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Kirklees Children's Trust Board
Thursday 16th March 2017 2.00 pm- 4.00 pm
 Broad Lea House

Board Members:

Alasdair Brown	Third Sector Leaders
Andrew Farrell	West Yorkshire Fire and Rescue Authority
Andrew Sinclair	Probation Service - West Yorkshire Community Rehabilitation
Ann Brady	Mid Yorkshire NHS Trust
Bron Sanders	Kirklees Safeguarding Children Board
Carol Harris	South West Yorkshire Partnership NHS FT
Christina Quinn	Locala Community Partnerships
Councillor Andrew Marchington	Kirklees Council
Councillor Erin Hill (Chair)	Kirklees Council
Councillor Lisa Holmes	Kirklees Council
Councillor Masood Ahmed	Kirklees Council
Evelyne Barrow	Primary School Heads
Gill Ellis	Kirklees Council
Gill Harries	C&H NHS Foundation Trust Children's & Women's Service
Helen Severns	North Kirklees Clinical Commissioning Group
Jane Acklam	Kirklees High School Heads
Jayne Foster	Specialist Learning Support
Jo Ledgard	Job Centre Plus
Marcus Newby	Primary School Heads
Marie Gilluley	Kirklees College
Richard Parry	Kirklees Council
Roy Fisher	University of Huddersfield
Simon Cale	Third Sector Leaders
Steve Collins	Calderdale & Kirklees Careers
Steve Cotter	West Yorkshire Police
Dr Steve Ollerton (Deputy Chair)	Greater Huddersfield Clinical Commissioning Group
Yasar Mahmood	North Kirklees Clinical Commissioning Group

Agenda

Item	Lead
<p>1</p> <p>Welcome</p> <p>The Chair to introduce the meeting and receive apologies.</p>	
<p>2</p> <p>Minutes of Trust Meeting held on 15th December 2016</p> <p>For approval as a correct record and to consider any matters arising.</p> <p>(Pages 1 - 6)</p>	

Board Discussion		
3	Update on the Children's Services Improvement Plan Including inter relationship between Children's Improvement Board and Children's Trust Executive and Board.	Merlin Joseph
4	Development of the Children and Young People Plan (Pages 7 - 16)	All
5	A.O.B.	

Date of Next meeting: Thursday 15 June 2017

KIRKLEES CHILDREN'S TRUST BOARD

Thursday 15th December 2016

At Reception Room - Town Hall, Huddersfield

Board Members Present:

Alasdair Brown	Third Sector Leaders
Councillor Andrew Marchington	Kirklees Council
Councillor Erin Hill (Chair)	Kirklees Council
Councillor Lisa Holmes	Kirklees Council
Dave Ramsey (In place of Karen Taylor)	South West Yorkshire Partnership NHS Foundation Trust
Evelyne Barrow	Primary School Heads
Helen Severns	North Kirklees Clinical Commissioning Group
Jayne Foster	Specialist Learning Support
June Durrant	Kirklees College
Mo Ali (In place of Andrew Farrell)	West Yorkshire Fire and Rescue Authority
Paula Adams (In place of Christina Quinn)	Locala Community Partnerships
Simon Cale	Third Sector Leaders
Steve Collins	Calderdale & Kirklees Careers
Dr Steve Ollerton	Greater Huddersfield Clinical Commissioning Group
Vicky Thereby (In place of Gill Harries)	Calderdale & Hudds NHS FT Children's & Women's Service

Board Members Apologies:

Andrew Farrell	West Yorkshire Fire and Rescue Authority
Andrew Sinclair	Probation Service - West Yorkshire Community Rehabilitation
Ann Brady	Mid Yorkshire NHS Trust
Bron Sanders	Kirklees Safeguarding Children Board
Christina Quinn	Locala Community Partnerships
Councillor Masood Ahmed	Kirklees Council
Gill Harries	Calderdale & Hudds NHS FT Children's & Women's Service
Jane Acklam	Kirklees High School Heads
Jo Ledgard	Job Centre Plus
Karen Taylor	South West Yorkshire Partnership NHS Foundation Trust
Marcus Newby	Primary School Heads
Richard Parry	Kirklees Council
Roy Fisher	University of Huddersfield
Sarah Callaghan	Kirklees Council
Steve Cotter	West Yorkshire Police
Yasar Mahmood	North Kirklees Clinical Commissioning Group

In Attendance:

Matthew Holland	Kirklees Council
Tom Brailsford	Kirklees Council/NHS North Kirklees CCG
Keith Henshall	Kirklees Council
Julie Walker	Kirklees Council
Michelle Ross	Kirklees Council

1 Welcome

Cllr Erin Hill welcomed everyone to the meeting and introductions were made around the table.

