



Minutes of the Children and Young People’s Trust Executive Group Meeting held on 18 December 2015

Present

Core Members

Rachel Dickinson (Chair)	BMBC, Executive Director: People
Bob Dyson	Independent Chair of the Barnsley Safeguarding Children Board
Margaret Libreri	BMBC, Service Director for Education, Early Start and Prevention
Mel John-Ross	BMBC, Service Director of Children’s Social Care and Safeguarding
Brigid Reid	Barnsley CCG, Chief Nurse
Penny Greenwood	BMBC, Head of Public Health
Gerry Foster-Wilson	Executive Headteacher, Representing the Barnsley Association of Headteachers of Primary, Special and Nursery Schools
Anna Turner	BMBC, School Models and Governor Development Manager
Sean Rayner	SWYPFT District Director Barnsley/ Wakefield
Wendy Lowder	BMBC, Service Director for Stronger, Safer and Healthier Communities
Amanda Glew	BMBC Organisation Development Manager

Deputy Members

Deborah Mahmood South Yorkshire Police (for Tim Innes)

Advisers

Richard Lynch	BMBC, Head of Commissioning, Governance and Partnerships
Julie Green	BMBC, Strategic Lead, Procurement and Partnerships

In attendance

Kaye Mann	BMBC Public Health Practitioner (for item 5)
Carol Ward	BMBC Multi-agency Coordinator (for item 7)
John Rooke	SWYPFT, Specialist Health Visitor (Disabilities) (for item 7)
Anita McCrum	SWYPFT, Professional Lead 0-19 Children’s Universal Services (item 7)
Catherine Warrener	BMBC, Workforce Development Strategy Officer (for item 8)
Julie Govan	BMBC, Integrated Systems & Strategy Manager (for item 9)
Denise Brown	BMBC, Governance, Partnerships and Projects Officer

		Action
1.	<p><u>Apologies</u></p> <p>Tim Cheetham Cabinet Member: People (Achieving Potential)</p> <p>Cllr Margaret Bruff Cabinet Member: People (Safeguarding)</p> <p>Nigel Middlehurst Voluntary Action Barnsley, External Services Manager</p> <p>Dave Whitaker Executive Headteacher, Representative of Secondary Headteachers</p> <p>Sue Gibson Barnsley Hospital NHS Foundation Trust, Head of Midwifery/ Nursing</p> <p>Tim Innes South Yorkshire Police Chief Superintendent (Barnsley Commander)</p> <p>Angela Kelly BMBC, Targeted Youth Support Operations Manager</p> <p>Jenny Miccoli Barnsley College, Vice Principal Teaching, Learning and Student Support</p>	

		Action
2.	<p><u>Identification of confidential reports and declarations of any conflict of interest</u></p> <p>Rachel requested that the Continuous Service Improvement Plan, which had been uploaded onto the website as part of the papers for consideration at today's meeting, be removed from the website.</p>	Denise
3.	<p><u>Minutes of the Trust Executive Group meeting held on 6 November 2015</u></p> <p>The minutes of the meeting were approved as an accurate record.</p> <p>It was noted that the TEG minutes are also presented to the Health and Wellbeing Board, which provides a useful link.</p>	
3.1	<p><u>Action log / matters arising</u></p> <p>Actions arising from 6 November 2015:</p> <ul style="list-style-type: none"> Minute No. 5: Margaret stated that the reason for putting an item on the Schools Forum agenda was to seek funding for a Safeguarding lead post for schools, however schools had agreed to re-delegate certain functions back to the local authority. Margaret suggested consideration be given to putting together a traded package and would discuss this further with Monica. <p>Bob informed the meeting that Alison Wilks, from Kings Oak Primary Learning Centre, is the new schools representative on the Barnsley Safeguarding Children Board.</p> <ul style="list-style-type: none"> Minute No. 6(i): Margaret to ensure that a notice is included in the next Schools bulletin to reiterate the role of the school nurse in terms of CAMHS referrals. Minute No.6(iii): A light touch learning event to consider the issues raised during a discussion re. 'improving education, achievement and employability' to be considered in the new year. Minute No.10(i): The timescales to receive comments on the Short Breaks Strategy for children and young people with a disability had to be extended to allow more detailed feedback from the Parent Carer Forum, and will be presented to the Executive Commissioning Group. Minute No.13.1(i): Behaviour and Attendance Group membership now includes a representative from SWYPFT, but not for PCSOs yet. Deb Mahmood undertook to follow this up. Minute 13.1(iv): A truancy sweep had taken place successfully in the town centre. A number of young people and their parents had been stopped and the importance of attending school was reiterated. Gerry queried whether schools had been contacted regarding those young people who had been stopped in town, and Mel undertook to confirm this. The suggestion that GPs ensure that appointments for young people are made outside normal school hours had been raised at the Health and Wellbeing Board. 	<p>Margaret</p> <p>Margaret</p> <p>Rachel</p> <p>Richard</p> <p>Deb</p> <p>Mel</p>

