



## Children's Partnership Senior Officers Group

**Wednesday 2<sup>nd</sup> December, 14:00 – 16:00**  
 Directorate Boardroom (D14), Sandfield Centre,  
 Sandfield Road, Lenton, Nottingham, NG7 1QH

### Attendees

Candida Brudenell	Director, Children's Trust Transition Programme, Nottingham City Council
Craig Berens	Director of Programmes, Nottinghamshire YMCA
Jean Pardoe	Chief Executive, Connexions
Paula Webber	Deputy Area Director, Nottingham Learning and Skills Council
Shaun Beebe	Chief Superintendent, Nottinghamshire Police
Mark Andrews	Acting Director of Targeted Services, Children's Services, Nottingham City Council
Jane Brown	Associate Director of Aspiration and Life Skills
Colin Monckton	Head of Improvement and Policy, Children's Services

### Apologies

Ian Curryer (Chair)	Corporate Director of Children's Services, Nottingham City Council
Sheila Wright	Deputy Chief Officer and Director of Operations, Nottinghamshire Probation
Andrew Kenworthy	Chief Executive, NHS Nottingham City <b>Representation:</b> Lucy Davidson, Acting Assistant Director of Commissioning, NHS Nottingham City
Janet Sheard	Chief Operating Officer and Executive Nurse, City Health Nottingham <b>Representation:</b> Phyllis Brackenbury, Head of Children's Universal Services, NHS Nottingham City

### Minutes

Item	Detail
1	<u>Welcome and apologies</u> Apologies noted as above.
2	<u>Minutes, matters arising and action log</u> The minutes were agreed as an accurate record. Actions were confirmed as complete or on track.
<b>Items for the Board</b>	
3	<u>Attendance</u> <ul style="list-style-type: none"> <li>▪ MA updated the Group on the current situation of school absence in Nottingham City. Success has been seen at secondary level but primary school attendance remains stubborn.</li> <li>▪ The report seeks that the Group consider and comment on the draft protocol which has been developed to address non-attendance at school. It was noted that services are currently unclear of what to do when they come across a parent with a child who should be at school and are unsure of whether or not they should challenge that parent. The protocol explains what action staff should take</li> </ul>

	<p>in that instance.</p> <ul style="list-style-type: none"> <li>▪ The protocol proposes that this is a responsibility for all Partners to ensure that it is put into practice within their service area.</li> <li>▪ It was suggested that there needs to be a shift in the mindset of the workforce by promoting the message that poor school attendance has a significant effect on a young person's education; it needs to be a workforce priority.</li> <li>▪ It was noted that there are a significant number of children who are untraceable. It has become clear that when health services try to transfer records, there is a pool of children who are completely untraceable.</li> <li>▪ It was noted that research has shown correlation between the most violent incarcerated criminals and poor school attendance.</li> <li>▪ It was noted that in Nottingham City there is a strong correlation between deprivation and poor attendance at secondary school, but this is not true of primary schools.</li> <li>▪ Attendance is a key priority of the Children and Young People's Plan (CYPP) and is a collective priority and responsibility of all Partners. Children's Services are currently examining joined-up working and are looking into what can be done collectively.</li> <li>▪ The Group were asked where they feel that value could be added to the current interventions of reducing school absence.</li> <li>▪ It was requested that the Group send any comments to MA.</li> <li>▪ The Group agreed to promote the protocol within their organisation.</li> <li>▪ It was agreed that the report would go to the Children's Partnership Board for ratification in January. It will be mentioned that work will be done to formally agree the protocol by bringing it back to the Group to firm up.</li> </ul>
4	<p><u>Participation Post 16</u></p> <ul style="list-style-type: none"> <li>▪ Report was presented by JP.</li> <li>▪ The report states that in 2013 all young people in England will be required to continue in education or training to age 17. In 2015 they will continue in education or training to age 18.</li> <li>▪ It was noted that the City is doing well at increasing young people's participation into learning but attainment is a greater challenge.</li> <li>▪ Figures one and two of the report show that the City is significantly below the national average for the proportion of young people achieving Levels Two and Three. It also shows the City has the lowest achievement levels in the East Midlands.</li> <li>▪ It was noted that financial pressures can cause young people to opt for commencing paid work rather than staying in education.</li> <li>▪ Proposed actions include engaging with the National Apprenticeship Service, ensuring that reform of the 14-19 curriculum results in appropriate provision pre- and post-16 and developing a single suite of information regarding the progression of young people post-16, which allows performance to be interrogated by institution, course, location and client group.</li> <li>▪ It was suggested that responsibility should be delegated to the 14 – 19 Partnership. PW to action/remit this.</li> <li>▪ It was noted that the Children's Partnership Board should be made aware of this, possibly by a formalised report to the Board.</li> </ul>
5	<p><u>Sustainability Community Strategy (SCS) Implementation Plan</u></p> <ul style="list-style-type: none"> <li>▪ CM presented the item.</li> <li>▪ An implementation plan for the SCS must be submitted to the Local Strategic</li> </ul>

