

HEREFORDSHIRE CHILDREN'S TRUST

Management Group Meeting Minutes

Monday 8 February 2010

Room 3 Blackfriars

2.00pm – 5.00pm

PRESENT:

Chris Baird (CB) Chair, Assistant Director Planning Performance and Development
Jade Brooks (JB), Service Improvement Manager, Integrated Commissioning
Philip Round (PR), Chair Economic Well-Being Outcome Group
Denise Strutt (DS), Chair Enjoy and Achieve Outcome Group
Keith Barham (KB), Chair Positive Contribution Outcome Group
Kim Drake (KD), Chair Children's Stay Safe Outcome Group
Julie Powell (JP) Chair Schools Forum

IN ATTENDANCE:

Philippa Granthier (PG) Head of Children's Trust Development
Val Cavanagh (VC) PA Children's Trust
Hilary Hall (HH) Head of Performance

**ACTION BY
WHEN**

1. APOLOGIES:

Sarah Aitken (SA) Chair Be Healthy Outcome Group
Wendy Fabbro, Associate Director of Integrated Commissioning

CB thanked Jane Terry for undertaking the role of Chair of the Be Healthy Outcome Group over the past few months.

2. DECLARATION OF INTEREST

None

3. MINUTES FROM THE PREVIOUS MEETING AND MATTERS ARISING

Minutes dated 19 January 2010 (Locality Services and Area Based Grant) were agreed as a true and accurate record.

Matters Arising

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Locality Services

DS requested that her concerns over the proposed locality area and the effect this may have on the existing cross working and networking which already exists at Whitecross were recorded.

It was confirmed that the PCT have met with Kathy O'Mahony (KOM). Health Visitors, School Nurses and CAHMS involvement in the Locality Services model has been agreed in principle.

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Any Other Business

KD confirmed that she has received the information relation to the Mental Health Tender and is to be invited to take part in the data selection process.

4. **DRAFT TEENAGE PREGNANCY STRATEGY**

(Information tabled at meeting)

Government is focusing on Teenage pregnancy as Britain as whole is not effectively addressing this issue. Herefordshire has a increased rate (although this is data from 2 years ago).

The Commissioning Support Programme has been set up nationally to support Children's Trusts to improve commissioning. Herefordshire has chosen teenage pregnancy to be the pilot due to the multiagency involvement. The teenage pregnancy task and finish group have met with the DCSF and the proposed Teenage Pregnancy Strategy will be presented to the Management Group and then to the Children's Trust Board.

National Teenage Pregnancy toolkit self assessment was completed in September 2009. West Midlands Teenage Pregnancy National Support team have identified that Herefordshire needs to build upon support pathways for young mums in Herefordshire and are visiting in March 2010.

Concerns were raised in relation to the small number of teenage pregnancies in Herefordshire and yet this is deemed an area of priority work. . It has been chosen to be the pilot for the Commissioning Support Programme as it is a small area involving multi-agency working and upon the completion of an effective commissioning framework for this area the same model can then be implemented in other areas.

It was agreed that the numbers of teenage pregnancies in Herefordshire is low but there is a need for a more organised approach. The members discussed the current sex education delivered in schools which currently is not a mandatory subject parents can withdraw their children if they wish.

The group made a number of recommendations to the draft paper and how progress could be made.

Recommendations

- Action plan needs to show deadlines.
- Need to identify a clear operational lead for Commissioning
- Action Plan does not address self esteem, raising aspirations of young people and needs to include these areas

**JB
CB/KD**

KD

**For
March
23
meeting**

5. **10/11 PLANNING INCLUDING ABG**

(papers tabled at meeting)

Members were provided with a breakdown of the proposed 94% ABG allocations for the next financial year with supporting details.

It was agreed that final decisions regarding the allocation of the ABG funding could not be made until all supporting details of all of the bids had been received, but that there was an in principle agreement to continue with the funding areas, subject to a more rigorous process being adhered to by managers.

Action:
PG to chase up missing bid information

PG

23/03/10

Outcome groups to review allocation of ABG funding and how funding is being used and its impact in during first quarter of 10/11..

It was agreed that where they may need to be a reduction in ABG funding that sufficient notice is given especially where staff salaries may be effected.

Action:
PG to draft communication informing officers that the ABG funding allocation is currently under review for the next financial year and beyond and this may result in reduction of funding. CB as Chair of the Management Group to forward communication.

PG/CB

Feb 10

Members discussed the following indicative funding area:
School Intervention Grant

- Agreed to reduce allocation to £50K
- Schools to assume nil amount available and to submit requests for funding to the Enjoy and Achieve Outcome Group for consideration
- Need to put a more robust process for applying for funding in place
- DSG – need to identify what funding is available and any overlaps

There was also discussion around reducing CAF Staffing and Locality Services Project Management. However the group agreed until all information had been received the rationale could be used potentially against other activities.

It was agreed that when reviewing ABG allocations outcome groups chairs should discuss what other resources are available and what is covered by other resources / funding streams.

Actions
Outcome group Chairs to widen discussions regarding ABG allocation, it use and impact to include what other resources area available and what the additional resources/funding can be used for.

Outcome Group Chairs

By June 2010

ABG supporting information to be an Agenda item for 23 March 2010 meeting

VC

23/03/10

6. QUARTER 3 PERFORMANCE

Quarter 3 Delivery Plan update was tabled for members for information.