		Action
4.	<p><u>Barnsley Safeguarding Children Board Meeting held on 20.11.2015 – highlights</u> (Bob Dyson)</p> <p>The following items discussed at the BSCB meeting were highlighted:</p> <ul style="list-style-type: none"> • Representatives of South Yorkshire Police had been invited to present the outcomes of inspections that had taken place, particularly around child sexual exploitation (CSE), which provided reassurance to the Board. A new toolkit for CSE will be put in place. • The BSCB meeting had been attended by a young person who had found the meeting interesting and the answers to questions raised are being followed up. As a care leaver, the young person had also reported into the care leavers group about her personal experience, and had met with Monica to follow up some of the issues that had been raised. Members felt it had been a very useful experience. It had been suggested that Monica be asked to write a reflective brief for the Board. • Bob stated that following a government announcement, arrangements around local safeguarding children boards will change, although it is unclear at this stage what the changes will be. <p><i>[Wendy Lowder arrived]</i></p>	
5.	<p><u>RU Different</u> (Kaye Mann, Public Health Practitioner)</p> <p>During 2014/15 Public Health commissioned a social norms programme called 'RU Different' which was offered to all secondary schools in Barnsley, with the aim of reducing young people's engagement with risky behaviours. The approach attempts to correct misperceptions of their peers behaviours, and is also a means of engaging with young people to gain their views to inform future commissioning decisions. The programme was delivered to year 9 pupils in partnership with participating schools.</p> <p>The following outcomes were noted:</p> <ul style="list-style-type: none"> • There was a 50% uptake by secondary schools in the baseline survey and 33% completed the full programme. • 651 students received the baseline survey, and 425 completed the second survey. • The perception was that 56% don't smoke at all, whereas 89% of students never smoke. • The perception is that 13% don't drink at all, whereas 52% don't drink at all, and 37% drink once a month. • Barnsley's self-harm rate was 30%, which is higher than the 21% national average. <p>During the discussion the following points were recorded:</p> <ul style="list-style-type: none"> • A celebration event had been held which was well attended. The outcomes of the programme had not yet been shared with all schools, and it was suggested that a presentation be given to Secondary School Headteachers. • The programme is relatively new and therefore not yet able to provide evidence to demonstrate that change is sustainable over time. • A co-production approach would be preferable, to get schools engaged in the process at the start rather than be a recipient of a programme. • Different ways of engaging with young people in future are being explored. • Bob asked that questions about safeguarding be included in future surveys. • It is important not only to collect data but to help young people to be aware 	

		Action
	<p>of 'normal' behaviour amongst their peers to prevent any misconceptions which will hopefully impact on their own choices and behaviour.</p> <p>The Trust Executive Group</p> <ul style="list-style-type: none"> • Noted the contents of the report; • Agreed that a presentation be given to Secondary School Headteachers; • Proposed a more co-productive approach to commissioning in future. 	Public Health
6.	<p><u>Early Help Peer Review and contacts to the front door</u> (Mel John-Ross/ Wendy Lowder/ Margaret Libreri)</p> <p>The report informed TEG members of the key outcomes of the sector led peer review of early help conducted in October 2015. The review had been undertaken by senior managers from Bradford and Leeds, managed by the sector led Improvement Manager for Yorkshire and the Humber. The focus of the review was whether there had been improvement in early help since the Ofsted inspection in 2014.</p> <p>The review identified 110 strengths and areas for development which were considered by TEG, and the following comments recorded:</p>	
6.1	<p><u>Vision, Strategy and Leadership</u></p> <ul style="list-style-type: none"> • It is important to use consistent language to ensure that the vision, strategy and priorities for early help are clearly understood. • Need to replace the use of 'CAF' with 'Early Help Assessment'. • Rachel suggested creating a story board which explains what 'early help' means in Barnsley. • How we are recording what we are doing is important. • The 2015-18 Early Help Action Plan will be driven by an existing delivery group. 	
6.2	<p><u>Effective practice, service delivery and the voice of the child</u></p> <ul style="list-style-type: none"> • The peer review team were impressed with the use of the Family Star tool to measure progress. This needs to be fed back to staff, that their idea of a simple assessment tool has enabled parents to get the help that they need, and provide a positive shift. It is important to continually test the processes in place in order to learn and develop further. • From 1 April 2016 the local offer will be coordinated through Family Centres. There needs to be effective communication before the final implementation of Family Centres. • An area for development is the need for referral pathways to early help and social care to be clearly understood. There is more work to be done with schools to ensure a clear understanding of the various roles and clarity about signposting. • Tracking early help activity is currently under discussion and needs further consideration. • The Partnership News publication needs to be developed across the partnership to capture the impact that is being made. 	
6.3	<p><u>Outcomes, impact and performance management</u></p> <ul style="list-style-type: none"> • Consideration needs to be given to having a central repository of information, although there is an issue in relation to data protection which rests with Social Care. • There needs to be further discussion around thresholds, particularly from a school's perspective, and an understanding of what to do if an issue 	

