

**GOWM PROJECT BOARD MEETING
WEDNESDAY, 27 JUNE: 3.30PM
ROOM 7D, BLACKFRIARS**

Present:

Kathy Lee Cole	Government Office for the West Midlands
Rob Willoughby	Government Office for the West Midlands
Councillor Jenny Hyde	Cabinet Member Children's Services
Sharon Menghini	Director of Children's Services
Shaun McLurg	Head of Safeguarding & Assessment Services
George Salmon	Head of Commissioning and Improvement
Marcia Perry	Joint Services Manager
Philippa Granthier	Children's Trust Business Manager
Hillary Hall	Performance Team Manager

Apologies:

Anne Heath	Head of Integrated Services & Inclusion
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<u>AGENDA ITEM</u>	<u>Discussion</u>
1.	Welcome and Introductions: Kathy Lee Cole
2.	Success Criteria: Rob Willoughby thanked Sharon Menghini and colleagues for allowing him to work with the management team and view the work being done to take forward management strategies. He acknowledged the honesty of the process.
3	Progress Report Success Criteria/Plans to Review School Organisation: Report by The Director The Director and a number of her team are relatively new in post and are in the process of learning and understanding the work of the previous incumbents. Councillor Jenny Hyde, Cabinet Member for Education has also recently taken over from Cllr Don Rule. Jenny has a background in Fostering Care. The Director's statutory obligation is to move CYPD towards a Children's Trust. Progress has already been made and there is a need to move forward significantly. The Director is confident with their self-assessment and believes a fair judgement has been made. CYPD has erred on the side of caution, by being realistic with a view that most areas are better than adequate. Anne Heath and Marcia Perry are working on the Child Disability Strategy and there is still some progress to be made.
3.1	School Reorganisation: There has been an important step-change in the way the CYPD approach this. There have been meetings with headteachers and feedback has been welcomed from them.
3.2	Children's Trust: The Director referred the meeting to her overview diagram on how the Trust will look and work, moving existing boards into the Children's Trust. This is still the process of refining and redefining membership to strengthen the decision making process. 18 July will be the date to finally ratify the terms of reference. Work will proceed alongside the plans of the PST.

3.3	<p>Governance Arrangements: The good work of the sub-groups, core and key activities will be pulled into the centre of the trust for commissioning and be properly funded. The groups will know where they are reporting and governance. Partners and schools will be agreed. The Director explained to the meeting her diagram showing the governance arrangements. This model will make sure the process goes in the right direction and gives opportunities for debate and reporting back. The process can be refined year on year to encompass new priorities.</p>
3.4	<p>Partnership Day: Councillor Jenny Hyde reported very positive feedback after initial surprise at the new Model. The model faced a challenging debate but parties were pleased that positive progress was being made and going forward. SML reported that for the first time there was a clear pathway to the Children's Trust.</p> <ul style="list-style-type: none"> • CLC queried the "road traffic" being on the agenda and 14-19 reforms, which cuts across all areas of the agenda. • RW acknowledges that work is still in progress and would be happy to hear how this develops – "it is a driving change function". • Monitoring of commissioning; more debate and refining is required on the finance aspect. The Director is confident that once the Trust is in place by April 2008, commissioning will be secured by April 2009.
3.5	<p>Performance Management/Digest:</p> <ul style="list-style-type: none"> • A significant amount of work has been completed prior to the New Director's arrival. Hilary Hall, Performance Manager will have a major impact in this area, as will the New Chair of Scrutiny who is interested and supportive. The Digest will in fact become the "Bible" and bring together all performance information. • There will also be a regular monthly slot on DMT to look at performance. • CLC questioned the middle management structure and how they would be involved? <ul style="list-style-type: none"> ○ The Director answered that some areas of performance management was linked to financial planning and managers would be encourage to own this. Performance management would exist via the regular team meeting patterns. Hillary would be key in this area. • GS reported 12 service managers have gone through IPC with a further 12 starting next September. Project work is linked to work of the Directorate. • APA/Benchmarking exercise. RW and CLC agreed this was a good document which communicates well. • GS: IPC ran a successful Commissioning seminar which was highly participatory as a result local network meetings will be established. • The Director emphasised good management links in regard to well performing SRD's. CYPD had a 100% return. <p>CLC offered the Director and Team her help and resources to make useful links.</p> <ul style="list-style-type: none"> • SM asked for contact details for Coventry Council, to enable Hilary Hall to make a visit. The website is very modern. CYPD need to make their website bright and simple and easy to access. Need to modernise and achieve a few quick wins.
3.6	<p>Marcia Perry briefed the meeting:</p> <ul style="list-style-type: none"> • Document has gone to CYPD Strategy Board, which received helpful feedback. • There are key areas of focus to make to complete a more robust and overarching paper. • MP reported that they have found high performing data for Herefordshire on Disabled People and Duke of Edinburgh awards. • The document will be ready for consultation on the 1 September. <p>RW found feedback was very useful and significant developments were in progress.</p>

3.7	Treasury Document: £280 Million Fund. A result will soon be known.
3.8	<p>School Review:</p> <ul style="list-style-type: none"> • Officer time and capacity allied with falling rolls has been a factor in trying to complete the school review process. • The Director had a productive away day with CYPD staff involved in the review and discussions had been held with head teachers. From dialogue with schools it had become apparent that there were no underlying set down principles or even professional debate on school review. • The Director is in the process of drafting a document to consult formally with schools, then Cabinet. The document will be sent out this term. • Shared idea with heads that they must be bold about difficult and emotional issues. The document will also give strength to Cabinet Members in their decision making. • CLC gave details of a published paper by Andy Brown the Director of the LSC in the Black country regarding falling rolls. • GS flagged up problem being experienced regarding new build for Staunton on Wye where rolls had fallen. Monies for build would go back to a central pot. <p>ACTION: GS would email RW the details for him to take-up with Government.</p>
3.9	<p>Federation/Trust Schools</p> <p>Discussion points:</p> <ul style="list-style-type: none"> • RW concerned lack of reference to ECM. • How do Trusts combat falling rolls? • Do schools federate or amalgamate? • Trust schools can be achieved in Hereford City, Federation will not work in rural areas. • Wigmore and Primary and Secondary going for Federation. • GS reported all 14 high schools have achieved specialist college status.
3.10	<p>Attendance at SMT Meetings: Rob Willoughby</p> <p>RW thanked the meeting for the opportunity to attend two of the SMT meetings. Found the open and frank discussion very constructive. The APA document is a good helpful working document.</p>
5.	<p>Refreshed C&YP Plan: Philippa Granthier</p> <p>Phillippa Granthier gave a brief summary.</p> <ul style="list-style-type: none"> • SM shared her view of a new slimmer 10-page document. This had not been debated at SMT. • RW reflected that the document would depend on the audience. Would need a more detailed document if it were to be viewed by Ofsted. • RW would like an invitation from the LA to attend the APA meeting on the 27 September
6.	<p>Ministerial Reports: Rob Willoughby</p> <p>A summary of their findings/Report would be shared with C&YPD on an informal basis.</p>
	<p>ACTIONS:</p> <ul style="list-style-type: none"> • To continue working to develop the Children's Trust. Thanks from the GOWM for being very helpful. • SM to invite RW to the APA meeting on the 27 September.