

SWINDON CHILDREN'S TRUST BOARD

THURSDAY, 5 DECEMBER 2013

PRESENT: Liz Holmes in the Chair, Councillors Michael Bray, Fionuala Foley, Cindy Matthews, Valarie Johnstone (Governors), Andrew Carr (Police), Sharon Kirwan (Secondary Headteachers), Katherine Bryan (Special Schools Head Teachers), John Gilbert (Group Director), Mike Howard (LSCB), Doug Morris (Parent and Carers Advisory Group), John Popowicz (Fire Service), Cherry Jones (Acting Director of Public Health), Jenny Lewis (Barnardos), Debbie Kalynka (Primary Headteachers).

Apologies for absence were received from Teresa Harding (GWH Foundation Trust), Phil Thomas (Community Safety), Andrew Miller (Swindon College), Kate Rowe (Sure Start), David Dawson (Diocese), Michelle Maguire (CAMHS) and Keith Ewart (Police).

21. Minutes

Resolved – That the minutes of the meeting held on 19th September 2013 be confirmed and signed as a correct record.

22. Sara Tough - Head of Children & Families

On behalf of the Swindon Children's Trust Board, the Chair thanked Sara Tough, Head of Children and Families, for her support over the past years and wished her well in her new job.

Sara Tough expressed her thanks to the Board for its support during her time within Children Services.

23. Public Question Time

No public questions were asked at the meeting.

24. Wiltshire Fire & Rescue Service

The Board considered a presentation by John Popowicz and Claire Wells, Wiltshire Fire and Rescue Service (WFRS), on the pilot project to partner fire stations with local secondary schools in order to enhance community cohesion. The presentation, entitled "Wiltshire Fire and Rescue Services – Key Stage 3 Safety Education Pilot Programme", outlined the education programme designed to add value to Personal Social and Health Education (PSHE) and Citizenship programmes.

Claire Wells commented on the engagement with schools over the past year and highlighted the following key points:

- A review of ways to engage with Key Stage 3 pupils had been undertaken and this was conducted through partnership working with schools.
- The educational content of the programme was reviewed to ensure it linked into the curriculum.

- The roll out of Service, giving staff an comprehensive understanding of safeguarding and so, enabling them to better inform and advise schools.
- School's programmes basic Safeguarding Awareness training was conducted across the Fire and Rescue
- centred on road safety and fire and home safety.
- Presentation resource packs were available at Swindon's main fire stations enabling personnel to mix and match appropriate information for school presentations.
- Positive feedback on the programme had been received and comments included in evaluation forms had allowed programme review and amendments.

Following the introductory presentation, John Popowicz and Claire Wells responded to members' questions and observations including:

- How the Wiltshire Fire and Rescue Service linked with other agencies and engaged with the community.
- Ways of linking and enhancing the understanding of mathematics when working on data relating to the various topics in the programme.
- When conducting training at schools, mechanism within the programme allowed staff to identify and escalate relevant issues.
- Single person point of contact at schools allowed better communication and access.

The Chair thanked John Popowicz and Claire Wells for attending the meeting and for the informative presentation.

25. Introduction of the Early Help Record and Plan

The Cabinet Member for Children's Services and the Board Director Commissioning, Children and Adults, submitted a joint report setting out changes to the practice and process of providing Early Help to children, young people and their families.

Sara Tough, Head of Children and Families, referred to the importance of partners promoting the common process for early intervention in their own agencies and how they contributed to the evaluation and on-going improvements in how Early Help services were delivered to children, young people and families in Swindon. She introduced Annette Peer, Integrated Service Manager and Kathy Macdonald, Integrated Services Operations Manager, who highlighted matters of particular significance, including:

- Background information on how and why the Early Help Record and Plan was developed.
- Information on how the Early Help Record and Plan aided the process of addressing and escalating assessments to other partners as and when necessary.
- How the Early Help Record and Plan aided the "Signs of Safety and Well-being" practice.
- The positive response by the practitioners to the launch of the Early Help Record and Plan.
- Training available for partners being promoted through the Children's Services website.

- How the evaluation received from the pilot practitioners and parents would be used to implement changes to improve the process.
- How the Early Help Record and Plan would help the Ofsted audit inspection process as all information would be centrally recorded.

Following their introductory presentation, Annette Peer and Kathy Macdonald responded to members questions and observations on the following issues:

- Understanding schools' engagement in the process.
- Considering the use of available resources and techniques.
- Enabling engagement with families to ensure better outcomes.
- Information technology barriers to be overcome allowing improved information sharing between schools and the Swindon Children, Young People and Families Services.
- How the Early Health and Care Plan to be part of the single assessment process.
- The adoption of a common approach, potentially utilising the same methodology for transition plans.
- Wider Plan promotion between partner organisations.

Resolved- (1) That the report be noted.

(2) That the Interim Head of Children and Families be requested to present a report updating the Board on progress made regarding the implementation of the Early Help Record and Plan at a future meeting of this Board.

(3) That further to (2) above, the report includes (a) information regarding the impact of the Early Help Record and Plan on the number of Common Assessment Framework assessments completed, and (b) on whether early intervention was being undertaken at an appropriate level.

26. Children's Trust Board Performance Report

The Cabinet Member for Children's Services and the Board Director Commissioning, Children and Adults, submitted a joint report updating the Board on the performance within all service commissioning for the period between April 2013 and September 2013.