	<p>Partnership, One Nottingham, by 23<sup>rd</sup> December 2009.</p> <ul style="list-style-type: none"> <li>▪ It was noted that the requirement for an SCS Implementation Plan for the 'Family Nottingham' theme is satisfied by the Children and Young People's Plan (CYPP).</li> <li>▪ The report recommended that the plan is submitted to meet One Nottingham's requirement, and is then subsumed into the development of the CYPP 2010-2014.</li> <li>▪ The draft plan states that <i>"Unless stated otherwise, actions will be achieved by the combined resources of the Children's Partnership, as directed by the Children's Partnership Board and Senior Officers Group"</i>. The Group agreed the inclusion of this statement.</li> <li>▪ The report requests that the Group consider the implementation plan and recommend any changes before the submission date of 23<sup>rd</sup> December 2009.</li> <li>▪ The Group approved the plan and agreed to monitor the plan through the CYPP monitoring arrangements.</li> </ul>
6	<p><u>Quarter Two Performance Exceptions Report</u></p> <ul style="list-style-type: none"> <li>▪ CM presented the three page exceptions report.</li> <li>▪ It was noted that there is a discrepancy with some of the health performance data. CM and PB to pick this up outside of the meeting to rectify.</li> <li>▪ LD requested rewording on the infant mortality performance section. LD and CM to pick this up outside of the meeting.</li> <li>▪ It was requested that the Group feedback any comments to CM by 10.12.09.</li> <li>▪ The Group agreed the report to go to the Children's Partnership Board in January 2010.</li> </ul>
7	<p><u>Teenage Pregnancy Plan</u></p> <ul style="list-style-type: none"> <li>▪ JB presented the report.</li> <li>▪ An official downward trend in teenage conceptions has been reported following the sixth consecutive reduction in quarterly figures. These are the lowest rates since the national strategy began in 1998.</li> <li>▪ The Teenage Pregnancy Action Plan has seen successful delivery in 2009 and evidence shows that rates are falling faster than in similar cities, however rates still remain challenging and further reductions are needed.</li> <li>▪ The high number of accountable officers on the original plan has been reduced to just seven in the new plan, which will allow actions to be managed more efficiently.</li> <li>▪ Three cross-cutting priorities, which will be integrated into all activity across the key workstreams, have been identified for 2010; early intervention, raising aspirations and an emphasis on boys, young men and fathers.</li> <li>▪ The Group were asked to consider and comment on the draft plan.</li> <li>▪ It was noted that the 14-19 Partnership needs to be aware of and fully engaged in the plan as this is the age range where most teenage conceptions occur. This will also help to get more information into schools and colleges.</li> <li>▪ The group agreed to endorse the plan and agreed that the report will go to the Children's Partnership Board in January 2010.</li> <li>▪ The report will also be taken to the NHS Nottingham City Board in January.</li> </ul>
<b>Items for Discussion</b>	
8	<p><u>Think Family</u></p> <ul style="list-style-type: none"> <li>▪ The report was presented by Cbru.</li> <li>▪ The DCSF has awarded £100,000 to Nottingham City to underpin a planned, strategic, holistic 'Think Family' approach.</li> </ul>

