



MINUTES

Executive Partnership

Date: 9 January 2017
Time: 10.00am – 11.45am
Place: Room 128, Shire Hall, Cambridge

Membership:		Attendance	Apologies
Wendi Ogle-Welbourn	Interim Executive Director: Children, Families and Adults Services (CFA), Cambridgeshire County Council (CCC)	No	Yes
Mike Hill	Area Partnership – South Cambs & City	Yes	
Barry Smethurst	Area Partnership – Huntingdonshire	Yes	
Dr Carin Taylor	Area Partnership – East Cambs & Fenland	Yes	
Councillor J Whitehead	Lead Councillor for Children's Services, Cambridgeshire County Council	Yes	
Substitute Members:			
Meredith Teasdale	Service Director: Strategy and Commissioning (S&C), CCC, for Wendi Ogle-Welbourn (Chair)	Yes	No

Officers: G Hanby (Area Partnership Manager), S-J Smedmor (Head of Safeguarding and Standards) and R Greenhill (Democratic Services Officer)

1. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies for absence were received from the Interim Executive Director, Children Families and Adult Services, Cambridgeshire County Council. She was substituted in the Chair by the Service Director, Strategy and Commissioning, Cambridgeshire County Council.

2. MINUTES OF THE MEETING ON 4 JULY 2016 AND MATTERS ARISING

The minutes of the meeting of 4 July 2016 were agreed as a correct record and signed by the Chairwoman.

The actions were reviewed and the following updates noted:

Minute 2 – The Minutes of the Meeting on 9 December 2015:

- The documents setting out the Future Arrangements for the Children's Trust Executive Partnership (CTEP) and its Terms of Reference had been finalised as agreed;
- The Chairwoman confirmed that all actions assigned to her at the meeting on 9 December 2015 had been completed, with the exception of agreeing future arrangements for an annual event hosted by CTEP. This issue would be discussed under Item 9 of the agenda, the Annual Review of CTEP's Terms or Reference;

- It was not known whether Julie Farrow of the Hunts Forum had been invited to join the East Cambs and Fenland Area Partnership. This would be followed up outside of the meeting;
(**Action:** Area Partnership Manager)

Minute 3 – Update from the Area Partnerships

- A copy of Dr Helen Phelan’s paper on Social, Emotional and Mental Health (SEMH) Pilot Projects in Wisbech and Cambridge had been circulated to all members for information by email on 16 August 2016;
- The Area Partnership Manager had sent out invitations to a one-off opportunity to see ‘Tough Love’ on 8 November 2016;
- Copies of the Area Partnership updates had been circulated in advance of the meeting as part of the meeting document pack.

Minute 4 – Future of the Area Partnerships

- Members noted that the Area Partnership Manager’s post was now fully funded by Cambridgeshire County Council.

Minute 5 – Priority 1 Health and Wellbeing Strategy

- The draft report to the Cambridgeshire Health and Wellbeing Board would be considered under Item 4 on the agenda.

Minute 7 – Inspection Regime

- Members noted that there had not yet been any Inspections carried out in relation to Special Educational Needs and Disabilities (SEND) or Child Sexual Exploitation (CSE) work. However, a number of mock Inspections had been conducted in preparation and it was agreed that it would be useful to feedback any learning areas which had been identified during this process to the Group.
(**Action:** Head of Business Intelligence)

Minute 9 – Dates for Future Meetings

- Members were invited to offer their views on the timing and venue of future meetings under Item 11.

3. UPDATE FROM THE AREA PARTNERSHIPS

A report on key areas of activity within each of the Area Partnerships had been included with the meeting documents and verbal updates were provided by each of the Area representatives:

Points raised in discussion of the South Cambs & City update included:

- Child and adolescent mental health (CAMH) issues remained a priority in the area. The ‘Heads Up’ project had been trialled with mixed results with the informal playground sessions attracting the greatest interest. The possibility of training teachers to deliver something similar was being explored;
- All of the Area Partnerships were hosting Arts on Prescription as part of a programme to develop an evidence base;
- A successful careers event for had been organised at Anglia Ruskin University. The number of schools able to participate had been limited due to the size of the venue, but it had been well-received and provided a model which could be rolled out to other areas, including rural locations;
- The ‘Tough Love’ programme would take place in March and build on work from ‘Chelsea’s Choice’ last year where young people said they wanted to do more work

on unhealthy relationships. This would include work on e-safety. Previews of the show would take place on 26 January 2017 and would signpost sources of help relating to unhealthy relationships;

- Partners had identified the need to support young people to develop good financial management skills. Discussions were being held with the Cambridgeshire Primary and Secondary Heads Groups to explore how to take this forward with schools and the role which the locality teams could play in this;
- There was a recognition of differing levels of engagement and buy-in between schools. Suggestions for addressing this included local and topic champions who would identify areas of common interest and promote potentially scalable projects.

