



**Minutes of the Children and Young People's Trust
Executive Group Meeting
Held on 9 May 2014**

Present:	
Core Members	
Rachel Dickinson (Chair)	BMBC CYPF, Executive Director for Children, Young People and Families
Tim Cheetham	BMBC Lead Member, Children, Young People and Families
Dave Ramsay	South West Yorkshire Partnership Foundation Trust (SWYPFT)
Brigid Reid	Barnsley Clinical Commissioning Group, Chief Nurse
Sharon Stoltz	BMBC Public Health, Acting Director
Nigel Middlehurst	Voluntary Action Barnsley External Services Manager
Andy Brooke	South Yorkshire Police, Police Inspector Partnerships
Sara Morrissey	Head of Barnsley Challenge, Learning and Standards (for items 13 - 15)
Ruth Jefferson	BMBC Adults and Communities, AED Disability and Provider Services
Deputy Members	
Palvinder Singh	Barnsley College, Vice Principal Communication and Recruitment (for Jenny Miccoli)
Katherine Clark	Deputy Headteacher – Safeguarding and Inclusion, Wombwell Park Street Primary and High View PLC (for Gerry Foster-Wilson)
Advisers	
Sue Hare	BMBC CYPF Head of Joint Commissioning, Policy and Trust Governance
Louise Nock	BMBC CYPF Head of Partnerships and Business Development
Richard Lynch	BMBC CYPF, Strategy and Service Manager Joint Commissioning
Paul Thorpe	BMBC CYPF Performance and Quality Assurance Manager (attended for agenda item 10)
In attendance	
Angela Tracey	BMBC CYPF Head of Strategy, Workforce & Organisational Development (for items 6 & 7)
Mike Kemp	BMBC CYPF Service and Strategy Manager Disabled Children (for item 12)
Denise Brown	BMBC CYPF Governance, Partnerships and Projects Officer (Minutes)

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1.	<u>Apologies</u> Apologies were noted from: Dave Whitaker Representative of Secondary Headteachers Carianne Stones Healthwatch Barnsley Heather McNair NHS England	

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	Ian Hanks Bob Dyson	Job Centre Plus Barnsley Safeguarding Children Board
2.	<u>Announcements</u> There were no announcements, and it was agreed to remove this item from future agenda.	
3.	<u>Identification of confidential reports</u> It was noted that reports for agenda items 8 and 10 are to be treated as confidential. No conflicts of interest were declared.	
4.	<u>Minutes of the Trust Executive Group meeting held on 14 March 2014</u> The minutes were approved as an accurate record of the meeting. As a point of clarity, Rachel pointed out that the reference to the ADCS timetable under item 6.1, at the top of page 5, is a reference to the performance review timetable.	
4.1	<u>Action log/ matters arising</u> <u>Actions from 17 January 2014</u> (14) Disabled Children's Charter for Health and Wellbeing Boards. Sue has reminded Mike Kemp to follow up responses from agencies to review Barnsley's compliance and provide comments. <u>Actions from 14 March 2014</u> (6.1) Joint BSCB and TEG event. It was agreed that this event will be held on 22 September 2014. (10) Turbulence in schools population. At the last meeting Rachel had suggested that a piece of work be done to find out how many young people are attending school from outside the borough, to assess the amount of movement of children around the borough, including looked after children, and what effect this was having on schools. Richard circulated the findings at the meeting. In summary, stability in both primary and secondary schools is above the national average. (Primary schools national average = 85.8%, Barnsley average = 86.7%; Secondary schools national average = 92.4%, Barnsley average = 94.8%). Movement between schools showed that from September 2013 to April 2014 there were 1490 records of children moving schools. It was noted that there are several explanations for this, including children missing education, children education other than at school (EOTAS), home schooling, and children attending from out of borough. Richard suggested that further interrogation would build a better picture, including, for example, the number of families who move from private rented accommodation and young people consequently	 Mike All to note

