

**MINUTES OF THE
CHILDREN AND YOUNG PEOPLE'S TRUST BOARD MEETING
HELD ON 15th DECEMBER 2011, JUDGES LODGINGS, COUNTY HALL,
AYLESBURY**

Present: Chris Williams (BCC) – Chair, Sue Imbriano (BCC), Alan Dinning (BCC), Chris Munday (BCC), Ed Mallam (BCC), Andrew Walker (Marlow, Wycombe and Ridgeway Local Board), Malcolm Peckham (School Governor Representative), Christine Matthews (NHS Buckinghamshire and Oxfordshire Cluster), Bob Harrison (Connexions and Aylesbury, Wing, Wendover and Buckingham Local Board), Cllr. Mike Appleyard (BCC), Gill Clipson (Amersham & Wycombe College), Cllr. Steve Lambert (AVDC), Cllr. Val Letheren (BCC), Vivian Sailsbury (Chiltern and South Bucks Local Board and Voluntary Sector), Katharine Horler (Connexions), Peter Holding (Grammar School Head teacher representative), Andy Toynton (YPLA), (Melanie Turner (BCC) – notes.

In Attendance: Mary Sullivan (BCC), Rona Hopwood (BCC), Stephen Bagnall (BCC), Penni Thorne (FACT Bucks), Jackie Fisk (BCC).

Apologies: Matthew Tait (NHS Buckinghamshire and Oxfordshire Cluster), Pauline Odulinski (Aylesbury College), David Lunn (NHS Buckinghamshire and Oxfordshire Cluster), Alan Goodrum (CDC), Sue Cook (Thames Valley Probation), Cllr. Anita Cranmer (SBDC), Cllr Ruth Vigor Hedderley (SBDC).

1. Welcome and Apologies

CW welcomed everyone to the meeting and apologies were noted.

2. Minutes and Matters Arising

The minutes were agreed as a true record with the following amendments:

Page 2, Item 4, Prevention Strategy:

- VL noted 'Key workers were sent into the community to help families with multiple issues for a year.
- SI stated she is not sure we have a relationship or dialogue with the "grandparental body".

Matters Arising:

Page 2, Item 4, Prevention Strategy:

- Health Visitor update – a future agenda item. EM to add to the Forward Plan.
Action: EM
- Members confirmed the Strategy document had been taken back to their own organisations for discussion and debate. EM to request evidence such as minutes from partner organisations to see what actions are to be taken.
Action: EM

VS reported there are issues regarding confidentiality and information. The Children's Act 2004 does not include the VCS and other groups. Regarding explicit consent, it is difficult to know how far you can go. VS suggested a further statement from CW is issued to reinforce this. It was agreed VS and AD would continue discussions outside of the meeting.

Action: VS/AD

AW noted there are similar issues for schools. Smaller organisations are usually the first to acquire signs of concern.

CW reported he is disappointed to hear of these issues when there is an Information Sharing Protocol – SI reinforced this. CW also noted one Local Authority is putting people in touch with each other by logging on to a secure support system.

CMunday noted the Information Sharing Protocol has been imbedded in the Barnardo's contracts.

EM reported work is being undertaken in reviewing the Protocol.

3. Declarations of Interest

None.

4. Care Matters Report (Mary Sullivan)

MS presented and reported on the 'Care Matters – making a difference for children in care - progress report'. MS noted the Munro Review will have a significant effect on how the report is presented in the future, particularly the One County/One Council Project Strand of this.

There are seven work streams to the report:

1. Corporate Parenting – Getting it Right:
 - The Chair of the Corporate Parenting Panel has changed. From January 2012 the panel will meet every 6 weeks instead of every two months which reflects the amount of work coming through.
 - The We do Care! Group is going from strength to strength. There is now a younger group who meet before the older group on a fortnightly basis. The current group has 18 members.
 - Corporate Parenting training days are taking place and have been extended to all BCC members.
 - Ofsted carried out an inspection of Adoption Services in September. The County Council received a 'Comfortable Good'. We are waiting for the inspection on Fostering and Private Fostering.
2. Family and parenting support - A pilot programme of parenting support 'The Pebble Lane Project' was so successful, it was taken back to Commissioning and rolled out county-wide.
3. Care Placements:
 - Work is continuing to grow and there are two dedicated life story workers in the Children in Care teams. Joy Rees, a leading writer has taken an interest in this work.
 - There has been an increase in the number of children with a plan of permanence outside the family.
4. Delivering a First-Class Education – there has been a rise in the number of care leavers undertaking university degrees.
5. Promoting Health and Well-Being:
 - The current funding for the Specialist Nurse Children in Care finishes at the end of March. Alternatives are being sought to replace this.

