



Minutes of the Children and Young People's Trust Executive Group Meeting Held on 24 November 2016

Present:

Core Members:

Rachel Dickinson (Chair)	BMBC, Executive Director: People
Cllr Margaret Bruff	Cabinet Member: People (Safeguarding)
Julia Burrows	BMBC, Director of Public Health
Alicia Marcroft	BMBC, Head of Public Health
Bob Dyson	Independent Chair of the Barnsley Safeguarding Children Board
Mel John-Ross	BMBC, Service Director of Children's Social Care and Safeguarding
Gerry Foster-Wilson	Executive Headteacher representing Primary Schools
Tim Innes	South Yorkshire Police Chief Superintendent
Margaret Libreri	BMBC, Service Director for Education, Early Start and Prevention
Clare Bannon	Barnsley Local Medical Committee GP representative
Margaret Gostelow	Barnsley Governors Association Chair
Sandra Newman	Barnsley Hospital NHS Foundation Trust, Interim Head of Nursing and Midwifery

Deputy Members:

Sharon Galvin	Barnsley Clinical Commissioning Group, Designated Nurse Safeguarding Children/ Looked After Children (for Brigid Reid)
Kathryn Padgett	South West Yorkshire Partnership Foundation Trust (SWYPFT), Assistant Director of Nursing (for Dave Ramsay and Sean Rayner)
Ann O'Flynn	BMBC, Service Director Customer Services (for Wendy Lowder)

Advisers

Richard Lynch	BMBC, Head of Commissioning, Governance and Partnerships
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In attendance

Liz Pitt	BMBC, Research & Business Intelligence Manager (for item 5)
Sara Hydon	BMBC, Head of IT (for item 6)
Julie Govan	BMBC Children's Social Care and Safeguarding Improvement Programme Manager (for item 11)
Denise Brown	BMBC, Partnerships and Projects Officer

		Action
1.	<p><u>Apologies</u></p> <p>Tim Cheetham Julie Green</p> <p>Sean Rayner Wendy Lowder</p> <p>Jenny Miccoli</p> <p>Rubina Rashid Christine Drabble</p> <p>Brigid Reid</p>	<p>Cabinet Member: People (Achieving Potential)</p> <p>BMBC, Strategic Lead, Procurement and Partnerships Manager</p> <p>SWYPFT District Director Barnsley/ Wakefield</p> <p>BMBC, Service Director for Stronger, Safer and Healthier Communities</p> <p>Barnsley College, Vice Principal Teaching, Learning and Student Support</p> <p>Barnsley College, Assistant Principal Students</p> <p>Voluntary Action Barnsley, Chief Executive</p> <p>Corporate Services</p> <p>Barnsley CCG, Chief Nurse</p>

		<u>Action</u>
	<p>Anna Turner BMBC School Models and Governor Development Manager</p> <p>Amanda Glew BMBC Organisation Development Manager</p> <p>Dave Whitaker Executive Headteacher representing Secondary Schools</p> <p>Rachel welcomed everyone to the meeting, particularly new colleagues, and stressed that this was a working meeting which encouraged respectful challenge to drive improved outcomes.</p>	
2.	<p><u>Shared experiences from the front line</u></p> <p>The following reflections from the front line were shared:</p> <ul style="list-style-type: none"> • Margaret Libreri had visited new Acting Head Teachers in Primary Schools and had been impressed with the core work taking place, with the Head Teacher's knowledge of individual children and the support that the school had in place for them. It was evident that there was commitment to supporting vulnerable families. • Alicia stated that although the transition of the 0-19 Service had been challenging, staff felt welcomed, well supported and were looking forward to the service re-design. • The joint TEG/BSCB meeting had coincided with 'take over' day and officers who had been 'taken over' had brought the young people to the meeting. They made a fantastic contribution and their ability to speak so candidly to such a large audience was impressive. Strong messages were delivered which were both passionate and inspirational. • Rachel had been forwarded a copy of a heart-warming e-mail which had been sent to an Adoption Social Worker from an adopter to say how well they were doing. Rachel undertook to circulate the e-mail to members in recognition of the good work taking place and the impact on people's lives. Names would be changed to protect their identity. 	Rachel
3.	<p><u>Identification of confidential reports and declarations of any conflict of interest</u></p> <p>The Continuous Service Improvement Plan is to be treated as confidential. No conflicts of interest were declared.</p>	
4.	<p><u>Minutes of the previous TEG meeting held on 6 October 2016</u></p> <p>The minutes were approved as an accurate record of the meeting.</p>	
4.1	<p><u>Action log</u></p> <p>Outstanding actions were updated as follows:</p> <p>Item 9 – Consider impetus on cultural change for improving staff skills to deliver quality services. Ann O' Flynn stated that Jayne Hellowell is dealing with this action and it was presumed that an update would be brought to the next meeting.</p> <p>Item 6(i) – Early help All Age Strategy. It was noted that whilst there is a Children's early help strategy in place, an All Age Strategy is being developed which is scheduled to be completed in January.</p>	Paul Hussey/ Jayne Hellowell

