this tool would be and how sustainable travel linked with school travel plans. The business case was therefore not approved.

Extended Rights to Travel

Rob Reid presented the business case. A new statutory entitlement has been introduced to allow free school transport for low-income families to one of their 3 nearest schools, between 2 and 6 miles from home. Locally take up is not expected to be high because of the rural nature of Herefordshire. It is estimated a maximum £50K of the grant would be required. The balance could be used to address other transport needs of children.

The Group agreed that £50K be approved.

The remaining £134K should go towards supporting the CAF. Dave Scott DS needs to consider how ABG can meet one off costs for CAF this year only and bring to next meeting.

Children's Social Care Workforce

Liz French informed the Group about the background of the current grant arrangements and flagged that more money will be required from the ABG next year. This was because of the funding given to children's services through the National Funding Formula. The Group agreed that there should be a formal representation from them to DoH and DSCF as to the funding formula split between adults and children's services workforce.

LF/SM

Care Matters White Paper

Care Matters discussed under item 5 above.

The Group approved £86K as requested.

Child Death Review Process

Shaun McLurg presented the business case. The HSCB has set up a panel to review every child death in the county. This is now a statutory requirement and will require administrative support.

The Group approved £16,130 as requested.

11 AOB

The Children and Young People's Services Awards 2008

Sharon Menghini raised awareness of these awards.

ALL

All Members need to consider any submissions to Children and Young People's Services Award by Friday 27th June.

DATE AND TIMES OF FUTURE MEETINGS

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