



BOROUGH OF POOLE
CHILDREN'S TRUST GOVERNANCE BOARD

MONDAY 10TH MAY 2010

The Meeting commenced at 5.10pm and concluded at 7.10pm.

Present:

Members of the Board

John McBride – Chair, Chief Executive, Borough of Poole (BoP)
Adrian Dawson – Director of Public Health, NHS Bournemouth and Poole
Anne Newton – Director of Children's Services, Borough of Poole
Anne Shinwell – Head teacher, Poole Schools
Cllr Carol Evans – Elected member (BoP)
Eugene Gratwick – Non – Executive Director, NHS Bournemouth and Poole
Fiona Haughey – Deputy Chief Operating Officer, B&P Community Health Services
(substituted for Valerie Graves)
John Morton – Director of Joint Commissioning & Partnerships, NHS Bournemouth
and Poole
John Pay – Chair, Poole Governors Forum
Liz Lowe – Deputy Director of Public Health, NHS Bournemouth and Poole
Lynn Hart - Divisional Commander, Dorset Police
Mandy Goodenough – Third Sector Representative
Roger Browning – Chief Executive, Dorset Healthcare NHS Foundation Trust
Ros Maycock – Chair, Professional Executive Committee
Stuart Dickie – Dorset Childcare and Care Partnership Manager, JobCentre Plus
Dorset (substituted for Cathy Riordan)
Sue Pelham – Head teacher, Poole Schools

Invited Observers

None

Also in attendance

Nick Wharam – Commissioning Manager, Children and Young People's Services –
Strategy, Quality and Improvement (CYPSSQI) (BoP)
Rachel Folley – Senior Children's Trust Policy and Planning Officer, (CYPSSQI)
(BoP)
Amanda Males (Minutes) – Children's Trust Communications Officers, (CYPSSQI)
(BoP)
Neil Tape - Children and Young People's Services, Children's Trust Information
Manager
Gerry Moore – Service Unit Head: Children and Young People's Social Care
Ron Locke – Independent Chair, Local Safeguarding Children Board
Linda Boland - Operational Director, Children's & Specialist Services, Dorset
Healthcare NHS Trust (sub for Roger Browning)

1. WELCOMES AND INTRODUCTIONS

The Chair welcomed those at the meeting and welcomed a new Board member: Ros Maycock – Chair, Professional Executive Committee.

2. APOLOGIES FOR ABSENCE

Apologies of absence were received from:

Blair Crawford - Third Sector Representative

Cllr Sandra Moore – Elected member (BoP)

Cllr Woodcock – Elected Member, Portfolio Holder, Supporting Children and Young People, (BoP)

Lawrence Vincent – Principal/Chief Executive, Bournemouth and Poole College

Paul Barnard - Third Sector Representative

Tina Ridge – Assistant Chief Officer, Bournemouth & Poole Local Delivery Unit, Probation Service.

3. MINUTES

RESOLVED that the Minutes of the Meeting held on 18th January 2010, having been previously circulated be taken as read, confirmed and signed by the Chair as a correct record

MATTERS ARISING

Cathy Riordan was in attendance at the meeting on 18th January 2010.

John McBride asked if item 6(iii) had been resolved. It was resolved that it would be discussed on in item 8 on this agenda

4. SAFEGUARDING

Presented by Ron Locke and Gerry Moore

Gerry Moore referred members to previously circulated documents: 'Safeguarding Overview Report' and 'The Governments response to Lord Laming: One Year On'.

Gerry Moore set the scene by informing members that the report was looking at issues and themes over the last 12 months and makes recommendations about the Children's Trust Governance Board's (CTGB) role for the future. She said there were 4 key themes:

1. The future relationship between the Local Safeguarding Children Board (LSCB) and the Children's Trust
2. The LSCB business plan
3. Key revisions in 'Working Together'
4. OFSTED Announced Inspections

Gerry Moore set the background context, referring to Lord Laming's report. She informed the Board that the relationship between the CTGB and the LSCB was about continuous improvement in safeguarding. She pointed out that there are clear and distinctive roles for each governance board and there should be agreed regular and formal communication. The LSCB are charged with presenting an annual report to the CTGB.

Ron Locke informed the CTGB that the LSCB has identified a number of key cross cutting objectives, which are, broadly: domestic violence, emotional health and well-being, early preventative work, promoting the voluntary sector, participation, equality, governance arrangements and work load capacity across different agencies. Ron Locke also pointed out that clear governance structures should help avoid duplication when reviewing or challenging safeguarding issues.

