THE ROTHERHAM CHILDREN AND YOUNG PEOPLE'S BOARD
31st March 2004

Present:- Councillor R. Stone (in the Chair); Councillor G. Boyes , S. Ellis, A. Gosling and M. Kirk.

Angela Bingham (Voluntary Sector), Ann Lawrence (PCT, Health), Kath Henderson (PCT, Health) Imogen Clout (Voluntary Sector)

Di Billups, Sue Hare, Sue Hainsworth, Jonathan Williams and Roger Thompson.

1. APOLOGIES FOR ABSENCE

Apologies for absence were submitted from John Gomersall, Sheila Wright Joyce Thacker, Councillor R. Littleboy, John McIvor, Andrew Bedford Phil Marshall.

2. MINUTES OF THE BOARD

The minutes of the meeting held on 12th February, 2004 were agreed as a true record.

3. MINUTES OF THE EXECUTIVE GROUP

The minutes of the meeting held on 2nd March,2004 were noted.

4. CHILD HEALTH SURVEILLANCE/CHILD HEALTH PROMOTION

Sue Hainsworth gave a presentation on the above, which included information on the following :-

Background:

The 4th edition of "Health for All Children" (Hall & Elliman,2003) includes the framework for the Child Health surveillance programme. It represents a shift from the medical model of child health screening to a greater emphasis on health promotion, primary prevention and active intervention for children at risk, whether for medical or social reasons

Formation of Hall4 Steering Group including:

- Frontline Practitioners (Health Visitors, School Nurses),
- Clinical Managers
- Community Paediatrician
- General Practitioner
- Audiology Representative
- Public Health Nurse
- Designated Nurse - Child Protection

- Director of Public Health
- Director of Clinical Service
- Social Services and Children and Young People's Development Team

The steering group have been reviewing the current child health surveillance/child health promotion policy, health visiting standards and parentheld child health records as follows :-

1. Standards in relation to clinical practice, in particular Health Visiting and School Nursing.

2. A common approach to assessing a child's development across health services in Rotherham.
3. Ensuring that changes link to the Framework for Assessment of Children in Need.

4. Encompass issues issues in relation to vulnerable children, and in particular learning following the Lord Laming report in relation to the Victoria Climbie inquiry.

5. Developing the Health Visitor role as Lead Clinician for the assessment of Child Development in Primary Care.

Key Issues

Developmental Screening:

1. No agreed standardised child development tool in use across Rotherham or the UK.

2. Hall 4 group recommends the use of the Schedule of Growing Skills (SCOGS) with the Denver tool being available on a selected basis when additional assessment is required.

3. This will lead to a standardised approach to developmental assessment.

Visiting Framework:

The main changes are:-

1. No routine length measurement.

2. No routine visit by Health Visitor at 7-9 months.
3. No hearing test 7-9months ; this is replaced by neo-natal hearing screening programme.

4. Growth monitoring- it has been agreed that within Rotherham, growth monitoring will be incorporated with a holistic approach in the visiting framework. This supports the monitoring of growth based upon professional judgement and acknowledges recommendations from local Part 8 (Serious Case) Reviews.

5. A review of the interface and handover between the Health Visitor and the School Nurse, and contact with the child and family at the ages of 3.5 years to 5 years. This is primarily due to the changes within education during this time.

6. Non-Contract Protocol

7. Core assessment of all children within a Health and Social Care Model

Health Visiting and School Nurse Standard:

Standards which were developed in 2001 are in the process of review and updating in view of the revised Visiting Framework. These provide guidance for practitioners

Records:

The Child's Record and the Parentheld Child Health Record will be updated as a result of changes to reflect the standards. These changes will also need to be reflected in IT systems and as a result of the National IT agenda and GMS contract

Proposals and Conclusions:

1. The current Child Health Surveillance Programme has been subject to review against Hall4.

2. A number of changes have been recommended, which will focus the work of Health Visitors and School Nurses upon evidenced based practice.

3. There is an emphasis upon the professional judgement and decision making of clinicians in utilising the programme of contacts.

4. Clinical Practice will also be informed by recommendations following Part 8/Serious Case Reviews.

5. The implementation of Hall4 recommendations reduces unnecessary health surveillance activities and places a focus upon health promotion, targeting of resources and activity and places the child at the centre of the service.

6. Further analysis is required in relation to the impact upon the Health Visiting and School Nurse workforce. This is a consequence of Hall 4 but would also encompass other strategic and local issues.

