

Bassetlaw LSP

Children and Young People's Group

MINUTES OF THE MEETING HELD ON **31st October 2007 AT 10.00 A.M.** **IN COLLINSON BOARDROOM, BASSETLAW PCT**

Present

Sue Gill
Bob Wallace
Paul Nicholas
Cathy Burke
Jo Wilson

Mandy Green
Malcolm Kesterton
Angela Pixsley
Eddie Burgess
Nicki Hofman

In Attendance

Christine Jones

1. Apologies

Julie Cotton, Deborah Oughtibridge, Chris Jones, Andrew Tatham, Margaret Winks and Sharon Ward.

2. Minutes of the last meeting

The minutes of the last meeting held on 24th July 2007 were accepted as a true record.

3. Matters Arising

3.1 Play Partnership

There has been no feedback received as yet on the lottery bid. Jo Wilson would keep the group posted.

3.2 Public Health

Sue Gill reported that Sharon Ward's responsibilities in Public Health were changing and that due to the integrated Public Health function between County and the PCT, input would be from Jo Bartram (early years) and Julie Meldrum (children and young people). Concerns were raised with regards to the current input and support to the forum from Public Health and the lack of consistent input over some considerable time. Sue Gill to meet with Public Health to stress that regular, on-going contributions are needed.

Action: Sue Gill

Jan Kirk is new in post at Public Health with a domestic violence remit. Her post is supposed to be across both County and Bassetlaw PCTs, although at

present has not linked into Bassetlaw. Mandy Green explained some of the work which Jan will be doing, including links in with MARAC (Multi Agency Risk Assessment Conferences). A Home Office consultation document is available that clearly explains MARAC.

A meeting between Cathy Burke, Tracey Armstrong, Sue Gill, Mandy Green, Nicki Hoffman and Jan Kirk to discuss domestic violence is to be arranged to take place in November. This would be an opportunity to gain an understanding of Jan's role and how it would integrate with Bassetlaw and link with existing services.

Action: Sue Gill

Eddie Burgess enquired whether it would be possible to have a flowchart for Children & Young People and Public Health to give a visual understanding on how the services are integrated. Sue Gill to explore if this would be possible.

Action: Sue Gill

3.3 Safeguarding Action Plan

Cathy Burke stated that despite re-distributing the safeguarding action plans, she had received poor response and was unsure how to resolve this. It was decided that Cathy Burke would re-circulate the document with a response date of 16 November 2007 and to ignore the dates given on the action plan as they would be out of date. Sue Gill urged everyone to complete the assessment and respond to Cathy within that timescale.

Action: Cathy Burke

3.4 ContactPoint

Sean Kelly, ContactPoint Project Manager, Nottinghamshire County Council was due to present at this meeting but in view of the full agenda had been deferred to 6th February 2008. Eddie Burgess stated that young offenders were already on this database.

3.5 Children & Young People's Forum

The next Children & Young People's Forum event is due to take place on the 15th November 2007 at The Crossing, Worksop and BME (Black Minority Ethnic) is the topic for discussion. Cathy Burke stated that she would produce a mini annual report which would be brought to the next meeting.

Cultural issues are now appearing across the patch and although cities are more visibly receptive to cultural changes, the increase of migrant workers in the area is having an impact across health and other public sector agencies due to poor translation services available. Any ideas that come out of the BME event would be welcomed.

Action: Cathy Burke

3.6 'Facing the Future'

'Facing the Future' is on-going and Cathy Burke should have a paper ready for December/early January 2008.

Action: Cathy Burke

4 Commissioning Self-Assessment

The Commissioning Self-Assessment is a tool for the PCT and their partners. Sue Gill explained the background of the assessment and stated that she had participated in County PCT's self-assessment. Many organisations are getting a high number of "red" areas (the assessment is scored as red/amber/green) and the key thing will be to develop an action plan to take the outcomes forward.

The document had been broken into sections and individuals asked to co-ordinate a response to each one. However, little feedback had been received.

The self-assessment document was discussed, and worked through, allocating scoring to each section. The details of the scoring are not recorded within the minutes but would be available on request.

During the discussion, Sue Gill touched on the monitoring of the LAA targets (Local Area Agreements) and stated that the LSP group would take on this monitoring. Jo Wilson reported that there was a need to keep hold of the local figures.

Sue Gill thanked everyone for their time and input into the completing to the self-assessment.

4 JAR Team – Sue Dryden

Sue Gill introduced Sue Dryden and explained that she has a joint role as Children's Lead for the SHA and also the lead on health issues for the JAR (Joint Area Review) for Nottinghamshire. There are 5 members of the JAR review team, who will support the process, and provide advice on how to prepare for the inspection.

Sue Dryden circulated the August-September 2007 JAR Review brief, which would be published at regular intervals.