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	<p>moving schools, also which school children attend and the reason underlying that.</p> <p>Rachel expressed some concern about previous data that had been received about looked after children placed in the borough by other local authorities. A cleansing exercise had taken place which meant the figures presented to this meeting appear to be more accurate. Members agreed that the information is useful and could help with planning and delivery of services, and it was therefore agreed that further work would be done to build an informed picture, which will include the in-year movement and impact on outcomes, and to map LAC figures against Barnsley schools.</p>	Richard
5.	<p><u>Sign up to the national pledge to improve the health outcomes of children and young people</u> (Sharon Stoltz)</p> <p>At the last meeting it was agreed that a report would be prepared to consider signing up to the national pledge to improve health outcomes of children and young people.</p> <p>The pledge confirms a number of shared ambitions and makes a commitment to put children, young people and their families at the heart of decision-making.</p> <p>By signing the pledge, Barnsley Health and Wellbeing Partners will demonstrate a joint commitment and effort to improve health outcomes, and will require all partners to work in an integrated way to ensure that there is personalised care, co-ordinated around the child, young person and their family.</p> <p><i>(Palvinder Singh, arrived at this point)</i></p> <p>During the discussion the following comments were noted:</p> <ul style="list-style-type: none"> • Although there was agreement to sign the pledge, there was some discussion around what difference it would make. • Signing the pledge is a public statement of commitment, and the challenge is being committed to work differently to deliver it. • One of the recommendations is that the Executive Commissioning Group would oversee any required action arising from the implementation of the pledge, to track progress to evidence the impact and provide assurance that outcomes are improving. • It was suggested that there be a strong communication message that this is not just another pledge, and to challenge partners to make a difference. • Work to achieve the aims of the pledge is already taking place, and the pledge could be used to signpost to that work. • It was suggested that those who chair the work streams under the CYP Trust should be asked to take account of the pledge in their work. • Elements of the pledge should be seen in the work of the Think Family Programme Board. • It was noted that the pledge would ensure that mainstream organisations prioritise children and young people's services, and that one of the tangible ways to achieve this is the roll out of the 'You're Welcome' standards. 	

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	<ul style="list-style-type: none"> • The pledge provides the opportunity to challenge partners who sign up to the pledge to implement it. <p>The Trust Executive Group agreed to:</p> <ul style="list-style-type: none"> • Sign up to and endorse the Better Health Outcomes for Children and Young People Pledge. • Recommend to the Health and Wellbeing Board that the pledge be adopted. • The Trust Executive Commissioning Group overseeing any required action arising from the implementation of the Pledge. • The Child Health Programme Board monitoring performance on a quarterly basis with exception reports to the ECG. <p><i>(Angela arrived at this point)</i></p>	Sharon
6.	<p><u>Barnsley Children and Young People's Trust Workforce Development Strategy 2013-16 implementation plan progress update</u></p> <p>The report highlighted the progress made against each of the six priority actions in the Workforce Strategy Group implementation plan, ie: workforce planning – children's workforce; establishing common core skills; engagement of children's workforce – integrated working and partnership; engagement with children, young people and families; leadership in multi-agency integrated working; learning and workforce best practice. The aim is to establish what is already in place, identify the gaps and set the baseline from which to improve.</p> <p>During the discussion the following points were noted:</p> <ul style="list-style-type: none"> • It was suggested that core skills that had led to a successful outcome should be highlighted, as an example of what can be achieved and to help people to understand what skills are important. • The TEG is ready to see some pace to this work and tangible outcomes. • Angela stated that attendance of the workforce group had improved during March and April, and pointed out that implementation of the strategy is dependent on the continued commitment of partners. <p>The Trust Executive Group agreed to:</p> <ul style="list-style-type: none"> • Note the progress highlighted in the report. • Continue to support the implementation of the plan by a continued commitment to partnership working via the Trust Workforce Development task and finish group. • Receive a further update at the next meeting. 	Angela
7.	<p><u>Think Family Programme Board progress report</u></p> <p>Angela gave a progress report on the work of the TFP Board and the following points were noted:</p> <ul style="list-style-type: none"> • Rachel reminded the meeting that just under a year ago it was felt that professionals needed to be supported to enable them to connect with the family agenda and secure the right outcomes. • Work is ongoing to change the relationship with citizen and staff and to outline what the 'whole family approach' actually means, and what is being implemented. • It is important that staff skills are developed to support them to be 	