		Action
<p>6.4</p>	<p>does not meet social care thresholds. A Safeguarding Lead post for schools would help with this.</p> <ul style="list-style-type: none"> • It is important to have live-time qualitative discussions about inappropriate contacts into Social Care, and Rachel suggested having an escalation policy to enable inappropriate referrals to be challenged. • It was noted that a report re. contacts into Social Care will go to the BSCB meeting in January, and TEG in February. • An area for development is to clarify priority performance indicators. • Critical success factors include: engagement with services; measures of changes in behaviour as a result of engagement; outcomes for children and families. It is important to be able to articulate how early help will impact on key areas, e.g. persistent school absence. • Rachel suggested that it would be helpful for this to be part of the themed discussion around early help at the next meeting. • It is important to understand and monitor levels of engagement and behaviour change which impact on outcomes. <p><u>Working together</u></p> <p>It was noted that the Multi-agency Co-ordinator (MAC) role, providing advice and support to practitioners, had been a valued support function which was now being decommissioned.</p> <p>Aligning early help functions and activities with the emerging Multi-Agency Safeguarding Hub (MASH) is an important area for development.</p> <p>6.5</p> <p><u>Workforce, capacity and managing resources</u></p> <p>It was noted that Amanda Glew, Organisation Development Manager, is a member of the Early Help Steering Group.</p>	
<p>7.</p>	<p><u>Early support pathway for children with additional/complex needs</u> (Carol Ward/ John Rooke/ Anita McCrum)</p> <p>The purpose of the early support pathway is to provide a smooth transition from early pregnancy, through midwifery and postnatal care to year 5. The pathway follows 7 steps and aims to ensure that early intervention and support is in place if there is an abnormal scan or blood test result during pregnancy.</p> <p>The following comments were noted:</p> <ul style="list-style-type: none"> • Service users had been involved in developing the pathway. • Gerry suggested that supporting transition into nursery school needs to be included. • Consideration to be given to continuing assessment up to 19 years of age. • The audit of the pathway will begin in January 2016. • No barriers had been identified as yet. <p>It was agreed that:</p> <ul style="list-style-type: none"> • Further amendments would be made to the early support pathway to include transition into nursery and to extend assessment to age 19. • A report would be received in six months to consider the effectiveness of the pathway. • The presentation would be circulated with the minutes. 	<p>Carol/ John/ Anita</p>