The intention of a JAR is that children's services be inspected as a whole across the partnership. The key areas under review would be children in need of safeguarding; children and young people being looked after; and Learning Disabled children. However it is likely that CAMHS may be added following the APA report (Annual Performance Assessment) but this would not be confirmed until early in the New Year.

The JAR review will look at management arrangements, how the partnership works, and the implementation of integrated working. The inspectors want to look not only at plans for services but at progress towards achieving it.

As part of the process the Inspectors need to examine 100 casenotes throughout Nottinghamshire, only 15 from Bassetlaw and in some cases will want to follow this up by speaking to individual children and their families. The cases submitted for inspection must be complex involving 2-3 agencies, otherwise the Inspectors would return the cases and demand further

submissions. Generally out of the 100 casenotes inspected, 30% relate to disabled children, 30% relate to children Looked After and the remaining 40% is mixed, usually current child protection cases. All the cases submitted must be open cases.

Sue Gill raised concerns as to how locally; DBH, Nottinghamshire Healthcare and the GPs would be notified of the JAR processes. Sue Dryden confirmed that the JAR team would be liaising with DBH and Nottinghamshire Healthcare Trust and was advised on how best to contact the GPs. On previous inspections only 2 GPs were contacted.

Sue Dryden stressed that the Inspectors have the right to inspect the notes that they want, interview who they want and to be prepared for unexpected changes in events, although clinical time would be avoided if at all possible.

Angela Pixsley agreed to keep this forum updated on the JAR Review and Sue Dryden agreed to attend this meeting again on 6th February 2008.

Sue Gill thanked Sue for attending this meeting and for giving such a useful update.

6 Children's Centres Update

Due to the absence of Sally Penn, this agenda item was deferred until the next meeting on 14 December 2007.

7 CAMHS

The HASCAS report has been received in draft format, initially only for comments on accuracy and fact. The Mid-Year Review meeting with Nottinghamshire Healthcare Trust noted the report and highlighted that some of its recommendations have already been implemented. Once the formal report is published an action plan would have to be submitted. There was a very constructive approach being taken by the senior team at Nottinghamshire Healthcare Trust and it was stressed that this needed to be reflected right through the organisation.

8 Aiming High for Disabled People -Audit

The NSF for Children, Young People and Maternity Services Standard 8 focuses on disabled children. Based on this and the recently published Aiming High for Disabled Children document, organisations are being asked to complete an audit. The timescale for completion of this audit is mid December and the outcomes would link across to the JAR.

Bassetlaw would be working closely with Nottinghamshire County PCT, as there are areas that would benefit from collaboration, although some areas were specific to Bassetlaw. Julie Cotton will be leading the input from the provider side. The document is wide ranging but group members were asked to let Sue Gill have any comments and evidence by 23rd November 2007. Again it will be the resultant action plan, which will be the most useful document.

Action: Sue Gill

9 Monitoring of LAA Targets

The monitoring of the Local Area Agreement targets was touched on during the Commissioning Self-Assessment discussion and would be returned to at December's meeting in more detail.

Action: December Agenda Item

10 Proposed Meeting Dates for 2008

The proposed meeting dates for 2008 were agreed.

11 Any Other Business

11.1 Women's Aid Safety Books

Mandy Green drew the group's attention to the launch of the Women's Aid Safety Books relating to domestic violence and agency partnerships. If any member would like any copies, they should contact Mandy Green. It was suggested that the book be available in all GP surgeries. Cathy Burke agreed to confirm the number of copies required for her own team and for use in GP surgeries. Sue Gill to see check out whether the PCT could contribute to the print costs,

11.2 White Ribbon Campaign

The White Ribbon Campaign starts on 25th November 2007. Two market stalls have been arranged, 1 for Worksop market on 28th November and 1 at the Retford market on 29th November. The aim of the White Ribbon Campaign is to put an end to violence to women and young girls. It is hoped that a range of information and activities would be available on each day. It is hoped to have a formal cutting of a white ribbon to open the stall and attract some publicity.

11.3 Domestic Violence Action Plan

The action plan for domestic violence is currently being updated and would be brought to this meeting.

11.4 Child Death Review Process

Cathy Burke highlighted the new child death review process for April 2008 and would brief the group at December's meeting.

Action: Cathy Burke

11.5 LGA

Paul Nicholas mentioned the LGA vision that was developed following a recent ideas event. Paul to email the document to Christine Jones for circulation to the group.

Action: Paul Nicholas

Post meeting note: Document emailed and circulated.

11.6 Sanctuary Scheme

Mandy Green reported that the funding bid to support the Sanctuary Scheme has been successful. The group congratulated Womens Aid on this success.

12 Next Meeting

14th December 2007

10am

Collinson Boardroom, Retford Hospital