Sue Wald, Head of Commissioning, Children and Adults, advised that the report was structured around the journey of the child from early health to child protection, children in care, education and health information and that it identified strengths and challenges within each area.

Following her presentation of the report, Sue Wald, Head of Commissioning, Children and Adults, Paddy Bradley, Head of Commissioning, Economy and Attainment and Sara Tough, Head of Commissioning, Adults and Families, responded to members' questions and observations on the following issues:

- The reasons behind the reduction in the JSA (Job Seeker's Allowance) claimant count data for 18 to 24 year olds as provided by the Office for National Statistics.
- Understanding the breast feeding figures, particularly where these indicated there may be a reversal of previous positive progress.
- Monitoring the increase in the Youth Offending rates.

Resolved- (1) That the report be noted.

27. Children and Young People's Early Support Strategy Progress Report

The Cabinet Member for Children's Services and the Board Director Commissioning, Children and Adults, submitted a joint report on the progress of actions in the Children and Young People's Early Support Strategy 2013-2016. John Gilbert, Board Director Commissioning (Director Children Services /Director Adult Social Services), referred to the progress achieved in the development of a high level Children and Young People's Plan with partners during 2014/15 and confirmed that this would be the "golden thread" across a number of strategies. He commented on how the document would link work being undertaken within Health and Children Services.

The Chair welcomed the document and hoped that it would articulate how work being conducted by the different Boards interlinked and supported functions within work being conducted by all partners of the Board. She further referred to the positive impact of the raising participation age work undertaken and how young people continued to integrate studying with work.

Resolved- (1) That the report be noted.

(2) That the Board Director Commissioning be requested to submit a further report setting out key issues for review and priorities for 2014/15 to the Board's meeting on 13th March 2014.

28. Troubled Families

The Cabinet Member for Children's Services and the Board Director Commissioning, Children and Adults, submitted a joint report updating Members of the Board on the progress of the Troubled Families Programme. Sue Wald, Head of Commissioning, Children and Adults, introduced Joy Kennard, Strategic Commissioner, Children and Families, who gave an overview and updated Members of the Board on the progress to date. She referred to future challenges that included the identification and assessment of trouble families within the borough and commented on the positive work being undertaken with partners to assist the families.

The Board welcomed the report and noted that Councillors Mike Bray and Cindy Matthews were members of the Children and Young People's Overview and Scrutiny Task Group reviewing the work undertaken by the Troubled Families unit.

Joy Kennard, Strategic Commissioner, responded to members questions on the following issues:

- Issues resulting from possible changes to Central Government funding for the project.
- Strengthening partnership working by re-aligning agency involvement for the benefit of troubled families, particularly those families with no Children and Families involvement.
- The definition of "Troubled Families", the assessment of families and how families met two of the three criteria.
- The working relationship with the Department of Works and Pensions.

Resolved- (1) That the progress made on the Trouble Families Programme, be noted.

(2) That the need for co-ordinated work between partners to engage with the Troubled Families unit in identifying and releasing more capacity, be noted.

(3) That Board members seek to promote the work of the Troubled Families Unit within their organisations.

29. Minutes of Local Safeguarding Children's Board

The Cabinet Member for Children's Services and the Board Director Commissioning, Children and Adults, submitted a joint report setting out the minutes of the Local Safeguarding Children's Board (LSCB) meeting of 10th September 2013. Mike Howard, Chair, Swindon Local Safeguarding Children Board (LSCB), presented the report highlighting matters of particular significance including:

- Positive outcomes following discussions with Children's Services regarding Section 106 arrangements covering children detained under the Mental Health Act.
- Changes within the definition of missing children that now included a "missing and absent children" category. He referred to the multi-agency Risk Panel that identified young people at risk.
- Encouragement from the multi-agency work undertaken to tackle neglect and on looking forward to engagement with schools and general practitioners on this work.
- The Swindon LSCB Neglect Framework Card.
- An audit of domestic abuse would be undertaken to identify the local implications of domestic abuse.
- Confirmation that the Health and Wellbeing Board had agreed the protocol between the Swindon LSCB /LSAB and this meant that Mike Howard, Chair, Swindon Local Safeguarding Children Board, would be presenting future reports to the relevant Boards.

The Board welcomed the report and the Chair advised that the minutes of the Swindon Children's Trust Board would be presented for information at future Local Safeguarding Board meetings. She confirmed that she would be attending the meetings to answer questions relating to the Swindon Children's Trust Board minutes.

Resolved – That the report and the minutes of the Local Safeguarding Children's Board meeting of 10th September 2013, be noted.

30. Minutes of Joint Commissioning Board (Adults & Children)

The Cabinet Member for Children's Service and the Board Director Commissioning submitted a joint report setting out the minutes of the Joint Commissioning Board (Adults and Children) meeting of 17th September 2013.

Resolved – That the report and minutes of the Joint Commissioning Board - (Adults and Children) meeting held on 17th September 2013, be noted.

31. Ofsted Draft Swindon Position Statement

Sue Wald, Head of Commissioning, Children and Adults, gave a verbal update advising that Ofsted would not be inspecting Swindon before the Christmas period. She confirmed that an updated position statement would be compiled for Ofsted describing the latest position. She introduced Jo Olsson, Interim Head of Children and Families, who would be assisting in collating the position statement.