

# Children and Young Peoples Strategic Partnership Executive

## Minutes of a meeting held on 17<sup>th</sup> January 2007

### PRESENT

Catherine Fitt	:	Executive Director Children's Services (chair)
Carol Hambling	:	C&YPSP Coordinator
Heidi Douglas	:	Streetwise
Rod Stapley	:	Youth Offending Team
David Clegg	:	Education
Alan Wallace	:	Learning & Skills Council
Sara Morgan-Evans	:	Connexions
Don Irving	:	Play and Youth
Ruth Rogan	:	Social Services
Shirley Chambers	:	Barnardos

### IN ATTENDANCE

Sue Miller	:	Attended for Item 4
Graeme Welch	:	Attended for Item 8
John Brown	:	Attended for Item 8
Lorraine Griffin	:	Attended for Item 10

### APOLOGIES

Rob Ryan	:	Northumbria Police
Aileen Fitzgerald	:	PCT
Tom Adams	:	Children North East
Gerard Murphy	:	St Cuthbert's School

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#### 1. APOLOGIES

Apologies were received as listed above.

#### 2. COORDINATORS REPORT

CH asked the Executive for their suggestions for workshop themes at the Annual Conference. There are 4 presentations and 14 workshops. CH has identified Support to Parents as a possible theme for the conference with a 'market place' for parental support at lunch time. The message of supporting parents was supported by the Executive.

#### **ACTION: Executive to rate the workshop suggestions and feedback to CH.**

CF feels the conference is an opportunity to join together some services and launch Children's Services. The conference is an opportunity to disseminate information about what is changing in Children's Services, so staff can establish what the changes mean to them.

The Children's Directory will be formally launched at the conference. SC suggested a workshop training people to use the Children's Services Directory. CH thought it may be useful to have a demonstration of the Directory at lunch time.

Deb Tyler's document is to be circulated with the briefing papers for the conference rather than as a separate presentation. The Teenage Pregnancy strategy has recently been launched it was suggested that there be a workshop to update on the project.

It was felt that the Local Area Agreement did not need its own workshop or presentation. CF noted that she would like to discuss the LAA at the beginning of the day rather than a separate workshop. CH suggested the launch the Sustainable Communities Strategy would provide a vehicle for discussing the implementation of the LAA.

**ACTION: CH to send out the Local Area Agreement document to the voluntary sector.**

CF said she would like some time at the beginning of the day to review and celebrate the progress so far of the Children and Young People's Plan and to emphasise to staff where we are within the plan. CF suggested we ask the outcome leads to decide which points need celebrating and prioritising.

**ACTION: CH to ask Ray Steele to nominate a person to facilitate workshop on developing enterprise in young people**

The website address for consultation regarding the Duty to Secure Positive Activities is given in the coordinators report or you may email Carol Hambling for more information.

### **3. FORWARD PLAN**

No issues were raised under this item.

### **4. SINGLE COMMISSIONER FOR PARENTS AND FAMILY INTERVENTION PROJECT**

SM informed the board that she was very pleased to be taking on the role of Parenting Support Commissioner (PSC) and talked the board through the report she had produced to answer many of the questions which had been raised.

Pauline Pestell has now replaced SM as the Operational Manager for Children's Centres. The PSC remit will include work within Children's Trust arrangements including the joint planning and commissioning framework for Children & Young Peoples maternity services.

SM would like her work to be firmly embedded in the work of the C&YPSP Executive and requests that members of the Executive inform her of any activities which contribute to her remit. DC/CF suggested the work of Parent Support Advisers in schools should work under SM although line management would not have to be SM.

The PSC's role fits with the Respect Action Plan by bringing a focussed element of continued parenting support to families with severe anti-social behaviour issues. Newcastle has applied for Respect Action Area Status, there will be a government statement regarding the success of the application on Monday 22<sup>nd</sup> January.

The government have awarded £150000 to spend between now and March, however procurement process should be monitored for efficiency to ensure that this level of funding is maintained. If the funding is maintained there should be £3-400000 available each year to assist funding 20 parenting professionals to support Family Intervention Project (FIP). If the recruitment for FIP is completed before the end of March an extra £30000 funding will be made available. CF felt that the salary available may not be representative of the skills necessary to fulfil the role.

RR informed the board of the recruitment currently underway for the "Another Way" project which is funded through the Neighbourhood Renewal Fund. RR felt the projects should be linked in order to avoid overlap on intervention status. It was suggested that the Another Way staff could work under SM. There may also be feasible links between the Youth Offending Team, Teenage Pregnancy Support and the family parenting/ family learning work Una MacDermott has been undertaking.

**ACTION: SM & RR to discuss the staff structure with Diana Robertson.**

In order to directly engage parents in the work, SM requests information from locality network meetings is shared with her directly. The Parenting Fund is reviewing its Phase 1 project on February 6<sup>th</sup>, 1pm at Castle Leazes Halls of Residence.