- Reference was made to the Emotional Strengths and Difficulties Questionnaire.
6. Transition to Adulthood – the Princes Trust Mentoring Scheme has been very successful in a short space of time.
 7. The Role of the Practitioner/Developing and Deploying the workforce – this is the main work stream in Munro which will change.

The floor was opened for comment.

MP made a declaration of interest regarding the Parenting Support Team. MP noted everyone should take responsibility for Corporate Parenting.

SI reported on the following:

- The nine students studying Level 3 courses, whom we hope will be able to go to university need to understand what the Government offer is regarding tuition fees. MS noted the Virtual school/ECPC have had similar concerns from these and other students. KH noted there are lots of things Connexions can offer and would be happy to look in to grants/funding.
- Action: KH**
- Specialist Nurse Children in Care post – continuation of funding for this post has yet to be confirmed.
 - NEET (Not in Employment, Education or Training) – 22% in Aylesbury. SI is meeting with the Apprenticeship Service in January regarding the ‘100 New Apprentices in 100 days’ bid. SI to circulate details.

Action: SI

VL noted we need to raise the Corporate Parenting profile. We have a duty to extend the training.

AW raised concerns there are no Key Stage 1 and 2 results. MS to request from ECPC and Virtual school and circulate.

Action: MS

MA requested the outcome of the Specialist Nurse Children in Care post is distributed.

MS left the meeting.

5. Munro Report (Sue Imbriano)

SI presented and discussed the ‘Children’s Safeguarding - A Child Centered System Munro Programme’. SI noted the paper is a follow-up on the discussion we had at the last meeting. The following key points were noted:

- The County Council’s project plan has been circulated and the outcomes of the project will be used to exemplify what the Board needs to address in the future.
- There will be greater emphasis on the Buckinghamshire Children Safeguarding Board.
- A social care consultation will be available for comment at the end of this month. Work is being undertaken on the whole system. There will be an opportunity to have discussions with partners in the New Year about how we do this.

- Project 1 – Early Intervention and Early Help Services – discussions are being had with universal services, focusing on the ‘early help offer’. Information sharing is critical.
- Better integration of services – we have come a long way. We need to have a joint discussion, not work in silos.
- Project 7 – Modernising working practice through Business Process Improvement and Technology – does technology stop us doing our professional job. In order to change system issues, it is about identifying who is responsible. This will feed into the Munro Review.
- Project 9 – Understanding and communicating demand and performance data – using data to understand performance.
- Project 10 – One Council/One County approach – the aim is to determine what how all partners contribute to improving the lives of vulnerable children and young people. Initial findings will be presented at the next Trust board meeting.

Action: SI/EM

The floor was opened for comment.

CW questioned how the project team are expecting to bring together the appropriate partners? VL reported Jane O’Grady is on the Board. It is about getting colleagues to understand what we are doing by having a programme workshop. Some of the stands require more integration than others. EM noted he is project managing the One Council/One County stand and has already talked to a range of partners about how we better bring partners together. We have also cross referenced the other strands. The other project managers plan to meet to bring together the other elements.

AW noted it is about working across the silos. In his experience there are only three ways to do this – geographical, technical or custom. CW stated the One Council/One County strand is based on a geographical approach.

AD referred to project 1 – the group have been working for some time to look at the Common Assessment Framework. Referral and Assessment are already talking to partner agencies.

MP questioned whether academies receive a copy of the agenda so they know what is going to be approached. PH noted it will depend on the schools clerking service.

SI reported we are trying to be inclusive. The key thing is how we get together the strategic content, the golden thread at all levels. CW noted project 10 is fundamental. He is pleased to see work taking place at an operational level but suggested partners take the document back to their organisations for information.

