

## NOTTINGHAM CITY COUNCIL

### CHILDREN'S PARTNERSHIP BOARD

**MINUTES** of meeting held at Loxley House on **26 JUNE 2013** from 4.04pm to 5.50pm.

✓ Indicates present at meeting

✓ Councillor David Mellen	Chair of the Board and - Portfolio Holder for Children's Services	) ) )	
Ian Curryer	- Chief Executive	)	
✓ Chris Wallbanks	- Programme Manager Early Intervention and Partnerships	) )	Nottingham City Council
Jon Rea	- Engagement and Participation Lead Officer	) )	
✓ Candida Brudenell	- Interim Corporate Director Children and Families	) )	
✓ Deb Hooton (Substituting for Dawn Smith)	- Chief Operating Officer	-	NHS Nottingham City Clinical Commissioning Group
Angela Horsley	- Clinical Lead,	-	Nottingham Children's Hospital
✓ Phyllis Brackenbury	Assistant Director Children, - Young People, Families and Health Improvement	-	Nottingham CityCare Partnership
Paula Webber	- Senior Advisor,	-	Young People's Learning Agency
✓ Steven Cooper	- Superintendent	-	Nottinghamshire Police
✓ Wendy Smith	Chair, CONGA (City of - Nottingham Governors' Association)	) ) )	
Andy Sloan	Head Teacher, Rosehill - School (Special School representation)	) ) )	
Jill Robey	Head Teacher, Nottingham - Nursery School and Training Centre	) ) )	Nottingham Schools
Karen Slack	Head Teacher, Rise Park - Primary School	) )	
✓ Gareth Owen	Head Teacher, Hadden Park - High School	) )	
✓ Paul Burnett	- Independent Chair of	-	Local Safeguarding Children Board
✓ Anne Danvers	- District Operations Manager	-	JobCentre Plus
✓ Stephen McLaren	- Urban Angel Project Manager	-	On behalf of the Community and Voluntary Sector
Mike Butler	- Chief Executive, Djanogly Learning Trust	-	Nottingham Academies

✓ Malcolm Cowgill	- Principal, Central Nottingham College	- Further Education
✓ John Yarman	-	- Nottingham and Nottinghamshire Futures
✓ Nigel Hill	- Director	- Nottinghamshire Probation Trust
Holly White	)	)
✓ Uzair Hashmi	) Youth Cabinet	) Youth Council
✓ Natalie Robinson	)	)
Darrell Redmond	- Nottingham Equal	

**Also in attendance**

Mark Andrews	)	)
Sara-Jane Brighthouse	) Family Communications	) Nottingham City Council
Tim O'Neill	) Team	)
Viv McCrossen	)	)
Dot Veitch	- Partnership Support Officer	)
Cath Ziane-Pryor	- Constitutional Services Officer	)

**1 APOLOGIES FOR ABSENCE**

Mike Butler  
Councillor Jon Collins - on Other Council Business  
Angela Horsley  
Jill Robey  
Karen Slack

**2 DECLARATIONS OF INTERESTS**

None

**3 MINUTES**

The Board confirmed the minutes of the meeting held on 27 March 2013 as a correct record and they were signed by the Chair.

**4 PRIORITY FAMILIES UPDATE**

Tim O'Neill, Director of Family Community Teams, delivered a presentation to accompany the report which outlines the Priority Families programme and informs the Board of progress. Mark Andrews and Sara-Jane Brighthouse, both members of the Family Community Team, also attended the meeting.

The following points were highlighted:

- (a) As of October 2012, 1140 households met at least 2 of the required 3 Troubled Family criteria;

