

BRIGHTON & HOVE CITY COUNCIL

CHILDREN'S TRUST BOARD

4.00PM - 5TH SEPTEMBER 2005

**COMMITTEE ROOMS 2/3
BRIGHTON TOWN HALL**

MINUTES

Present: Councillor Hawkes (Vice-Chair); Councillors Giebeler, Hazelgrove, Hyde, Kemble, McCaffery, Meadows, Norman and Young.

Brighton & Hove Primary Care Trust: Jean Spray (Chair), Judith Corcho, and Janice Robinson.

Non-Voting Co-optees: Kim Aumann (Parent Representative), Lynette Gwyn Jones (Brighton & Sussex University Hospitals NHS Trust), John James (Chief Executive Primary Care Trust), Richard Lambert (Community & Voluntary Sector Forum), Mo Marsh (South Downs Health Trust), Carole Mattock (Surrey & Sussex Strategic Health Authority), David Standing (Community & Voluntary Sector Forum), Dan Steadman (Sussex Police Authority), Professor Imogen Taylor (Universities of Brighton & Sussex), Mike Warburton (Chief Operating Officer, Primary Care Trust).

PART ONE

ACTION

6 PROCEDURAL BUSINESS

6A Declarations of Substitutes

6.1	<u>Substitute</u>	<u>For</u>	
	Cllr Kemble	Cllr Brown	
	Cllr Meadows	Cllr John	
	Dan Steadman	Carole Shaves	(Sussex Police Authority)

6B Declarations of Interest

6.2 There were none.

6C Exclusion of Press and Public

- 6.3 The Board considered whether the press and public should be excluded from the meeting during the consideration of any items contained in the agenda, having regard to the nature of the business to be transacted and the nature of the proceedings and the likelihood as to whether, if members of the press and public were present, there would be disclosure to them of confidential or exempt information as defined in Section 100A(3) or 100 1 of the Local Government Act 1972.
- 6.4 **RESOLVED** - That the press and public not be excluded from the meeting.

7 MINUTES

- 7.1 **RESOLVED** - That the minutes of the meeting held on 6th June 2005 be approved and signed by the Chair.

8. PROPOSALS FOR DEVELOPING COMMUNITY TEAMS FOR CHILDREN UNDER FIVE, THE CATCHMENT AREAS THEY WILL SERVE AND THE CATCHMENT AREAS EACH CHILDREN CENTRE WILL SERVE

- 8.1 The Board considered the report of the Director of Children Families & Schools relating to proposals for developing community teams for children under five, the catchment areas they will serve and the catchment areas each children centre will serve (see minute book).
- 8.2 The report presented the proposals for developing eight community multidisciplinary teams with each serving a geographical catchment area, which would ensure citywide coverage. The report also provided proposals for citywide coverage of a network of hub and satellite children's centres each serving children under five in their catchment area.
- 8.3 **RESOLVED** – (1) That the Board agree in principle with the way forward suggested in the paper.
(2) That the Board agree in principle the proposed catchment areas for the community teams.
(3) That the Board agree in principle the proposed reach areas for the children's centres.
(4) That the Board agree that consultation on these proposals takes place with Ward Councillors, GPs, Schools, and the 2 Sure Start Partnership Boards.
(5) That the Board agree that the final recommendations are

considered at the by the Board at the meeting on 17th October 2005.

9. GOVERNANCE ARRANGEMENTS FOR UNDER 5'S SERVICE CLUSTERS

- 9.1 The Board considered the report of the Director of Children Families & Schools relating to Governance Arrangements for Under 5's Service Clusters (see minute book).
- 9.2 The report set out the proposals for the governance arrangements for Under 5 Service Clusters. These proposals were formed following discussions with members of the Children's Trust Board at a recent seminar.
- 9.3 **RESOLVED** – That the Board agreed in principle the proposed framework as outlined for Governance arrangements within under 5's Clusters, and agreed that consultation takes place on the framework.

10. IMPLEMENTATION OF THE COMMON ASSESSMENT FRAMEWORK

- 10.1 The Board considered the report of the Director of Children Families & Schools relating to Implementation of the Common Assessment Framework (see minute book).
- 10.2 The report informed the Children's Trust Board of the requirements for implementation of the Common Assessment Framework and the necessity of a training programme, electronic system and Common Assessment Framework support worker.
- 10.3 **RESOLVED** – (1) That the Board agree the timeframe for the implementation of the Common Assessment Framework
(2) That the Board agree to support the cultural changes necessary for the successful implementation of the Common Assessment Framework, and to communicate this support through management structures
(3) That the Board give a clear mandate that staff will be supported and expected to attend the Common Assessment Framework training programme
(4) That the Board agree in principle that an electronic system is essential to the long-term success of the Common Assessment Framework, and support the development of a Children's Trust Information Strategy
(5) That the Board agree to the creation of a new Common Assessment Framework Support Worker role, to start in April

2006, pending funding information from the DfES.

11. SERVICE REDESIGN FOR CHILDREN WITH A DISABILITY, COMPLEX NEEDS AND SPECIAL EDUCATIONAL NEEDS

11.1 The Board considered the report of the Director of Children Families & Schools relating to Service Redesign for Children with a Disability, Complex Needs and Special Educational Needs (see minute book).

11.2 The report provided a progress report on the Service Redesign for Children with a Disability, Complex Needs and Special Education Needs.

11.3 **RESOLVED** – That the Board note the progress, interim findings and proposals of the Service Redesign for Children with a Disability, Complex Needs and Special Education Needs

12. CONSULTATION WITH CHILDREN IN AFTER SCHOOL CLUBS

12.1 The Board considered the report of the Director of Children Families & Schools relating to Consultation With Children in After School Clubs (see minute book).

12.2 The Report informed the Children's Trust of the outcomes of a consultation project with children in after school clubs.

12.3 **RESOLVED** – That the Board note the findings of the consultation.

13. LEARNING & SKILLS COUNCIL REPRESENTATION ON THE CHILDREN'S TRUST BOARD

13.1 The Board considered the report of the Director of Children Families & Schools relating to Learning & Skills Council Representation on the Children's Trust Board (see minute book).

13.2 The report sought the Board's approval to invite Sussex Learning and Skills Council to nominate a representative to serve as an observer on the Children's Trust Board.

13.3 **RESOLVED** - (1) That the Board invite Sussex Learning & Skills Council to nominate an observer representative for the Children's Trust Board.
(2) That the Board ask Sussex LSC to agree to a reciprocal arrangement by appointing a representative of the Children's Trust to the LSC Board.

The meeting concluded at 5.30 pm

Signed

Chair

Dated this

day of

2005