Action:
Quarter 3 Delivery Plan update to be an Agenda item 23 March 2010 meeting.

VC

23/03/10

Herefordshire Children's Trust – Five Priority Areas for 2009/10

Members reviewed the current status / progress of the five priority areas.

Priority Area: Locality Services and embedding the Common Assessment Framework (CAF)

JP (lead group member) confirmed that she had met with KOM and that another meeting has been scheduled.

Action:

JP to give feedback to the group March 23 Meeting.

JP

23/03/10

Priorities for Children's Trust 2010/2011

CB thanked group members for the work that they had carried out in relation to the 5 priorities and confirmed that they had been presented to the Children's Trust Board and had been well received.

The Children's Trust Board had requested that an additional priority be generated by the Shadow Board relating to an issue that they felt particularly relevant to young people in Hereford.

It was confirmed that the Stay Safe action plan had already identified priorities in that area and that the Delivery Plan for the group will be completed at the end of March and presented to the Management Group at the April meeting.

Actions:

KD and PG to review Stay Safe Action Plan and agree way forward to report regularly to the management group.

KD/PG

Feb 10

Stay Safe Delivery Plan to be on 22 April meeting agenda.

VC

22/04/10

PG sought confirmation from the Group to launch the new priorities and logo to be launched in early April. The members discussed the design of the logo and agreed that the Shadow Board should be asked for their input.

It was agreed that a simple questionnaire is to be carried out prior to April and the launch of the new priorities and logo to gauge staff awareness of the Children's Trust. Following the launch another questionnaire is to be carried out to review the impact of the launch.

7. CAA HEALTH CHECKLIST FROM OUTCOME GROUPS

HH confirmed the purpose of the CAA health check was to give groups the opportunity for reflection and to prepare for inspection.

HH also confirmed that the completed checklists showed that there was no commonality between outcome groups as there was a variation between the Yes and Partial responses to the criteria.

The group discussed the importance of sharing information between the groups and agreed that this was a key role for the Management Group.

Suggestions put forward for information sharing opportunities were:

- Hold a regular bi-annual or annual event involving all group members to network and each group to provide an update of progress made and focus areas
- Produce outcome newsletters

Actions:

To discuss information sharing opportunities at 22 April meeting, based on 2010/11 delivery plans.

VC

22/04/10

The group discussed the reporting mechanisms between the Herefordshire Safeguarding Children’s Board and the Management Group. It was agreed that a template sheet identifying highlights for each outcome group to be generated so that the groups could take forward specific actions. At the moment the information was felt to be too general to action.

Actions:

PG to put in place with KD.

PG

**From
April
2010**

8. REVIEW TERMS OF REFERENCE

Paper previously circulated.

The group reviewed the terms of reference for the Management Group:

Agreed changes:

- Operating principle relating to commissioning need to be reviewed in view of new guidance as from April 2010.
- Outcomes from children needs to be updated in the objectives to include “focus on tangible and measurable outcomes”.

Terms of Reference for the Outcome Groups

Agreed changes

- Details of the chair for the Economic Well-Being outcome group needs to be amended.
- Meetings to be held bi-monthly.

Action:

PG to re-draft for next meeting.

PG

3/03/10

9. ANY OTHER BUSINESS

Supporting People Provision for Vulnerable Young People

Paper tabled at meeting.

The current provision is made up of two contracts which are in the final year. Supported Housing Young Persons Project (SHYPP) Foyers and Floating Support.

JB confirmed that it was not proposed that the Children’s Trust take responsibility for the commissioning but to advise if the Management Group should be included as one of the policy groups.

The members raised concerns relating to

- Contracts being value for money

- Are there other ways of delivering the services to young people
- Not clear how young peoples needs will be met

Members agreed that a clear proposal is required for children and young people.

Action:

JB to take this back to integrated commissioning to ensure that young people are taken into account in any future commissioning of this money.

**KD to raise at the Safer Community policy and delivery group
CB to raise with Wendy Fabbro, Integrated Commissioning.**

**JB
KD
CB**

**Feb
2010**

Items for Agenda 23 March 2010 meeting

- Review Terms of Reference
- Workforce Strategy
- Information Sharing

Meeting ended 4.55pm

DATES OF FUTURE MEETINGS

Tuesday 23 March 2010	2.00 - 5.00	Room 3, Blackfriars
Thursday 22 April 2010	2.00 - 5.00	Room 3, Blackfriars
Tuesday 25 May 2010	2.00 - 5.00	TBC
Tuesday 22 June 2010	2.00 - 5.00	Room 3 Blackfriars
Tuesday 20 July 2010	2.00 - 5.00	Room 3 Blackfriars
Tuesday 21 September 2010	2.30 - 5.30	Room 3 Blackfriars
Tuesday 2 November 2010	2.00 - 5.00	Room 3 Blackfriars
Tuesday 29 November 2010	2.00 - 5.00	Room 3 Blackfriars
Tuesday 25 January 2011	2.00 - 5.00	Room 3 Blackfriars
Tuesday 28 February 2011	2.00 - 5.00	Room 3 Blackfriars
Tuesday 22 March 2011	2.00 - 5.00	Room 3 Blackfriars