**ACTION; SM to send out information through CH**

## **5. YOUTH STRATEGY UPDATE**

The consultation period was extended to the end of September and received a good response. There was consultation with representatives from the voluntary sector and SM-E felt the Voluntary Sector was satisfied with the process. DI extended his thanks to SM-E for all her hard work up to this point.

**ACTION: C&YPSP Executive have one week to provide feedback to James Anderson.**

The Youth Strategy Coordinator post is to be advertised soon. The draft will be amended by 18<sup>th</sup> January. SM-E will attend the Steering Group on 23<sup>rd</sup> January with the completed draft. Vicky Watson will finish the design of the document.

The Action Plan timescale will begin on 1<sup>st</sup> April. Alan Wallace will be added to the team. The Action Plan will be ready to go with the strategy for the beginning of March. The draft Action Plan should be ready for 28<sup>th</sup> February.

**ACTION: SM-E to give CH the dates of future meetings of the Integrated Youth Strategy meeting group as these are open meetings.  
23<sup>rd</sup> January 8:30 Connexions**

**ACTION: HD to email Pam Jobbins to circulate the document to voluntary sector agencies.**

The voluntary sector will produce their part of the Action Plan. Heidi Douglas will be the point of contact for coordination.

**ACTION: SC is to liaise with Martin Gollan for Voluntary Sector forum.**

Where further consultation is required this will be written into the Action Plan. CF would like to see the projections for 2008.

## **6. CONNEXIONS ACTIVITY SURVEY AND PROGRESS REPORT**

The report for October – December 2006 has been received and has some very positive outcomes. We have increased EET and decreased NEET, not known and unknown. If the current trends continue, the 2010 target will be achieved, as well as receiving additional funding of £500000 after April 2008.

CF suggested putting a bid in for additional government funding to ease the transition of connexions and the council to identify young people who are not in employment education or training earlier. There should also be a link with the Youth Offending Team to work towards earlier intervention.

## **7. HOMELESS FAMILIES**

The executive decided that support to homeless families is a priority. Funding is needed for support services through Children's Services. Sarah Jackson should be able to establish where this sits within the Transformation Plan. There is currently no mechanism to decide where and how funding is distributed. The budgets for 2007-2008 have all ready been decided, without extra funding the initiative cannot move forward until 2008-2009. SC is to take the lead on conversations with outcome leads to establish the feasibility of supporting the

initiative with existing resources. SC suggested that the locality managers could be involved in ensuring support to this group of families.

**ACTION: SC to arrange a meeting with outcome leads and feedback to the Executive.**

**ACTION: Sarah Jackson to ensure the project is located within the Transforming Outcomes Programme.**

## 8. CHILD INDEX

JB informed the board of that the Child Index had made good progress and that feedback has been generally positive, the link with Gateshead and 'Passport to Services' has been beneficial. Newcastle has had good feedback on the broad design stage and is well prepared; the progress is ahead of many other local authorities. As some of the approaching stages are yet to be launched it is difficult to move ahead quickly.

JB and Grainne Fegan have been attempting to ascertain how schools and GP Practices would work within the index and CAF which will inform the Process Mapping Exercise. Until the engagement process is completed the information cannot be obtained.

The North-West is running the pilot scheme for the Child Index. The deployment date for the Index had been January 2008, but there have been problems for the design team, which have impacted on other areas. The revised release date should be established by March 2007. JB felt the workforce audit tool may be subject to review after the trial in the North-West. There are also issues regarding the two national projects which are overlapping.

The Passport to services will be dismantled as there is no further funding after March 2007. Though it is still a useful tool colleagues should be made aware that no new information will be fed into it. From February there will be a Regional Information Sharing Team funded by the government lead by Phillip Dyer.

The eCAF process will feedback to JB, there is still some ambiguity regarding how to go forward on eCAF and eSAP locally, though the intention is to manage the systems jointly. JB feels that eCAF will not be in place until at least the end of 2008 as it is unlikely the supplier will modify the Index Programme in time. The website may be available prior to the full system going live.

**ACTION: All agencies and services should be aware that coordination of purchases of Case Management Systems should go through Graeme Welch as they must work within the system.**

DFES is to release a Data Quality tool to prevent multiple records being created. There are still issues around how to clean up the existing data.

There is a media event coming to re-brand and re-launch the Index AND A Newcastle Case Study may be featured.

**ACTION: JB/GW to inform press office.**

Children Now have invited JB to speak at a conference in May.

The delays in information sharing impact on producing a CAF solution, the eCAF solution may not be produced until 2009. All organisations are to be compliant with CRB checks in order to work within a multi-agency partnership. JB raised the issue of how GP practices would deal with CRB checks, the issue is to be picked up at Safeguarding board. CRB checks should ideally be consistent across the agencies.

**ACTION: JB to raise the profile of enhanced CRBs with the Safeguarding Board.**

#### 9. RECONFIGURATION OF CHILDREN'S SERVICES

RR Informed the board of the changes to Children's Social Services Area teams. There will be minor amendments to the paper before it is distributed through the partnership database.