2 Minutes of Trust Meeting held on 22nd September 2016

The Minutes of the previous meeting of the Trust held on 22nd September 2016 were approved as a correct record.

Matters arising:

Update on Early Intervention & Prevention from Kathryn Loftus.

The Council recently consulted on the Early Help offer for Children & Young People and families and the consultation closed on 22nd November. A wide range of meetings and presentations were held and there were over 1300 individual responses. Officers are currently considering all responses which will be collated into a full report to Cabinet in the New Year. The main objective of the consultation was to understand community views and opinions on specific proposals to change the way in which children, young people and family support services are delivered in Kirklees.

The consultation will be published on 9th January 2017. Kathryn thanked all Board members for contributions and support for the consultation.

3 Apprenticeships and Supported Employment

Presented by: Siraj Mayet

Siraj updated the Board on national reforms and noted that the Government expects employers to be in control. The levy changes the dynamics about funding. Employers with a pay bill over £3 million are expected to pay 0.5% of that amount. There is a new public sector target for all organisations with more than 250 staff who are expected to meet a target of 2.3% of the workforce as apprenticeships.

Siraj outlined potential impacts on the most disadvantaged and that there is an additional grant of £1,000 for 16-18 year olds who need extra support. The Council is developing priorities and looking at vacancies and also linking up with appraisal conversations with current staff. Martin Green has commissioned some research which will be shared. Siraj highlighted the need for a shared approach to develop joint actions.

Board noted the following aspects:

- A significant challenge identified by employers is finding the right applicants
- There is a wide range of ongoing actions and good practice across the partnership and Board contributed specific update.
- Developing opportunities so the partnership can add value
- Members noted the value of apprenticeships, training, work experience and degrees while in work and noted the need for some cultural changes. Positive stories need to be shared.
- Messages from children and young people were shared.

- There are ongoing challenges to schools which include STEM and promoting opportunities to girls.
- Board members were positive about their organisational / network contributions.
- It is important to ensure communications re requirements and opportunities are clear as this will support small and medium employers.
- Some specific questions were resolved by Siraj.
- Developing support and information for staff to support young people and ensure the right conversations take place, particularly in schools.
- Board considered employment support options and standards for young people with learning difficulties.
- The principles of 'job carving' were noted.

ACTIONS:

- Partnership HR/OD colleagues to meet in the New Year for workshop to be organised by Siraj and Martin.
- Board members agreed to contribute to a partnership approach on this to include resources / opportunities with aim of maximising resources.
- Board made a commitment to discuss the exploration of a district-wide supported employment programme for young people with learning difficulties.
- Board to review progress at the March meeting.

4 Future Working and Principles

The Chair noted the work undertaken to date and the outline principle / proposals for the next steps. Board members had received core documentation.

Engagement of Children and Young People

Presented by: Julie Walker & Michelle Ross

Julie noted the Participation Strategy which had been agreed by the Board at the September meeting. A paper had been circulated to the Board setting out the range of arrangements for dialogue and engagement which are already in place. A key principle is to go to where young people are. Board members were asked for feedback on ongoing work with children and young people engagement and some examples were shared. The positives regarding social media and children and young people undertaking research were noted. Julie noted the work led by the IYCE team and work on local democracy.

Board noted the following issues:

- Engagement and feedback has been agreed as a core principle for the future working of the children and Young People's partnership.
- A standard front sheet noting engagement will help the work of the Board.
- Positive activities as part of the democracy commission.
- The importance of the children's voice challenging the Board as part of the cycle of work and integrated into the work on the priorities.
- Good practice examples were noted and shared.
- Previous contributions by children and young people to prioritise were discussed.
- The importance of collaboration is a key message and not duplicating – what will make the biggest difference.

