

Time commenced : 2.00pm
Time finished : 3.15pm

INTEGRATING CHILDREN'S SERVICES MEMBER WORKING GROUP 30 MARCH 2005

Present: Councillor E Berry (in the Chair)
Councillors Allen, Jones, MacDonald, Latham and Wynn
Rachel Dickinson, Assistant Director - Integrating Children's
Services
Andrew Flack, Director of Education
Linda Torney, Principal Solicitor
Margaret McGlade, Director of Social Services
Hugh Hastie, Connexions

08/04 Apologies

Apologies for absence were received from Councillor F Hussain.

09/04 Late Items to be Introduced by the Chair

There were no late items.

10/04 Declarations of Interest

There were no declarations of interest.

11/04 Minutes

The minutes of the meeting held on 3 February 2005 were agreed by the Chair, subject to the following amendments.

Page 3 – paragraph 4 to read:

“Andrew Flack stated that the remodelling agenda was a culture change.....”

Page 3 –m paragraph 8, last sentence to read:

“Rachel Dickinson advised that she would circulate an up to date list to members.”

12/04 Branding Integrating Children's Services

Rachel Dickinson presented a report outlining the need to brand the Integrated Children's Service. The report set out the proposals with the associated options.

The Executive group's role was to manage the building of the Children's Trust in Derby. The first step was the establishment of the delivery team which was now up and running. The brand was

important to ensure that the team was recognised by the public and service users. The brand was to be used for all correspondence and publicity material. The progress that was made by the Executive group in developing integrated strategy and governance needed to be presented in the brand. The Integrating Children's Services Project was accountable through the City of Opportunity to the Derby City Partnership. Options for Integrating Children's Services brand were developed using the Derby City Partnership colours.

As the brand needed to be quickly developed and put to use as soon as possible, four brand options were considered and sent out for consultation to see which was the most popular. Options three and four were by far the most popular. The Children's Strategic Partnership Executive considered the brands and decided on option three.

13/04 Change For Children – Integrating Children's Services: Communication Strategy

Rachel Dickinson presented a report on behalf of Deb Smith, the Children's Strategic Partnership Manager, on a communication strategy for the change for children agenda.

As the agenda progresses it will be critical to communicate effectively between agencies, children, young people, parents, carers and local communities. In addition to the Communication Strategy there would be a Participation Strategy that would set out the processes to develop communication between the above groups. The success of the strategy will depend on agencies and organisations taking responsibility for sharing information. The Integrating Children's Services Project needed to act as the hub to ensure collation, co-ordination and communication of the children's change agenda.

The Communication Strategies elements were:

- Standard Agenda Items
- Circulation of Minutes
- Monthly Newsletter
- Integrating Children's Website
- Corporate Presentation
- Communication Link
- Children and Young People's Strategic Planning Partnership.

The Communication Strategy would be reviewed on a six monthly basis by the Executive Group.

14/04 Governance Arrangements – Integrating Children’s Services Project

Rachel Dickinson presented a report on Governance Arrangements – Integrating Children’s Services Agenda.

The Integrating Services Project team was led by Rachel Dickinson and was made up of a Project Officer Integrating Children’s Services, the Children’s Strategic Partnership Manager, the Common Assessment Project Manager, and a Project Manager. The team had an administration assistant and a clerk. The team reported directly to the Chief Executive, and the Children’s Strategic Planning Partnership Executive.

The Executive group specifically needed to clarify the ownership of the project including who was responsible for key decisions and overall control.

As per Government guidance stipulated that the Executive of the Children’s Strategic Partnership would be the key decision maker with commitment from the Executive Member and advice from stakeholders. Therefore there would be specified terms of reference. The terms of reference for the Children’s Strand Strategic Partnership Executive proposed were:

- Agree a vision for all children and young people that is developed through consultation
- Oversee the development of the Integrated Children’s Services Project Brief
- Communicate with non-executive advisory forums
- Communicate with the individual governing bodies that make up the partnership and gain decisions
- Ensure that there is an appropriate project management structure and plan in place
- Provide leadership within individual agencies in support of achieving the outcomes
- Authorise expenditure and other resources to deliver the project
- Monitor and control the progress of the project at a strategic level
- Ensure appropriate stakeholder advice is received to shape the development of the project
- Review any proposed changes to the scope, cost or timescale of the project
- Ensure that risks are being identified, managed and tracked
- Approve a communication strategy.