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	<p>more effective, to move away from silo working and to understand what is important for children and families.</p> <ul style="list-style-type: none"> • There is a need to join up what people think is happening, with what is actually happening, and to identify barriers. • An engagement event is taking place on 14 July as the first step towards helping people to understand what this agenda is about. • The PID aims to clarify the need for all staff to be aware of the important outcomes for the family, including those outcomes that are outside of that staff member's immediate remit. For example, a social worker or police officer going into a family home needs to also bear in mind the importance of other outcomes such as diet and exercise. • It is important to remove the barriers to people getting the early help they need at the right time. • Andy pointed out that staff are struggling to understand the difference between the stronger families and think families agendas. These terms should be avoided. • Sue stated that following the last Think Family Programme Board (TFPB) meeting a set of slides and a poster have been developed for partners to use in staff briefings that will help to explain the landscape. The final slide encourages staff to consider how they are going to contribute to this agenda. These will be circulated once finalised. • Karen pointed out that the language is still very 'corporate' and appears unrelated to schools. • It is important for people to be able to have access to information regarding who to contact and signpost to. It was suggested that a 'live' map would be useful. • Andy undertook to follow up South Yorkshire Police attendance at locality meetings. <p>It was agreed that the re-drafted PID would be circulated for comment.</p>	<p>Andy</p> <p>Angela</p>
8.	<p><u>Child Poverty: New National Strategy, consultation response</u></p> <p>The Child Poverty Act 2010 placed a duty on local authorities to reduce child poverty, mitigate the effects of child poverty and to prepare and publish a local child poverty needs assessment. In Barnsley these duties are discharged through the implementation of the 'Making poverty everyone's business: the Barnsley anti-poverty strategy 2013-16'. The 2010 Child Poverty Act requires the UK Government to publish and update a UK child poverty strategy every three years, and on 27 February 2014 the Coalition published its second child poverty strategy which is out for national consultation which closes on 22 May 2014. The main thrust of the changes includes: new focus on families into work; improving living standards; and educational attainment.</p> <p>Information was circulated to a number of partners on 7 April 2014, including members of TEG, to promote the consultation and encourage a local response. No comments have been received as yet.</p> <p>Members were urged to either respond to the consultation directly, or to send their comments to Andrea Hoyland by next Friday (16 May 2014).</p> <p><i>(Angela left the meeting at this point)</i></p>	<p>All members</p>

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9.	<p><u>Barnsley Safeguarding Children Board Meeting Minutes of 21 March 2014</u> (confidential)</p> <p>The following points from the BSCB minutes were highlighted for information:</p> <ul style="list-style-type: none"> • Ofsted improvement plan. The Board received highlight reports on the developments and progress being made in response to the Ofsted inspection of Safeguarding and looked after children's services. • The child protection conferences multi-agency audit outcome was considered, addressing identified weaknesses. A follow up audit, using an expanded audit tool, would be undertaken to gauge impact of the recommendations and to seek the views of children and parents/ carers. • Child protection conferences. The Board approved a proposal to revise the child protection conference process so that families are actively involved in constructing their own child protection plans, and would leave the meeting with a written plan to be progressed by those named and by the core group. Appropriate training is being arranged for conference participants. • Performance information and indicators. The Board agreed that: a report would be received at each future Board meeting on progress made against the set of agreed core indicators; that there would be improved engagement with children and young people; and that themed multi-agency presentations would be given at each meeting. • Annual Head Teachers Report. It was noted that, thanks to Gerry's intervention, an 83% response rate was achieved from Head Teachers, which is a significant improvement on previous years, and the returns evidenced good safeguarding practice. Katherine suggested that it may be helpful for schools to receive a reminder regarding the correct format to use. • Multi-agency training is regarded as a strength in Barnsley. Details were received of the way in which the multi-agency training offer has been refined and improved throughout the year. The planned 2014-15 training programme includes a number of new courses. • Legal highs. Work is being undertaken with the police and other agencies to share intelligence, and there is an ongoing media campaign to raise awareness of the dangers of legal highs to young people. Andy stated that there is a Section 30 in place, led by the community, whereby young people will be dispersed, taken home and spoken to in relation to poor behaviour and the dangers of substance abuse. It was noted that the Healthy Settings Team is working to ensure that children and families receive information highlighting the dangers of legal highs. 	Bob
10.	<p><u>Ofsted Improvement Board update</u></p> <p>Rachel gave an update on the progress of the continuous improvement plan, which had been positively received by both the Improvement Board and the Department for Education.</p> <p>It is 18 months since the Ofsted improvement notice was received, and a meeting to discuss the approach to the review will be held in June. The Ofsted Improvement Board currently meets monthly, and a proposal to move to bi-monthly meetings is being considered.</p>	