		<u>Action</u>
	<p>Item 6(ii) - Universal information and advice. Ann stated that good progress is being made. A plan is being developed and this work will report into the Council's Customer Service Implementation Group. Funds have been obtained from the improvement and growth fund to recruit a project manager who will report to Ann O'Flynn. Rachel requested that TEG is informed if assistance is needed to progress this work.</p> <p>Actions outstanding from October 2016:</p> <p>Item 5(i) – Undertake a deep dive in relation to exclusions of pupil premium pupils and those with identified SEN. Margaret confirmed that a report from the Barnsley Alliance Board would be submitted to the January TEG meeting. It was noted that the Barnsley Alliance Board meeting once a term, and that the spring term meeting will focus on inclusion issues.</p> <p>Item 5(ii) – Challenge Secondary Schools to engage more with the early help offer. It was noted that the main initiators of EHAs are primary schools and family centres. Representatives from the early help service are going to arrange to attend a Secondary School Headteachers meeting in January to discuss the pathways and offer, and to consider how to monitor what targeted early help is in place in secondary schools.</p> <p>Item 5(iv) – Rachel stated that it had been agreed that a peer review on children missing education would take place in the spring of 2017 and that the results would be brought back to TEG.</p> <p>Item 11(i) – Children's Workforce Development. Tim undertook to obtain an update in relation to this action for Jakkie and Amanda to discuss training available.</p> <p>Item 11(ii) – Richard stated that he was working with Amanda Glew and Sue Price to put together a briefing for staff to help them to understand approaches to personalisation and to ensure that personal budgets are being promoted to parents and that they understand their rights to request a personal budget.</p> <p>Item 15(i) – Rachel stated that Barnsley Hospital NHS Foundation trust representation at TEG had not been brought to a conclusion yet.</p>	
5.	<p><u>Joint Strategic Needs Assessment</u> (Liz Pitt)</p> <p>Liz provided an update which is summarised as follows:</p> <ul style="list-style-type: none"> • The JSNA attempts to bring information into one place and will be updated on a regular basis. • It was noted that Barnsley's population is rising, particularly in the older age groups. • The JSNA focuses on health conditions experienced by Barnsley residents, including poor mental health and diabetes. • It includes engagement with services and customer feedback. • More detail is available in the bigger report which includes the facts and figures that sit behind the JSNA, including information relevant to Wards and Councils. • In the next few months a mapping exercise will be undertaken to reveal where the 'hotspots' are in Barnsley. 	

