



## CHILDREN'S TRUST EXECUTIVE MEETING

MINUTES 14 January 2010

**Present:** Carol Chambers, Director of Children and Young People's Services, RCC  
Nick Rashley, Area Director, Lincolnshire & Rutland LSC  
Mark Roberts, Service Development Manager, Leicestershire County and Rutland NHS PCT  
Janet Pink, Head of Service, Children's Trust  
Jill Haigh, Head of Service, Teenage Services  
Johnny Monks, LPU Commander, Leicestershire Constabulary  
Donna Gallagher, Head of Service, Safeguarding & SEN, RCC  
Steven Attwood, Assistant Director, Children and Young People's Services, RCC  
Vicky Crosher, Principal, Casterton Business & Enterprise College  
Lindsay Henshaw-Dann, Voluntary Action Rutland  
Julie Drake, Joint Commissioner, Leicestershire County & Rutland PCT  
Chris Nerini, Head of Service, Extended Services and Family Support  
Tracy Green, Youth Offending Service

**Apologies:** Heather Wells, Portfolio Holder, Children and Young People's Services, RCC  
Sarah Bysouth, Head of Service, Learning and Achievement, RCC  
Joan Gibson, Headteacher, Oakham C of E Primary School  
Alastair Jackson, Head of Housing Safety and Business Support

### 1 WELCOME AND INTRODUCTION

Carol Chambers welcomed members on behalf of Heather Wells and mentioned that Rutland was one of the very few authorities in the East Midlands that had not yet had the Ofsted Unannounced Inspection. However a survey inspection had been carried out regarding the achievement of girls and young women who were Looked After Children. Services were rated good with some outstanding practice.

Action

### 2 APOLOGIES

Apologies were noted as above.

### 3 MINUTES OF THE PREVIOUS MEETING AND MATTERS ARISING

The Minutes of the previous meeting were agreed as a true record.

- i) Aiming High – Every Disabled Child Matters. A draft Action Plan would be brought back to the next meeting.

DG

### 4 SAFEGUARDING

Two meetings had been held of the new Leicestershire and Rutland LSCB under an interim independent Chair. Shortlisting for the post was under way. Work was going on around the relationship of the LSCB with the Children's Trust.

Responsibility for the majority of Safeguarding Training would probably move to the Children's Trust.

### 5 DRAFT MEMORANDUM OF UNDERSTANDING

A draft Memorandum was presented to the Executive for comment and

<p>approval. Membership of the Board would be added and Executive membership reviewed. A section on Commissioning would be added.</p>	<p>Action JP JP</p>
<p>With the above amendments the Draft Memorandum of Understanding was <b>APPROVED</b> as a working document.</p>	
<p><b>6 WRAP AROUND TEAM (WAT) COMMISSIONING PILOT</b>  A Project Briefing paper was presented giving scope, content, timelines and project management for the Commissioning pilot. The Children’s Trust would become the Project Board with the WAT team as the operational steer meeting every two months. Funding would come from existing monies.</p> <p>The Executive <b>APPROVED</b> the WAT team as a pilot for the Commissioning Framework with the Children’s Trust as the project board and the WAT team meeting bi-monthly.</p> <p>A Commissioning event had been organised for 24 February. The morning session would focus on understanding commissioning, delivered by the Commissioning Support Programme. The afternoon session would explain to WAT partners how the WAT project would work.</p>	
<p><b>7 CHILDREN’S TRUST NEEDS ASSESSMENT</b>  The Performance Management Steering Group had drafted an evidence base for the Children and Young People’s Strategic Assessment. To inform the final refresh of the 2007-11 Children and Young People’s Plan. However, further development of the document and the process was required.</p> <p>The Executive <b>AGREED</b> that the information in the document be reviewed to ensure the information was accurate and Rutland-based, and signed up to the document as a sensible way forward.</p> <p>0-5 and 5-14 forward thinking to be reviewed.</p> <p>Youth Offending Service first time entrants data had been included. Further detail to be provided.</p> <p>Alcohol use to be updated.</p> <p>Youth Opportunities fund and Youth Council to be added into section on Making a Positive Contribution.</p> <p>There was further work to be co-ordinated on the document and multi-agency involvement would be sought.</p>	<p>MR/JD  JP TG JH  JH/JP  JP</p>
<p><b>8 RAF COTTESMORE</b>  A briefing was presented on the proposed closure of RAF Cottesmore. The RAF and Rutland County Council would be meeting regularly and had put a project group in place to understand the impact on the local area and develop plans for the future. An Action Plan had been developed to work through the main priorities for the future.</p>	
<p><b>9 ONE CHILDREN’S WORKFORCE TOOL</b></p>	

<p>The findings from the Children’s Workforce Development Council’s One Children’s Workforce Tool were presented.</p>	<p><b>Action</b></p>
<p>The following actions were <b>AGREED:</b></p>	<p><b>JP/DG</b></p>
<p>i) Commission training to address concerns regarding CAF and the role of the Lead Professional</p>	<p><b>JP/DG</b></p>
<p>ii) Link to regional CAF training agenda</p>	
<p>iii) Continue OCWF tool bite size workshops and feedback</p>	<p><b>CN</b></p>
<p>iv) Develop common induction programme in partnership with Leicestershire and include an introduction to Children’s Trust in induction packs</p>	<p><b>JP/DG</b></p>
<p>v) Develop an agreed protocol for information sharing</p>	
<p>vi) Develop an overarching strategy for integrated working (document to be circulated)</p>	<p><b>CN</b></p>
<p>vii) One Children’s Workforce Action plan to be drawn up</p>	<p><b>DG/JH/CN</b></p>
<p><b>10 SUSTAINABLE COMMUNITIES STRATEGY</b></p>	
<p>The Children’s Trust had contributed a chapter of the Sustainable Communities Strategy (Section 6 - A Brighter Future for All) as part of its contribution to the Local Strategic Partnership.</p>	
<p><b>11 CHILDREN’S TRUST TIMETABLE</b></p>	
<p>A draft timetable was presented and further dates would be added to allow the Executive to meet bi-monthly.</p>	<p><b>JP</b></p>
<p><b>12 FORWARD PLAN</b></p>	
<p>Items were requested for the Forward Plan</p>	
<p><b>13 ANY OTHER BUSINESS</b></p>	
<p>4.1 Mark Roberts offered to bring to the Trust a presentation he was working on around the 0-5 Healthy Child Programme team working in a cluster of schools and the 5-19 team involving every agency in the Children’s Trust. .</p>	
<p><b>5 Date of Next Executive Meeting</b></p>	
<p><b>Monday 22<sup>nd</sup> March 2010</b></p>	
<p>All meetings are held at 2pm in the Council Chamber unless otherwise stated.</p>	