ACTIONS:

- Board agreed to the use of a front sheet on all future reports setting out engagement of children & young people.
- Board affirmed the commitment to regular engagement and dialogue with children & young people as core to the ways of working.
- Full use of existing mechanisms to be used and all agencies to share headline messages.
- Board members are committed to meeting with children and young people and enabling challenge / feedback.

5 Outcomes and Framework

Reports on the framework and initial proposals regarding priorities and challenge had been circulated to all Board members.

The Chair said that the Partnership had the opportunities to fill the gaps and take strategic responsibility for priorities and noted that there can be 2 types of report:- reporting on oversight and influence, and also holding designated leads to account. The Board is in the strongest position to make changes.

The paper regarding priorities / challenges set out some initial ideas for discussion.

Board noted the following issues:-

- It is important to agree priorities where the partnership can make the biggest difference.
- The definition of a priority as set out in the 2013-16 Children & Young People Plan was noted and confirmed. Board members confirmed the principle of priorities and challenge and discussed ideas / early proposals.
- It was noted that the priority list had been shortened over time and members were positive about a short list. This can be updated over time and the plan amended as the plan will be a web based document.
- What kind of place does everyone want for children & young people and how can the Board influence this.
- The importance of a Performance dashboard.
- Priorities need to be supported by intelligence & data and to be specific.
- Members considered the influence they can bring to those already tasked to deliver on outcomes.
- The 5 outcomes are well placed strategically.
- Delivery on priorities will require agency commitment and resources.

ACTIONS:

- The framework document was agreed.
- Further work to be undertaken on membership.
- All Board members to send in proposals / comments as soon as possible on priorities & challenges.
- An early meeting will be arranged to consider the priorities for the Children & Young People Plan and will feedback to the Partnership before the next meeting.

6. A.O.B

Julie Walker shared information about the Independent Visitor scheme and to circulate details.

Date of Next Meeting: Thursday 16 March 2017 2.00 pm

Venue:

Broad Lea House (Board Room)

Bradley Business Park

Dyson Wood Way

Bradley

Huddersfield

HD2 1GZ

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Kirklees Children's Trust Board
MEETING DATE: 16th March 2017
TITLE OF PAPER: Developing the Children and Young People Plan (CYPP) 2017
<p>1. Ways of Working and Priorities</p> <p>The Board has previously endorsed our approach to working in the future (see attached).</p> <p>The initial draft priorities and challenges are attached further to the discussions held at the Board, at the recent workshop session and in discussions with the Chair.</p> <p>The Board confirmed the approach of priorities for the whole partnership and the principle of challenge for those actions where other Boards/Partnerships have the clear responsibility for delivery.</p> <p>The current draft needs to be signed off at the Board meeting on the 16th March.</p>
<p>2. Developing the Plan</p> <p>As agreed, the plan will be a short document with the aim of providing no more than 2 pages of text behind each priority. To help ensure clarity re outcomes and aims the following questions will be used to sharpen up each priority.</p> <ol style="list-style-type: none"> 1. What is the population? 2. What is in scope? 3. What are the outcomes we want for whom, including impact on inequalities? 4. What are the quality improvements we want? 5. What are finance and efficiency improvements we want? (to include headlines of current spend, future spending profile and proposed investment/savings) 6. Who is the 'team', including Senior Responsible Officer and management lead? 7. What are the engagement and decision making routes? (Including what decisions that need to be taken, by whom and when) 8. What are the key dependencies with other areas of work (not just as part of the Children & Young People Plan)? 9. What is the high level plan? <ul style="list-style-type: none"> • What are we going to achieve? • By when with milestones over next 3/6/12 months? <p>For each Priority we need to identify both a 'senior responsible officer' from the Board to oversee the development of the content to go into the Plan and the subsequent implementation. We also need to identify a management lead for each priority who can take responsibility for the detail work with relevant support from colleagues across the partnership. The table below needs to be completed and the Executives comments/suggestions would be welcome.</p>

3. Timeline

Board Meeting – 16th March 2017

- Sign off the proposed priorities and challenges.
- Endorse the overall approach, including nominated senior responsible officers and management leads.

Mid-March to end of May

- Work by team for each priority on drafting 2 page plan based on questions set out above.
- Development of other CYPP content – foreword, introduction, approach to managing implementation of the Plan including how to 'challenges' etc.

Executive Meeting - 1st June.

- Review Draft Plan.

Board Meeting - 15th June.