Action: ALL

6. Community Budgets (Jackie Fisk)

JF presented and discussed ‘Community Budget for Families with Multiple Problems’ and ‘Early Intervention with Families at Risk (troubled families, families with multiple problems), The New Strategy...’. JF noted in 2010 the Government agreed 16 pilots for Community Budgets focused on delivering transformational solutions for families with multiple problems. The Government calculates that these families make up 1% of the population and cost the country £8 billion a year.

Community Budgets encourage the development of a local solution based on an integrated approach to wrapping money and services around the identified needs of these families, tackling areas such as unemployment, housing, low skills' levels, health, anti-social behaviour, crime, and children's education. Evidence so far is suggesting that an integrated, co-ordinated intervention for such families, at a cost of circa £14k per family could save of the order of £70k.

Following discussions with the Bucks Strategic Partnership, the County Council has expressed an interest in Buckinghamshire being included in the second phase roll out. An internal working group has also met to share learning and think about how to move forward.

We need to have a business case ready for publication by the end of March 2012 and the steps outlined below will help us achieve this:

- Virtual briefing to be filmed to update all members on Community Budgets.
- Workshop with partners before Christmas to develop proposals for the criteria on which families to include.
- Outcomes from workshop and tentative business case to be discussed with partners at Bucks Strategic Partnership Implementation Group meeting early January.
- Outline business case to Bucks Strategic Partnership Board later in January.
- Business case to be published by the end of March 2012.

In addition discussions have taken place around fiscal returns and the exit strategy for the payments by results model.

The floor was opened for comment.

VL noted it was a shame the announcement was not made before the workshop. There has been a lot of PR from Government to say this is a very positive pilot. However, more work needs to be done.

CW reported some work was carried out eight years ago. It was calculated that the draw down on the public sector was huge.

SI noted the key question is what is going to make it work this time? It is about the approaches taken to problem solving. Where do we want to push ourselves on the spectrum as some families are on the point of crisis? Can these families be identified earlier where work is carried out with schools and learning providers – there is something about our expectation, ambition and embarking on some intensive support and engaging with services.

VS reported the voluntary sector want to be involved but are concerned they were not invited to the workshop. JF noted when plans for the workshop were made, a small group was required to carry out discussions with the Bucks Strategic Partnership. We are going back to this group in January. VS stated Sue Martin is retiring next week and requested any correspondence is sent to herself and Lynda Cockerell.

MA questioned why we are not setting up a team to which every family is referred. We require more action, a team who is focused. There is a priority to do something on the ground. SI reported we are not at that stage yet. The key thing is the scale of the project. It is not practical to put concentrated resource around 600 families in Buckinghamshire.

Once the cohort has been established it is about a key worker who coordinates everything for that family, similar to the Family Intervention Project (FIP). We require strategic sign-up. SI also commented the criteria from the workshop should be a good match with families; we could get 30-40 families who are the target group.

CW noted this is not new for us. Experience of the pilots has shown you have one key worker, working with the team. Behind the scenes you have multi-agency organisations.

MA reported we should be seeing numbers held by those groups. VL stated she does not think the families will be too hard to find, they tick so many boxes.

AW noted teachers know very early who the problem families are but this is too late. They need to be identified in the children's centres. The key worker needs protection from organisations that influence what they are doing.

PH echoed SI's comments concerning scale. Until we get a sense of the scale we are talking about, it is difficult to identify the scale of intervention.

CMatthews noted this needs to be set in the background of everything which is happening on a universal basis i.e. health visitors. The Family Nurse Partnership starts next years and focuses on pregnant women under 20. If we do not invest in the skills of the key worker we will not get the results we want.

AD reported agencies all know the families, what we haven't done is share the lists. We are taking forward information sharing.

It was agreed to go to agenda item 8.

8. Health and Well-being Board (Sue Imbriano)

SI gave a verbal update on the Health and Well-being Board. SI noted the Board has done a lot of work on the draft paper. Timescales are tight and we have looked at a number of cross cutting issues i.e. healthy lifestyles, mental health and emotional well-being, substance misuse, families with complex needs.