- (b) Initially the target was set to identify 400 troubled families and to be actively working with 300 (75%) of those families in the first year of the programme. By March 2013 this target had been surpassed and 375 (94%) of families were actively engaged. As a result of meeting and exceeding the target, the programme qualified for full year 2 attachment funding of £1.2 million;
- (c) Target percentages for year 3 have not yet been set by Central Government.
- (d) Reward payments were available to the Priority Families Programme for families which meet the full criteria. 50 families are currently involved in the full Priority Families model, while the remaining 64 families were receiving partial elements of the model and/or support through some sort of partnership working which may include Family Intervention Project (FIP), Family Nurse Partnership (FNP), Family Community Teams, Youth Offending Team (YOT) preventative, Children's Centres, through the Common Assessment Framework (CAF).
- (e) It is estimated that funding will not be received for one in every six families supported, although payment was expected for approximately 200 families backdated to December 2010. The next claim point is July when between 150 and 300 reward payments were predicted.
- (f) A recent audit of Nottingham's programme resulted in a 'green' rating from the Department of Communities and Local Government which compares well to some other similar sized authorities.
- (g) 150 key workers are currently being trained and were expected to start work with a relatively small case load but were expected to work with all 600 families by the end of March 2014.
- (h) It is predicted that full data on the progress so far will be available during the autumn.

The Board welcomed the progress of the programme.

## **RESOLVED**

- (1) to note the report;**
- (2) to note that the programme is now operational and to support the team to implement and embed the new operational model;**
- (3) to support the culture change and staff engagement;**
- (4) to request an update to the December meeting of the Committee.**

## **5 FULFILLING LIVES:A BETTER START BIG LOTTERY BID FOR NOTTINGHAM, FULFILLING LIVES: A BETTER START. SMALL STEPS, BIG CHANGES (SSBC)**

Phyllis Brackenbury, Assistant Director Children, Young People, Families and Health Improvement, presented the report which updated the Board on the progress to secure Big Lottery funding of between £30m and £50m to support the use of preventative approaches

to improve the life chances of children aged nought to three. By the end of March 2014, between 3 and 5 Local Authority areas would be awarded funding over a ten year period.

Nottingham's bid has been named 'Small Steps, Big Changes' (SSBC) and aims that children will be:

- Safer, healthier and happier;
- More confident and capable;
- Able to express themselves;
- Ready for school, work and adult life.

Following a 'needs analysis' which took into consideration deprivation levels, troubled families, domestic violence, life expectancy, and early year's attainment rates, the following four wards have been chosen for a focus, with a total population of approximately 70,000:

- Aspley;
- Bulwell;
- St Ann's
- Arboretum.

Officers and the Corporate Director have been interviewed and were hoping to know very soon if Nottingham's bid would be through to the second stage of short listing.

The Lead Organisation for the bid was well established Social Enterprise and there has been a lot of interest from the voluntary sector to become involved.

## **RESOLVED**

- (1) to note the progress, and support any emerging issues;**
- (2) to support the move towards a systems change which will embed the principles of first years prevention in the services and mindset of the all members of the partnership.**

## **6 EARLY INTERVENTION: THE NEXT FIVE YEARS**

Katy Ball, Joint Interim Director of Children and Families and Head of Early Intervention and Market Development, verbally updated the Board on the Early Intervention event which had taken place at Trent University on 7 June 2013. The Programme has been operating for 5 years now and attendees examined what aspects so far did and did not work well, what results they wanted to achieve within the next 5 years, and how this could be achieved. The event notes, which were circulated at the meeting, were submitted to the online agenda following the meeting.

The next steps were identified as follows:

- (a) From July 2013, the Early Intervention (EI) Team is to develop options for a partnership programme/framework which will be tested with individual partners during August 2013;
- (b) In September 2013, the EI City Phase Two Work Programme proposal will be brought to the Children's Partnership Board for discussion and agreement;

- (c) In October the governance and roles and responsibilities will be agreed with partners.

Members of the Youth Cabinet had attended the event and welcomed the move to invite young people to have an input.

Members of the Board who had attended the event commented that it had been a very positive and productive day.

**RESOLVED that the Early Intervention update and planed action be noted.**

## **7 PARTNER UPDATE: JOBCENTRE PLUS**

Anne Danvers, Jobcentre Plus (JCP), delivered a brief presentation which was included on the online agenda following the meeting.