- Sign off Children & Young People Plan 2017.

July/August

- Sign off at Full Council.

Phil Longworth will be co-ordinating this work, supported by Tom Brailsford.

4. Actions required at Board Meeting on 16th March

- Comment on latest draft of Priorities and Challenges.
- Endorse approach of Senior Responsible Officer and Management Lead working with colleagues to develop 2 page plan based on the questions set out above.
- Nominate Senior Responsible Officers and Management Leads for each Priority.
- Endorse the Timeline.

	Senior Responsible Officer (Board Member)	Management Lead
Be Healthy		
1. Outcomes from the Health Child Programme.		Carl Mackie
2. Emotional Health and Wellbeing (Transformation Plan).	Helen Severns	Tom Brailsford
Stay Safe		
3. Early Help/Early Intervention.	Gill Ellis	
4. Child Sexual Exploitation Strategy.		
Enjoy and Achieve		
5. Transport Access, and Inclusion, particularly in rural locations.		
6. Local Development, particularly Housing, Green Spaces and Play Space.		
Make a Positive Contribution		
7. Children and Young People's Voice and Rights. Including Democratic Inclusion, particularly for Disabled Children (NB: links with Democracy Commission).		Julie Walker
8. Relationships Education.		
Achieve Economic Wellbeing		
9. Apprenticeships and Employment and the journey into work which includes Schools. Children Not in Education, Employment or Training (NEET).		Martin Green
10. Workforce (joint with Health and Wellbeing Board).		Phil Longworth

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Kirklees Children's Partnership – Future Working

1. Ambition for Kirklees Children, Young People and Families

Kirklees is a great place to grow up where every child and young person:

- Is safe and loved, healthy and happy and free from harm.
- Has the chance to make the most of their talents, skills and qualities to fulfil their potential.

Realising this ambition will mean that every child and young person in Kirklees will:

- Be healthy;
- Stay safe;
- Enjoy and achieve;
- Make a positive contribution, and
- Enjoy economic wellbeing outcomes

Principles by which the Kirklees Children's and Young People's Partnership Board operates are:

- **Working together** – essential if the life chances for children and families are to be improved
- **Commitment** to the Kirklees Children's and Young People Partnership – as the partnership through which need will continue to be identified, action planned, resources aligned and progress reviewed
- **Leadership** – the Board will provide strategic leadership and direction to the area-wide system of children's services
- **Integration** – a commitment to seizing the opportunity to make closer integration a reality for the strategy and the planning and provision of services to children and families
- **Creativity** – creating new ways of working and to seize opportunities to make a reality of closer integration to improve outcomes for children and families as well as managing reductions in funding
- **Adaptability** – to respond to changes and reductions in resources, to continually review priorities and the focus of partner organisations
- **Prioritising children** – the commitment to children and young people remains at the forefront.

The work of the partnership is driven by the following values:

- Young people have a positive part to play in their communities and we want Kirklees to be a place where children and young people are able to participate fully alongside adults in the life of their community
- Children and young people are actively involved in the planning and delivery of services from all agencies
- Children and young people should get the best positive start in life and have the opportunity to achieve their full potential
- Services provided should be holistic, flexible and work in an integrated way in localities with all agencies, communities, children and young people and families values should, in some way, touch the lives of all children, young people their families and carers in Kirklees and address issues of equality, diversity and community cohesion.

2. Framework for Partnership Board Members:

- All members have a shared understanding about the role of the Children's Partnership.
- All members have a shared understanding re vision, purpose, priorities and collective agreement about delivering outcomes. This will be supported by the production of the Children & Young People Plan.
- All members are confident that they can evidence the purpose in any business discussed and any actions agreed.
- Members will attend meetings and therefore leave any meeting with a clear understanding regarding every item discussed.
- A clear understanding of how the Children's Partnership can evidence vision, purpose, priority and actions.
- A clear understanding of the difference we are making to children and a mechanism to demonstrate this.
- A clear understanding of the 'ask' of members and decision making role.
- A clear understanding of the responsibility members have to feed back to their relevant networks and Senior Managers in their organisation/networks.
- A clear understanding of how the Children's Partnership links with other governance arrangements and the added value of the Children's Partnership.