The board has developed four priorities for improving the Health and Wellbeing of all residents in Buckinghamshire, these are as follows:

- Every child has the best start in life – looking at child poverty, safeguarding, closing the attainment gap.
- Everyone takes greater responsibility for their health and wellbeing.
- Everyone is treated fairly and has the opportunity to fulfil their potential.
- Keeping people healthier for longer.

A lot of work has been carried out to embed understanding. The strategy will be ready in April when the Board will become a statutory body. It will also inform all of our commissioning plans as it goes forward.

JF noted the advantage is the early sighting of the strategy.

SI reported the Board is clear it needs to focus on adding value, not duplications.

VL thanked AW for working with us on this. On behalf of the Board CW thanked AW.

CW noted the consultation goes out in January therefore; a discussion can be had at the next Board meeting. EM to add to the Forward Plan.

Action: EM

JF left the meeting.

7. Data Review (Sue Imbriano)

SI led a discussion around Data Review. SI noted as members of the Trust Board, we need to start thinking about what data we should be looking at, what we don't collect, then grapple with what we can measure. Where are we making a positive difference to children and young people's lives.

The floor was opened for comment.

EM stated, a good example of where we are addressing this area is under the Children's Centres Payment by Results pilot. There will be a national set of indicators but we will also have a local set. A positive meeting was held with health yesterday who advised a new system called RIO would help get more local health related data. Locally, we are looking at some very practical indicators such as reading/story telling to children. EM noted it would be useful to update the Board in due course. EM to add to the Forward Plan.

Action: EM

CMunday noted the principles of data and how we measure, change and evidence what difference is being made. How do we get away from the simple outputs. We have been far too keen on quantitative measures but also need robust qualitative measures. We need to pull something together around what types of data there is then go out to organisations and say what good quality data looks like.

MA reported we need a target around turning up to school on the first day. Improving the outlook for families will lower crime, increase educational performance and health.

KH questioned how do you use the data which already exists? KH to send CMunday the contact name of the person who is carrying out some work for Connexions.

Action: KH

MP noted The Crown Prosecution Service have statistics.

CW reported the Department for Work and Pensions (DWP) have statistics. Each Job Centre Plus has a data champion.

AW noted the best data you can get is extracted from the tools people use to do their job. If you ask people to collect data for the process of measuring a process it is likely to be unclean data.

BH noted we fundamentally want to target those who need the support. We require a tool which helps you record but is not biased. We are looking at a 10-15 year programme.

9. Feedback from the Joint Commissioning Group (Chris Munday)

CM presented and reported on the 'CYP Joint Commissioning Strategy Action Plan and Tracking Sheet'. The following updates were noted:

Page 1, Children and Young People with complex needs:

- Jointly commission occupational therapy – further work is being undertaken. The tender was not successful from the outset.
- 6 bed part-time boarding unit – it has been built but there are some final snagging issues. We are working with schools to establish governance issues.

Page 7, 14-19 Reforms – there has been internal issues with transport regarding the college sites. It has been escalated but generally a LLDD report needs to come back to the Board.

10. Local Trust Boards (Bob Harrison, Andrew Walker and Vivien Salisbury)

An update from the three Local Trust Board Chairs was given.

Aylesbury, Buckingham, Wendover and Wing

BH noted we are now looking at recent data and reports to see where we have had an impact. One of the frustrating things is the sharing of resources. Sometimes people are rejecting the offer of additional resources.

SI queried whether we are getting good partner representation at each Local Board? VS reported there is good representation. BH questioned whether it was the right person to deploy the resource. AW noted he would like higher attendance levels at the Marlow, Wycombe and Ridgeway Board.

Chiltern and South Bucks

VS noted the following:

- Those who are attending are fully engaged.
- It has taken a long time to extrapolate information from all small areas i.e. Chesham.
- From our readings, there are difficulties between what is happening between early years and particular groups.
- There is always the issue of transport. If families require services or are without resources, it is very difficult for them.
- There are issues about social housing.
- Youth Services – continuing to monitor.
- Sustainability skills – hoping to adopt one of the pilots and use this around the county.

SI suggested speaking to Karen Wallace.