A discussion followed:

- John McBride asked for more information about the early preventative work objective
- Ron Locke replied there was now a dedicated sub-group to look at some issues, such as the Common Assessment Framework (CAF), which are different in Poole and Bournemouth. Ron reminded the CTGB that the LSCB covers both Poole and Bournemouth
- Mandy Goodenough asked, in light of the recent Youth Offending report, if there was a plan to link safeguarding issues with the LSCB
- Ron Locke responded that he was aware of the report and its recommendations
- Anne Shinwell asked if there will be any opportunities to review the CAF system. From experience, she has been informed that schools where being requested to carry out a CAF when the family were already known to social care
- Gerry Moore replied that this was not the case. She informed the Board that the Integrated Services Delivery Group (ISDG) is where CAFs will be reviewed
- Nick Wharam suggested that the Forward Plan (a later item on the agenda) would be a place to address the timetable of reviewing of CAFs
- Linda Boland agreed that the CAF system should be reviewed by the ISDG, as the LSCB would be overwhelmed with work. Both Boards need to be clear about governance to avoid unnecessary duplication
- Gerry Moore stated that the governance of both boards was key, to avoid duplication and overlap
- Ron Locke summarised that both the LSCB and the CTGB need to look at how they meet on agendas, to agree consistency in approach.
- Ron Locke continued that the OfSTED report into Baby P gave about 55 points to use to judge our own safeguarding practice
- John McBride asked how the CTGB can support the LSCB in ensuring safeguarding improvements were carried forward

- Ron Locke and Gerry Moore did not reply, however Fiona Haughey said she was reporting to the LSCB and the report will give about 5-6 key areas to focus on
- Mandy Goodenough and Lynn Hart both asked if the CTGB will see the report
- Anne Newton responded that if there is an emerging issue, it will come to and through the LSCB. However, if the agency involved did not manage to resolve its issues, the LSCB would then bring the issue to the CTGB

Gerry Moore asked members to turn to pages 3 and 4 of the report which has an overview of the new statutory guidance for 2010 on 'Working Together'. She said that the changes have raised the bar around safeguarding issues, and highlighted 2 particular points:

- the **Children's Trust Board** working with the LSCB should ensure that local arrangements for use of the CAF are clearly distinguished from the need to refer a child to children's social care services (p91, 3.17)
- Where a **CTB partner** is not performing effectively in safeguarding, the LSCB should involve, where appropriate, relevant monitoring bodies such as, Government offices/SHAs, relevant inspectorates or if necessary the relevant government department (p111, 3.109)

Gerry Moore went on explain about the OfSTED Announced Inspections. They are a bit like a JAR (Joint Area Review), focusing on services as well as management, leadership and governance. There is a group in place to focus on preparing for the inspection and there is a clear link with Bournemouth as the LSCB is a joint board.

- John McBride stated there was a need to clarify the roles of both the LSCB and CTGB within the context of the new guidance.
- Ron Locke stated that this work needed to avoid overlap and duplication.
- John McBride asked about the issue of joint commissioning and where the LSCB's view would feed in.
- Gerry Moore responded that the review of the current Children and Young People's Plan 2009 – 2012 will help.

John McBride asked if there were any further comments and asked members to agree the decisions and actions required in the report.

RESOLVED that the Board agrees the decisions:

- A formal written agreement between the Children's Trust Governance Board and LSCB and an LSCB Annual Safeguarding Report is presented to a future CTGB meeting**
- The Children's Trust Governance Board endorses the IDeA Safeguarding Peer Review and receives a future report on the outcome of the Review.**

RESOLVED that the Board agrees the following actions:

Children's Trust Board relationship with the LSCB

- iii. **Formal written agreement between CTGB and Bournemouth and Poole LSCB prepared jointly with Bournemouth CTGB to be presented to a future CTGB meeting.**
- iv. **Annual LSCB report to be presented to CTGB. The report will inform and shape the development of the revised Poole CYPP.**
- v. **LSCB Chair to be invited to all future CTGB meetings as required as 'participant observer' to report on the effectiveness of safeguarding arrangements.**

LSCB Business Plan

- vi. **Note the contents of the LSCB Business Plan Priority Objectives**
- vii. **Presentation of future Business Plan to align with annual LSCB Annual report in order to inform CYPP development.**

OfSTED Announced Inspections of Children's Safeguarding and Children in Care Services

- viii. **CTGB to endorse the proposed IDeA Safeguarding Review. Report to future CTGB on the process and findings of the Review**
- ix. **Briefing for CTGB members on the OFSTED announced Inspection process.**

5. YOUTH OFFENDING TEAM INSPECTION

Presented by Gerry Moore

Gerry Moore referred members to previously circulated documents: 'Youth Offending Service Report' and 'Core Case Inspection of youth offending work in England and Wales' and set the context of the report. She informed members the inspection was about practice on the frontline and looked at about 70 cases.

