



MINUTES

Date: 29 April 2015
 Time: 10.00am – 11.46am
 Place: Room 128, Shire Hall, Cambridge, CB3 OAP

Membership Board:		Attendance	Apologies
Statutory Members			
Councillor J Whitehead (Chairwoman)	Lead Councillor for Children's Services	Yes	
Adrian Loades	Executive Director: Children, Families and Adults Services (CFA)	No	Yes
<i>Vacant</i>	District Councils' Officer		-
Fiona Mortlock	Clinical Commissioning Group (CCG)	No	No
DCI Chris Savage	Police	Yes	
Roz Morrison	Probation	No	Yes
Annette Pottinger	DWP/Jobcentre Plus	No	Yes
Other Partners			
Felicity Schofield	Local Safeguarding Children Board (LSCB)	No	Yes
Ana Rita Nunes	Healthwatch	No	No
Liz O'Donnell	CATCH and Cam Health Local Commissioning Group (LCG)	No	No
Karen Parsons	Voluntary & Community Sector	No	Yes
Jonathan Martin	Voluntary & Community Sector	No	No
Alistair Day	Chair of Cambridgeshire Secondary Heads	No	Yes
Lisa Murphy	Chair of Cambridgeshire Primary Heads	No	Yes
Kim Taylor	Special Schools	No	Yes
Susanne Stent	Area Partnership – Huntingdonshire	Yes	
Caroline Maryon	Early Years Private, Voluntary & Independent sector	No	Yes
Carin Taylor	Area Partnership – East Cambs & Fenland	No	Yes
Mike Hill	Area Partnership – South Cambs & City	Yes	
		-	-
Associated Members			
John Peberdy	Cambridgeshire Community Services NHS Trust (CCS)		
Rachel Gomm	Cambridgeshire & Peterborough NHS Foundation Trust (CPFT)		
Amanda Cahn	Cambridge University Hospitals NHS Foundation Trust (Addenbrooke's)		
Catherine Morgan	The Queen Elizabeth, Kings Lynn NHS Foundation Trust		
Councillor B Chapman	Cambridgeshire & Peterborough Fire Authority		
Rick Hylton	Cambridgeshire Fire & Rescue Service		
<i>Vacant</i>	NHS England		

Membership Board:		Attendance	Apologies
Substitute Members			
Caroline Adams	DWP	Yes	
Rachel Coyne	Cambridge University Hospitals NHS Foundation Trust (Addenbrooke's)	Yes	
Sally Giddins	LSCB	Yes	

Officers:

G Hanby, F Haffenden, K John, D Revens, S Taylor (observer) and M Teasdale

1. WELCOME & INTRODUCTION

Action

The Chairwoman, Councillor Whitehead, welcomed everyone to the meeting.

2. MINUTES – 26 NOVEMBER 2014

Agreed as a correct record and signed by the Chairwoman.

3. ACTION LOG FROM 26 NOVEMBER 2014 BOARD MEETING

Noted.

4. FUTURE ARRANGEMENTS OF THE CHILDREN'S TRUST

A report was received which invited the Board to determine the future arrangements of the Children's Trust. It was noted that the working group established by the Board at its previous meeting had met twice to discuss the preferred future model as outlined in the report. Opportunities had also been presented for all current Board Members to comment on these options.

The report outlined a proposal to disband the Children's Trust Board in its current form and presented a revised model consisting of:

- A small Executive Group
- Annual Conference
- All three Area Partnerships
- Commissioned work

Further details regarding the proposed operation of the new governance arrangements were contained in the report and a diagram at Appendix 1 set out the suggested new structure.

During discussion upon the report:-

- The Board was reminded of the continuing responsibilities of the Children's Trust under the Children's Act 2004. The County Council had responsibility for reporting on this but all other statutory organisations had a duty to work in partnership to achieve positive outcomes.
- It was noted that the County Council would cease funding for the Partnership Officer from 1 June 2014. Democratic Services support for the Children's Trust would remain in place. The Council would also need to remove funding for the annual conference. Funding for the Area Partnership Manager post was due to end in August 2015 and further consideration was required in terms of future funding for the role.
- It was suggested that the original consultation had not envisaged a commissioning remit for the new Children's Trust Executive Group (CTEG) and further information was sought regarding this aspect of the submitted report.

- In response to the above comment, the Board was reminded that the Health and Wellbeing Board had delegated responsibility to the Children’s Trust to oversee delivery of Priority 1 in the Cambridgeshire Health and Wellbeing Strategy 2012 – 17 (Ensure a positive start to life for children, young people and families). It was envisaged that the CTEG would continue to carry out that role and would seek information from partners on the work undertaken to deliver Priority 1. Following discussion, it was concluded that the term “commissioning” was not appropriate, rather that the CTEG would be playing a co-ordinating role in bringing together work of partners, information about work delivered and sharing best practice.
- Partners indicated that resources were not available to take on additional responsibilities.
- It was confirmed that there was no expectation that partners would take on responsibility for particular areas of the County Council’s statutory responsibilities.
- Reference was made to the importance of being clear about reporting structures and arrangements for political oversight. It was suggested that this should be considered by the CTEG at its first meeting as part of its terms of reference.
- It was confirmed that there were no expectations that the ways of working of the Area Partnerships would need to change.
- The Service Director, Strategy and Commissioning, undertook to take responsibility for preparing the annual report to the CTEG setting out the work undertaken by partners in delivering Priority 1 of the Cambridgeshire Health and Wellbeing Strategy 2012 – 2017 and the outcomes of that work. This report was needed to provide assurance to the CTEG that the objectives of Priority 1 were being delivered.

