

**Meeting of the Nottinghamshire Children’s Trust Board
Thursday 23 April 2015 - 9.00am**

Present:

Derek Higton (DHi) (Chair) - Nottinghamshire County Council
 Dr David Hannah (DHa) – Nottinghamshire Clinical Commissioning Groups
 Ruth Marlow (RM) – District Council Representative
 Sharon Pickett (SP) - Nottinghamshire Clinical Commissioning Groups
 Richard Stapleford (RS) – Nottinghamshire Police
 Irene Kakoullis (IK) - Nottinghamshire County Council (representing Kate Allen)

Chris Jones (CJ) – Nottinghamshire County Council
 Natasha Wrzesinski (Observer) - Nottinghamshire County Council
 Grace Ollivent (GO) (Observer) - Nottinghamshire County Council
 Georgina Carnill – Nottinghamshire County Council

Apologies:

Dr Kate Allen - Nottinghamshire County Council (Public Health)
 Chris Few – Nottinghamshire Safeguarding Children Board
 Sue Gill – Bassetlaw Clinical Commissioning Group
 Vikki Taylor – NHS England (North Midlands)

<u>Item 1c Minutes and matters arising from the previous meeting on 20 March 2015</u>	Action
These were approved as an accurate record. There were no outstanding matters arising.	
<u>Item 2 Nottinghamshire School Nursing Service Proposed Remodelling Plans</u>	

Response to Recommendations	
The Children's Trust Board agreed the recommendations as given in the report.	
Action Points	
<p>2.1 Detailed analysis of the consultation on the proposed remodelling plans to be circulated to Children's Trust Board members with notes of this meeting.</p> <p>2.2 Report to come to the Children's Trust Board when commissioning specifications for the remodelled School Nursing Service are in place (September meeting).</p> <p>2.3 Future consideration of what the specification for Health Visitor re-commissioning will look like being mindful of continuity of provision, ease of access to service users and signposting practitioners and removal of duplication of provision</p>	<p>IK/CJ</p> <p>Gary Eves</p> <p>Commissioning Forum/Integrated Commissioning Hub</p>
<u>Item 3 Developing a Schools' Health Hub</u>	
Response to Recommendations	
The Children's Trust Board agreed the recommendations as given in the report.	
Action Points	
<p>3.1 The strong support of the Children's Trust Board for public health funded water fluoridation across the County to be conveyed to the Health and Wellbeing Board via the Implementation Group.</p> <p>3.2 A further report to be brought back to the Children's Trust Board when decisions have been made regarding commissioning for the Schools' Health Hub, ASSIST (smoking prevention in schools) programme and Oral Health Promotion Services.</p> <p>3.3 Consideration to be given to the expansion of the Schools' Health Hub to become a broader Children and Young People's Hub to co-ordinate activity at an operational level.</p>	<p>DHi/RM</p> <p>CJ/Integrated Commissioning Hub</p> <p>Integrated Commissioning Hub</p>

<p><u>Item 4 How Young People Friendly are our Health Services? Nottinghamshire Mystery Shopper report 2015</u></p>	
<p>Response to Recommendations</p>	
<p>The Children's Trust Board supports the proposal to secure funding to repeat the exercise and supports providers being asked to carry out their own self-evaluation.</p> <p>Various ways of disseminating the findings of the Mystery Shopper project were discussed along with ways in which these can be adapted to suit a range of settings; Children's Trust Board members were fully supportive.</p> <p>The Children's Trust Board was fully supportive of the expectation of consistent use of 'You're Welcome' by providers and commissioners of health services and the embedding of this as the expected standard along with an expectation of ongoing self-evaluation to ensure that the standard is achieved and maintained.</p> <p>It was agreed that the Local Authority would raise the matter of 'young people friendly services' within its own settings and other Board members would raise it within their organisations using the Mystery Shopper project and You're Welcome criteria as appropriate. It was confirmed that an article about the project would appear in the Clinical Commissioning Groups (CCGs) newsletter along with an offer for a presentation about the project to be made to Clinical Commissioning Groups (CCGs).</p> <p>It was agreed that the Adolescent Health Steering Group should lead and have strategic ownership of the Mystery Shopper Programme.</p>	<p>Children's Trust Board membership</p> <p>GO/Andy Fox</p> <p>Adolescent Health Steering Group</p>
<p>Action Points</p>	
<p>4.1 Mystery Shopper DVD and You're Welcome criteria to be distributed to all Clinical Commissioning Groups (CCGs), the Pharmaceutical Committee and made available on line if possible. Consideration to also be given to distribution to schools.</p> <p>4.2 An evening event organised by the Health and Wellbeing Board about the Mystery Shopper Project and led by young people to be promoted by the Children's Trust Board.</p> <p>4.3 A letter signed by Derek Higton and Dr David Hannah to accompany the distribution of the Mystery Shopper</p>	<p>GO/Andy Fox</p> <p>CJ</p> <p>DHi/DHa/GO</p>