Board Members asked questions on the following issues:-

- Overall Service
- Consistent Service for all Children
- Where children leave or abscond
- The non-contact protocol
- Recruitment of Health Visitors and School Nurses

- Training and Development Provision

Sue answered each question and provided information on the overall service provision and the high quality of the service being given.

Agreed: That the position be noted and an update be submitted to the Board in six months' time.

5. DEVELOPMENT TEAM/ENGINE ROOM

Sue Hare gave an update on activity, including the following:-

- Voice and Influence Task Group
- Voluntary Sector Research
- Thresholds and Triggers initial interagency work
- Training on Developing Integrated Service Pathways (ISPs)
- Communication Strategy
- Rotherham Show
- Rezolv Leadership Development Sessions
- SEN/Disability
- CAYPMHS Plan
- Budgets and Finance
- Pathfinder Project Final Report
- Development Plan
- 3 Projects:
    - Clifton
    - Voice and Influence
    - Breaking the News
- Common Assessment

Neighbourhood Renewal Fund Proposals:
- Bay Project Support for Black and Minority Ethnic Groups
- MIND in schools
- Risky Business
- Children's Centres Development
- Healthy Eating in schools
- Family Group Conferencing
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It was noted that the Pathfinder Team had been complimented by the ODPM for the thorough and professional report presentation made on the Pathfinder Project.

Agreed: (1) That the activity be noted.

(2) That Sue Hare and the Pathfinder Team be congratulated on the high standards achieved in developing the Pathfinder Project and the "Case for Change".

(3) That a report on Integrated Service Pathways (ISP) be submitted to both the Executive Group and the Board.

6. INFORMATION SHARING AND ASSESSMENT

It was reported that IRT was now to be known as ISA (Information Sharing and Assessment).

The Board received the following presentations:-

- Overview report, Audit and Progress – Jonathon Williams
- Information Sharing Protocols – Susan Kitching
- Confidentiality, Consent and Privacy – Ian Bradbury

The purpose of these reports was as follows :-

- Informs the Board on Rotherham's progress towards delivering revised Government IRT / ISA minimum requirements for March 2004 (Appendix A – for information).
- Advises the Board of the Government prescribed audit process Rotherham will have to undertake in evaluating our progress.
- Seeks the approval of the Draft Information Sharing Protocol (Appendix B), and to request that representatives of relevant agencies take this draft to their respective Senior Management Teams / Boards for adoption.
- Presents the following documents for approval:
  Re-drafted guidance on Confidentiality Issues (Appendix C), first presented to the Executive Group on 2nd March 2004
  Draft guidance on obtaining and documenting consent (Appendix D)
  Draft 'consent to share information' form (Appendix E)
  Draft Privacy Statement for Children and Young People (Appendix F)
- Seeks Board approval for the dissemination of this guidance throughout all IRT partnership agencies, and to children and young people where relevant.

This report impacts all of the 5 strategic themes as the cross-cutting theme of information sharing and information systems runs through every strand.

It was noted that these draft proposals would lead to important decisions being taken to bind all children's services providers and everyone working with children to the various protocols when finalised.

It was reported that the Children's Service Directory was now on the website and provided an extensive database readily available to all users.

Board Members welcomed the excellent progress being made and requested all providers to provide suggestions or amendments to the drafts as quickly as possible.

Agreed: (1) That the proposals be approved and all users be invited to put forward views on the drafts prior to finalisation.

(2) That relevant agencies take away the Draft Information Sharing Protocol (Appendix B) to their respective Senior Management Teams / Boards for consideration and adoption.

(3) That the draft guidance on confidentiality issues document (Appendix C); draft guidance on obtaining and documenting consent (Appendix D); draft 'consent to share information' form (Appendix E) and draft privacy statement for children and young people (Appendix F) be approved for use by all IRT agencies / organisations when finalised.

(4) That the Board emphasises the importance of disseminating these documents effectively throughout all agencies, and approves this process.

(5) That the excellent progress being made on developing these issues and the publication of the Service Directory be welcomed and all those involved be thanked for their hardwork.

7. THE INFORMATION SHARING AND ASSESSMENT (ISA) THRESHOLD AND TRIGGERS PROJECT

Sue Hare gave a presentation setting out the review and conclusions from the above Project.   The report included the following :-

- Project Proposal
- Briefing note for participants of single agency meetings.
- List of Project participants
- Thresholds and Triggers Process Flowchart
- Information Sharing and Assessment (IISA) Process Flowchart
- Glossary of recommended Information Sharing and Assessment (ISA) terms
- Conclusions and Proposals

The Board welcomed the proposals set out.