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	<p>There remains strong partnership commitment, and Rachel feels that we know ourselves much better now, and is confident that we will receive a satisfactory review. It was noted that an Ofsted inspection is expected at any time.</p> <p>The format of the improvement plan has been found to be helpful to a number of partners, and it was suggested that a page of the plan be circulated so that a similar format can be adopted for other plans.</p> <p>Rachel pointed out that the Children’s Trust has a commissioning role in relation to children’s services, and the role of the Safeguarding Children Board is to provide the challenge. It was agreed that the CYP Trust would take the lead role in delivering continuous improvements.</p> <p>Thresholds and consistency of practice continue to be issues for concern, and Rachel reminded partners that if they believe that a child has not had the right response from a particular agency, the concern should be escalated.</p>	All to note
11.	<p><u>Future Council</u></p> <p>Rachel explained that the Council is going through a change programme intended to improve responsiveness to local people, and involves refocusing on the citizens of the borough and delivering quality services to our customers.</p> <p>The structure of the Future Council will include three directorates: People; Place; Communities. Rachel is the Executive Director Designate for the People Directorate.</p> <p>The next challenge is to develop business units to be in place from April 2015. For the People Directorate these will include services for individuals, such as education, early years, adults and children’s assessment and care management. Each Executive Director Designate is developing a case for their business unit, including what is being delivered and what resources are required. This will help to focus on the priorities that matter and takes the needs of the borough into account. It is important to work more through partnerships. An article written by Rachel will be published in the next edition of Terris Talk.</p> <p>It was agreed that there is still a need for children’s champions, and it is important to maintain a strong focus on children and young people, particularly as there is some concern that the needs of adults may be prioritised.</p> <p>It was acknowledged that whilst there is significant change and challenge ahead, there are also massive opportunities to improve.</p> <p><i>(Paul Thorpe and Sara Morrissey arrived at this point)</i></p>	
12.	<p><u>Children and Young People's Plan new draft performance framework - confidential</u></p> <p>Since the last meeting there had been a considerable amount of work undertaken to refine the performance framework. The report is organised into six strategic themes and includes the latest populated data,</p>	