DVD and You're Welcome criteria to GP practices for use in in-house training.	
4.4 You're Welcome standards to be built into future service specifications along with an expectation that this will be self-evaluated on an ongoing basis.	Integrated Commissioning Hub
4.5 The possibility of a single point of access website for young people in Nottinghamshire for all services to be explored; this would ideally be run by young people and have discussion forums to promote engagement. The need to ensure that such a website is kept up to date, keeps pace with changes in technology and modes of engagement and is regularly promoted were emphasised.	GO/Andy Fox
<u>Item 5 Nottinghamshire Safeguarding Children's Board (NSCB) Access to Services Audit</u>	
Response to Recommendations	
The Children's Trust Board agreed the recommendations as given in the report. There had been previous extensive discussion around the endorsement and promotion of the adoption of 'You're Welcome'.	
Action Points	
5.1 A group of trained young people to be established to act as Mystery Shoppers, potentially across a range of organisations. Colleagues to contact Chris Warren, Group Manager, Young People's Services – christopher.warren@nottsc.gov.uk for support in identifying suitable young people who could be trained to act as Mystery Shoppers.	Children's Trust Board membership
<u>Item 6 Delivery Plan for the Children, Young Peoples and Families Plan (2015-16)</u>	
Response to Recommendation	
The Children's Trust Board agreed to approve the Delivery Plan for the Children, Young People and Families Plan (2015-16) after the alterations listed below have been made.	CJ
Action Points	
6.1 It was agreed that hyperlinks to key documents would be added to the Delivery Plan.	CJ

<p>6.2 It was agreed that an additional column would be added to the Delivery Plan giving actual figures for national averages and local targets where applicable and that some additional narrative would be added to the section on Child Sexual Exploitation (CSE) – key action 1.5.</p>	<p>CJ</p>
<p><u>Item 7 Help and Protection Executive</u></p>	
<p>Response to Recommendations</p>	
<p>The Children’s Trust Board approved the establishment of the Help and Protection Executive with the terms of reference and governance arrangements as circulated which had been revised since the original decision made by the Children’s Trust Board to approve the establishment of the Help and Protection Executive in December 2014.</p>	
<p>Action Points</p>	
<p>7.1 A draft plan of the work of the Help and Protection Executive to go to the group’s initial meeting on 20 May 2015.</p>	<p>CJ</p>
<p>7.2 The emerging improvement plan from the Help and Protection Executive to be brought back to the Children’s Trust Board in either July or September. This improvement plan will also be taken to the Nottinghamshire Safeguarding Children Board (NSCB) in the autumn.</p>	<p>CJ</p>
<p>Dates of next meetings</p>	
<p>Date: Thursday 4 June 2015 Time: 11.00am – 1.00pm Venue: County Hall (Floor 3, Meeting Room 16)</p>	<p>Date: Friday 17 July 2015 Time: 9.00am – 11.00am Please note earlier finish time Venue: County Hall (Committee Room B)</p>