Gerry Moore said the inspection outcome was disappointing. Pages 3 and 7 give an overview of the scores. She said that they were found 'wanting in all areas'. She summarised that key concerns were about the planning, intervention and review cycle. The Youth Offending Team (YOT) management board has taken on an interim manager who has got some tough decisions to make. An action plan has been submitted and the YOT Board members will be improving on roles and responsibilities. There will be a re-inspection in early 2011.

- Lynn Hart stated that this was one area the CTGB need to be made more aware and that the Board can pick up on good practice.
- Mandy Goodenough stated her concern that safeguarding issues were not previously identified
- Anne Shinwell asked where the YOT fitted into the Strategy Directorate
- Gerry Moore responded that the lead and host authority for YOT is Bournemouth. Poole is the lead for governance of YOT and that the YOT must link with the LSCB and the CTGB.

- Linda Boland said the CTGB must be confident that robust governance structures are being developed. We can learn from the YOT report and develop governance into complex multi-agency work
- Gerry More continued that there is a clear relationship with the CTGB, LSCB, YOT and the Crime and Disorder Reduction Partnership (CDRP) and it would be helpful to make this explicit in protocols and roles of all the boards to ensure clear reporting and quality assurance
- Lynn Hart asked who was the lead agency dealing with the issues within the YPOT. Gerry Moore responded there are tough HR problems which were being addressed with support from both Bournemouth and Poole.
- John McBride noted that there could be learning from the YOT to ensure that other similar arrangements are not having difficulties.
- Gerry Moore said that audit trails and quality assurance was discussed at the YOT workshop on the 7th May
- Linda Boland said that principles, protocols, systems and performance management must be learnt and used to ensure other partnerships have the same robustness

RESOLVED that

That future progress monitoring in relation to Inspection actions and YOS performance are provided via report to the CTGB and by exception reporting.

6. CHILDREN'S TRUST STATUTORY GUIDANCE

Presented by Nick Wharam and Rachel Folley

A) Implementation Plan for the Children and Young People's Plan 2011-14

Nick Wharam referred members to the previously circulated document 'Proposal on the development process of Poole's Children and Young people's Plan 2011-14' and set the context for the report. He informed members this presentation focused on the new statutory guidance and reminded members that the CTGB, not the LA, now owns the Children and Young People's plan (CYPP).

Rachel Folley continued the presentation.

She stated the new requirements for the new style CYPP:

- The overriding purpose of CYPP is to drive forward better integrated services to improve outcomes for children and young people
- The CYPP must show
 - How partners will deliver services by **working together**
 - How **joint actions** will improve children and young people's outcomes across the 5 ECM areas
- Views of children, young people and families must be at the heart of commissioning decisions

- Must show how partners will work together to commission services, to address locally identified needs
- Must show how partners will work together to improve outcomes

Rachel Folley continued that the value of the CYPP to all the partners is it brings a children and young people focus to work of wider agencies, provides opportunity to screen out duplication at the planning stage, provides clarity for stakeholders, including service users and ensures focus on what, how and why.

Rachel Folley stated there is a timeline to be met and a clear role for the CTGB. This also included the need to identify a key senior manager in each board member's organisation, with the authority to act as the main contact, contributor and coordinator for the CYPP – 'a CYPP Champion'.

RESOLVED that:

- i. The Board agrees in principle content of the requirements**
- ii. Nick Wharam to write to each member of the CTGB to ask for the accountable named person - 'the CYPP Champion'**
- iii. Board members will respond to the letter and give the name of 'the CYPP Champion'**

B) Sustainable Community Plan priorities

Nick Wharam referred members to the previously circulated document 'Poole Sustainable Community Strategy 2010 to 2026: refresh of the strategy' and set the context for the report. He pointed out that the draft had moved on since the report was circulated and provide members with an updated version at the meeting. He stated that the Sustainable Community Strategy was part of a very high level document and focused on the strategic top level objectives for Poole through to 2026.

Nick Wharam apologised for the short notice of this 'final' document, and that members had the opportunity to contribute their views now. The final document has to go to the Sustainable Community Strategy shortly to meet their deadlines. Rachel Folley stated that the complete document will be for Poole residents, must be accessible and only gives the strategic overview of what the Children's Trust does, in only 2 pages.

A discussion followed

- Roger Browning said it was good, it gave a good overview of the strategic picture
- John McBride asked if a reference about standards in education should be included
- Linda Boland asked that Mental Health be changed to Emotional Health and Well-being, as this would consistency across other documents.
- Stuart Dickie suggested there should be more reference to Child Poverty

- Ron Locke suggested that safeguarding should be emphasised more.

RESOLVED that:

- i. **Anne Newton agreed to work with Rachel Folley to include educational standards**
- ii. **Board members to email Nick Wharam with further ideas, but are reminded of the very short timeline to make changes.**

C) Workforce Development Strategy

Nick Wharam referred members to the previously circulated document 'Workforce Development Strategy 2009 – 2012 v4' and set the context for the document. He pointed out that this is one of the tools to deliver integrated services.