Action: VS

Marlow, Wycombe and Ridgeway

AW reported there is recognition of communities who are having problems. Small communities are lost in the overall picture.

CW noted Marcus Grupp has done some work around this i.e. deprivation and ACORN Groups. CW suggested this data is brought to the Board and Local Boards. EM to add to the Forward Plan.

Action: EM

SI reported it is a priority to get the right balance between ensuring schools know of the work. How we get that balance is critical.

It was agreed to go to agenda item 12.

12. Organisational Updates (All)

CW noted the County Council Cabinet agreed the budget. We are holding a meeting with public sector bodies to share the details.

GC reported the following:

- Many changes are happening.
- A good piece of work currently underway is colleges in communities. We are appointing achievement coaches to work with students on a 1:1 basis.
- The college would be more than happy to be involved in anything to do with employability.
- Meeting with a councilor from Wycombe to look at how the colleges work with Youth Services.

PH noted the following:

- Establishment of academies. A national pressure pushing towards fragmentation, particular challenges in secondary education.
- Universal service – it is extremely difficult to establish a clear voice to represent primary schools.
- Employability – interested and excited about the Business College.

CMunday stated we have completed the review of SEN, which will be brought to the February meeting together with an action plan. It has been to senior managers in the County Council and the Schools Forum.

Action: EM

SI noted we are getting a team together to look at priorities i.e. homeless work. District Council colleagues from the scrutiny group are also looking at this.

MP raised concerns regarding primary voice. There is not a county grouping. In addition MP queried SEN and whether we are in a pilot to look at funding? CMunday confirmed we are not.

AD reported on the following:

- Inspection of contact Referral and Assessment – very positive about partnership work. There are concerns around capacity issues and unfamiliarity of practice.

- Safeguarding Board – there have been serious incidents relating to very young babies.

CMatthews noted the new acting CEO is Matthew Tait. He has launched a consultation on better health care in Bucks.

BH reported Connexions are in consultation with CMunday and Karen Wallace about working clearly on the link between employers, education, and rising the participation age. CW raised concerns about the wide diversity of Pathways.

KH discussed the DWP project. Connexions are looking to appoint round 1 of the pilot. It is about helping young people getting into work and generational issues. We are getting ready for a second round bid. In terms of funding we are looking at an employer led social investment model. KH to send briefing paper to EM.

Action: KH

AT noted the YPLA have issued a funding statement with confirmation of the Pathway. The arrangements of transitional protection have been extended by a year. Funding will arrange 34,000 extra 16-19 places around the country. We are close to 100% participation of 16 year olds and are inviting provider to briefings in Gilford and London.

VS reported the following:

- Action4Youth have made its move to Chesham.
- A lot of work is happening around assisting youth centres however, we are looking at sustainability issues.
- Sue Martin is leaving, work will be continuing. On behalf of Trust Board CW passed on colleagues best wishes.

SI noted the following:

- We are close to finishing the internal consultation of CYPS. SI recognised the anxiety in the organisation and reflected on the unannounced inspection. Colleagues still have the outcomes of children and young people at their heart.
- Annual Ofsted inspection – despite all the difficulties we maintain our excellent status.

CW echoed thanks to colleague in CYPS, partners and other parts of the County Council. As well as the CYPS consultation, one is taking place in transport and business support. The organisation is under a huge amount of strain.

11. Aiming High for Disabled Children (Rona Hopwood, Stephen Bagnall and Penni Thorne)

SB, RH and PT presented and reported on the 'Aiming High for Disabled Children'. SB reported the aim of the programme is to improve outcomes for disabled children and to improve the range of short breaks available. There are two other points to note:

1. The funds are no longer ring fenced but the short breaks requirement is now on a statutory footing, embodied in the requirement to publish a formal "Short Breaks Statement"
2. Bucks has been asked to sign up to a particular charter for this area of work.

RH noted the following key points:

- This was a three year programme with the third year receiving the most funding.