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	<p>The following questions/ comments were raised:</p> <p><u>Children in Care</u> It was noted that children in care are not specifically mentioned in the JSNA and Sharon Galvin pointed out that this is something that inspectors would ask about. Liz and Sharon agreed to work together to include this information.</p> <p><u>JSNA and JSIA</u> Tim Innes queried the possibility of the JSNA and JSIA being merged. Liz explained that whilst there are links between the two documents they need to be kept separate. The JSNA is a public document which is focused on health, and needs to be continually updated, whereas the JSIA has a restricted audience, concentrates on crime and anti-social behaviour and is updated annually. Information in the evidence base links the two documents. Rachel stated that this had also been considered by the Senior Strategic Development Group who had concluded that whilst the two documents need to be in tandem their audiences are different.</p> <p>Liz undertook to circulate the link to the JSNA once it is accessible. Rachel stressed the importance of members making a commitment to use the data in the JSNA.</p>	<p>Liz/ Sharon</p> <p>Liz</p>
6.	<p><u>Information Sharing (Sara Hydon)</u></p> <p>Richard explained that this item had come out of a discussion at a previous meeting about the importance of sharing the right information and an acknowledgement that the systems in place don't always support that. It had been requested that Luke Sayers attend a TEG meeting to consider how information sharing could be improved between organisations, however Luke had since left the organisation and Sara was seeking further guidance about what was required and the type of information that needs to be shared.</p> <p>During the discussion the following points were noted:</p> <ul style="list-style-type: none"> • A joint information management system needs to be developed. • A Public Services HUB is in the early stages of design by Jayne Hellowell (Communities). • Organisations are not using the same systems to allow access to each other's customer records. • There are systems in place in the health arena to allow access to patient's records, with their permission, but in some cases these systems are not being used. There is also mis-information for patients regarding who their information will be shared with – Sara explained this will need to change under the new Data Protection Act 2018. • It was acknowledged that creating a single data warehouse would be a massive project and it was suggested that a smaller piece of work be undertaken to scope out what immediate small steps could be taken to make it easier for practitioners. <p>It was agreed that:</p> <ul style="list-style-type: none"> • Kathryn would provide Richard with an update on a piece of work being undertaken by SWYPFT in relation to system management. • Sara, Alicia and Richard to consider the opportunities in the 0-19 Service. • The MASH would be the test-bed to identify the steps that could be 	<p>Kathryn</p> <p>Sara/ Alicia/ Richard</p>

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	<p>taken.</p> <ul style="list-style-type: none"> A report would be provided by Sara and Richard at the next meeting. 	Sara/ Richard
7.	<p><u>Children and Young People's Plan Monitoring Template</u> (Richard Lynch)</p> <p>The CYP Plan monitoring template aims to articulate those actions and progress measures against outcomes which the partnership agrees collectively to support. It is important to get a sense of what is happening and the progress being made.</p> <p>The responsibility of the identified TEG champions is to obtain progress against outcomes for reporting to TEG on a quarterly basis. Some of the information is provided in the performance reports and in the continuous service improvement plan.</p> <p>It was agreed that the first report would be submitted in January. <i>(Following the meeting it was agreed that it would be better to report into the TEG meeting on 3rd March, given that the Qtr 3 performance information would only be available in the first week of February).</i></p> <p>Julia pointed out that the 'Healthy Lifestyle Services' TEG Champion would be Alicia Marcroft, not Carrie Abbott.</p> <p>The following comments/ questions were noted:</p> <ul style="list-style-type: none"> Considering what the young people said at the joint TEG/BSCB meeting, Rachel queried whether the outcomes are still suitable and it was suggested that the TEG Champions discuss the outcomes with members of the Youth Council. It was agreed that a revised version of the monitoring template would be developed to include the issues raised by young people and circulated for comment. The Continuous Service Improvement Plan to be aligned with this work. Mel undertook to work with Julie Green to ensure that the key messages are included in the notes of the joint TEG/BSCB meeting. It was agreed that any additional feedback by the young people who had taken over roles in the 'take over' day would be relayed to Mel. Rachel undertook to discuss with Matt Gladstone the points raised by young people in relation to transport, and to invite Matt to attend a future TEG meeting to report on what has happened as a result, which would be fed back to the Youth Council. 	<p>Work programme</p> <p>TEG Champions</p> <p>Richard/ Denise</p> <p>Mel/ Julie Green</p> <p>Rachel</p>
8.	<p><u>CYP Trust Annual Report</u> (Richard Lynch)</p> <p>The draft CYP Trust Annual Report included introductory information which would be relevant for people outside of the CYP Trust, and reflected on key achievements and challenges.</p> <p>The following comments were noted:</p> <ul style="list-style-type: none"> Tim requested that more up-to-date information be included in the Community Safety Section of the report and undertook to ask Jakkie to provide a paragraph to be included. The report needs to 'lay a path' to the next annual report. <p>It was agreed that:</p> <ul style="list-style-type: none"> The MS word version of the report would be circulated for comment 	Denise/