Points raised in discussion of the East Cambs & Fenland update included:

- Work taking place in the Children's Centre at Wisbech to provide bespoke interventions to parents working alongside Jobcentre plus initiatives. Although the numbers involved were quite small there was no additional expenditure required and the work was reasonably scalable, subject to capacity issues on all sides;
- A project to support migrant families had been established through seed-funding and was now self-sustaining;
- The identification of potential ways of working to support accelerated achievement which could then be rolled out more widely;
- Work with the police service, schools and local children's homes on young people who go missing. A 'passport' had been established with all care homes across Cambridgeshire and the police service were looking to be involved at an early stage in looking at the governance arrangements when new children's homes were being established;
- A workshop was planned to look at what the Area Partnership could do to support migrant communities. Additional partners would be invited to attend. The Head of Safeguarding and Standards said that the Local Safeguarding Children's Board had carried out a good piece of work on supporting social workers who were working with migrant communities and offered to circulate this to all members for information.
(Action: Head of Safeguarding and Standards)
- The 'Heads Up' programme which was part-funded by the County Council and Public Health had recently finished and a report was awaited. Members noted that it was quite costly compared to some other projects tackling similar issues;
- It was agreed to invite Lee Miller, the Head of Transformation and Commissioning (Children and Maternity) at Cambridgeshire and Peterborough CCG and Holly Hodge, Public Health Manager (Mental Health and Community Safety) to the next CTEP meeting to update Area Partners on transformation issues across Cambridgeshire and Peterborough.
(Action: Democratic Services Officer)

Points raised in discussion of the Huntingdonshire update included:

- Heightened awareness and concern being reported by both young people (some of primary school age) and professional's regarding mental health issues in the young. The Area Partnership had been working with colleagues from the Cambridgeshire and Peterborough NHS Foundation Trust (CPFT) on a project at Hinchingsbrooke School designed to help young people to support friends experiencing difficult times or mental health issues. The possibility of rolling this out more widely would be considered;
- The Chairwoman said that it would be useful to provide feedback to the Emotional Health and Wellbeing Board on the work being done in this area and the outcomes achieved so far. The Emotional Health and Wellbeing Board was chaired by the Executive Director of Children Families and Adult Services at Cambridgeshire

County Council and had links to the CCG Sustainability and Transformation Plan and the Joint Commissioning Unit. She would arrange for the Board's Terms of Reference to be circulated to members for information and ask Katherine Goose, Project Manager for Children and Maternity at Cambridgeshire and Peterborough CCG to produce a diagram setting out the relationship between the groups and their various roles.

(Action: Service Director, Strategy and Commissioning)

Katherine would also be invited to attend the next CTEP meeting alongside Lee Miller, the Head of Transformation and Commissioning (Children and Maternity) at Cambridgeshire and Peterborough CCG to explain this to members in more detail and explore how this might link with work being done by the Area Partnerships;

(Action: Democratic Services Officer)

- The Head of Safeguarding and Standards felt that it would be useful for the Local Safeguarding Children's Board to work alongside the Area Partnerships on work on emotional and mental health and wellbeing issues.

Cllr Whitehead commended the wide range of work being done across all of the Area Partnerships with minimal investment. Following initial input a number of the projects had become self-sustaining, representing money well spent. She welcomed the holistic approach being taken with the Area Partnerships and County Council working together and suggested the Children and Young People Committee should be made aware of the excellent work being done.

(Action: Democratic Services Officer/ Area Partnership Manager)

4. PRIORITY 1 HEALTH AND WELLBEING STRATEGY

Members reviewed the draft annual report to the Cambridgeshire Health and Wellbeing Board and offered the following observations:

- A short summary was needed at the start of the report describing the value which was offered by the Area Partnerships for relatively small sums of money, the number and range of partner organisations involved and the number of projects which went on to become self-sustaining;
- It would be helpful to present Area Partnership activities separately from other activities;
- It would be useful to explore how the Cambridgeshire Health and Wellbeing Board used the information contained in the report to inform its content and structure in future years;
- A copy of the final report should be circulated to members of the Children and Young People Committee to highlight the number and variety of local initiatives supported by the Area Partnerships.

(Action: Democratic Services Officer)

The Chairwoman thanked the Area Partnership Manager for producing such a comprehensive report.

(Cllr Joan Whitehead left the meeting at 11.05am)

5. CHILDREN'S CHANGE PROGRAMME UPDATE

The Head of Safeguarding and Standards reported that work had been on-going since summer 2016 to identify how to streamline the services provided to young people and their families and optimise service delivery. Numerous workshops had been organised which

had been attended by over 850 members of partner organisations. The consultation exercise would close on 20 January 2017 and proposals included the reorganisation of services into seven teams working across five districts; social work support being offered alongside early help; the lengthy common assessment framework (CAF) form being replaced by a four page early help assessment document; and streamlined access to services through a single point of contact (an integrated front door) where needs would be triaged to identify cases requiring immediate attention or allocated to the appropriate service teams for action. Subject to the outcome of the consultation process it was hoped that the district model would go live in April 2017. No loss of front-line staff was proposed.

