

MINUTES

Meeting:	INCLUSION PARTNERSHIP BOARD	Date:	15 December 2009
Present:	John Scott, Head of Access and Inclusion, North Tyneside Council		
	Stuart Youngman, Integrated Services Development Manager, NHS North of Tyne		
	Anne Cassidy, Manager Children's Disability Team		
	John Waldron, Manager Learning Support		
	Pat Lackenby, Head of Locality & Preventative Services		
	Alison Proudfoot, Professional Lead, Speech & Language Therapy		
	Annette McGlade, Manager Learning Disabilities Federation		
	Dr Mike Vincent, Consultant Paediatrician		
	Dave Barras, Service Manager, Adult Social Care		
	Susan Leonas, Social Work Manager, Children's Disability Team		
	Gill Close, Birth to Seven Project Manager, North Tyneside PCT		
	Sandra Thompson, ISA Project Manager		
	Lynne McManus, Parent Steering Group Representative		
In Attendance:	Ann Glindon, Family Information Service		
	Pat Scott (Minutes)		

		Action
1.	<u>Apologies for Absence</u> Apologies were received from Linda Turner, Jane Johnston, Julia Craddock and Ian Walton.	
2.	<u>Minutes of Last Meeting/Matters Arising</u> (9.9.09) The minutes were agreed as an accurate record.	
3.	<u>Matters Arising</u> It was agreed at the last meeting that Ann Glindon be invited to update Inclusion Partnership Board of work of the Family Information Service (FIS). AG stated that FIS was created following the Child Care Act 2006. Ann informed Board of the range of services offered to parents/prospective parents which will be of benefit to their children. AG also explained the range of information that was accessible through the Service Directory which has gone live on the North Tyneside website. Ann stated that the Parent Know How directory was being developed and is to be launched at the end of January 2010. Ann said her service had dealt with over 5000 enquiries this year, 1300 on Outreach and only 31 from parents with children with disabilities. AG hopes to reach more parents through the new website and to work with professionals to make it easier to provide information to families. AG also circulated useful publications and fact sheets to Board and encouraged feedback from parents/professionals as this is considered and used for future publications.	

<p>4.</p>	<p><u>Project Updates</u></p> <p>Integrated Service Management Structure</p> <p>John Scott informed Board that information had been presented to Children’s Trust Board, parents and members of CYPL Directorate Leadership Team. JS circulated copy of Integrated Disability Service presentation and outlined the key issues. JS explained his thoughts on the three key options and how “Team around the Family” solution for a North Tyneside Integrated Children’s Disability Service had been reached. Recommendations to the Children’s Trust Board were also discussed. JS informed that Stuart Youngman is currently organising sessions with operational lead managers to progress way forward – this will be one of the highest priorities in the Children’s Plan.</p> <p>SY updated group, advising that 3 x sessions with key managers/clinicians had been arranged, the third taking place this week. Although attendance has not been high, good detailed discussions had taken place and positive decisions reached. SY indicated that the concept of an Early Intervention Team had been dismissed. There had been the assumption that there are individuals dedicated solely to this role but this is not the case and it is felt that a central assessment team would not work as they would not have the capacity to deal with all referrals and a bottleneck would be created at the front line.</p> <p>SY has had valued discussions with Ann Glindon re best way to deal with Common Assessment Framework (CAF) referrals. SY thinks this is a positive step forward. SY needs to get a lead parent on board to attach to each project and to talk about solutions and how to get these into action. SY stated that the next 2-3 months are vitally important.</p> <p>Annette McGlade suggested IPB work more closely with Learning Disabilities Partnership Board stating that this would be a good way to sustain communication.</p>	
	<p><u>Aiming High Core Offer</u></p> <p>JW explained Core Offer sets out minimum standards on information, transparency, assessment, participation and feedback. These standards make it clear what entitlements and services disabled children, young people and their families can expect and how they should experience those services. The document builds on the Core Offer Implementation materials developed in May 2008. JW stated it is crucial that the multi-agency group pull all strands together regarding Core Offer in terms of information and unification of pathways. Alison Murray, member of Parent Steering Group is the parent representative on the Core Offer Working Group.</p> <p>JW circulated a copy of National Indicator 54, this gives clarity on individual services and reinforces what has been highlighted re an integrated service.</p> <p>These are questions actually used in the indicator. We will receive feedback. Already national benchmark set. Other feedback from parents</p>	