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	<p>and/or suggested amendments by 16 December 2016.</p> <ul style="list-style-type: none"> Unless there are any major amendments or challenges, the report is taken as signed off by the TEG. 	Members
9.	<p><u>CYP Trust Website (Richard Lynch)</u></p> <p>A refreshed CYP Trust website has been launched and includes: the Trust's vision, priorities and outcomes; a paragraph how children, young people and families are supported; a brief paragraph about TEG; dates of future meetings; and links to key documents. Links to the Health and Wellbeing Strategy and the Safer Communities Plan are still to be included.</p> <p>An enquiry form is available on the website to request past TEG minutes and meeting papers.</p> <p>It is proposed that another page be added to the website to include the CYP Trust Annual Report; quarterly progress reports towards achieving the objectives in the children and young people's plan via the agreed template; and the latest set of approved TEG minutes. It is also proposed that a link be provided to the video's prepared for the joint TEG/BSCB meeting.</p> <p>The following comments were noted:</p> <ul style="list-style-type: none"> It was agreed that it would be helpful to provide a link to the videos of young people being interviewed. Particular caution will need to be taken to remove any confidential information from the minutes before publishing them on the website. 	
10.	<p><u>Barnsley Safeguarding Children Board Meeting - 11 November 2016 (Bob Dyson)</u></p> <p>Bob highlighted the following issues that had been raised at the meeting:</p> <ul style="list-style-type: none"> The Toxic Trio Event held on 13 October had been well attended, and another event is being planned during Safeguarding Awareness Week in 2017. Some agencies had been under the misconception that thresholds had changed and, as this is not the case, reassurance was given and the processes reinforced. A discussion had been held regarding continued concerns about the levels of exclusions, and whether any cross checking takes place against children in care or children who have Child Protection Plans. It had been agreed that these concerns would be escalated to the Barnsley Alliance Board for a formal response. The Section 175 Safeguarding Audit had achieved a 100% return this last academic year. The Early Years Team had agreed to undertake a safeguarding audit of about 200 settings and will be reported to a future meeting. The MVCA Safeguarding Forum is attended by representatives of key agencies. Their aim is to identify the most vulnerable young people and to ensure that everything possible is done to support them. Public Services Hub. A presentation was given on the proposed new model to support vulnerable people and manage demand on services. FGM Strategy to be updated to include a section on enforcement and submitted to the Safeguarding Adults Board as a joint strategy for sign off. A Neglect Strategy Task and Finish Group had been established and 	

