

Children's Partnership Senior Officers Group

Monday 10th May 2010, 10:00 – 12:00

Directorate Boardroom (D14), Sandfield Centre,
Sandfield Road, Lenton, Nottingham, NG7 1QH

Attendees

Ian Curryer (Chair)	Corporate Director of Children and Families
Katy Ball	Acting Head of Children's Trust, Children and Families
Lucy Davidson	Assistant Director, Children and Family Commissioning, NHS Nottingham City
Leslie Ayoola	Representing the Voluntary Sector
Phyllis Brackenbury	Head of Universal Services, CitiHealth Nottingham
Jean Pardoe	Chief Executive, Nottingham and Nottinghamshire Futures
Margaret McGlade	Independent Chair, Local Safeguarding Children Board
Jane Belinda Francis	Head teacher, Springfield Primary School (representing all City Schools)
Colin Monckton	Head of Insight and Improvement
Andy Shone	Policy and Planning Assistant, Insight and Improvement
Geoff Jenkins	Policy and Planning Manager, Insight and Improvement
Michael Durban	Local Area Agreement Programme Manager
Penny Wakefield	Director of Partnerships
Sarah Davies	Chair of the Stronger Families Advisory Group
Jane Lewis	Domestic Violence Strategy Officer, Crime and Drugs Partnership
Dorne Collinson	Head of Safeguarding and Quality Assurance, Children and Families
Holly Sheppard (Minutes)	Early Intervention Programme Administrator

Apologies

Andrew Kenworthy	Chief Executive, NHS Nottingham City <i>Representation: Lucy Davidson</i>
Shaun Beebe	Chief Superintendent, Nottinghamshire Police
Sheila Wright	Deputy Chief Officer and Director of Operations, Nottinghamshire Probation
Lyn Bacon	Acting Chief Operating Officer, CitiHealth Nottingham <i>Representation: Phyllis Brackenbury</i>

Minutes

Item	Detail
1	<u>Welcome and apologies</u> <ul style="list-style-type: none"> ▪ Apologies noted as above.
2	<u>Minutes, matters arising and Action Log</u> <ul style="list-style-type: none"> ▪ Minutes were agreed as an accurate record. ▪ All actions on track, due for completion by June 7th Senior Officers Group meeting.
Items for discussion	
3	<u>Quarter Four Performance Report</u> <ul style="list-style-type: none"> ▪ The item was presented by CM and AS. ▪ The Group agreed that the accountable officer for each Children and Young People's Plan (CYPP) priority will sign off their performance section with the Children and Families Insight and Improvement Team. ▪ All information on the 15 CYPP priorities was agreed as accurate with the exception of the following notes and recommendations;

- ⇒ **Priority 1:** Concern was expressed around the target for the number of Common Assessment Frameworks (CAFs) initiated by schools. The level of take-up will vary from year to year, depending on need. It was suggested that it should be made mandatory for certain individuals to have CAFs initiated e.g. persistent absentees, pregnant teenagers, young people not in employment, education or training. There is still inconsistent understanding and descriptions of when a CAF should be initiated. The Integrated Process Board to provide clarity on this.
 - ⇒ **Priority 2** – Child protection indicators and the wider workforce risks need to be reflected within this.
 - ⇒ **Priority 4** – It was agreed that targets for both reception and Year 6 would be stated in this section to reflect the childhood obesity strategy. It was noted that Nottingham City Council has been accepted into a one-year DCSF pilot to offer free school meals to every primary school pupil and nursery school pupil who attend double sessions in the City. Match funding is required before the pilot can be implemented. There is currently no scope to continue offering free school meals following the pilot, however routes for sustainability are being explored. It was agreed that information regarding the Free School Meals pilot would be removed from the performance report until match funding has been secured. It was noted that there is scope to explore the use of school kitchen capacity to provide intergenerational services e.g. adult lunch clubs and community kitchens.
 - ⇒ **Priority 5** – LD to speak with CM following the meeting to agree information for future reports.
 - ⇒ **Priority 6** – It was agreed to add a note stating that although further progress needs to be made, performance has significantly improved. A National Support Team visit on immunisation and vaccinations is due later in May.
 - ⇒ **Priority 7** – It is unclear how the increase in demand will be met financially.
 - ⇒ **Priority 9** – It was noted that although this priority is technically rated as red, it is progressing very positively, having just seen the seventh consecutive drop in the rate of teenage conceptions. It was noted that the Chlamydia statistic was incorrect. LD to provide correct information.
 - ⇒ **Priority 10** – The priority has proved difficult to assess due to the number of complex indicators against it. It was agreed that the priority would be re-rated as amber.
 - ⇒ **Priority 11** – This priority has seen the fastest rate of improvement in the country.
 - ⇒ **Priority 12** – Free school meal eligibility data will be maintained throughout the one-year DCSF pilot. It was recommended that data on ethnic groups is added.
 - ⇒ **Priority 13** – It was agreed that the wording ‘primary absence is the worst in the country’ would be changed to ‘primary absence is the lowest performing in the country’.
 - ⇒ **Priority 14** - It was agreed that this priority would be re-rated from amber to red.
- The Group agreed to adopt the revised format which also replaces the previous exceptions report.
 - It was agreed that in the months where there is no performance report scheduled, the Senior Officers Group takes a performance issue which has been highlighted in the previous report and discusses the issue in greater detail, allowing a greater level of scrutiny as a partnership.
 - It was agreed that risk assessments for each of the new CYPP priorities, led by the accountable officer and supported by the Children and Families Insight and Improvement Team, will be implemented for the next quarterly performance report.