	<ul style="list-style-type: none"> <li>▪ The report recommends that the Group consider the release of their own staff (PO or equivalent level) to be seconded to the Family Intervention Project (FIP) for five weeks. The funding will be used to backfill the posts.</li> <li>▪ The Group noted the issue that five weeks is a short period of time to back fill a post.</li> <li>▪ It was suggested that it may be more effective to second a lesser amount of staff for a longer period of time.</li> <li>▪ The Group agreed that they are happy for the secondments to go ahead but specifics of the secondment will need to be negotiated (e.g. duration and number of staff).</li> </ul>
9	<p><u>Children's Trust Guidance Consultation</u></p> <ul style="list-style-type: none"> <li>▪ The item was presented by Cbru.</li> <li>▪ The report recommends that the Group note the contents of the new draft Statutory Guidance published by the DCSF on 13<sup>th</sup> November 2009.</li> <li>▪ The Guidance supports the implementation of the Apprenticeship Skill, Children and Learning (ACSL) Act 2009 which received Royal Assent on 12<sup>th</sup> November.</li> <li>▪ The Group agreed to be mindful of the upcoming legislation and noted the key areas covered, which were mentioned in the report, including that that the Children's Trust Board will be placed on statutory footing from April 2010. It was noted that the CYPP will be jointly owned by the Partnership.</li> <li>▪ The Group were asked for any responses to be submitted by January 29<sup>th</sup> 2010.</li> </ul>
10	<p><u>Children's Partnership Joint Commissioning Unit</u></p> <ul style="list-style-type: none"> <li>▪ The report noted that there are plans to have a Joint Commissioning Unit (NHS Nottingham City and Nottingham City Council) in place in 2010, which will be accountable to the Children's Partnership.</li> <li>▪ It was noted that Health are currently in the middle of the second NST Visit on child obesity. Recommendations suggested that opportunities have been missed by not joining up commissioning.</li> <li>▪ Objectives during phase one include defining joint commissioning to ensure a shared understanding and agreement across the partnership and developing an outcomes based commissioning strategy which details how joint commissioning will ensure the achievement of all national and local targets.</li> <li>▪ Objectives during phase two include analysing the funding and delivery of current services to identify any duplication of service provision and to ensure service delivery is streamlined and demonstrates quality and efficiency.</li> <li>▪ The Group noted that it would be helpful to have a practical case study which is brought back to the Senior Officers Group, along with a formal paper, to the February meeting.</li> </ul>
<b>Other Items</b>	
11	<p><u>Items for information</u></p> <p>a. School Gates Employment Support Initiative</p> <p>SB informed the Group of a national offender management pilot which has been implemented in Nottingham. The pilot targets prolific offenders to offer them employment. A member from the Police and a member from Probation visit the family unit and look into what social interventions could improve their situation. The pilot has seen significant reductions in re-offending. Pat Whitby to contact SB regarding this opportunity.</p>

12	<p><u>Forward Plan</u> An item on Contact Point has been agreed for the January Senior Officers Group.</p>
13	<p><u>Any Other Business</u> CBerens noted that the VCS have received an inaccurate paper of the Children's Partnership governance model which states that the VCS Shadow Board will be dissolved. It was confirmed by Cbru that this is inaccurate and that the original decision which was agreed at the November Group still remains; <i>"The VCS Shadow Board needs to be a strong and meaningful part of the Children's Partnership, an active partner in the design, planning, delivery, monitoring and evaluation of the Children and Young People's Plan. Partnership with the Children's Partnership Board to be managed through Commissioning and Resources, and the main input therefore comes within the commissioning framework"</i>.</p> <p>The governance model is under consultation until March 2010.</p>