

DRAFT MINUTES TO BE APPROVED AT THE MARCH MEETING

Children's Board Notes of the Meeting, 09 February 2009

Present: Steve Mycio (chair) Pauline Newman, Geoff Little, Graham Mellors, Cllr Sheila Newman, John Harrop, Shirley Adams, Emma Hicklin, Wiktor Daron, Liz Richardson, Sally Bradley, Mark Roberts, Laura Roberts, Hooshang Rahmani, Martin Cash, Mike Wild, Jenny Andrews (for item 4) Paul Remic (for item 7) Christine Pritchard (minutes).

1. Apologies for absence.

1.1 Apologies were received from John Edwards.

2. Minutes and Matters Arising

2.1 All actions from previous meetings completed, or on the agenda for this meeting, apart from the following outstanding -

1. Report due on VCS strategic engagement.	GM to follow up with Mike Wild
2. Discussion the LSC to advise on new role of the Childrens Board	GM, HR and John Temple.
3. PCT peer review model to be passed to Pauline Newman	JH to liase with GM
4. CTLT / DWLT handbook	JH / JE to bring draft to March meeting.

2.2 The minutes were agreed as an accurate record.

3. Quarterly Performance Report (Graham Mellors)

3.1 GM introduced the first quarterly performance report. It focuses on the main performance indicators covering Childrens Services priorities and flags up any areas or concern using the RAG (red, amber, green) system.

3.2 Several points were agreed / clarified to ensure the report was user friendly and fit for purpose: -

- Previous PIB priorities should continue to be highlighted to enable them to be easily tracked.
- A column to compare our figures with those of our statistical neighbours to be added to the spreadsheet.
- Label the boxes with 'red', 'amber' or 'green' for those that don't print in colour.
- Automatically look in detail at any 'red' area.
- It was agreed that the written report would be presented in the context of the 5 Outcomes to marry with the spreadsheet.

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- There is an explanatory note at the end of the spreadsheet to determine how projects were graded as red, amber or green.
- If the arrows in the boxes are pointing up it indicates the situation is worsening, if pointing up the situation is improving.
- The accountable member of the Board will be included in the report.
- Any 'red' areas would include a short commentary from the lead officer on what is being done to address the issues.

3.3 GL asked for in-year figures on attainment. It was explained that these figures are not available and we can only estimate. It was agreed that these estimates would be brought to a future Childrens Board.

3.4 The Board went through the 'red' areas of the report: -

- Under 18 conception rate. There had been an increase in the number of post 16 pregnancies and there has not been the improvement hoped for despite significant work in this area. The DCSF minister has sent a letter to all Local Authorities, PCT's, PRU's, schools and colleges, stressing the importance of this work; a detailed response will be provided and brought to the next Childrens Board for comment. WD requested that information be provided on support to fathers.
Cllr Newman reminded the Board that TP can be a positive experience for some mothers, it was vital that they were not stigmatised and were fully supported to ensure good outcomes for both mothers and children. LRo advised there was good work going on to support teenage mothers both practically and to support them to return to training or employment. PN stressed that despite some positive cases, the data overwhelmingly showed poor outcomes for teenage mothers and children.
- Children becoming subject to a child protection plan for a second or subsequent time. PN has requested a report from the Deputy District Managers to obtain a detailed understanding. It was agreed to bring a report on this to the next meeting.
- Number of core assessments per 10,000. Work is being done to ensure that the all the core assessments completed were necessary and appropriate.
- Number if LAC excluding UASC. The numbers for this are volatile, but the overall trend is still downward. It was stressed that the appropriate decision was always made regarding taking a child into care.
- PEP's for - children within timescales at all schools / for LAC at Manchester schools, / for LAC at non Manchester schools. There were issues with both the quality and quantity of PEP's, and whether having a PEP made the difference it was supposed to. Head Teacher members agreed to check and feedback experience in their schools. The new strategic lead for LAC will report to the Board on educational outcomes for LAC.
- The red areas regarding attendance are dealt with later in the agenda.
- Number of LAC convicted or subject to a final warning / reprimand. This was a very small percentage, equalling one or two children.
- Care leavers in employment, education or training. PN advised work is underway to resolve this.
- % of residential childcare workers who have achieved level 3 NVQ Caring for Children & Young People. The report provided a detailed explanation around this.

