

Early Help Action Plan

Service development & benefits for service users	Suggested milestones / performance measures	Timescale	Suggested lead	RAG	Comments
<p>1</p> <p>Develop Early Help App and web portal as a practitioner resource</p> <p>Benefits to service users</p> <p>Practitioners better able to advise and support families about services available</p>	<p>Set up Task and Finish group to progress this work.</p> <p>Carryout survey to map workforce requirements</p> <p>Draft tiles and format of EH App and sense check with EH Board and T&F group</p> <p>Launch EH App</p> <p>Consider early help roadshow ready to promote early help key areas and other communications</p>	<p>Feb 16</p> <p>March 16</p> <p>June 16</p> <p>July / Aug 16</p> <p>Sept 16</p>	<p>MB/JF/EW</p> <p>FIS and Commissioners with multi-agency practitioner input</p>		<p>Access to Information Task and Finish Group convened.</p> <p>Survey completed to map workforce requirements regarding information needed and how best accessed. 99 practitioners responded.</p> <p>App developed in draft format</p>
<p>2</p> <p>Develop information sharing arrangements and protocols and training where required to ensure safe, consistent sharing of appropriate data between agencies.</p>	<p>Map key areas where information sharing needs to improve to enable earlier identification of need.</p>	<p>Jan- March 2016</p>	<p>MB to lead with input from SW, Children's Centres, Public Health, Sirona,</p>		<p>Completed</p> <p>Information sharing protocol developed and agreed at LSCB</p>

Version Control		
Document Title	Early Help Action Plan	
Version	1.5	Date 21 st April 2016

Early Help Action Plan

Service development & benefits for service users	Suggested milestones / performance measures	Timescale	Suggested lead	RAG	Comments
<p>Benefits</p> <p>Able to identify families earlier who require support and offer this earlier.</p>	<p>Review arrangements for sharing information between early years settings and children's centre services.</p> <p>Review arrangements for sharing information between children's centres and health visitors</p>		<p>HVs, training, LSCB/LSAB.</p>		<p>The 'head count form' for early settings has been revised so that parents now have to 'opt out' of having their details shared with Children's Centres. The form advises parents of the information Children's Centres will hold and how it will be used, as well as information about the services available through the Children's Centre</p>
<p>3</p> <p>Develop clear referral pathways between:</p> <ul style="list-style-type: none"> • adult mental health, substance – misuse • domestic abuse services • housing options and provider 	<p>Pilot joint piece of joint work between commissioners and providers of children's centres services and adult substance misuse.</p> <p>Pilot joint piece of work between commissioners and providers of family support and adult mental health services,</p> <p>The Early Help Board to</p>		<p>DF to lead with input from RP, AM, MB, PB, SC, PMcK</p>		<p>Pilot between children's centre services and DHI has commenced to develop joint working.</p> <p>Children's Preventative Commissioning engaged in recommissioning of the new refuge service.</p>

Version Control		
Document Title	Early Help Action Plan	
Version	1.5	Date 21 st April 2016

Early Help Action Plan

Service development & benefits for service users	Suggested milestones / performance measures	Timescale	Suggested lead	RAG	Comments
	have a housing themed discussion.	June 2016			
4	<p>Increasing awareness of attachment and trauma across all agencies.</p> <p>Benefits to service users Improves understanding and quality of relationships between practitioners and families.</p>	To scope requirements and what we already have in place against NICE guidelines.		AMc / SW/ LF	Meeting of children's commissioners arranged for early July.
5.	Using language all agencies and service users understand when talking about early help	Review all documentation around early help to ensure language and definitions are consistent where they need to be Share definitions and draft resources with potential service users and		LH/ JF/ MB with input from Project 28, Mel H, MG, AMc	

Version Control		
Document Title	Early Help Action Plan	
Version	1.5	Date 21 st April 2016

Early Help Action Plan

Service development & benefits for service users	Suggested milestones / performance measures	Timescale	Suggested lead	RAG	Comments
	colleagues to ensure language is clear and messages are understood.				
6	<p>Explore option of developing a single point of entry to streamline referrals and assessments.</p> <p>Benefits Simplifies and improves access to support services for families and their children.</p>	<p>Meet with social care and other preventative service managers.</p> <p>Consider relationship with the MASH</p> <p>Develop joint 'triage' and allocation panel with Family Support and Play and Connecting Families</p>	<p>June – December 2016</p> <p>Nov – Feb 2016/17</p>	DF / RB	<p>The Integrated Services Team to be collocated with the duty team to follow up where families do not meet the threshold for social care but would benefit from a CAF and integrated support.</p>
7	Identifying opportunities for integrating services				
8	<p>Promotion of early help approaches for substance misuse and supporting young people to take up support / treatment.</p>	<p>Promote use of Drink think tool and alcohol and substance misuse training across services.</p> <ul style="list-style-type: none"> Review early help contracts to ensure Drink Think is a core 		AD with input from Kate Murphy	

