

HARLOW CHILDREN'S PARTNERSHIP

MINUTES OF THE HARLOW CYPSP BOARD MEETING Held at Harlow Civic Centre on January 11th 2010

Present: Lynn Seward Harlow District Council (Chair)
 Marina Sherriff Harlow 2020
 Chris Fluskey HEC
 Andy Simpson Children's Centres
 Adrian Coggins NHS West Essex
 Christine Selby Harlow District Council
 Angela Street Harlow District Council (Minutes)

Apologies: Judy Hurry NHS West Essex
 Lonica Vanclay Essex County Council
 Cllr Lee Dangerfield Essex County Councillor
 Nigel Varnam Essex County Council

		ACTION
1.	<p>Minutes of the last meeting</p> <p>It was noted that, although not recorded on the minutes, Nigel Varnam was present at the meeting on the 18th November</p>	
2.	<p>Matters arising</p>	
3	<p><u>Schools Trust</u></p> <p>Chris Fluskey gave the following update:-</p> <ul style="list-style-type: none"> ▪ Informal consultation ended on the 8th January ▪ Schools now in the process of pulling reports together ▪ Decision as to whether or not to go to formal consultation to be reached by 29th January. 	
3.	<p>Change of name for the Partnership</p> <p>It was proposed and agreed that the new name for the Partnership be the Harlow Children's Partnership</p>	
4.	<p>Draft Terms of Reference</p> <p>The previously circulated draft Terms of Reference for the Partnership were discussed, agreed and adopted.</p>	
5.	<p>Review of Objectives</p> <p>Previously circulated discussion papers were considered and the criteria for identification of priorities was agreed as follows:-</p> <ul style="list-style-type: none"> ▪ Where there is a high level of objective need ▪ Where HCP partners are in a position to add value ▪ Where a single agency who is the lead body for a priority / need is struggling to impact on that priority/need 	

	<ul style="list-style-type: none"> ▪ Where the partnership wants to concentrate its efforts on securing additional resources / services via lobbying WECTB or via other external funding sources. <p>It was further noted/agreed that:-</p> <ul style="list-style-type: none"> ▪ It is necessary to ensure that priorities currently being addressed are sustained. ▪ There is a need to ensure that there is clarity around what are priorities for children in Harlow and what are priorities for commissioning. <p>There then followed discussion around the 8 previously circulated priority suggestions (see appendix 1), all of which were agreed and thereby adopted. The next step in terms of the priorities will be to identify how they can be addressed.</p> <p>LS to communicate priorities to WECTB</p>	LS
6.	<p>Structure of Partnership</p> <p><u>Membership</u></p> <p>Following discussion it was agreed that membership should remain as it is, but that Social Care should also be strongly encouraged to join</p> <p><u>Sub Groups</u></p> <p>Sub-Groups to link in to the Partnership were agreed as follows:-</p> <ul style="list-style-type: none"> ▪ Youth and Play Strategy Group ▪ Active Harlow ▪ Harlow Poverty Project Board ▪ CAMHS/TAMHS (in the short-term) ▪ Children’s Centres Network ▪ Think Family Group <p>Linkages to the following statutory groups were also noted:</p> <ul style="list-style-type: none"> ▪ 2020 Partnership (LSP)_ ▪ Safer Harlow Partnership (CDRP) <p><u>Links to West Essex Groups</u></p> <p>Previously circulated papers were considered and links to the West Groups were identified and confirmed.</p> <p><u>Links into County Children’s Trust sub-groups</u></p> <p>Previously circulated papers were considered and it was identified that there are currently no links in to these groups. LS to raise at the next meeting of the WECT Board.</p>	LS

		ACTION
7.	<p>Performance Monitoring Mechanisms</p> <p>Following discussion, it was agreed that the Partnership would carry out performance monitoring at a local level, with LS and MS looking at the LAA reports on a quarterly basis and reporting to this Board on an exception basis.</p> <p>It was further agreed that the Partnership is happy to provide monitoring information to the WECTB, providing it is in the same format as already carried out.</p>	LS / MS
8.	<p>Structure of future meetings</p> <p>It was proposed and agreed that the general structure of future meetings be as follows:-</p> <ul style="list-style-type: none"> ▪ Up-date reports from Sub-Groups ▪ Exception reporting ▪ Horizon scanning ▪ Recommendations for actions to take to WECTB <p>It was further agreed that presentations should be made to the board by the sub-groups outlining any action plans, followed by discussion on how the group / partners can add value. CF and MS to give presentations to the next meeting.</p>	CF / MP
9.	<p>Dates for future meetings</p> <p>AS to circulate dates for future meetings (two weeks prior to WECTB meetings, to start at 2pm)</p>	AS