

## **Minutes and Actions**

**Monday 16 May 2011**

### **Attendees**

John Collings (Chair)	JC	Executive Director of Children's Services, NCC
Ruth Rogan (2 <sup>nd</sup> Chair)	RR	Director of Strategic Partnerships, NCC
Carole Shipley	CS	Children's Services Directorate Manager, Newcastle upon Tyne Hospitals NHS Foundation Trust
Paul Brownlee	PB	Manager, Youth Offending Team, NCC
Dawn Scott	DS	Public Health Consultant, NHS North of Tyne
Phil Marshall	PM	Principal, Excelsior Academy
Bee Adeyeba	BA	Sports for Youth CIC
Mick McCracken	MMc	Director, Children's Safeguarding and Social Care, NCC
Phil Joyce	PJ	Director of Area Based Regeneration, Area Based Regeneration, NCC
Louise Appleby	LA	Children's Trust Board Officer, NCC
Margaret Kerridge	MK	Head Teacher, St Michael's RC Primary School
Sue Cassie	SC	Childcare Partnership Manager, Jobcentre Plus
Carole Kitching	CK	Deputy Principal, Newcastle College
George Duff	GD	Detective Chief Inspector, Northumbria Police

### **Apologies**

Neil Munslow	NM	Housing Service Manager, NCC
Meng Khaw	FMK	Director of Public Health, NHS North of Tyne
Martin Surtees	MS	Director of Performance, Commissioning and Outcomes, NCC
Jeff Hurst	JH	Chief Executive, YMCA
Linda Moore	LM	Newcastle College
Jan Brown	JB	Northumberland, Tyne and Wear Mental Health Trust

Cllr Nick Cott	NC	Lead Member, Children and Young People, NCC
Julia Young	JY	Associate Director of Commissioning – Newcastle, NHS North of Tyne
Sue Kirkley	SK	Newcastle Safeguarding Children Board Co-ordinator, NCC
Sue Atkinson-Millmoor	SAM	Action for Children

**In Attendance**

Helen Robinson	HR	Public Health Specialist, NHS North of Tyne
Lin Simmonds	LS	Sure Start Lead, NCC
Nick Brereton	NB	Children's Rights Coordinator, NCC

No.	Item	Action
<b>250</b>	<b>Welcome and apologies</b>	
250.1	JC welcomed everyone to the meeting and noted apologies as above. JC himself gave apologies that he would have to leave at 10am to attend a briefing being held by the new administration to announce the composition of the new cabinet. RR will be taking the role of vice chair as JH is unable to attend. It was hoped that the meeting could finish early at 11.15am.	
250.2	JC gave a brief update on the recent political changes in the council and explained that we have yet to hear what the priorities will be for the new administration. JC expected to learn who the new portfolio holder for Children's Services will be today.	
250.3	JC took the opportunity to thank Cllr Cott for his work as Children's Services portfolio holder over the last seven years. He has enthusiastically championed the causes of Children and Young People in many forums and seen services through considerable changes with dignity. JC will be writing to Cllr Cott formally to thank him and invited members of the board to thank him either formally or informally for his hard work.	
<b>251</b>	<b>CTB Terms of Reference sign-off</b>	
251.1	LA explained that suggestions from members have been taken on board and, barring some last minute alterations as suggested by MK, the document is now in its final form. Some issues may; however, need to be revisited as changes are made to structures and so on.	

251.2	Some queries were made around the naming of the group now that a formal Trust Board is no longer a statutory requirement. It was agreed that this will be revisited at a later date.	
251.3	<b>Action: PJ suggested that point 8 – Decision Making – could be worded better as no such formal measures have been needed in the past. LA to reword.</b>	LA
251.4	LA noted that the Working Agreement between Newcastle Children's Trust Board and Newcastle Safeguarding Children Board at Appendix 3 has been agreed by the NSCB and although it will undoubtedly be revisited in the light of the Munroe Report, it will stand for now.	
251.5	<b>Agreed: The board signed-off on the draft Terms of Reference which LA will make final amendments to and distribute to members. JC thanked LA for her hard work on this.</b>	LA
<b>252</b>	<b>Actions update from NSCB / CTB 2010 conference</b>	
252.1	LA reported that the six-month review point of the October 2010 conference has just passed. The original report from the conference detailed 12 action points for various partners to complete. Pages six to eight of the update report outline the progress made on each action point.	
252.2	Action point 10: The participation unit has since restructured. Action point 11: The wrong body had been allocated this action. YHN do not undertake that role so Children North East and Response: Newcastle Against Bullying have been referenced. Action point 1: Need to check progress on this. Action point 9: MMc reported that the review of Vulnerable Young Persons processes has been completed and just needs signing off. MMc is looking to launch them with the Risk Management Procedures.	
252.3	<b>Action: LA to produce a comprehensive update on all action points from the NSCB / CTB 2010 conference.</b>	LA
<b>253</b>	<b>Risk Register sign-off</b>	
253.1	LA spoke about the Risk Register which now summarises what Susan Richards spoke about. The document originally had four risks but Finance was merged with Delivery of the Children and Young People's Plan.	
253.2	MMc queried the Information Security risk and its reference to 'information sharing' which, in a social care perspective,	