**Nottinghamshire Children's Trust Board
Decisions and Actions Log**

<u>Item 2 Nottinghamshire School Nursing Service Proposed Remodelling Plans</u>	Lead	Progress Update
Action Points		
2.1 Detailed analysis of the consultation on the proposed remodelling plans to be circulated to Children's Trust Board members with notes of this meeting.	IK/CJ	Circulated on 5.5.15
2.2 Report to come to the Children's Trust Board when commissioning specifications for the remodelled School Nursing Service are in place (September meeting).	Gary Eves	On the Forward Plan for September
2.3 Future consideration of what the specification for Health Visitor re-commissioning will look like being mindful of continuity of provision, ease of access to service users and signposting practitioners and removal of duplication of provision	Commissioning Forum/Integrated Commissioning Hub	Ongoing
<u>Item 3 Developing a Schools' Health Hub</u>		
3.1 The strong support of the Children's Trust Board for public health funded water fluoridation across the County to be conveyed to the Health and Wellbeing Board via the Implementation Group.	DHi/RM	Implementation Group met on 4.6.15.
3.2 A further report to be brought back to the Children's Trust Board when decisions have been made regarding commissioning for the Schools' Health Hub, ASSIST (smoking prevention in schools) programme and Oral Health Promotion Services.	CJ/Integrated Commissioning Hub	PH Committee have approved commissioning of ASSIST and the SHH, 2 years funding to pilot. Oral Health Promotion Service award to new provider due to be announced in November. Suggested update paper to CTB then.

Item 3 Developing a Schools' Health Hub	Lead	Progress Update
3.3 Consideration to be given to the expansion of the Schools' Health Hub to become a broader Children and Young People's Hub to co-ordinate activity at an operational level.	Integrated Commissioning Hub	Ongoing
Item 4 How Young People Friendly are our Health Services? Nottinghamshire Mystery Shopper report 2015		
Action Points		
4.1 Mystery Shopper DVD and You're Welcome criteria to be distributed to all Clinical Commissioning Groups (CCGs), the Pharmaceutical Committee and made available on line if possible. Consideration to also be given to distribution to schools.	GO/Andy Fox	Mystery Shopper DVD available on line.
4.2 An evening event organised by the Health and Wellbeing Board about the Mystery Shopper Project and led by young people to be promoted by the Children's Trust Board.	CJ	Health and WellBeing Board Minutes circulated to all CTB members containing link to information about HWB Stakeholder Event on 13.8.15.
4.3 A letter signed by Derek Higton and Dr David Hannah to accompany the distribution of the Mystery Shopper DVD and You're Welcome criteria to GP practices for use in in-house training.	DHi/DHa/GO	Letter drafted by GO to be shared with DHi.
4.4 You're Welcome standards to be built into future service specifications along with an expectation that this will be self-evaluated on an ongoing basis.	Integrated Commissioning Hub	Paper went to HWB in June – supported. DVD and discussion will be part of the event on YP on 13.8.15
4.5 The possibility of a single point of access website for young people in Nottinghamshire for all services to be explored; this would ideally be run by young people and have discussion forums to promote engagement. The need to ensure that such a website is kept up to date, keeps pace with changes in technology and modes of engagement and is regularly promoted were emphasised.	GO/Andy Fox	Development of website key recommendation of YP Health Strategy. Andy Fox will update in his report to CTB.

Item 5 Nottinghamshire Safeguarding Children's Board (NSCB) Access to Services Audit	Lead	Progress Update
Action Points		
5.1 A group of trained young people to be established to act as Mystery Shoppers, potentially across a range of organisations. Colleagues to contact Chris Warren, Group Manager, Young People's Services – christopher.warren@nottscc.gov.uk for support in identifying suitable young people who could be trained to act as Mystery Shoppers.	Children's Trust Board membership	Ongoing.
Item 6 Delivery Plan for the Children, Young Peoples and Families Plan (2015-16)		
Action Points		
6.1 It was agreed that hyperlinks to key documents would be added to the Delivery Plan.	CJ	Done
6.2 It was agreed that an additional column would be added to the Delivery Plan giving actual figures for national averages and local targets where applicable and that some additional narrative would be added to the section on Child Sexual Exploitation (CSE) – key action 1.5.	CJ	Done
Item 7 Help and Protection Executive		
Action Points		
7.1 A draft plan of the work of the Help and Protection Executive to go to the group's initial meeting on 20 May 2015.	CJ	Done
7.2 The emerging improvement plan from the Help and Protection Executive to be brought back to the Children's Trust Board in either July or September. This improvement plan will also be taken to the Nottinghamshire Safeguarding Children Board (NSCB) in the autumn.	CJ	On Forward Plan for September.