- 4 Children and Young People's Plan
- The item was presented by CM and GJ.
 - One Nottingham has noted their approval of the clarity around a strong and systematic family approach and noted their confidence in the Plan to deliver against the Nottingham Plan. It was highlighted that the Children's Partnership must ensure the involvement of key vulnerable groups and partners outside of the Children's Partnership.
 - A very successful consultation process has ensured that all partners have had some say in the development of the Plan. Over 900 responses were received regarding the order alone.
 - It was agreed that a detailed breakdown of resources is required.
 - It was agreed that area committees and Overview and Scrutiny would be formally asked to engage in the Plan.
 - It is recommended that all partners engage their organisations in the Plan. A standard presentation has been developed for this purpose. The Corporate Director has offered to present at these meetings or alternatively the presentation can be made available for partners to present themselves.
 - The Group agreed to recommend to the Partnership Board, the adoption of the Plan as the strategic framework for developing services and improving outcomes for children, young people and their families.
 - The appointment of the nominated lead officers for the five strategic objectives and year one programme priorities, as identified in February 2010, was confirmed.
 - The Group noted the recommendations from the Overview and Scrutiny Committee and the Equalities Screening Panel.
 - It was agreed that the report will go on to the Children's Partnership Board on May 19th. Young people will be present to participate in the item. The Plan will then go to the Executive Board in June and the Full Council in July 2010.
 - GJ and his team were congratulated for their work on the Plan.

- 5 Local Safeguarding Children Board (LSCB) Update
- IC presented the item on behalf of MM who was not in attendance at the meeting.
 - The report noted key issues where action is required to ensure that the LSCB is able to provide the necessary functions to safeguard children;
 - ⇒ The Independent Reviewing Service is insufficiently staffed to enable it to carry out its function adequately, presenting a significant risk to safeguarding activity in Nottingham. Vacancies and sickness absence mean that agency staff are providing the majority of the function which poses as a sustainability risk.
 - ⇒ It is recommended that work be undertaken by both the Children's Partnership and the LSCB to develop a formal protocol between the two bodies to agree a range of functions in relation to the safeguarding of vulnerable children and the matter of supporting the participation of children and carers in the work of the LSCB.
 - It was recommend that agencies are more scrupulous in terms of referral routes, for example holding onto cases longer and undertaking, where appropriate, some of the safeguarding work themselves.
 - It was noted that further work will be undertaken to secure Independent Reviewing Officers, including permanent pay solutions and highlighting the importance of the role they play.
 - The Group agreed that a formal protocol, as detailed above, will be developed. KB to pick this up with MM.
 - To ensure the participation of children, young people parents and carers in its work, it has been agreed that the Children's Trust will incorporate the approach in its participation strategy.

