

Meeting Minutes



Meeting Of:	Thurrock Children's Trust Board Culver Centre	Date:	16 March 2010	Next Meeting:	
Present:	Jo Olsson (Chair), Director of Children, Education & Families (CEF) Mark Ansell, Public Health Representative Jean Imray, Head of Health and Social Care Yewande Kannike, Third Sector Development Lead, Thurrock CVS Jay Mercer, Head of Children, Youth & Families, CEF Lorraine Surrey, Children's Trust Programme Board Manager, CEF Barbara King, Member of TASS/TASC (Representing Secondary and Special Schools Head Teachers) Alex Bamber, Probation Services Representative Stewart McArthur, Associate Director Commissioning & Quality Children, Young People, Maternity & Women's Services, NHS South West Essex	Date:	N/a		
		Time:	N/a		
		Venue:	N/a		
Apologies:	Sue Coole, Director of Student and Community Services, South East Essex College Mike Kelly, Open Door, representing NGO Group Rachel Wood, Essex Police Alison Ross, Assistant Principal, Palmer's College Christine Tinkler, Head of Schools and Learning, CEF Andrew Bunyan, Children's Services Advisor Essex, Southend & Thurrock, GO-East Colin Stewart, Head of Business Infrastructure, Children Education and Families Cllr MacPherson, Lead Member for Children's Services Mel Porter, Non Executive Director, South West Essex PCT Amy Weir, LSCB Independent Chair <u>No apologies received:</u> Jonathan Shields, Current Chair TPHA (Representing Primary Schools Head Teachers) Barbara Stuttle, Executive Nurse, South West Essex Primary Care Trust				
Copies for Information:	Megan Mitchell, Partnership Manager, NHS South West Essex				

Subject		Summary, Decision And Action	Action By	Action Date
1	Action Log from the last meeting	Action log reviewed and updated (see pages 7-8).		
2	Children and Young People's Plan	<p>The draft CYPP had been circulated. JO explained that this is a high level plan that will need to be developed through service plans and agency plans. It has the same status as the Sustainable Communities Strategy. There will be a suite of documents. A set of artwork has been commissioned to accompany the plan and this was displayed at the meeting. A second iteration of the Plan, picking up on consultation feedback received so far, will be available after Easter. The final Plan will go to the Council's Cabinet in July 2010. JO invited partners to have the images as screen savers in their agencies during the consultation period, to promote conversation and discussion and stimulate ideas. SMA explained that the Plan aligns with the PCT Operational Plan and has been discussed by the PCT Board for consultation. It will go back for final sign off in June/July 2010.</p> <p>It was suggested that the following areas should be strengthened in the CYPP:</p> <ul style="list-style-type: none"> • chlamydia screening • safeguarding • integrated services • Influencing the commissioning of services for adults • Role of the Third Sector <p>JO explained that there will be a one year action plan beneath each pillar in the CYPP, plus an outcomes framework to test if the actions have made a difference. The new Partnership Board will be responsible for ensuring we see an impact as a result of the CYPP.</p>		
3	Total Place	JO explained that Christine Tinkler had submitted a Total Place bid to Eastern Region, through the LSP. The paper circulated with the agenda outlines the bid, which aims to support the Children's Trust regarding the CAA red flag for raising educational standards and aspirations. There are two parts to the bid – resource mapping and leadership. The project will develop a multi agency business process to target the most disadvantaged children, young people and families and respond. In terms of the Leadership aspect, there will be £48k to invest in the new Partnership Board, Executive and sub-groups. Partners will need to commit time to this in order for it to be successful. Christine Tinkler will be leading on the implementation and JO will lead the Leadership aspect.		
4	Revised governance	LS explained that as a result of the joint Children's Trust Board and LSCB meeting on 23 February revised terms of reference for the new Children's Trust Partnership Board and		

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<p>arrangements for Children's Trust and Local Safeguarding Board (LSCB)</p>	<p>Children's Trust Executive had been prepared. In addition the Ways of Working document, summarising the way that the Children's Trust and LSCB will work together, had been prepared. Feedback from the workshop session that took place at the meeting on 23 February had been collated and as a result a number of recommendations were made.</p> <p>Recommendation 1 – The Children's Trust Board are asked to agree the revised Terms of Reference for the Children's Trust Partnership Board and Executive (Appendix 1 and Appendix 2)</p> <p>AB reported that Probation would be unable to sign up to the terms of reference of the Partnership Board and Executive as they currently stand. AB raised concerns about risk and accountability if Probation are not part of the Executive, or if the Partnership Board meets infrequently. YK reminded the group that the view of the Third Sector was that it should be represented on the Executive. There was discussion around whether the Board meeting twice a year in a workshop would constitute the requirements of a Children's Trust as expected by DCSF. There was also discussion around whether the Executive is broad enough to meet the requirements. JO reported that there is a massively wide variation of interpretation of the Children's Trust guidance leading to a variety of organisational responses. The Trust has to be understood in all its parts – Board, Executive and sub groups. JO reported that the Thurrock structure has received buy in from the Government Office and she is therefore satisfied that from the DCSF point of view the structure meets the requirements of Children's Trust arrangements. Attendees at the event on 23 February were largely in favour of the model, with the caveat that it must be subject to regular review. As a result of the discussion it was agreed that the membership of both groups would remain the same, but that the Partnership Board would meet 3 times a year, and not twice.</p> <p>The recommendation was agreed, with the caveat that the Partnership Board would meet 3 times a year.</p> <p>Recommendation 2 – The Children's Trust Board are asked to consider and agree the draft Children's Trust/LSCB Way of Working document (Appendix 3)</p> <p>Agreed, with the amendments suggested by Amy Weir regarding joint responsibility for safeguarding strategy and policy.</p> <p>Recommendation 3 - The Children's Trust Communication, Participation and Engagement Group to consider how the engagement of children, young people and families will work in practice as part of the planned review and revision of the Participation and Engagement Strategy due to take place in May 2010.</p>		