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	<p>benchmark comparative data, targets and provision for RAG ratings. Data will be collected from 1 April 2014 in order to produce a quarter 1 report for the September TEG meeting. It was further proposed that a quarter 4 report be submitted to the next meeting in June, when the full range of quarterly and year end data would be available. Paul pointed out that further work is needed in some areas, including CAF and child sexual exploitation measures.</p> <p>The following comments were noted:</p> <ul style="list-style-type: none"> • It was acknowledged that a lot of work had gone into the performance framework and Paul was thanked for his efforts. • It is important that someone in South Yorkshire Police is responsible for monitoring the information re. child sexual exploitation and Andy undertook to follow this up. • Sharon stated that the Child Health Programme Board (CHPB) has a comprehensive framework in place to try and overcome the problem with measuring some health and wellbeing indicators annually, and proposed that the CHPB be responsible for monitoring these in future and to provide a narrative report to the TEG to highlight any exceptions in performance. • There are 77 indicators, broken down into the following: keeping children and young people safe (Bob Dyson and Jean Imray); improving educational achievement and employability (Phil Lawson); tackling child poverty and improving family life (Rachel Dickinson); Supporting children and young people to make healthy lifestyle choices (Sharon Stoltz); encouraging positive relationships (Brigid Reid); improving staff skills to deliver quality services (Angela Tracey). These are all dealt with by the Improvement Board, and it was suggested that this would be more effective than considering them at the TEG meetings. Rachel requested that the education element includes attendance monitoring. • It was agreed that in future the TEG would receive highlight reports and would work in partnership to remove barriers to improved performance. Sue suggested that the reports be timetabled in so that they are not all presented to the TEG at the same time, i.e. each of the six Boards to report into TEG every two months. An exception to this would be any risks or barriers that need to be resolved by TEG more urgently. <p>The Trust Executive Group agreed that:</p> <ul style="list-style-type: none"> • An e-mail would be circulated to finalise what indicators each Board would be monitoring, and a timetable for highlight reports to be considered at TEG in future. • An annual review of indicators to be considered by the TEG. • Barriers or problems would be raised with TEG immediately. 	<p>Andy</p> <p>Sharon</p> <p>Louise Nock/ Paul Thorpe</p>
13.	<p><u>Progress on development of related to services to support Autistic Spectrum Disorders</u></p> <p>The report summarised progress to date, and drew attention to the newly issued NICE guidelines covering the ongoing care and treatment of children and young people with an ASD diagnosis.</p> <p>A pilot phase for under 5s pathway was launched in November 2013. No children and young people have completed that process yet, and there are about 20-30 referrals a month. The intention is to implement the multi-</p>	

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	<p>disciplinary approach through to teenagers.</p> <p>The following comments were noted:</p> <ul style="list-style-type: none"> • More children are meeting the autistic spectrum, and who have challenging behaviours that are difficult to manage. • An Autism Strategy Group (ASG) has been established, which has designated school representation. Headteachers have also had an input into this agenda. • There are 271 children in Barnsley who have either received a diagnosis of ASD, or are being investigated for ASD. There is a concern that ASD is being under-diagnosed in Barnsley. Richard stated that NICE had issued further guidance last year regarding the care of children with ASD. • Schools experience difficulty with vulnerable families who either don't share the concerns about their child, or are unable to understand what the concerns are, which creates a barrier. • Rachel expressed concern regarding the slippage of the May deadline. The pilot was launched in November, and BHNFT and SWYPFT are required to deliver the pilot in May. Richard stated that he was trying to establish the reason for the slippage. Rachel asked that any slippage in the timescales be escalated. • Brigid agreed (in Heather's absence) to raise the issue with BHNFT. • Ruth stated that Adult Services had commissioned a similar diagnostic service, which had exceeded all expectations, and it was noted that diagnosis of autism is rapidly increasing. • Richard confirmed that a delivery plan would be submitted to the Executive Commissioning Group. • Sharon stated that the Barnsley PCT had commissioned a review of paediatric services, and suggested that it might be helpful for the CCG to provide an update on developments at a future date. 	<p>Richard</p> <p>Brigid</p>
14.	<p><u>Children and Families Act 2014 - requirements and readiness</u></p> <p>The report provided the TEG an update on progress and the following points were highlighted:</p> <ul style="list-style-type: none"> • Tracy Jubb has been appointed as the project lead. • Draft plans and templates are being developed in consultation with parents and school. • There is an agreed Education Health and Social Care plan (EHCP) in place. • Relevant links have been made to other work streams to avoid duplication of work. • The Designated Health Officer post is being progressed. • The work is linked to the current review of SEND. • A proposed pathway for requesting an EHC Plan, referral form and my story form are being consulted on and trialled with children and young people. • An information leaflet has been prepared for parents/ carers about trialling a new approach to assessing and planning for their children and young people with special educational needs. • Individual local offers are being developed, and a meeting is being held with parents and young people to help design the look and feel of the local offer. • A flyer has been designed to raise awareness amongst professionals 	