The following points were raised in discussion:

- Members were keen to ensure that initiatives offered by the Area Partnerships reached Looked After Children. It was agreed that the Area Partnership Manager would contact Fiona MacKirdy, the Interim Head of Looked After Children, to discuss the best way to achieve this;
(Action: Area Partnership Manager)
- The need to preserve the valuable links which existed between the Area Partnerships and officers in CFA following the introduction of the new CFA organisational structure was recognised by both sides. Details of the revised structure would be circulated to all members when finalised.
(Action: Service Director, Strategy and Commissioning)
- The Chair of the East Cambridgeshire and Fenland Area Partnership expressed concern at the difficulty in obtaining advice and support for children and young people with a level of need which did not meet the threshold for formal intervention. The Head of Safeguarding and Standards said that it was intended that the new integrated front door to services would address this need by providing advice on the universal and targeted support available at all levels of need.

6. DEVELOPING A CHILDREN, YOUNG PEOPLE AND FAMILIES (CYP&F) STRATEGIC ASSESSMENT

The Chairman of the Area Partnership for South Cambridge and Cambridge City said that he had asked the Cambridgeshire County Council Research Group to look at identifying key issues within the South Cambridgeshire and City area in order to inform a strategic assessment of need, enabling work to be targeted accordingly. Funding remained a key issue and the information obtained through this strategic assessment would be used to strengthen future bids, providing hard data and the evaluation of empirical evidence to compare project costs with measurable impact.

The Chairwoman welcomed this initiative and said that she would draw it to the attention of Tom Barden the Head of Business Intelligence, and seek his input with a view to looking at how this approach might be used more widely across the Area Partnerships.

(Action: Service Director, Strategy and Commissioning)

7. AREA REVIEWS: AN UPDATE

The Chairman of the Area Partnership for South Cambridge and Cambridge City noted the drive from the Education Funding Agency (EFA) to prepare young people for the world of work and to provide them with the skills they would need. The Local Enterprise Partnership (LEP) was taking forward a review of Further Education provision and skills support, including looking at the financial viability of regional colleges. The skills agenda in the area was a complex issue and involved lots of different interest groups. In future this work would come under the remit of the new Combined Authority, but it was yet clear how this would be progressed. The Chairwoman said that she would ask Lynsi Haywood-Smith, the Head of

Adult Learning & Skills, to produce a brief update on area reviews to be circulated to members for information.

(Action: Service Director, Strategy and Commissioning)

8. VOLUNTARY SECTOR REPRESENTATION

The Area Partnership Manager reported that she had received a request to consider whether membership of the Children's Trust Executive Partnership (CTEP) should be extended to include a representative from the voluntary sector. Members acknowledged the important role played by voluntary sector organisations within the various Area Partnerships. However, the Area Partnership Chairs represented all organisations within their areas, including those within the voluntary sector, and members felt that there was no obvious rationale to include a representative of one specific partner group and not others. It was agreed that it would be good to invite representatives of the voluntary sector to give a presentation on their work at the Partnership's next meeting.

(Action: Area Partnership Manager/ Democratic Services Officer)

9. ANNUAL REVIEW OF MEMBERSHIP AND TERMS OF REFERENCE OF THE CHILDREN'S TRUST EXECUTIVE PARTNERSHIP

Members reviewed the membership and Terms of Reference of the Children's Trust Executive Partnership, as required under the revised Terms of Reference agreed in December 2015. It was agreed that the current membership remained appropriate, but that the Terms of Reference should be revised to replace the expectation that CTEP would host an annual event for all statutory organisations to a commitment to working with partner organisations to support and encourage events designed to bring partner organisations together. The option of CTEP hosting a specific event should members deem this appropriate would though be retained. A form of words would be circulated to members for comment and ratified at the next meeting.

(Action: Democratic Services Officer)

10. UPDATE FROM THE COUNTY COUNCIL

The Chairwoman noted the significant transformation being undertaken within Children, Families and Adult Services and the wider County Council in order to deliver the best possible service to Cambridgeshire residents at a time of significant pressure on resources.

11. DATES AND VENUES OF FUTURE MEETINGS

It was agreed that the Partnership would meet next in July 2017 in the South Cambridgeshire and City area and in December 2017 in Huntingdonshire with an earlier meeting start time of 9.00am. The exact dates and venues would be agreed outside of the meeting.

(Action: Democratic Services Officer)

Chairwoman