The following points were highlighted:

- (a) JCP work with a range of partner organisations to benefit people of 18 years and more of working age, although there was also a responsibility to include family units. There are some incentives which are open to 16 and 17 years olds.
- (b) Social Justice - Transforming Lives, provides support to the most disadvantaged in order to help them turn their lives around. This included shared responsibilities for families and children, working age people, and people with disability and ill health.
- (c) Consideration has been given to how the welfare reforms are delivered in Nottingham, including how to move some clients from the benefit ethic to the work ethic;
- (d) In Nottingham there are 3,755 18-24 year olds registered out of work and claiming some sort of Department for Work and Pensions benefit, although it was predicted that many more were claiming some other type of benefit.
- (e) In Nottingham, there are 60,690 people claiming employment and support allowance or incapacity benefit;
- (f) JP works with employers and partners to create work opportunities for young people by promoting flexibility of employers in doing things differently and using the expertise available in partner organisations;
- (g) Six months ago, there were approximately 5,000 unfilled vacancies in Nottingham, but 13,000 people unemployed. Investigation showed that there was a skills void.
- (h) Employers are also customers of JP in that they bring providers together to ensure that employment pathways are cohesive and sustainable. JP identifies where the growth markets are in employment and which skills employers and employees needed.
- (i) It is important to ensure that young people are ready for employment and have the at least basic employability skills before confirming placements. This is where previous

work experience was beneficial as young people could provide evidence of employability skills;

- (j) Information needed to be shared across the City to ensure that young people are directed to the JCP service and receive the best possible support. To help improve accessibility, new web based products were being developed, specifically tailored to young people.
- (k) Local level, the following were involved in supporting young people into training or employment:
  - Water Court Academy- a unique 'sector specific' centre of excellence to support 16-24 year olds into work or training;
  - Nottingham City Council Employer Hub;
  - Nottingham Ending Gang and Youth Violence Programme;
  - Recovery in Nottingham.

**RESOLVED to note the update from Jobcentre Plus.**

## **8 NOTTINGHAM CITY SAFEGUARDING CHILDREN BOARD (NCSCB) - REPORT OF THE INDEPENDENT CHAIR**

Paul Burnett, Independent Chair of Nottingham City Safeguarding Children's Board (NCSCB), presented the second report of the year and highlighted the following points:

- (a) There had not been any further inspections since the thematic inspection of services to children with disabilities in April 2012;
- (b) There are to be changes to the regulatory inspection framework which will apply to safeguarding and child protection, although the original schedule of pilots has been paused, there are discussions between various inspectorates as to how to proceed. Ofsted has announced that it is reverting to an inspection regime focusing on safeguarding and provision for looked after children effective from September 2013.
- (c) In addition to the Ofsted inspection framework, briefings have been held regarding regional sector-led inspections and peer reviews of safeguarding arrangements.
- (d) In April 2013 the Department for Education published new 'Working Together' arrangements, which includes the following key points:
  - o Reflections on the key recommendations of Munro;
  - o Greater emphasis on child at the centre of all local safeguarding systems and outcomes;
  - o A significant focus on early help;
  - o Changes to assessment arrangements;
  - o Clarification of specific responsibility of partner organisations and stronger accountability arrangements for Independent Chairs of Safeguarding Boards;
  - o A focus on learning and improvement and changes to frameworks for serious case reviews;

- A new national panel of independent experts for Safeguarding Children Reviews;
- (e) As a result of the new 'Working Together' arrangements, NCSCB will need to:
- Ensure that robust Early Help arrangements are in place, including information sharing;
  - Publish a LSCB threshold document;
  - Develop and publish a local protocol for assessment, led by the Local Authority, discussed with partners, and agreed by the LSCB;
  - Review both LSCB arrangements and individual agency responsibilities to assure compliance with 'Working Together' 2013.
  - Agree a local learning and improvement framework.
  - Ensure that Child Death Review processes are compliant.
- (f) As a result of 'Working Together' 2013, the relationship between the NCSCB and other partner bodies, especially the Health and Wellbeing Board, Children's Partnership Board and Community Safety Partnership are to be re-examined, along with the impact on safeguarding of:
- The transfer of responsibilities from Primary Care Trusts to Clinical Commissioning Groups;
  - The introduction of Police and Crime Commissioners;
  - Schools converting to Academies.
- (g) There appeared to be some duplication of scrutiny work between partners so responsibilities needed to be clarified, particularly with regard to Early Help where some schools could be encouraged to apply effective preventative measures prior to the broader consideration of a child protection plan.
- (h) The current multi-agency audit process used in Nottingham City, works well and is praised by other agencies for its effectiveness, however, issues have been raised regarding the possible perception of breaking patient confidentiality. Confirmation is required that this is a safeguarding area of work, without creating another layer of bureaucracy.

