

Children Leeds – East Leadership Team**MINUTES**Meeting held 22nd October 2009

Item	Description	Action
1	Welcome, apologies and introductions.	
1.1	Ken Morton William Newham Cath Lennon Melanie Robinson Neil Bowden Ann Nicholl Julie Clarkson Kevin Paynes Jeannette Morris-Boam Cllr Thomas Murray Mike Haworth John Woolmer Jane Addy Richard Norton Jon Lund John Roche Richard Mellard Rosaleen Hamer	Locality Enabler Director of Children's Services Unit DCSU - Support East Leeds Secondary School Head teacher rep. Early Years – Head of Children's centres Area Youth Service Manager School Governor IPC – East – CAF Team School Improvement Adviser – Education Leeds Leeds Voice Elected Member Education Leeds East North East Area Management Garforth Cluster Chair Re'new – VCSF Youth Offending Service Service Provider – Social Care Temple Newsham Halton Cluster Seacroft Manston CYP Partnership
1.2	In attendance:	
	Dave Weetman Mark Smith Ursula McGouran Dave Page Llisa Oxley Liz Jones Dalia Gabay Aileen Larsen	MAST Extended Services Manager – John Smeaton Senior Improvement Manager Deputy Chief Executive Temple Newsham Halton Cluster Manager Brigshaw Federation Cluster Manager Extended Services, Garforth Cluster
1.3	Apologies Received:	
	Tim Bean Diane Brown Nahid Rasool Angela Bailey Sue Mudie Til Wright Pam Hill Margaret Green Mandy Voller Ian Garforth	Brigshaw Federation NHS Leeds – East/North East CAMHS VCSF – Shantona Extended Schools Adviser – East Inner East Cluster Education Leeds – Integrated Children's Services Head of Service – Children's Services – NHS Leeds NHS Leeds Attendance Adviser – East School Governor
1.4	Ken Morton welcomed colleagues to the meeting and introductions were made.	

2 Minutes of the last meeting and matters arising.

- 2.1 The minutes of the East Leadership Team meetings on the 16th of July 2009 and 24th September 2009 were agreed as a true and accurate records of the meetings

3 Integrated Working / Safeguarding:

- 3.1 Ken Morton - There is a great deal of development going on in East Leeds and city wide at the moment that will need supporting and driving by the Leadership Team. Following on from a smaller meeting of members of the Leadership Team it was agreed that the new developments need to be scripted into some sort of communications document or short presentation so that it can be easily shared and understood by all working with Children and Young People in the wedge. Ken asked for the Leadership Teams input into what this could look like and for support in delivering and distributing the update at wedge based meetings (e.g. Family of Schools meetings, Cluster Steering Groups, Leadership teams etc..).

- 3.2 In the East we are aiming to have the first Intervention Panels up before Christmas and will therefore need to look at how the central thinking will work on the ground. The next stage is to see what current arrangements we have and see how these can be worked with while still having consistency over the city. Barry Jones and his team will be working closely alongside in the set-up of the panels, training and support when implemented. Terms of reference, guidance and full documentation are currently being refined following on from a Framework meeting held yesterday which members of the East Leadership Team attended. Ken Morton – we need to make sure that we have something that's adds value and not just another set of meetings.

3.3 CAF Report – East:

Julie Clarkson (CAF Team – East IPC) circulated a CAF data report for September 2009 and delivered a update on progress in the East and City-wide. Julie encouraged members of the team to contact her if they require any additional information.

3.4 Preventative Tasking:

John Woolmer – Preventative Tasking approach has been very successful. We are now looking at a locality take on this with teams of frontline practitioners to work at addressing issues at a neighbourhood level.

3.5 Group Discussions:

The Leadership then split into three groups for discussion, feedback and to identify any problems getting the new

arrangements of the ground (IPs CLPs etc). It was agreed that the facilitators would meet Ken after the meeting to relay the messages from the table discussions to ensure suggestions and potential blockages to the set up process are taken on board.

4.0 **Teenage Conception.**

Ken Morton circulated to reports to the Leadership Team:-

- Teenage Pregnancy & Parenthood paper (to be tabled at the East Area Committee on 22nd October 09.)
- Teenage Parents Locality Commissioning Proposal.

The Tackling Teenage Pregnancy in the Inner East Event went ahead on the June 09 with attendance with over 110 people attending, mostly frontline practitioners. A lot of practical learning coming out of this event and from task groups that followed on to address themes that arose from the event. Neil Bowden has been working alongside Jenny Midwinter (Locality Commissioner – Teenage Pregnancy and parenthood) and Paul Bollom () to progress this work in the East and there is now a Teenage parents Locality Commissioning Proposal.

Ken asked the Leadership Team to take the reports away to read and digest and then to get back to Neil Bowden / Jenny Midwinter with any thoughts and comments. **Action:** All

All

4.1 Area Inclusion Partnership: Ken Morton circulated a discussion document exploring the development of specialist provision and support for special educational needs in learning environments. As a Leadership team we need to come to some sort of recommendation around how best to take forward. Whether we need a separate group, whether it can be an extension if the IYFA panel or whether the group would mainly consist of members of the leadership team meaning the leadership teams role could change or be added to. Ken suggested that as a starting point he meet with Heads, Melanie Robinson and Mike Howarth to gain view and take forward.

4.2 Children's Champion Role: Item deferred to November meeting.

Break

5 **Review of Children's Services.**

5.1 Ken Morton introduced Dave Page (Deputy Chief Executive) and Ursula McGouran (Senior Improvement Manager) and explained that they are at the meeting for input from the East Leadership Team into the Review of Children's Services.

5.2 Three years on from the development of the current Children's Services arrangements, and with the pending recruitment of a new

Director of Children's Services it has been agreed that it is an appropriate time to:

- a) review the progress made to date;
- b) assess the effectiveness of our current leadership, managerial and partnership arrangements, and
- c) make proposals for any changes that may be considered necessary.

5.3 The Leadership then split into 2 groups and lead by Dave and Ursula had an opportunity to feedback on what is working well and what isn't. Dave and Ursula encouraged members of the Leadership Team to get in contact if they feel something was missed during the discussion.

6 Forward Plan for November Meeting

- Integrated Working / Safeguarding
- Attendance
- Post 14 / NEET
- AIP
- Sub Group Reports
- Children's Champion's Role

7 AOB

No additional items were raised

8 Date and time of next meeting / meeting schedule.

East – Children's Services Leadership Team				
Date			Time	Venue
26 th	November	2009	8:30 – 10:30	Tbc
28 th	January	2010	8:30 – 10:30	Tbc
25 th	March	2010	8:30 – 10:30	Tbc
27 th	May	2010	8:30 – 10:30	Tbc
15 th	July	2010	8:30 – 10:30	Tbc