Version Control		
Document Title	Early Help Action Plan	
Version	1.5	Date 21 st April 2016

Early Help Action Plan

Service development & benefits for service users	Suggested milestones / performance measures	Timescale	Suggested lead	RAG	Comments
	<p>component April 2016</p> <ul style="list-style-type: none"> Map training needs and agree a training programme through early help contract review meetings. April – June 2016 Deliver training to all early help services identified through a training needs analysis. June- Dec 2016 <p>Assist in the development of the early help app to ensure that the Drink Think Screening tool is available for professionals to improve the uptake of screening and referral into treatment.</p>				

	Service development and benefits for service users	Suggested milestones and performance measures	Timescale	Suggested lead	RAG	Comments
9	Map and review other	Undertake initial mapping		MB		Complete but keep under

Version Control			
Document Title		Early Help Action Plan	
Version	1.5	Date	21 st April 2016

Early Help Action Plan

	strategies and links to other groups	exercise and review at the Early Help Board Sign off through the EHB March 2016 Ensure links and references made to other strategies and plans. Ensure good communication links with other relevant strategic and partnership groups		All All		review
10	Champion the role of Early Help and ensure its well understood	Develop and promote early help logo so that service users and professionals identify early help services and the associated vision.		MB		
	Priority Service development	Suggested milestones and Performance measures	Timescale	Suggested lead	RAG	Comments
11	Gather further data around			SC		

Version Control			
Document Title		Early Help Action Plan	
Version	1.5	Date	21 st April 2016

Early Help Action Plan

	the needs of young people aged 11-19					
12	<p>Carryout research to identify gaps in early help where there are parental mental health, substance mis-use and domestic abuse issues within families</p> <p>Benefits</p>	<p>Scope out further information requirements and under take further data collection and needs analysis.</p> <p>Complete literature and background search</p>		<p>DF/ ZC to lead with input from Policy and performance team, LF, RP and AD, social care, psychology, HVs, Catherine Philips, Stepping Stones</p>		<p>Initial scoping complete. Work being co-ordinated alongside LSCB /LSAB toxic trio T&F group</p>

	Priority Service development	Suggested milestones and PIs	Timescale	Suggested lead	RAG	Comments
13	Develop evidence base to	<ul style="list-style-type: none"> Establish task and finish 		CD / DF		T&F group established and

Version Control			
Document Title	Early Help Action Plan		
Version	1.5	Date	21 st April 2016

Early Help Action Plan

	<p>show that early help is making a difference using an outcome based accountability approach (OBA)</p>	<p>group.</p> <ul style="list-style-type: none"> • Agree framework at the Policy, Performance and Management Group 19/5/16 and Early Help Board 16/6/16 • Consult commissioning targeted services • Q4 contract management meetings • 11/5/16 • Identify an IT and systems development /support required. • Plan implementation • Start phased implementation • Report to LSCB in September 2016 		<p>DF/MB/AMC</p> <p>DF / CD</p>		<p>draft framework developed. Approved by PPMG</p>

	Priority/ development	Service	Suggested milestones and PIs	Timescale	Suggested lead	RAG	Comments
--	--------------------------	---------	---------------------------------	-----------	-------------------	-----	----------

Version Control			
Document Title		Early Help Action Plan	
Version	1.5	Date	21 st April 2016

Early Help Action Plan

15	Improve the quality of assessments, plans and reviews	<p>Review CAF quality assurance process and criteria.</p> <p>Work with Specialist Commissioning and Preventative Services Providers to develop a set of standard set of quality criteria for assessments including single agency early help assessments.</p> <p>Develop a quality assurance process with</p>		CD/ DF and SC		
16	Strengthen management oversight at early help at all levels – within services, within the commissioning process where appropriate and through LSCB	<p>Themed review on Early Help at LSCB</p>	Sept 16	CD/ DF		

	Priority/	Service	Suggested milestones and PIs	Suggested	RAG	Comments
--	------------------	----------------	-------------------------------------	------------------	------------	-----------------

Version Control						
Document Title		Early Help Action Plan				
Version	1.5	Date	21 st April 2016			

Early Help Action Plan

	development		lead		
17	Start to identify the training needs of the workforce as a result of the implementation of the Early Help Strategy	<p>Map training needs required to promote early help vision, risk factors and associated early help services available to prevent problems escalating</p> <p>Confirm resources required to embed training into existing workforce training and induction programmes (currently working on developing the Early Help app which could then provide the focus of future early help training) Suggest to review timescale for this action for September 2016.</p> <p>Develop early help training resources to be used in existing training and induction and resources to be shared with early help colleagues and wide workforce Jan- March 2016</p>	MB with input from Jen Russell.		

Version Control			
Document Title	Early Help Action Plan		
Version	1.5	Date	21 st April 2016