	<p>will indicate how joined up services are. Will inform where gaps are. Core Offer needs to be built into IDS.</p> <p>* Feedback re NI54 was received after the meeting and North Tyneside is graded joint 2nd nationally with Northumberland.</p>	
	<p>Aiming High Short Break Care AC gave update on Short Break Care matters including:</p> <ul style="list-style-type: none"> • Attendance at both regional and national conferences. • LAC status of children receiving overnight short breaks. Procedures are being reviewed – need feedback by 8 February. • AC meeting with Area Teams to talk about short breaks and direct payments and statutory assessments. • Community and holiday activities – barriers to overcome. AC meeting with Keith Hardy to consider additional resources required for disabled children to access the new Adventure Playground and other Kids Clubs. AC also meeting with Lynn Bryden regarding the Childcare Sufficiency Survey to overcome barriers for working parents of disabled children to access suitable childcare. • Specialist provision – progress re Heatherfield Mews and leasing of chalet from Calvert Trust. • Attendance at Parents Conference – workshops re short breaks, AC is to arrange a further workshop for parents and young people. • AC stated that if information about accessible universal services/offer were available, fewer families would need to access specialist short breaks. Have a minimal entitlement but additional levels of short breaks should be via holistic assessment of disabled children and their family needs/situation. <p>ST asked about consultation on LAC status. AC informed Peter Smith is leading on potential new <u>Regulation 50</u> re children receiving short breaks. Currently children looked after via a series of short breaks are covered by the Children's Act 1989 section 20. This is a duty to provide accommodation with a voluntary agreement with parents. It does however also require that, like children looked after full time that Individual health and education plans are in place, a high level of placement monitoring, supervision, independent reviews are carried out and receive Leaving Care Support. All Local Authorities have adapted this system to better meet the needs of children receiving short breaks and their families. This does however mean that Local Authorities are not meeting the requirements of the act. Peter Smith has been given the task to review the legislation and regulations and at a recent meeting it was suggested that a new Reg 50 could be introduced to ensure children and families accessing overnight short breaks received the highest level of Safeguarding whilst reducing some of the less useful requirements.</p> <p>Integrated Processes Sandra Thompson updated on two relevant projects:</p> <p>Contact Point – now live and rolling out in this area over the next year. Applies to all young people aged up to 18 years old. Access can only be achieved through an accreditation process. The first three users in North</p>	

Tyneside are being trained. There will be a 2-year rolling programme to include all agencies that work with children and a central register for authorised users. Each LA will be responsible for data accuracy and user management in their area (Contact Point team in place). ST wants to ensure the system is of benefit and that all glitches are solved before full roll out to practitioners.

E-CAF – this is an electronic version of CAF. CAF documentation will be held electronically and parents will identify agency/individuals authorised to access data. The E-CAF will make reference to specialist services involvement and record if a referral has been made as part of the CAF plan but will not hold details of any specialist assessments. E-CAF will be launched next year.

Key Working

Susan Leonas reported that June Allen, Key Worker/Development Officer is now in post and responsible for this area. June's role will not just involve Early Years but will deal with older children too and will also link into Portage.

CAMHS Review

Stuart Youngman reported that Needs Assessment work is now complete. Following Stakeholder meetings, all feedback received and gaps in provision and skill identified. Some big issues identified specifically to CAMHS, which will be a challenge to take forward with financial constraints. Adult LDD also coming under pressure. SY of the opinion that CAMHS Service needs to be looked at as a whole and resources used more efficiently.

Future organisational structures – need to look at present structure and what future should look like. Suggestions sent out to CAMHS Partnership for consideration. Will have to consider most realistic way forward with professionals and multi-agency partners. SY estimates £0.5m would be needed to fill CAMHS gaps.

Therapeutic Services: Speech, and Language Therapy

Alison Proudfoot gave an update on the review of services for children with speech, language and communication needs. North Tyneside is one of 16 national commissioning pathfinders as part of "Better Communication" the DCSF/DH action plan following the Bercow Report. The project is aiming to achieve overall alignment of provision across all ranges and across universal/targeted /specialist services, with a single point of access pathway which mirrors that of the Integrated Disability Service.