3. Working of the Children & Young People Partnership

Governance Arrangements:

- Statement of purpose for the new partnership setting out what the partnership wants for Children and Young People in Kirklees.
- Interaction between Boards and Partnership groups and agenda setting/report sign off.
- There will be a challenge process – between members and regarding strategies/service work.
- Arrangements to be put in place by Council to support the Board and ensure links to other strategic boards.
- Agenda setting to be managed with Senior Leaders.
- The Children and Young People Partnership Board will provide formal oversight and the performance management for the delivery of the priorities in the Children & Young People Plan. It will also provide challenge to key strategies and actions as required.

Arrangements to include Voice of the Child in the work of the Board:

- Regular dialogue with young people (which will include Youth Council, Children in Care Council and other youth voice groups) by the Board to influence priorities and actions.
- Bringing the experience of children & young people to life so Board members can be confident that the work of the Board is making a difference and improving outcomes.
- Development of cases studies with contributions by all members.
- Challenge to delivery and priorities by Children & Young People.

The requirement and ask of all representatives:

- Membership – the right people/organisations as members of the Board.
- Authority to be provided by organisations and networks with agreed feedback/communication for Board members.
- Delivery and outcomes agreed as part of the Plan.
- There will be expectations of attendance/substitution by all Board members for all meetings.
- Attendance by non-Board members to be supported when helpful to agenda discussions.

- Actions by Board members – expectations that Board members will follow through as agreed when decisions made.
- Budget arrangements and resource allocations within organisations as agreed to meet outcomes.

Evidence of impacts and delivery of outcomes:

- The revised Children and Young People Plan sets out the agreed priorities.
- The partnership will work as an alliance so they have in scope a broader overview which includes inequalities in health and well-being in order to contribute to the key Kirklees strategies-Health and Wellbeing and Economic.
- Exception reporting by partnership leads. There will be agreed report expectations of all staff.
- Intelligence led approach and use of performance reporting/monitoring.

Kirklees Children & Young People Partnership Board Priorities and Challenges 2017

Be Healthy	Stay Safe	Enjoy and Achieve	Make a Positive Contribution	Achieve Economic Wellbeing
<ul style="list-style-type: none"> • These are upstream preventative elements that define the specific populations. • Partners have clearly defined roles re solutions & contributions. • New and innovative approaches to what can be reframed concerns from previous version of the Plan. • The Children & Young People Partnership Board sets out direction which is articulated in the Children & Young People Plan. 				
PRIORITIES	PRIORITIES	PRIORITIES	PRIORITIES	PRIORITIES
<p>Policy direction: All Children & Young People have access to the help and support they need as soon as required and delivery mechanisms are in place and well managed.</p> <p>1. Outcomes from the Health Child Programme.</p> <p>2. Emotional Health and Wellbeing (Transformation Plan).</p>	<p>Policy direction: All Children & Young People have access to the help and support they need as soon as required and delivery mechanisms in place and well managed.</p> <p>3. Early Help/Early Intervention.</p> <p>4. Child Sexual Exploitation Strategy.</p>	<p>Policy direction: The environment makes Kirklees a great place to be a child.</p> <p>5. Transport Access, and Inclusion, particularly in rural locations.</p> <p>6. Local Development, particularly Housing, Green Spaces and Play Space.</p>	<p>Policy direction: All children and young people can take part in their communities and local democracy.</p> <p>7. Children and Young People's Voice and Rights. Including Democratic Inclusion, particularly for Disabled Children (NB: links with Democracy Commission).</p> <p>8. Relationships Education.</p>	<p>Policy direction: Inclusion in opportunities.</p> <p>9. Apprenticeships and Employment and the journey into work which includes Schools. Children Not in Education, Employment or Training (NEET).</p> <p>10. Workforce (joint with Health and Wellbeing Board).</p>
<ul style="list-style-type: none"> • Challenges are those things which are defined and agreed elsewhere and the Partnership notes the limits of its influence. • The Partnership brings to bear oversight and challenge to strategic leaders and importantly all partners who can contribute. 				
CHALLENGES	CHALLENGES	CHALLENGES	CHALLENGES	CHALLENGES
1. Joint Health and Wellbeing Delivery.	2. Looked After Children (LAC) Safeguarding and Sufficiency.	3. Learning Achievements.	4. Agencies Enabling Children and Young People's Voice.	5. Impact of Economic Strategy on Children and Young People.

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