

**Children's Trust Partnership  
Minutes of the meeting held Tuesday 8 December 2009 2.00pm – 4.30pm**

Present:	John Richards	Executive Director, Children's Services (Chair)
	Andy Hebb	Cambridgeshire Constabulary
	Lyn Hogarth	Young Lives
	Gilmour McLaren	Governor Reference Group
	Chris Wilkinson	Peterborough and Stamford Hospitals NHS Foundation Trust
	Tim Bryson	Cambridgeshire and Peterborough NHS Foundation Trust
	Brian White	Headteacher – Longthorpe Primary
	Nicky Ayres	Attended as a Sub for Lesley Murphy and Angela Bailey
	Eric Winstone	Headteacher - Ormiston Bushfield Academy
Advisors:	Stephen Sutherland	Head of Strategy and Planning, Children's Services
	Libby Walker	Democratic Services
	Judy Jones	PSCB Policy Officer
	Helene Carr	Commissioning and Contracts Manager
	Sherry Touray	Head of Commissioning
	Chris Fisher	Head of Service Children and Families (0-13)

### **1. Introductions and Apologies**

Apologies were received from Councillor Scott, Angela Bailey, Denise Bangay, Bob Footer, Beverley Jones, Lesley Murphy, Prity Patel and Phil Pike.

### **2. Minutes of Last Meeting and Matters Arising**

Minutes - The minutes of the meeting held 11 November 2009 were approved as a true and accurate record.

Involving Children and Young People with the Children's Trust – Sherry Touray informed the group of how they would like to involve young people with the Children's Trust. The Young people were to bid for £50,000 from a Youth Revenue Fund of £200,000. An exciting programme had been created which would include all young people including children with mental health problems. The Pupil Referral Unit would be hosting a workshop and Axiom Housing would be working with young homeless people. A 2010 meetings plan with proposed activities was circulated.

An update would be provided at every meeting via Stephen Sutherland.

### **3. Commissioning Safeguarding Standards**

Sherry Touray, Judy Jones and Helene Carr attended the Board to discuss and seek approval of the Commissioning Safeguarding Standards report. The report was designed to assist in the protecting and safeguarding of children and young people and to ensure that all services delivered were at a standard level. The Board was advised that the document had been consulted on widely and had already been approved and agreed by the Health Commissioners and the Local Safeguarding Children's Board.

The document was discussed and its content agreed by the group and would be launched at the forthcoming Away Day.

#### **4. Young Lives Infrastructure Contract**

Lyn Hogarth informed the Board that Young Lives won the contract to support the Council. Young Lives would bring in expertise at many levels, was a registered charity and were also part of the voluntary sector. It was emphasised how important it was to keep the voluntary sector up to date with any changes.

Many voluntary sector organisations had been invited to the Children's Trust Conference.

#### **5. Performance Report**

Stephen Sutherland presented a report to the Board which highlighted the main changes in the ASCL Bill 2009 and would affect the Board. A sub-Group was to be created to decide the process and the requirements of the Bill which would be signed off in January 2011.

#### **6. Report from Peterborough Safeguarding Children's Board**

This item was deferred to the next meeting.

#### **7. Integrated Processes Framework**

Chris Fisher attended the meeting to present the new guidance for the implementation of the integrated processes. A flow chart was provided to members to show a step by step guide to service delivery of the integrated processes. All agencies were recommended to adopt the single service referral form as the best means of referring to and receiving specialist services. The Common Assessment Framework Co-ordinators were requesting a hard copy of the CAF form which was an interim solution until the E-CAF system had been finalised by the Government.

This process was to be launched in Arthur Mellows Village College in January 2010. Stephen Sutherland was to circulate this information to all board members to ensure a response was received from all members prior to agreeing the process.

#### **8. Children's Services Transformation (Delivering Through Localities)**

Kieron McQuade attended the meeting to inform the Board of the transformation which was to take place within Children's Services. There was to be 3 locality based teams for children aged 0-19 who would work with Primary and Secondary school and school clusters. 130 Staff within Children's Services received the consultation paper on Wednesday 2 December and the formal consultation was to close on 20 January 2010. There was to be a phased recruitment process which would see all employed colleagues in post by April 2010.

The Transforming Children's Services Partners Consultation Document was handed to all members present.

#### **9. Children's Trust Conference**

The Children's Trust was to hold its first Conference at Kingsgate Conference Centre on 28 January 2010. Members present received a draft programme of the day and were requested to inform Stephen Sutherland of their workshop choices. The day was to be as interactive as possible and would inform attendees of what the Children's Trust is and does. There was to be a question and answer session at the end of the conference with the panel made up from members of the Board. Anyone wanting to volunteer to be on the panel was to make himself known to Stephen Sutherland. Lyn Hogarth volunteered to be a member of the panel.

## **10. Family Information Service**

Jonathan Lewis attended the meeting to discuss the idea of a directory for parents who would like to find information for their child. This would be in the form of a Peterborough City Council one stop shop as mentioned in section 12 of the Childcare Act 2006. This Service would need to be available on the Council website, available as a directory and available in different languages. The website link would need to be available via the DCSF and Direct.gov websites. This service would cost £30,000 a year. A suggestion was made to install elephant kiosks into the Reception at Bayard Place which would have all relevant information on.

Jonathan Lewis was to bring a business case to the Board for consideration.

## **11. Any Other Business**

### Safeguarding Board

Training that was previously provided by the Safeguarding Board was to continue. Partners requiring training were to apply to the Children's Trust in the first instance.

### Tim Bryson

The Chair thanked Tim Bryson for all his hard work and support over the years and wished him luck for the future.

## **12. Date of the Next Meeting**

The next meeting is to be held on 3 February 2010 2.00pm – 4.30pm in the Viersen Room.