The main themes of the project are:

- Mapping of existing services/provision & gap analysis
- Data analysis: matching provision to need
- Documentation for parents, schools/settings: Looking to provide a single parent & child -friendly. "communication plan" around the child's needs
- Development of a single referral, assessment and provision pathway with explicit links to CAF

	<ul style="list-style-type: none"> • Parent Reference Group– to be formed in January 2010 to inform and support all aspects of the project • Research: potential involvement in national research programmes in this area led by James Law at Newcastle University, particularly around parent involvement. <p>A further mapping event will be held on 11 January 2010, 12.30-5pm at Langdale. The project steering group would urge participation and attendance by representatives of partner services. Contact Alison Proudfoot, John Waldron or Linda Turner for details.</p> <p>Transition - this item to be deferred until next meeting.</p> <p>Birth to Seven Partnership Gill Close circulated “Giving every child a flying start” packs for those that were not able to attend the recent event at The Village hotel. GC updated Board regarding the Birth to Seven Partnerships Pilot, a DCSF initiative funded until March 2011 and discussed the five themed groups that will work alongside each other to develop the project. G C referred to the draft booklet for practitioners contained within the pack and produced by NT Birth to Seven Partnerships. The booklet contains detailed information on indicators of children’s wellbeing and the typical development of communication. The booklet is to be used in conjunction with the Birth to Seven Partnerships’ poster, which will enable parents to make observations about their child’s development in key areas of emotional wellbeing and communication. This toolkit will be rolled out throughout North Tyneside. A pilot will commence in January</p> <p>Gill stated that feedback had been very positive following the event.</p> <p>Inclusion Group – GC indicated that Susan Francis was leading on this and there is a need for someone to take forward issues around Birth to Seven from January 2010. Pat Lackenby was asked to support this.</p>	<p>PL</p>
<p>5.</p>	<p><u>Inclusion Issues</u> JS gave update on work of CYPL Board.</p> <ul style="list-style-type: none"> • Integrated Disability Service is priority for Children’s Trust – to progress as quickly as possible. • Currently trying to pull together E&D Strategy for Children Young People and Learning Board. We recently achieved Level 3 of the National Equality Standards as a Council. Ioda working on Strategy with us. Going back to Children’s Trust in January 2010. • Up until now Children’s Trust have worked in outcome groups (CYP Plan). Children’s Trust of the view might work better with Tactical Groups around priorities – this fits in with Integrated Disability concept. <p>Parents Steering Group Lynn McManus reported that the Conference held on 6 November was successful and well attended with positive feedback. Parents are now able to identify people to their roles. Four new parents are to join the Steering Group from January 2010.</p>	

	<p>JS congratulated Lynn on success of conference and the PSG stating that he felt it was an opportunity for parents to move things forward. JS thinks it is now an opportune time to move from a focus group to a Parents Forum and suggested this be raised at the January meeting. JS said the initial group had done an excellent job in getting things up and running and the ownership is now that of the parents. The difference parental involvement has made is significant and parents are now better informed. JW added that PSG should be supported to ensure they represent views of as many parents of children with disabilities as possible and asked Board members to inform colleagues that the PSG exists.</p> <p>Extended Schools Programme – this item to be deferred to next meeting</p>	
6.	<p><u>Summary of Actions Agreed</u></p> <ul style="list-style-type: none"> • Ian Walton to update re Transition • Julia Craddock to update re Extended Schools Programme • Pat Lackenby to consider someone to take forward issues around Birth to Seven from January 2010. 	<p>IW JC PL</p>
7.	<p><u>Any Other Business</u></p> <p>Project Bid – LDPB re Schools & Disability Awareness Sara Clark and Irene Edwards (Skills for People) joined the meeting.</p> <p>Dave Barras gave information regarding the bid and stated that the Adult Learning/Disability Partnership Board are interested in assisting Skills for People with their bid but cannot do so unilaterally.</p> <p>SC circulated copies of the bid and explained about the tried and tested project operating in Newcastle and the aim to work in North Tyneside schools. SC is seeking £11,858 to fund this project explaining that historically work has been paid by trusts but ideally she would like schools to pay for the courses on offer.</p> <p>JS mentioned that the Children’s Trust Board are in the process of producing an Equality & Diversity Strategy which will include engagement with disabled children and young people and will highlight this project with the Board.</p> <p>Lamb Report – JS informed Board that the Lamb Report is to be issued on Wednesday 16 December.</p> <p>Parkside Project – LMc reported that a residents meeting had taken place, this had been well-attended and gained approval for the project. An open evening had been organised to get more people with skills on board. Project now has a Board, Trustees and Treasurer. A Bank Account has been opened and is up and running and the group are looking to organise fund raising events. Project has received donations from the Sunshine Fund and LMc is liaising with Siemens/Airport/Miller Construction re funding ideas. Miller Construction is prepared to carry out the building work.</p>	

	The project will now be called Pathways @ Parkside and Gill Alexander has agreed for John Scott to act as Consultant to the project.	
8.	<u>Date of Next Meeting</u> Tuesday 16 March 2010 – 10.00am (Room 3.70, Quadrant West)	
	Dates of Future Meetings: Tuesday 15 June 2010 – 10.00am – Room 3.70, Quadrant West	