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		<p>Partnership and the Children's Trust.</p> <p><u>Sustainable Communities Delivery Plan</u> LS explained that all LSP Programme Boards have been asked to review and agree the SCS Delivery Plan, circulated with the agenda. The delivery plan highlights action plans that will deliver on the SCS. The Plan was agreed. JO highlighted that the Children's Trust would like the LSP to consider developing a Sexual Violence Strategy. There was also concern raised about the confusing and unhelpful name of the Plan, which some felt could be mistaken for a delivery plan for the Council's Sustainable Communities Directorate or the Sustainable Communities Programme Board of the LSP. Action: Feed back Children's Trust Board comments on the SCS Delivery Plan to the LSP Team</p>	Lorraine Surrey	End of April 2010
6	Commissioning	<p>It was agreed that the Interim Head of Social Care, Steve Liddicott, would become the Thurrock Commissioning Champion. Action: Advise the Commissioning Support Programme of Thurrock's Commissioning Champion</p>	Lorraine Surrey	End of March
7	Local Safeguarding Children Board	<p>LS reported that LSCB subgroups are being developed at the moment. SMA gave an update on the SARC, following a concern raised at LSCB regarding delays for medical examinations of children. The sustainability of the current service (2 Paediatricians) is an issue. SMA is hoping to get a cohort of 8 Paediatricians to sign up to an on-call system to respond to sexual abuse, so there should not be problems with delays in future.</p>		
8	Feedback/Issues from Non Government Organisation Group (NGO)	<p>Covered in feedback on CYPP and new governance arrangements. YK thanked JI for the valuable work she has done with the third sector.</p>		
9	Childhood Obesity Strategy	<p>Dr Neel Bhaduri gave a presentation (attached) on the development of the Childhood Obesity Strategy. It was agreed that the Childhood Obesity Strategy would be presented to the Children's Health Group. The Children's Health Group would then make recommendations to the Commissioning Group. The Strategy will then be signed off by the Children's Trust Executive in September. Action: Complete the Childhood Obesity Strategy and submit to the Children's Trust Executive in September 2010</p>	Neel Bhaduri	September 2010
10	Minutes of the last meeting	<p>The minutes of the meeting held on 19 January were agreed.</p>		

Subject		Summary, Decision And Action	Action By	Action Date
11	Any other business	<p>BK reported that she found the joint Children's Trust and LSCB meeting on 23 February very useful. JO added that in future Children's Trust may have joint meetings with the Community Safety Partnership and the Healthier Communities Programme Board.</p> <p>Jl reported that the Thurrock Thresholds for Intervention document is now available.</p> <p>This was Jl's final Children's Trust meeting and JO thanked her for all her hard work and commitment during her years of involvement with the Children's Trust and previous partnership.</p> <p>JO explained that this would be the final Children's Trust Board meeting, as the new structure would be in operation from April 2010. JO thanked all members for the contribution to the Children's Trust and hoped they would continue to be involved in the future structure.</p>		

SUMMARY OF ACTIONS 19 January 2010

(updated March 2010)

	Action	Who	By when	Progress
1	Take the lead on challenging the various workstream groups to work together in an effective way to get the group of pupils likely to leave Year 11 with no qualifications to engage, and report back to the Children's Trust Board (<i>carried forward</i>)	CT	PROGRESS TO BE REPORTED TO CHILDREN'S TRUST BOARD MARCH 2010	CT has contacted all secondary schools. 6/10 have responded and currently 19 pupils likely to leave year 11 with no qualifications have been identified. This will now be picked up by the 14 Strategic Partnership. Carry forward
2	Convene a meeting with Stewart McArthur, Tracy Smith and Richard Baxter to clarify and agree expectations on numbers of CAFs to be completed by PCT and Police per year. Provide proposed targets to Children's Trust Board for approval in March 2010	NS	END OF FEBRUARY 2010	Police have agreed to complete 15 CAFS by May. LAGS are the preferred method of engaging police. Numbers of Health CAFs are negligible despite a robust communication from SMA.
3	Liaise with LS to agree a timetable for reporting on Thurrock's FIP to the Children's Trust	JM	END OF MARCH 2010	COMPLETE
4	Send LS information on Think Family for circulation to the Board	NS	END OF JAN 2010	COMPLETE
5	Draft a review document and terms of reference for the new Children's Trust Board and Executive and circulate to the Board for comment before submission to the LSP	JO/LS	END OF JAN 2010	COMPLETE
6	Re-circulate the link to the JSNA	LS	END OF JAN 2010	COMPLETE
7	Review the two workshop proposals tabled by Paul Lloyd and let LS know their preference by 28 January	All	28 JAN 2010	COMPLETE
8	Consider suggestions for the Commissioning Champion for discussion at the next meeting	ALL	MARCH 2010	Steve Liddicott will be the Commissioning Champion
9	Circulate the web link to the Working Together to Safeguard Children consultation	LS	END OF JAN 2010	COMPLETE

	Action	Who	By when	Progress
10	Submit Children's Trust Board response to DCSF consultation on statutory guidance and cooperation arrangements	LS	END OF JAN 2010	COMPLETE
11	Consider how the safeguarding online forum can be supported and report back to next meeting	AW	MARCH 2010	Carry forward
12	Scope a piece of work on community cohesion and report back to the next meeting	JI/YK	MARCH 2010	Carry forward as agenda item for new Executive to discuss community cohesion and the establishment of a task and finish group
13	Ensure 2010/11 meeting dates for new Board and Executive are set	LS	MARCH 2010	In hand