RESOLVED that:

Board members to read and review the document, ready to discuss at the next Board meeting

7. PRINCIPLES AND PRIORITISING TOOL

Presented by Liz Lowe and Nick Wharam

Liz Lowe referred members to the previously circulated document 'Framework for Reprioritisation' and set the context of the framework. She reminded the Board that this was an outcome of the Board's workshop held on 15th March 2010. She pointed out the principles and directed members to the draft framework tools for reprioritisation.

A discussion followed.

- Mandy Goodenough suggested that the tool had lost the sense of co-dependency between agencies and offered that a graded scale would be better rather than a choice of only high or low when deciding the risk.
- Lynn Hart agreed that a scale would be useful and reported that they use a 5 grade system where each grade has a maximum of 5 points. It is really useful when prioritising as it avoids everything being a high risk and gives more detail.
- Nick Wharam said that this is a high level tool and that the member bringing this to the Board would have already made those decisions.
- Lynn Hart responded that if the reports coming to Board have a high risk, it would be difficult to decide the priority.
- Nick Wharam stated that the discussion at the Board would decide the priority.

RESOLVED that:

- i. The Board agreed the Principles for Reprioritisation**
- ii. The Board agreed to use the Reprioritisation Checklist**

8. CHILDREN'S TRUST PERFORMANCE MANAGEMENT – SCORECARD

Presented by Neil Tape

Neil Tape referred members to the previously circulated document 'Poole Children's Trust Performance Scorecard' and provided further copies. He set the context of the scorecard. He reminded the Board that the scorecard was in constant development, recording progress on National Indicators (NIs) and today's version included responses to requests from the meeting held on 18th January 2010.

The requests were

- The front page now shows the improving ratings and the worsening ratings compared to the previous scorecard
- There is now a commentary on all the reds
- LA and OfSTED ratings are both shown.

Neil pointed out that the LA uses RAG (red, amber green), and OfSTED uses U, UM, LM and L (Upper, Upper Middle, Lower Middle and Lower) to rate the scores.

A discussion followed

- Linda Boland asked if there were ever times when Poole rates itself higher or lower than OfSTED
- Neil Tape responded that the commentary on pages 9 to 11 give some detail if the ratings are different. He explained that some ratings were changed at different points in a cycle, for example some ratings are annual from OfSTED, yet quarterly from the LA as Poole is tracking throughout the year
- Lynn Hart suggested that the Board only needs information on the NIs that are going down and the 'reds'
- Nick Wharam suggested that the scorecard could be the domain of the Children's Trust Performance Management group to interrogate and then report to the Board. He also suggested that a way forward could be to put the scorecard on a website for the Board to interrogate and only receive a highlight report at the meetings.
- John McBride asked about NI 126, Early access for women to maternity services
- Liz Lowe responded that there could be a data issue and it is being looked at by the data team.
- Ros Maycock agreed it was probably a data issue
- Adrian Dawson stated that NI 126 is not really a joint NI, it is really a health issue
- John McBride said that life chances for all children and young people begins with maternity and feels it is legitimate joint area.

RESOLVED that:

- i. **The Board will continue to have commentary on red ratings and any amber on trend to go red.**
- ii. **The whole Performance Scorecard will continue to be available.**
- iii. **The Board will decide if it wants to look at a particular issue in more detail.**

9. FORWARD PLAN

Presented by Anne Newton

Anne Newton referred members to the previously circulated document 'Forward Plan 2009 -11' and explained the agenda for 12th July 2010. She recalled there had been a request to look at the CAF and suggested it could be added to the September meeting as the July agenda is quite full.

- Anne Shinwell said that tonight's agenda had been large and looking ahead in the Forward plan there are similar packed agendas. She queried if the Board was meeting regularly enough to fulfil the requirements of the business of the Board.
- Ron Locke said the annual report from the LSCB will not be available until the CTGB meeting in September, not July as planned

RESOLVED that:

The Forward Plan reflect the changes in the agendas for CAF and the report from the LSCB

10. FOR INFORMATION

- a) John Morton referred members to the previously circulated document 'Transforming Community Services – organisation form options, NHS Bournemouth and Poole' and provided further copies. John explained that this set the framework for the provider services of the Primary Care Trust to move from the Primary Care Trust to be part of another provider service by 31st March 2011.

11. ANY OTHER BUSINESS

There was no Any Other Business

12. DATE OF NEXT MEETING

The Chair advised the Board of the date of the next scheduled Meeting.

RESOLVED that the next Children's Trust Governance Board Meeting be held on Monday 12th July 2010 at 5pm in the Conference Room, Civic Centre, Poole

CHAIR