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**Children's Services Improvement Board
Chair – Stuart Smith
26 November 2020**

Attendees:	
Name	Job Title
Adrian Farley	Cllr - Lead Portfolio Holder Children and Families
Ali-Jan Haider	Bradford CCG
Alisa Newman	Superintendent West Yorkshire Police
Amandip Johal	Head of Service - Safeguarding Reviewing and Quality Assurance
Anne Lloyd	Head of HR
Beverley Wilson	DfE Case Lead - Interventions
Chris Chapman	Director of Finance and IT
Claire Threapleton	HR Manager, Children's Services
Craig Tupling	Vice Principal, Bradford College
Darren Minton	Bradford Safeguarding Board Manager
Dominic Barnes-Browne	Head of IT
Frank McGhee	Programme Lead – Children's Services Commissioning and Finance
Geoff Winnard	Councillor – Chair of Children's Overview and Scrutiny
Ginny Robinson	Acting Headteacher, Midland Road Nursery and Abbey Green Nursery School
Heather Lacey	Shirley Manor Primary School
Irfan Alam	Deputy Director Social Care CBMDC
Janice Hawkes	Assistant Director Children's Services Barnardos North
Jill Asbury	Airedale ANHSFT (Jo Newman sub)
Joanne Hyde	Strategic Director Corporate Resources CBMDC
Kersten England	Chief Executive
Laura Copley	Senior Data Analytics & Intelligence Officer OCX
Mandy Helm	Head of Service – Bradford West Locality
Marium Haque	Deputy Director, Education and Learning
Mark Douglas	Strategic Director Children's Services CBMDC
Michelle Holgate (nee Smith)	General Manager Community Services, Bradford District Care NHS Foundation Trust
Michelle Turner	Strategic Director of Quality and Nursing Bradford District and Craven CCG
Mustansir Butt	Scrutiny and Overview Lead Officer (Corporate Resources)
Nazia Khatoun	Staff Reference Group representative
Parveen Akhtar	City Solicitor (Corporate Resources)
Phil Hayden	Director of Programmes Children's Services and Innovation and Improvement
Phil Witcherley	Head of Performance
Richard Fawcett	Interim AD Safeguarding & Reviewing, Commissioning and Provider Services
Sasha Bhat	Head of mental wellbeing CBMDC / NHS Bradford & Craven
Shanaz Akhter	Staff Reference Group representative
Steven Greenbank	DCI West Yorkshire Police
Stuart Smith	Chair of the Improvement Board

Traci Taylor	Principal Social Worker
Vicky Smith	Children's IT Programme Manager
In attendance	
Heidi Hardy	Programme Support Officer (Minutes)
Apologies	
Ann Baxter	Local Government Associate
David Walmsley	Assistant Director (Office of the Chief Executive)
Heather Wilson	Commissioner (Youth Provision)
Helen Hirst	Chief Officer Bradford CCGs
Jane Booth	Chair and Independent Scrutineer – The Bradford Partnership
Jo Newman	Named Nurse for Safeguarding Children / Airedale NHS Foundation Trust (sub for Jill Asbury)
Philippa Hubbard	Interim Chief Operating Officer & Director of Nursing Professions and Care Standards / DIPC
Rebecca Downs	Staff Reference Group representative
Susan Hinchcliffe	Leader of the Council
Tehmina Hashmi	Executive Principal, Bradford Academy
Peter Horner	Young Lives Bradford Manager VCS representative

Ref.	Notes / Action / Decision	Action Owner
1.	<p>Welcome and apologies</p> <p>Introductions were made. See above list of apologies.</p>	
2.	<p>Minutes of last meeting held 29 September 2020 and matters arising</p> <p>The minutes were agreed as an accurate record. There were no matters arising.</p>	
3.	<p>Action Tracker</p> <p>The following actions were closed:</p> <p>0083, 0084, 0088, 0089, 0090, 0092, 0095, 0096, 0097, 0098, 0099, 0101, 0102</p>	
4.	<p>Directors update</p> <p>MD confirmed that this month's 3rd week of field work activity for the Ofsted assurance visit which was postponed will now take place on 15th 16th 17th December 2020 and would be led by HMI Neil Penswick.</p> <p>A specific focussed piece of work will take place in January 2021 looking at the contribution of Health Partners and Police in the Front Door. Safeguarding Advisors will do a short focussed piece of work around the Safeguarding Partnership looking at contribution to Front Door and to understand the issues.</p>	

Ref.	Notes / Action / Decision	Action Owner
5.	<p>Improvement Update</p> <p>Iran Alam, Richard Fawcett and Phil Hayden talked through the latest improvement update.</p> <p>Action: An update on all recruitment activity with regards to posts that have been to job evaluation to be provided to the next Improvement Board led by Claire Threapleton and relevant Heads of Service.</p>	<p>Claire Threapleton + HoS</p>
6.	<p>Vital Signs – September data</p> <p>Laura Copley provided an update on the latest Vital Signs. Anne Lloyd provided an update on strategies. It was agreed the report needs to incorporate additional data with regards to looked after children specifically where response is required from Health Partners and other key responses. PEPs and Health Data is also to be included.</p>	
7.	<p>Audit report – September data</p> <p>Amandip gave a reflection on work which continue on quality of practice.</p>	
8.	<p>The Bradford Partnership update</p> <p>A discussion took place around timescales for SCR's and capacity of Health Visitors and School Nurses in particular their response to the most vulnerable children. A report will be presented to a future board on the concerns identified with regard to Public Health and the response of school nurses.</p>	
9.	<p>The Recovery plan for health assessments for children who are looked after</p> <p>Discussion took place around health assessments for Children in Care and Designated Doctor capacity.</p> <p>Michelle Turner and Michelle Holgate, on behalf of the 'health system' presented an overview of slides that showed progress made and key milestones around health assessments for Children in Care and Designated Doctor capacity and waiting time data. Interim arrangements had been agreed for designated and named doctor capacity at a 'placed based level' with a new model to be implemented by April 2021. The revised clinical model to provide the health assessments will be implemented by 1st April 2021.</p> <p>It was agreed that the integrated performance dashboard would be shared by Michelle Holgate with Laura Copley on monthly basis and that the improvement trajectory slide would in future be included as part of the Vital Signs Report.</p>	
10.	<p>Update following full integrated HMI inspection of the Youth Offending Service (YOS)</p> <p>Lisa Brett presented an update report which was accepted as showing significant progress had been made. There was clear direction in terms of the YOT service moving forward from recovery into improvement and following a similar model as Children's Social Care Improvement.</p>	