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	<p>in Barnsley of the reforms to the Children and Families Act 2014 which will be in place from 1 September 2014.</p> <ul style="list-style-type: none"> • A workforce training plan is being developed. • Work is being done to move more short breaks to direct payments and further work is needed to update a joint resource assessment form. <p>The following comments were noted:</p> <ul style="list-style-type: none"> • Palvinder asked how the new Children and Families Act is likely to affect the college in terms of further education. Mike replied that the aim is to plan for up to the age of 25. Sharon Pickering is leading on this piece of work, including transition, and linking in with the targeted youth service. Young people will be able to make their own application and have an education plan without being dependent on their parents. Brigid undertook to identify a representative in the CCG who could contribute to this. • The process and plan should be in place for September 2014. • Schools will need to have a clear understanding of the need to engage with all agencies. <p>The Trust Executive Group agreed to:</p> <ul style="list-style-type: none"> • Note the progress that had been made • Receive a further update at the TEG meeting in September, unless there were any problems which needed to be resolved. 	<p>Brigid</p> <p>Mike</p>
15.	<p><u>Barnsley Challenge Board</u></p> <p>Sara gave a verbal update which is summarised as follows:</p> <ul style="list-style-type: none"> • The structure of the Challenge Board is being considered for revision. • Not all primary schools have engaged in the Barnsley Challenge although this has improved since the cross-phase conference in April. • It is important to ensure that all leaders in schools understand, and are signed up to, the 5 key priorities in the Barnsley Challenge. • One of the 5 key priorities is raising attainment. Schools are about to enter the main assessment period for children at KS1, KS4 and post 16. • The next cross-phase headteachers' meeting is taking place on 19 June. This is an opportunity for primary and secondary teachers to share information about young people transferring from year 6 to year 7 who have been identified as vulnerable. The meeting will also support development work around the curriculum. • Susan Hayter and others have designed a template to achieve a better flow of information which will be shared with primary and secondary schools. • By September there will be more information about the number of children who are most vulnerable. • Most recent reports indicate that school attendance has sustained improvement, and that secondary schools are approaching the national average, whilst primary schools are at the national average. 	
16.	<p><u>Inclusion Service Restructure</u></p> <p>Sara gave a verbal update which is summarised as follows:</p> <ul style="list-style-type: none"> • From 1 April 2014 the inclusion service moved from its previous location in Social Services, back into Education. 	

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	<ul style="list-style-type: none"> • The main priority is to improve outcomes for children with special educational needs. • The restructure was launched on 29 April. It was noted that no health representatives had attended the first meeting. The next meeting is on 15 May. Sara undertook to send Ruth an invitation to attend. • 4 groups were identified: central services - education health care plan; special resource provision, including specialist provision and special schools; assessment and referrals; funding – how it is allocated and used in schools to get best value. It was agreed that Richard would form part of the special resource provision group. • Although the meetings are schools focussed, a multi-agency approach is being taken to include as many partners as possible. • Recommendations on how to develop the service further should be available by 3 July 2014. • Richard raised a concern about the funding work-stream, as referrals to CRAG are being triggered by Springwell School, who don't have the capacity to meet local need. Sara undertook to invite Richard to a meeting on 23 June when a discussion would be held regarding what will need to be commissioned locally. <p>It was agreed that it would be helpful to see the outcome of the review reported at the September TEG meeting.</p>	<p>Sara</p> <p>Sara/ Richard</p> <p>Sara</p>
17.	<p><u>Access to child and adolescent mental health emergency services</u></p> <p>Sara stated that following recent incidents involving children and young people, she wanted to raise concerns about access to the CAMH Service. Brigid undertook to ensure that referrals to CAMHS are discussed with GPs, and that the issues discussed would be considered as part of CAMHS commissioning improvements. SWYPFT need to look at the response and following up with CCG and BHNFT, where appropriate.</p> <p>It was agreed that the Healthy Settings Team be asked to include information about these issues in safety training work with schools. They should contact Sara Morrissey to understand the background and detail.</p>	<p>Brigid SWYPFT Richard</p> <p>Dave</p>
18.	<p><u>Sue Hare retiring</u></p> <p>As this was Sue Hare's last TEG meeting before retiring, Rachel acknowledged Sue's valuable contribution to partnership working and thanked her for her diligence, conscientiousness and tenacity.</p>	
19.	<p><u>Date of next meeting</u></p> <p>The next meeting will be held on 27 June 2014, from 1.30 to 4.30pm.</p>	