Agreed:- That the following proposals be approved :-

(a) That the definition of vulnerable children and young people be as follows:-

Children who would benefit from extra help from public agencies to optimise their life chances and for the risk of social exclusion to be averted.

(b) In the context of Information Sharing and Assessment (ISA), the terminology given in Appendix F be formally adopted;

(c) A strategy be developed to consult with professionals in all relevant sectors about the proposed indicators of vulnerability;

(d) Consideration was given to the implications of the indicators of vulnerability be introduced incrementally, starting with the least contentious;

(e) The local Information Sharing and Assessment (ISA) implementation strategy be reviewed following publication of the interim report of research into the Trailblazers;

(f) The specific queries listed above be referred to the Information Sharing and Assessment (ISA) Task Group;

(g) That any Information Sharing and Assessment (ISA) awareness raising and training strategy include those in universal children's services and those working with adults, and those in the voluntary and community sector;

(h) A public information and consultation strategy be developed concerning the introduction of Information Sharing and Assessment (ISA);

(i) That its communication strategy keeps all professionals informed of the progress of Information Sharing and Assessment (ISA) and its relevance to other initiatives;

(j) All Agencies be encouraged to consider nominating Information Sharing and Assessment (ISA) leads;

(k) That the links between Information Sharing and Assessment (ISA) and Common Assessment be consolidated by piloting both in the same area;

(l) Discussions be initiated with the other South Yorkshire authorities, to promote a common approach to Information Sharing and Assessment (ISA).

7. MEMBERSHIP UPDATE

Di reported that Imogen Clout (Voluntary Sector) and Phil Marshall (Head of Clifton Comprehensive School) had been appointed to the Board and Lesley Dabell (Voluntary Sector) and John Lambert (Head of Rawmarsh) had been appointed to the Executive Group.

8. DATES OF MEETINGS

The following proposed dates of meetings were submitted and agreed :-

CHILDREN'S BOARD – 2004 (to meet 1st Thursday in the month)

Thursday, 6th May	10 am
Thursday, 3rd June	10 am
Thursday, 1st July	10 am
Thursday, 5th August	10 am

CHILDREN'S EXECUTIVE GROUP - 2004 (to meet 2 weeks after the Board)

Thursday, 22nd April	9 am
Thursday, 20th May	9 am
Thursday, 24th June	9 am
Thursday 15th July	9 am
Thursday, 19th August	9 am

9. CHILDREN BILL

Di circulated a copy of her information setting out the key points from the Children Bill.

Di reported that she was to discuss the way forward with the Corporate Management Team and with John McIvor.

10. EXCLUSION OF THE PRESS AND PUBLIC

Resolved:- That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in those paragraphs, indicated below, of Part I of Schedule 12A to the Local Government Act 1972.

11. CHILD PROTECTION ACTION PLAN

Roger Thompson presented the Agency Action Plans relating to previous overview reports. The report detailed the revised arrangements in place for producing, monitoring and implementing Action Plans. It was accepted that there was some backlog but the streamlined arrangements were designed to ensure satisfactory progress. Roger emphasised that the Serious Cases Sub-Committee were pursuing all relevant issues.

Board Members welcomed the improvements and emphasised the importance of being vigilant in meeting the Action Plans and improving the process, as an essential requirement of improving child protection.

Agreed:- (1) That the report be received and the position noted.

(2) That future reports be based on one combined Action Plan for each case, including input from all those involved.

(3) That Di and Roger meet to discuss the overall strategy and agree ways in which it can be successfully implemented and the process become effective.

(Exempt under Paragraph 6 – information relating to the adoption, care, fostering or education of any particular child)

12. SOCIAL SERVICES COMPLAINTS PANELS

Details of two Social Services complaints, as considered by the Cabinet on 10th march, 2004, were submitted and noted.

Councillor Kirk outlined a new procedure to be adopted which included him, as Cabinet Member for Social Services, receiving reports on all complaints relating to Social Services – Children and Families Services and that, in future, an action plan would be produced to ensure that the Panel's recommendations were implemented.

Agreed: That the position be noted.

(Exempt under Paragraph 4 - information relating to recipients of service provided by the Authority)