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4. Attendance Strategy (Jenny Andrews)

- 4.1 JA explained that an updated version of the Attendance Strategy had been circulated. It has been out for consultation with various services, parents and young people, and was presented at the Attendance Board last month. The report focused on areas that had been strengthened following consultation, and was due to be released with accompanying guidance on 'time off for religious observance', 'extended leave in term time', and 'occasions in which pupils can be removed from the school role'.
- 4.2 GL stressed one of the major issues that needed examining was ill health, and how Manchester compares with its neighbours. JE reported that the Attendance Board has asked for further information around illness codes to examine this issue in detail.
- 4.3 WD emphasised the importance of role models, and the absence of adults from work proving a negative role model for children. LRi advised work was being done in schools to help address health issues around area such as asthma.
- 4.4 The Board discussed the response once the school has identified poor attendance as an issue. JA advised each response is tailored to the individual family and child, while SM queried the place of enforcement measures. WD reported the risk to schools, which were prepared to take children with a history of poor attendance, and how being inclusive can result in being targeted for having poor attendance. It was observed that the schools needed to provide a supportive environment for the pupils, and legal enforcement measures had to be kept separate from this in order to maintain the relationship.
- 4.5 PN recommended looking at schools that were improving attendance. MC queried whether there needed to be a stronger focus on attendance at primary school.
- 4.6 SM recognised the good work at the Attendance Board

5. Safeguarding update (Pauline Newman)

- 5.1 PN updated the Board on the governance arrangements for the MSCB and the focus on quality assurance. An interim independent chair; Ian Rush has been appointed, and a consultant; Janet Galley has been employed to look at the quality assurance framework.
- 5.2 One of the major concerns is around the stability of the workforce, including recruitment and retention. This is being addressed through management activity, investment, and work on the quality of frontline services. SM asked if this kind of information could be included in the performance management reports, this was agreed.
- 5.3 The Board discussed the attendance at MSCB. EH advised there were 2 agencies with less than 50% attendance and that she would be meeting with these. SM requested a further update on this for the next meeting.
- 5.4 PN advised the audit tool will cut across all agencies, and 60 cases (10 from each district) will be audited. The results will be analysed and brought back to the Childrens Board and MSCB.

6. Sub-Board Management Accountabilities (John Harrop)

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- 6.1 JH updated the Board on the handbook, advising it would act as an operational manual, detailing the roles and responsibilities of the CTLT and the DWLT's. It will also examine the role of Public health and will look at the wider governance arrangements. In addition it will review the Terms of Reference for CTLT, DWLT's and Children and Young People's Partnership, and introduce a common approach for managers in the districts.
- 6.2 SM asked for the handbook to be clear on accountabilities, both at agency and individual level. GL asked if it could include details on structures sitting below the Childrens Board.
- 6.3 It was agreed a draft version including the above additions would be brought to the next meeting of the Childrens Board.

7. ContactPoint (Paul Remic)

- 7.1 PM introduced himself as the new Integrated Systems Manager for ContactPoint. The system has now gone live and MCC have access to it. The report looks at the communications plan and shielding of sensitive data.
- 7.2 Due to increased media interest a detailed communications plan had been developed to increase awareness for practitioners and the public. A fair processing notice has been drafted and will be released to Manchester residents through various media to inform them as to how the data will be used. PM asked that any queries regarding ContactPoint be passed to the ContactPoint team to deal with.
- 7.3 PR advised the decision shielding data will be made by practitioners in consultation with the family involved and other agencies. Each case will be examined individually and will have to meet specific criteria in order to be shielded. A report will be brought back to the Childrens Board detailing requests for shielding. So far, fewer requests for shielding had come in than anticipated. There will be a robust audit trail regarding who has accessed data, and details of the shielding process will be taken to the MSCB. Organisations will have to agree to the principles, and individuals will have to sign up to agree to the terms and conditions.
- 7.4 Where data is shielded only the name; date of birth and gender will be available. Requests for more detailed information will have to come through the ContactPoint team. Individuals can request to have their child's data shielded but it will have to meet the criteria. A further report will be brought back to the Childrens Board in October.

8. Items for the next meeting

- Child Poverty Update
- Selected Performance Focus
- Governance Report.

Children's Board Action Point Checklist

Action	Who	Update
Meeting on 09th March		
Actions around the format of future quarterly performance reports detailed in 3.2	GM	Next quarterly report.

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Report on teenage conceptions	LR	March
Report from Deputy District Managers on Children becoming subject to a child protection plan for a second or subsequent time.	PN	March
Feedback on PEP's from a school perspective.	WD / LRi	March
Report on educational outcomes for LAC	JE	April
Update on attendance at MSCB	IR	March
Report on Governance	JH / JE	March
ContactPoint update	PN	October
Actions from previous meetings	See 2.1 in the minutes	