	means something quite specific.	
253.3	<b>Action: LA to tighten up the wording of the Information Security risk to remove any ambiguity; the risk is around sharing papers and the use of protective markers.</b>	LA
<b>254</b>	<b>CYPP consultation progress</b>	
254.1	JC updated the board on the CYPP consultation process. Consultation closed a few weeks ago. Responses have been collated and the plan is about to be put through the 'legal' process. Once the plan has been agreed, each stakeholder will need to take the plan through their respective governance routes. The City Council will assume responsibility for moving the plan through the schools sector.	
254.2	Once that process has been completed, the plan is to formally launch the CYPP around September time with key stakeholders, parents / carers and children and young people invited to a launch event.	
254.3	RR suggested that as September is not too far away from the planned joint event with the Newcastle Safeguarding Children Board, the launch of the CYPP could be included in a larger joint event. LA added that plans for this board to meet with young people in October could also be included in that joint event.	
254.4	DS asked that a date for the joint event be communicated as soon as possible to ensure good attendance.	
<b>255</b>	<b>UNICEF Baby Friendly update</b>	
255.1	Helen Robinson and Lin Simmonds presented an update on the UNICEF Baby Friendly initiative which was signed up to in July 2010. Issues in Newcastle include breastfeeding figures that are well below the national average. There is also wide variation between areas within the city.	
255.2	Helen Robinson listed some of the achievements to date which include: <ul style="list-style-type: none"> <li>a) securing a budget for breastfeeding peer support in SureStart Children's Centres (over 30 volunteers have been trained);</li> <li>b) the ability at the RVI to ask for an expectant mother's permission to share her details with the SureStart network and;</li> <li>c) marketing of peer support groups</li> </ul> <p>The telephone contact system has proven to be an important tool in engaging mothers. Further work includes a breast pump loan scheme, breastfeeding awareness week,</p>	

	promoting breastfeeding with GPs and signposting mothers to other services.	
255.3	MK queried how anticipated funding cuts for SureStart Children's Centres will affect this work. It was confirmed that funding has been secured for the next year.	
255.4	A discussion took place concerning the social aspects of breast feeding and the cultural changes that will have to be effected if the figures are to be improved. BA queried whether any work is done with girls before they get pregnant and wondered how Newcastle compares with other cities. HR explained that so far Bristol is the only city to have achieved full accreditation.	
255.5	DS picked up on BA's point on education. In Berwick there is a long running and successful scheme whereby a midwife goes into the high school to talk about breast feeding in sex and relationships lessons.	
<b>256</b>	<b>Children's Rights Charter</b>	
256.1	Nick Brereton gave a short presentation on the Children's Rights Charter. Newcastle is one of five authorities taking part in the UNICEF Child Friendly Communities pilot. NB explained that often children approach the Convention on the Rights of the Child from the point of view of the developing world and do not appreciate it in a local context.	
256.2	In drawing up Newcastle's Charter, approximately 200 young people were involved in workshops and the Charter itself has been written to reflect and work alongside the priorities in the Children and Young People's Plan. The Child Friendly Communities Working Group is currently leading on this work but that may be subject to review and there needs to be further discussions around the accountability structures.	
256.3	NB asked for some feedback from the board including suggestions for changes and where any gaps could be filled. RR noted that she felt the 'Purpose' in the Terms of Reference document discussed earlier reflects well the work around the Children's Rights Charter.	
256.4	PB questioned the use of baseline expectations for children and young people giving the impression of aspiring to 'good enough'. Are there higher aspirations built into the charter to push all children and young people to be the best they can be? NB accepted that PB made a good point but suggested that the charter is maybe not the right context for pushing aspirations further; it is not a document for service provision.	
256.5	DS raised the issue of how one ensures that key local	

	partners sign up to the Charter. She explained that the document felt like an internal City Council document. It will have to be aligned to work that has already been done by partners around engagement. DS queried whether NB was aware of any other charters in existence. The Charter will have to be signed off by partners in the correct forums if it is to have any effect. CS agreed that this document will need to be able to knit with various other elements of participation work being done across the city. NB accepted that the Charter will inevitably encompass a whole range of partners and stakeholders, including the private sector.	
256.6	CK queried whether more could be said around wanting children and young people to achieve their best in life.	
<b>256.4</b>	<b>Agreed: The board supported the Children's Rights Charter as work in progress.</b>	
<b>257</b>	<b>Minutes of previous meeting and matters arising</b>	
257.1	The minutes are agreed as a true and accurate record save that SC's apologies are to be added.	
257.2	<b>Point 238.4:</b> JL is coming to June's meeting. <b>Point 244.10:</b> On the forward plan for July. <b>Point 245.8:</b> On the forward plan for June (need to check with Rod if it is ready). <b>Point 246.11:</b> Done. <b>Point 247.3:</b> PMRG minutes have not been seen. <b>Point 247.7:</b> Phil Hunter has not been invited yet.	
<b>258</b>	<b>Any other business</b>	
258.1	Nothing raised.	

**Date of next meeting:** 20 June 2011, 9.15am

**Actions Summary**

**Monday 16 May 2011**

Actions from Current Meeting						
Date Raised	Ref	Action	Action Owner	Progress	Completion	Status
16.05.2011	251.3	PJ suggested that point 8 in the Terms of Reference – Decision Making – could be worded better as no such formal measures have been needed in the past. LA to reword.	LA	Completed	20/06/11	Closed
16.05.2011	251.5	The board signed-off on the draft Terms of Reference which LA will make final amendments to and distribute to members. JC thanked LA for her hard work on this.	LA	Completed	20/06/11	Closed
16.05.2011	252.3	LA to produce a comprehensive update on all action points from the NSCB / CTB 2010 conference.	LA	Completed, updated version on CTB website	20/06/11	Closed
16.05.2011	253.3	LA to tighten up the wording of the Information Security risk to remove any ambiguity; the risk is around sharing papers and the use of protective markers.	LA	Completed, Susan Richards holds updated copy.	20/06/11	Closed