		Action
8.	<p><u>Children's Workforce Development</u> (Catherine Warrener/ Amanda Glew)</p> <p>The following points were highlighted:</p> <ul style="list-style-type: none"> • There had been a lot of learning and development activity in the council in the last six months and participation has been commendable. • The aim is to continue to maximise training opportunities and skills in the workforce, to evaluate the impact of learning and to track improvement. • The core areas are induction and supporting the collective workforce. • Evidence of the impact of training is still an area for development. <p>It was agreed that a proposal would go to the BSCB that the Safeguarding Workforce Development Group, chaired by Sharon Galvin for the Barnsley Safeguarding Children Board, be expanded to include the wider remit of workforce development, and that the terms of reference be amended accordingly.</p>	Brigid
9.	<p><u>Continuous Service Improvement Plan</u></p> <p>The Continuous Service Improvement (CSI) Plan had been reviewed at the joint BSCB/TEG event in October 2015.</p> <p>It was noted that:</p> <ul style="list-style-type: none"> • As at November 2015 there were no areas RAG rated 'red'. • Priority actions include: focus on the front door; early help; education of children in care. • The Officer Group that drives the CSI Plan has been highly successful and Brigid suggested sharing some of that good practice. Mel undertook to arrange for partners to attend the next Officer Group meeting. • The CSI plan will be reviewed at the next joint TEG/BSCB meeting in October 2016. <p>It was agreed that:</p> <ul style="list-style-type: none"> • Detailed discussions would be held on specific themes in the plan. • The theme at the next TEG meeting in February would be 'Early Help', split into separate elements to focus on the different aspects of that work. 	Mel Margaret
10.	<p><u>Draft CYP Plan 2016–2019 – update on progress</u> (Richard Lynch/ Julie Green)</p> <ul style="list-style-type: none"> • The Children and Young People's Plan had been further revised, taking into account comments made at the last TEG meeting and subsequent meetings. • Following a steer from Rachel, the plan had been slimmed down to include 5 main sections: foreword; introduction, which explains the 365 concept; a more diagrammatic version of what young people said with comments taken from the young people during consultation about the priorities; key challenges facing the Trust and opportunities; an introduction to the high level plan on a page with a focus on 3 key areas for improvement: <ol style="list-style-type: none"> 1. early help; 2. emotional health and wellbeing; 3. behaviour and attendance • The high level plan is supported by a more detailed version of key ambitions against each of the six strategic priorities, how these will be achieved and how we will know if a difference is being made. 	

		Action
	<ul style="list-style-type: none"> • An appendix to the plan contains more detailed information and context. • Following this meeting the draft plan will be circulated for comment and completion, and a final version will be prepared for the next meeting. • Comments and suggested amendments to be sent to the CYPTrust mailbox or Denise Brown by 15 January 2016. <p>TEG members were asked to:</p> <ol style="list-style-type: none"> 1. Approve the format of the plan 2. Provide further input regarding the content and identify anything that is missing 3. Provide comments and suggested amendments. 4. Offer help with graphic presentation of the report. 5. TEG champions who have been nominated for each of the priorities to confirm the ambitions going forward and how those will be achieved <p>The following comments were noted:</p> <ul style="list-style-type: none"> • It is important to get feedback from young people. • Further input is needed to identify anything that is missing and to improve the content. • The current version is not far off being accessible to young people. • It was suggested that Secondary School and Barnsley College students be asked to provide graphics/ design the CYP Plan. Further thought would be given to holding a competition that young people could enter. <p>It was agreed that:</p> <ul style="list-style-type: none"> • The format of the CYP Plan was approved. • Members to submit comments on the plan by 15 January 2016. <i>(Plan circulated 18.12.2015)</i> • Thought needs to be given to endorsing the CYP Plan at Cabinet; CCG and key partnership Boards including the Alliance Board and the Stronger Communities Partnership. • Further thought would be given to graphics/ design of the CYP Plan. <p>The Commissioning, Governance and Partnership team, in particular Denise Brown and Sarah Sinclair, were thanked for this excellent piece of work.</p>	Members
11.	<p><u>Local Transformation Action Plan</u></p> <p>It was agreed that this item be deferred to the next meeting when Patrick was available to attend.</p>	
12.	<p><u>Central Government's budget announcement and devolution</u></p> <p>Rachel stated that from the Council's perspective the situation was slightly better than anticipated.</p>	
13.	<p><u>Proposed agenda items for next meeting: 5 February 2016</u></p> <ul style="list-style-type: none"> • Continuous Service Improvement Plan (Rachel Dickinson/ Julie Govan) • Children and Young People's Plan strategic priority theme: Tackling child poverty and improving family life • Stillbirths in Barnsley (Sue Gibson) • Work of Healthwatch (Presentation by Carrienne Stones) 	

Revised dates of future TEG meetings:

Date	Time	Venue
17 March (Thursday)	14.00 – 17.00	Westgate Plaza Boardroom, Level 3, Room 3
29 April (Friday)	9.30 – 12.30	Westgate Plaza Boardroom, Level 3, Room 3
17 June (Friday)	13.30 – 16.30	Westgate Plaza Boardroom, Level 3, Room 3
*4 August (Thursday)	09.00 – 12.00	Westgate Plaza Boardroom, Level 3, Room 3
6 October (Thursday)	09.00 – 12.00	Westgate Plaza Boardroom, Level 3, Room 3
24 November (Thursday)	14.00 – 17.00	Westgate Plaza Boardroom, Level 3, Room 3