MT

The Board then proceeded to consider the proposed future model as set out in paragraph 3 of the report as follows:

Future Model

It was agreed to delete the reference to “Commissioned work” to reflect the Board’s view that the CTEG would play a co-ordinating role. Other references to commissioning throughout the document would also need to be amended.

Children’s Trust Executive Group

Attendance

Discussion took place on membership of the CTEG. Suggestions were made that the Chair of the Children’s Joint Commissioning Board, the Director of Public Health and a Cambridgeshire Local Children Safeguarding Board (LSCB) representative should also sit on the group. It was noted that the Executive Director of Children, Families and Adult Services would be expected to represent the views of the County Council on the body and that therefore representation by the Director of Public Health might not be necessary. Additionally it was noted that the Executive Director was also a member of LCSB.

Following further consideration, the Board concluded that the CTEG should comprise the Chair of each of the Area Partnerships, the Executive Director of Children, Families and Adult Services and the Lead Member for Children’s Services.

Discussion followed on whether partners should be able to attend all meetings and whether meetings should be public. It was acknowledged that attendance would need to be covered in the terms of reference of the group but to avoid re-creating the

Children's Trust Board, the Board was minded to adopt a position whereby other partners would receive copies of agendas for meetings and would be invited to attend meetings as and when business required. An annual event should take place to which all partners would be invited, in place of the previous conference arrangement. It was felt that the provisions in the terms of reference relating to the annual event should not be too prescriptive and that arrangements for the event should be considered by the CTEG.

Role/Function

Following discussion, amendments were agreed to the role/function of the CTEG as indicated below (deletions in strikethrough/additions in bold text):

- Share learning and good practice
- Support the Area Partnership work areas in developing priorities
- ~~Facilitate synergy between different partners and local area partnership plans~~
- ~~Identify new ways of working~~
- ~~Commission new work and facilitate task and finish groups~~
- **Identifying needs, issues and opportunities for further partnership work**
- Report annual progress of the Area Partnerships ~~and commissioned work~~ to the Health and Wellbeing Board
- **Receive an annual report on how Priority 1 of the Cambridgeshire Health and Wellbeing Strategy 2012-17 is being delivered by partners**
- Hosting the Children's Trust Annual ~~Conference~~ event for all statutory organisations to attend
 - ~~Themed event~~
 - ~~Compare common priorities between partners~~

Reporting Line

It was agreed to amend to read "Health and Wellbeing Board **and Area Partnership Groups**"

Costs

Costs for the Annual event would be reviewed and any executive support associated with organising the event would be part of current officers' roles.

Children's Trust Area Partnerships

It was noted that no changes were envisaged to the operation of the Area Partnerships as detailed in the report.

Relationship with Health and Wellbeing Board

It was reported that this section would need to be amended in the light of the discussion at the meeting, most notably to reflect that the CTEG would have a coordinating, rather than commissioning, role and that the County Council would be responsible for reporting to the CTEG on the work undertaken by partners in delivering Priority 1 and the outcomes of that work.

MT

The Service Director, Strategy and Commissioning undertook to provide a briefing note for the Health and Wellbeing Board and the Local Safeguarding Children Board outlining the changes to model for the Children's Trust.

MT

Support Mechanisms

The support mechanisms for the revised arrangements were outlined in the report. In particular, it was noted that the Area Partnerships had agreed to organise their own support.

Implications for Partners

Further information was sought regarding the implications of the reduction in funding by Cambridgeshire County Council. The Service Director, Strategy and Commissioning, reported that further discussions would be needed both with the Chairs of the Area Partnerships and internally within the County Council with regard to the future funding for Area Partnerships and the position of Area Partnership Manager. Regard would be had however to the strong support for Area Partnerships evidenced following consultation.

It was acknowledged that the wording of this section should perhaps more appropriately reflect that it was for partners to work together to consider how to support Area Partnerships.

It was agreed to approve the future model for the Children's Trust, subject to the amendments set out above and to submission of a further paper presenting the updated model.

MT

Additionally the Board concurred that it would be prudent to build in a review process and concluded that the new model for the Children's Trust should be reviewed in a year's time.

MT

5. DATES FOR NEXT MEETINGS:

It was agreed to hold meetings of the Children's Trust Executive Group in 2015 as follows:

- 8 July 2015
- 9 December 2015

It was further agreed that the meeting scheduled for 7 October 2015 would be cancelled and that the Annual event should take place in November, or at such other time as the CTEG determined.

6. CHAIRWOMAN'S CLOSING REMARKS

The Chairwoman thanked Dee Revens, the Children's Trust Manager, for her support and hard work on behalf of the Children's Trust.

Chairwoman