**ACTION: Any comments/feedback are to be sent to Elaine Blair before 2<sup>nd</sup> February.**

The LAC strategy will no longer be a separate entity. There will be consultations with parents and young people.

**ACTION: DC to give RR the dates for future Head Teacher s Meetings. RR to attend.**

The Reshaping of Children and Families Area Teams document is available now. From the 1<sup>st</sup> April the children's social services teams will be known as 'Children and Families Social Work Team'.

#### 10. CHILDREN'S SERVICES WEBSITE

LG brought the proposal for the Children's Services Website for approval. The website will be used as a platform for joint working initiatives. The website will be easily accessible through a search engine and as such is not to house secure information. External partners will be able to link the website to their own sites. There will be multi-agency governance of the website as it develops. The website can be launched in the next few weeks subject to approval. The proposal was favourably received by the executive. CH suggested CAF having it's own link of the menu bar as it is where forms and guidance will be located.

**ACTION: LG to speak to Tina Lisle regarding which best practice guidelines to post on the website.**

Any interested people from partnership organisations may become members of the editorial group. HD and SC suggested taking the information to the reference group.

**ACTION: SC to ask Pam Jobbins to circulate the Website Proposal.**

11. **MINUTES OF THE PREVIOUS MEETING**

The minutes of the previous meeting were agreed subject to the following alterations

1. Item 4, page 3 – omission – minute to read – SC raised the issue of linking the Participation Strategy for Children and Young People to the participation strategy for Parents and Carers.

12. **MATTERS ARISING**

1. Forward Plan. Actions, Page 7, Action one and two have been completed
2. Housing and Homeless Strategy. Actions, Page 7. as yet there has been no feedback.

**ACTION: CH to chase.**

3. Matters Arising Page 6. The inspection report has yet to be received by YOT. The original due date for the report was week beginning 14<sup>th</sup> January 2007, the lead inspector requested feedback believing the YOT had already received the document. RS is in discussions with the lead inspector to find out when they will now receive it. CF requested that the C&YPSP be informed when the document is available for circulation.

**ACTION: RS to discuss with CF.**

13. **CORRESPONDENCE**

The PCT is holding the Great Weight Debate on 29<sup>th</sup> January.

**ACTION: CH to send out details.**

14. **AOB**

SC gave feedback on the progress of the Big Lottery Play application to date. There is concern from some people that there is insufficient time to make an application to the Big Lottery by March but DI considers that we are on course for March. There is a meeting on Thursday 18<sup>th</sup> January for the small steering subgroup. The proposal that the Newcastle Children's Fund Partnership extend its remit to operate as the interim play partnership was favourably received by the NCFP. SC met with DI and Tony McKenna and there will be a decision made at the Play meeting tomorrow. The proposal is to be taken to the elected member at Newcastle City Council for approval. DI feels the Play Strategy is almost ready to go to the executive

**ACTION: DI to show the report to CF and Councillor Nick Cott.**

<b>Item</b>	<b>Action</b>	<b>Lead</b>	<b>Date</b>
1	Executive to rate the workshop suggestions and feedback to CH	All	asap
2	Send out the Local Area Agreement document to the voluntary sector.	Carol Hambling	Once published
3	CH to ask Ray Steele to nominate a person to facilitate workshop on developing enterprise in young people	Carol Hambling	asap
4	Discuss the staff structure with Diana Robertson	Sue Miller & Ruth Rogan	asap
5	Send out information through CH	Sue Miller	asap
6	C&YPSP Executive have one week to provide feedback to James Anderson	C&YPSP Executive	22/01/07
7	CH to be given dates on Integrated Youth Strategy meetings	Sara Morgan-Evans	asap
8	Emails Pam Jobbins to circulate document	Heidi Douglas	Asap
9	Liaise with Martin Gollan for voluntary sector forum	Shirley Chambers	Asap
10	Arrange meeting with outcome leads, feedback to executive	Shirley Chambers	asap
11	Ensure project is located within Transforming Outcomes Programme	Sarah Jackson	asap
12	Co-ordination of purchases of Case Management Systems to go through GM	All	
13	Inform press office of media event	John Brown/ Graeme Welch	asap
14	Raise profile of enhanced CRBs with Safeguarding Board	John Brown	March 2007
15	Comments/Feedback re: reshaping of Children's Services, to Elaine Blair	All	2 <sup>nd</sup> February
16	RR to be given dates of Head teacher Meetings. RR to attend.	David Clegg	asap
17	Speak to Tina Lisle re: best practice for website	Lorraine Griffin	asap
18	Request Pam Jobbins circulate website proposal	Shirley Chambers	asap
19	Chase feedback on housing/homeless strategy	Carol Hambling	19/02/07
20	Discuss inspection report with Catherine Fitt	Rod Stapley	asap
21	Send out details of Great Weight Debate	Carol Hambling	asap
22	Discuss Play Strategy with Catherine Fitt and Cllr Nick Cott	Don Irving	asap