## **RESOLVED**

- (1) **to note:**
- (i) **the revised NCSCB Business Plan for 2013/14;**
  - (ii) **the key developments over the last twelve months in relation to inspections, national legislative and policy developments, serious case reviews and changes to local safeguarding governance arrangements;**
- (2) **to arrange a meeting between the Chair of this Board, and the Chair of NCSCB, to ensure that the changes to the inspection framework, as a result of 'Working Together ' 2013, are acted upon.**

## **9 COMMON ASSESSMENT FRAMEWORK**

Viv McCrossen, Head of Service for Family Community Teams (Central), presented the report which was accompanied by a presentation, a copy of which was submitted to the online agenda following the meeting.

The Common Assessment Framework (CAF) is a fundamental component both within Nottingham Children's Partnership Strategy and Pathway, and also to delivering the Partnership's agreed family support priorities.

The following points were highlighted:

- (a) There is to be a review across the partnership how the Family Support Strategy has been implemented. This will include a Self Assessment Review.
- (b) It is intended that the review will be shaped around the CAF model with questions phrased to ensure that the findings are easily analysed. The findings of the review and recommendations will be submitted to a future meeting of the Board;
- (c) There is a concern that due to some reporting not being as thorough as it could be, that the volume of work completed has been under-reported. A data cleansing exercise will ensure the validity of existing data will ensure that there is no under-reporting.
- (d) It is anticipated that there will need to be development of the how information is captured as currently only the primary reason for initiation of a CAF is recorded, but there is capacity to capture other secondary reasons which may assist in how best to respond, planning, commissioning and delivery. More detailed information including clearly stating which agency initiated the CAF, and greater interface between different agency reports would ensure a more coherent picture of activity and its impact.
- (e) CAF Central Records was designed as only an interim facility to track activity at a partner level. An e-CAF would enable ongoing and completed assessments to be stored centrally but shared electronically between practitioners who are granted appropriate access, and therefore overcoming the operational barriers and increasing efficiency. It is proposed that a partner working group is established to produce a high level specification.
- (f) Where some schools and colleges have their own processes independent of CAFs, this loop needed to be closed to ensure that complete information was gathered.

**RESOLVED for the Head of Service for the Family Community Teams, to arrange:**

- (i) for a Self Assessment Review of the Family Support Strategy Implementation, to be undertaken across the Nottingham Children's Partnership, and for the findings to be reported to the Children's Partnership Board in September 2013, and other Boards as appropriate;**
- (ii) for data cleansing to take place across the partnership in respect of CAFs Central Records;**

- (iii) to re-establish performance reporting to the Nottingham Children's Partnership in relation to CAF analysis and impact data, including the introduction of more 'fit for purpose' reports as agreed by the Board;
- (iv) to establish a partnership working group to scope an e-CAF solution, develop a high level specification and present recommendations to the Board.

**10 ITEMS TO NOTE**

None.

**11 KEY MESSAGES AND ITEMS FOR INFORMATION**

None.

**12 FORWARD PLAN**

Dot Veitch, Partnership Support Officer, presented the forward plan of items to be scheduled and requested that if any partner organisations have topics which they would like the Board to consider, they inform her.

**RESOLVED to note the Forward Plan of items to be scheduled as follows:**

**Safeguarding Inspection**

**Big Lottery: Fulfilling Lives: A Better Start**

**Children's Partnership Workforce Strategy End of Year report and Updated Action Plan for 2013-14**

**Early Learning Programme for 2 Year Olds**

**Young People's Substance Misuse System Review**

**Partner updates from Voluntary Sector, Police and Education**

**Children and Young People Plan priority: attendance**

**Oral Health**

**13 FUTURE MEETING DATES**

**RESOLVED to note the future meeting dates:**

**25 September 2013, 18 December, 19 March 2014.**