It was proposed that the voting membership of the Executive were as follows:

- Chief Executive Derby City Council
- Director of Education
- Director of Social Services
- Director of Children's Services (on appointment)
- Chief Executive PCT
- Chief Executive Connexions
- Foundation Hospital Trust
- Mental Health Trust
- Police Service
- Voluntary Sector Representative.

The Integrating Children's Services Member Working Group would advise the Executive. This group was made up of six members, non-executive directors of the PCT and the Connexions Service. This group met at two monthly intervals in an advisory role but would not make constitutional decisions.

The Strategic Planning Partnership for Children and Young People would also advise the Executive, it would be chaired by the Director of Social Services and attended by second tier officers of the agencies represented on the Executive, representatives of the Southern Derbyshire Acute Hospitals Trust, the Southern Derbyshire Mental Health Trust, the Early Years and Child Care Development Partnership, the Youth Offending Service, Derbyshire Constabulary and the Drug and Alcohol Team. They met quarterly but may need to meet more frequently so as to provide advice for the Change for Children agenda.

The Strategic Planning Partnership for Children and Young People would be commissioned by the Executive to drive for the development of the Single Plan for Children and Young People. The work of the Strategic Planning Partnership for Children and Young People needed to be supported by working groups for each of the five key outcomes.

It was agreed to approve the governance arrangements for the Integrating Children's Services project and the revised terms of reference of the Children's and Young People's Strategic Planning Partnership, and to approve the establishment of a range of stakeholder fora.

15/04 Framework for Inspection – Integrating Children's Services Project

Rachel Dickinson presented a report summarising the key points of the draft Framework for the Inspection of Children's Services. This was still subject to consultation but the final version would be published in April 2005. The draft Framework had been issued by Ofsted and the arrangements were designed to fulfil intentions set

out in the Children's Act.

From April, Ofsted and CSCI would carry out annual performance assessments of Education and Social Services for children and young people.

Joint Area Reviews were to be carried out in each authority over a three year period which starts in September, although Derby's inspection is listed for 2008.

It was agreed to identify a performance lead for integrating children's services and establish a multi-agency performance review group.

16/04 Transforming Derby Area Child Protection Committee (ACPC) to a Safeguarding Children Board

Rachel Dickinson presented a report explaining that the Children Act 2004 required the Council along with Children's Services to establish Safeguarding Boards by April 2006. Derby ACPC had already been involved in developing proposals to establish this board as required by Section 13 of the Act.

The consultation took place between March and November 2004 and included a range of stakeholders. They considered a range of issues, these were:

- The Chair
- Reporting and accountability
- Resources
- How schools are effectively linked to the SLSCB
- Responsibilities
- Structures
- Membership.

This report presented the proposals for establishing a Shadow SLSCB by April 2005. Its roles and responsibilities would be:

- Executive Committee
- Serious Case Review Sub Committee
- Quality Assurance Sub Committee
- Education and Training
- Prevention and Communication Sub Committee
- Local Safeguarding Children's Board Implementation Group
- Local Safeguarding Children's Board Reference Group.

It was agreed to establish a Shadow Local Safeguarding Children Board and invite the Cabinet Member for Education and Lifelong Learning and the Cabinet Member for Social Care

and Youth to attend the Shadow Local Safeguarding Children Board from April 2005.

17/04 Developing a Single Plan for Children and Young People

Rachel Dickinson presented a report explaining that the Children Act 2004 required a plan setting out the authority's strategy for discharging their functions in relation to children and young people. A single plan was to be published by 1 April 2006. As an excellent council, Derby was not required to do this although an integrated strategy and single plan was needed to fulfil this requirement. The Children and Young People's Strategic Planning Partnership was the forum for developing the single plan, and the project lead was Margaret McGlade as the Chair of the Children's Strategic Partnership. In developing the single plan the first step was to undertake a needs assessment in the planning process , it would need to cover educational attainment, public health inequalities, teenage conception, youth offending and involvement in cultural and sporting activities.

18/04 Dates for Future Meetings

It was agreed that the next two meetings would be held on Monday 23 May and Wednesday 6 July at 2.00pm.

Minutes End