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	<p>it was agreed that on completion of the agreed tasks, a decision would be taken whether or not a sub-group of the BSCB is required.</p> <p>It was noted that <u>behaviour, attendance and exclusion</u> issues will be considered at the TEG meeting in January. A discussion followed which is summarised below:</p> <ul style="list-style-type: none"> • There are links between exclusions and those with special educational needs. Schools who exclude pupils may achieve improved outcomes at the expense of the schools who are obliged to accept them. • There has been an increase in the number of young people being educated at home, but unless the parents' give their consent to a visit there is currently no way of ensuring those young people are being appropriately educated. Kathryn stated that in the new year NHS England are introducing standards which home educated children will be expected to work towards. • Some schools have adopted a scale of sanctions and nurturing, and have employed counsellors from MIND and their own Police Officers. Schools need to become more than just an educational establishment. • Secondary School systems can be very different to those in Primary Schools and, whilst every effort is made in all schools to improve attendance of vulnerable children, there is an increased risk that some vulnerable children will be excluded in Secondary School. • It is important for the school to take into account some of the challenging home environments that children come from and to do everything possible to ensure that children are not excluded. • It was noted that schools are encouraged to put appropriate provision in place for the children in their school, and that protocols are in place to keep managed moves between schools to a minimum. • School Nurses need to ensure that they don't lose sight of those young people whom they have not seen for a while. <p>It was agreed that, following the TEG meeting in January, the information provided to consider the issues around behaviour and attendance would also be presented to the Barnsley Alliance Board and utilised by the working group to improve this outcome.</p> <p>It was further agreed that an item would be put onto the Primary Head Teacher's agenda.</p>	<p>Margaret Libreri</p> <p>Margaret Libreri</p>
11.	<p><u>Continuous Service Improvement Plan</u> (Julie Govan) Confidential</p> <p>Following the joint TEG/BSCB meeting the Continuous Service Improvement Plan is being revised and would be available at the next TEG meeting.</p> <p>New sections in the plan include substance misuse, mental health and fostering.</p> <p>It had also been agreed that consideration be given to having a peer challenge by Board Members around an area of interest to validate progress to date and the outcomes around each of the different sections. This will be reflected in the minutes of the joint meeting.</p> <p>RAG rating the key outcomes/elements in the plan will help the CYP Trust to focus on the right areas and will also help with preparation for the</p>	<p>Julie Govan</p> <p>Julie Green</p>

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	<p>Ofsted Inspection.</p> <p>It was agreed that the Continuous Service Improvement Framework would be circulated for comment with a deadline of 30 November, and issued from 1 December.</p> <p>Work on the story boards is ongoing.</p>	Mel/ Denise
12.	<p><u>TEG Work Programme</u> (Richard Lynch)</p> <p>The TEG work programme has been distributed to everyone who has an allocated item on the programme. Members were asked to submit any comments or amendments to Richard Lynch.</p>	Members
13.	<p><u>Any Other Business</u></p> <p><u>Use of Modern.gov to create agenda packs</u></p> <p>It was agreed that the agendas would continue to be created using the Modern.Gov application and posted to the website, but also circulated as an attachment to an e-mail. It was also agreed that reports that are confidential will be indicated as such in the pack, and that there is no need to create a supplementary agenda or to use Egress to e-mail the agenda.</p> <p><u>Membership</u></p> <p>It was noted that this was Clare Bannon's last meeting before going on maternity leave, and Rachel thanked her for her valuable contribution to TEG and wished her all the best for the next year. Dr Jamie MacInnes would be attending TEG meetings from January as a GP representing both the CCG and the Local Medical Committee.</p>	

Proposed agenda items for next meeting on 20 January 2017

1. Barnsley Safeguarding Children Board Minutes – highlights (Bob Dyson)
2. Continuous Service Improvement Plan – confidential (Julie Govan)
3. TEG Work Programme Review
4. CYP Plan monitoring
5. Strategic Priority Theme: Improving staff skills to deliver quality services – report on performance measures to monitor/ challenge; provide updates into TEG; highlight where there are problems or risks (Amanda Glew)
6. Vulnerable children with SEN/ SEND Report (Margaret Libreri)
7. Access to therapeutic support and waiting times (Brigid Reid)
8. Inclusion and vulnerable groups (Matt Orr)
9. Looked After Children Sufficiency Strategy/ Foster Carer Placements (Richard Lynch)
Action focused discussion re. how to collectively secure more foster carers in Barnsley
10. Healthy Start 0-19 (Public Health/ Kay Bennett)
11. Stronger Communities Partnership (Paul Hussey)

Items to discuss SEND and the 'deep dive' on attendance issues are key.