- Some of the highlights include working well with universal providers, district partners and short break providers to improve accessibility.
- The revenue grant was £1.6 million to increase the provision of community short breaks. The focus was on more sustainable short breaks i.e. access to support, evening activities.
- Achieved growth – started with a baseline of 350 children however, we have reached 992. Volume has increased so families can access more and earlier.
- We have kept the same budget as last year and continued largely the same this year.
- The aim is to establish access and eligibility – preventative elements to the service.
- There is a drive to improve information.
- We have support from the CYP Trust Participation worker and Parent Participation.
- The new Government have put short breaks on a statutory footing, which sets out what we should be doing and the reasons why. Part of the duty required by the local authority is to publish a statement, which we have done. It may need to be adjusted in line with developing eligibility and charging criteria and is available on the council website. The development of an 'easy to read' version is envisaged.
- Every Disabled Child Matters (EDCM) campaign Charter – an earlier version of the Charter has come to the Board before with a view that we did not need to sign-up. However, it is now a refreshed campaign and we have been asked to consider this again. The paper sets out what has been suggested.

Positive feedback from parents regarding short break outcomes can be viewed as a separate document.

CW queried the baseline increase – is this because we have become more aware? RH noted we do now record more accurately but mainly activities and access have increased. SB added that previously, unless a child or young person had a high level of need there was not a lot available. This was counter productive as we need to offer preventative help early, rather than tell people to come back when their needs are greater. Following this change of strategy, the numbers of disabled children in care have been steady whilst LAC numbers overall have increased.

PT reported from a parent's perspective and noted the following:

- There is a new Chair of FACT.
- There has been greater involvement from parents who have been able to bring different issues to the table.
- Parents have seen a bigger increase in what their children can do and what services they can access.
- Parents have been involved in training.
- The local authority has measured up to everything in the Charter.

PT read a statement from the Chair of Fact, Sarah Shaw – her reasons why the board should sign up to the charter.

"In my view this is something which BCC should seriously consider because it has a high reward factor.

Some things take a lot of effort, and get a low reward (cooking lasagne – too much washing up) but others have a high reward factor - small amount of effort, large amount of appreciation.

Signing up to the EDCM Charter has a potentially high reward factor for BCC. There is little or no cost to this. The reward will be the acknowledgment and appreciation of Bucks residents. The Authority will join the majority of other Authorities who have already signed up. The appreciation by parents of the public statement will far outweigh the cost to the Authority.

Parents are hearing frequently that services are being cut – loss of 2 specialist teachers here, two dentists and 3 dental nurses there – many services are creaking along. All the time we're told it won't affect you, but it does – changes in staff, frequency of visits.

By signing up to this Charter, saying in public that you are doing what you are already doing, will demonstrate to carers that you value us, appreciate some of our difficulties, and will be doing what you can for children with additional needs.

Signing up to the EDCM Charter has a high reward factor and is therefore worth doing”.

The floor was opened for comment.

AW suggested rather than sign up now, take the recommendation to the Local Trust Boards and members of the CYP Trust Board sign individually, this will show commitment.

VS noted the voluntary sector is supportive of the Charter.

CW reported Bucks are home to the Paralympics and this was an additional reason to sign-up. CW echoed AW's suggestion – partners take the Charter back to their own organisation. The final endorsement will be made at the Board.

Action: ALL

13. Any other business

LA discussed and reported on the 'DWP/ESF programme for families with complex needs and multiple barriers to employment'. LA noted the following:

- Provision will be provided to every area in the country and supported by the European Social Fund.
- Skills Training UK are the providers for the South East.
- The idea is to work with families and individuals aged 16+ who would be appropriate to engage in the programme.
- We must make sure we are not doing parallel work.
- We have been asked to start referral process in January. However, we are reluctant to do this at the moment until we have further clarification regarding qualification, training and safeguarding.

LA noted she hopes to be able to provide more information soon. The aim is to provide briefing sessions around the county.

CW reported it is important this was brought to our attention.

VS noted youth centres could be good places to hold the briefings.

SI urged a note of caution. We need to make sure this fits with our collective outcomes.

BH echoed SI's comments.

VL noted we need to be sharp about how we link this with community budgets.

CW noted he would be interested to hear the outcome on this.

**Date of next meeting:
9.30am to 12 noon, 2nd February 2012, Mezz 1, County Hall Aylesbury.**