Theme Partnership items

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| 6 | <p><u>Local Area Agreement (LAA) Refresh</u></p> <ul style="list-style-type: none">▪ The item was presented by MD and PW.▪ The refresh is now approved and received ministerial sign off on March 31st 2010.▪ The targets within the Nottingham Plan correlate directly with LAA indicator targets. From 2011-12 the LAA will become the delivery plan for the Nottingham Plan.▪ The purpose of the report is to inform Theme Partnerships of the performance management arrangements and ask that they sign up to their indicator commitments.▪ MD ran through the key headlines of the refresh. Implications for the Children's Partnership include the removal of NI 110 (young people's participation in positive activities) from the LAA, due to data issues. NI 112 (under-18 conception rate) has been removed from Performance Reward Grant calculation. Authorities have been offered to negotiate their target for under-18 conceptions rates.▪ <u>Comprehensive Area Assessment (CAA)</u> – Last year, Nottingham City received a green flag for the use of transport and no red flags. This year's ambition is to achieve two green and no red flags. The key areas of focus for this year, as discussed with the Audit Commission, are crime and community safety, response to recession, worklessness and jobs, health of children and young people and child poverty. The draft report will be available in December 2010. More information on the CAA can be found on the One Place website.▪ It has been proposed that a new Theme Partnerships Lead Officer Group composed of Chairs and Lead Officers will meet quarterly to review performance, discuss challenges, resolve cross-cutting issues and distil key messages.▪ There will be a stronger emphasis on research and evaluation. Quarterly and annual monitoring will provide evidence for a full strategy refresh. An extensive review on the impact of the plan will be undertaken after three years.▪ The Group were offered the opportunity to feedback to MD any comments or recommendations on the refresh.▪ Following the item, it was noted that some organisations, including Schools, are unclear of where the LAA fits with other Nottingham plans and performance measures. KB to feed this back to PW.▪ This item will go to the Children's Partnership Board on May 19th. |
| 7 | <p><u>Stronger Families Project</u></p> <ul style="list-style-type: none">▪ The item was presented by SD, DC and JL.▪ The Stronger Families project, delivered by Women's Aid Integrated Services with Family Care and Nottingham Domestic Violence Forum, is part of the broader Early Intervention Programme. Over a 12 week period, it provides intensive concurrent group sessions for children and mothers affected by domestic violence. After having shown positive indicators of impact, the project is now behind target for the number of children and mothers participating, due to the lack of facilitators. The programme will not be able to continue running unless additional facilitators are brought in imminently. The current capacity is relying on almost 90% volunteers which poses as a key sustainability risk.▪ The Senior Officers Group is requested to identify a route to increase the number of facilitators, particularly from targeted and specialist services, for this financial year.▪ Between 14-21 facilitators are required this year in order to keep the project running. The next training session is organised for June 14th.▪ Facilitators will need to be experienced and skilled in working with children and their emotional wellbeing. Not all will need professional qualifications; ideally one third to a half will have. Each will need to go through two full days of training and then be able to offer a maximum of one half day per week for a total of 12 weeks.▪ In her absence, MMs and the LSCBs support of the project was noted. Domestic violence is one of three key contributing factors to safeguarding issues.▪ The Group is fully supportive of the project and aware of the benefits. The difficulty |

	<p>lies in the broader capacity issues and staffing pressures.</p> <ul style="list-style-type: none"> ▪ Many expressions of interest have been shown but services practically do not have the capacity to release staff. ▪ It was agreed that JL would provide the Group with an infrastructure budget breakdown. ▪ Key Partners, including Police, who were not present at the meeting need to be alerted to the situation as it may be of particular relevance to their organisations. ▪ It was agreed that the issue would be brought to the next Children and Families Departmental Management Team meeting. ▪ It was agreed that all organisations would be given a quota based on the need for 21 facilitators in total. Children and Families will provide double that quota. ▪ The Group agreed that they would take the issue back to their organisations in order to secure the staff.
Other items	
8	<p><u>Forward plan</u></p> <ul style="list-style-type: none"> ▪ Future items were noted. ▪ It was agreed that the Stronger Families item would be placed on the June 7th agenda to feedback on the progress made regarding the facilitators.
9	<p><u>Any other business/key messages for dissemination</u></p> <ul style="list-style-type: none"> ▪ The first few dates are now scheduled for the Children's Partnership Welcome Events, which were previously agreed by the Senior Officers Group. The Group agreed to provide HS with their HR contact for each organisation in order to ensure that all new employees, since January 2010, will be invited to the Event. ▪ A NHS leaflet 'Principles for Transition' was distributed to the Group.