

**MINUTES OF THE  
CHILDREN AND YOUNG PEOPLE'S TRUST BOARD MEETING  
HELD ON 22<sup>ND</sup> OCTOBER 2009, MEZZ ROOM 3, COUNTY HALL.**

**Present:** Sue Imbriano (BCC) - Chair, Paul Tinnion (TVP), Ed Mallam (BCC), Carol Mason (Voluntary Sector), Cllr. Marion Clayton (BCC), Bianca Kerley (Jobcentre Plus), Clare McLening (LSC), Christine Matthews (Bucks PCT), Sally Loring (Bucks Hospitals Trust), Pauline Odulinski (Aylesbury College), Vivien Salisbury (Voluntary Sector), Lee Gilmour (BCC) – Notes.

**Apologies:** Chris Williams (BCC), Alan Goodrum (CDC), Alan Dinning (BCC), Yvonne Taylor (OBMH), David Lunn (Bucks PCT), Andrew Toynton (LSC), Chris Munday (BCC), Cllr. Hillary Evans (SBDC), Gill Clipson (Amersham & Wycombe College), Cllr. Lin Hazell (BCC), Cllr. Jeanette Mann (WDC), Stephen Bagnall (BCC).

**Guests:** Mary Lewis (BCC) and Glynn Crowther (Jobcentre Plus).

**1. Welcome and Apologies**

SI welcomed everyone to the meeting and apologies were noted.

**2. Minutes and Matters Arising**

The minutes were agreed as a true record.

Matters Arising:

Page 2 – Item 6 – Think Family, SI reported on the Safeguarding Board Conference, which was a good and very productive event.

Page 3 – Item 7 – CYP Trust Model, issues around Third Sector engagement have been discussed at the Trust Review Group. EM and Sue Martin have met to progress this and Sue Martin is producing a revised paper.

**Action: Sue Martin**

Page 4 – Item 7 – CYP Constitution, SI reminded members to feedback comments regarding the Constitution to EM.

Page 5 – Item 8 – Organisation Updates. It was noted that the launch of the pledge for Children in Care or using after care services had been a superb and well attended event.

PVP Unit - PT and EM will speak about holding a future Trust Board meeting at the new unit.

**Action: EM**

Child Poverty – SI and EM to discuss this coming back to the Board.

**Action: SI and EM**

**3. Declarations of Interest**

None recorded.

*It was agreed to move to Item 5*

## 5. Job Centre Plus (Bianca Kerley)

BK tabled the paper 'The Jobcentre Plus Offer' and gave a presentation with the following noted:

- 'Child Poverty' was a key priority
- Links with apprenticeships and internships were discussed, PO and BK to follow up.  
**Action: PO and BK**
- Future Jobs Fund is a Government offer of money to create jobs for young people to help in the community for up to six months. Buckinghamshire's bid is still to go in.
- Total Place Pilots - an update on this will come back to the Board.  
**Action: BK**
- Local Partnerships, PT will link in with BK.  
**Action: PT and BK**
- Offers to employers, SI asked about potential for having early talks with the County and District Councils and Health Services because of future unemployment. BK confirmed that this has been done in the past with other authorities.

It was agreed to circulate an electronic version of the presentation.

**Action: EM**

SI thanked BK.

## 4. Positive Activities Action Plan (Mary Lewis)

ML presented the papers 'Buckinghamshire Children and Young People's Trust Youth Offer Positive Activities Action Plan' and 'Positive Activities Risk Management Plan' with the following noted:

- Suggested rewording 'within existing resources' should read 'within available resources'.
- It should be clearer what we see as outcomes and impacts.
- It is good to see an area on volunteering but links could be stronger.
- The paper gives a flavour of what is happening but is not a full list.
- The website will provide a lot more links.
- There is progression through all age ranges this should be noted with links in to the younger age range.
- Family Information Service will cover and promote all age ranges.
- The link to Youth Offer for 13-19 could be clearer.

SI formerly asked colleagues to identify funding that is coming to an end. Also when looking at budget setting, is there anything that may impact on the Trust's aspirations.

**Action: All**

Youth Focus is unsure of funding from 2011.

ML noted that the Action Plan is a working document that will evolve as organisations and young people feed in to it.

SI asked if the Trust Board were happy to endorse the document, subject to changes and resources being available.

Members agreed this.

*ML left the meeting.*

*It was agreed to move to Item 7.*

## **7. CYP Plan/LAA Q2 Performance Report (Ed Mallam)**

EM presented and discussed the paper 'Performance monitoring of the Local Area Agreement and the Children and Young People's Plan indicators' with the following noted:

- There are concerns about the system's accuracy and tolerances.
- There are profiling issues around how people have said the target should be recorded.
- Page 6 – VS and SI to discuss concerns regarding CAF referrals outside of the meeting.

**Action: VS and SI**

The floor was opened for comments with the following noted:

- General comment, felt that the report is not easy to read but recognised that this is due to the software that produces it.

## **8. Involving CYP in Commissioning Guidance (Ed Mallam)**

EM presented and discussed the paper 'Draft – Buckinghamshire Involving Children and Young People in Commissioning Guidance' and noted that it is good practice to involve children and young people in commissioning.

The paper was presented to the Board for approval and comments.

The floor was opened for discussion with the following noted:

- It was considered who the target audience for this paper was, young people or adults? Confirmed as adults who work with children and young people.
- Change wording on bullet point regarding CVs on page 4.
- Felt that order of bullet points on page 4 should be amended.
- Stress all appropriate checks must be in order for anyone to work with children and young people.
- Add contact details on page 12 for 'informal chat'.
- Move venue bullet point up on page 12.
- Felt this was a good piece of work.
- It was considered how the Voluntary Sector would engage with this.
- This document will be published on the Trust website.

**Action: EM**

SI thanked EM. It was agreed to approve and endorse the Guidance subject to the suggested amendments.

## **9. Sustainable Community Strategy – Planning for delivery**

EM presented and discussed the paper 'Sustainable Community Strategy – planning for delivery', around how we are going to evidence what we are doing.

EM proposed the approach of mapping relevant Children and Young People's Plan indicators against the Bucks Partnership themes as exemplified on page 2. It was recommended to look at the indicators and fit, as appropriate, in an initial mapping process. This document would then be circulated to the Board for comment.

Members agreed this action. EM to draft and circulate.

**Action: EM**

## 6. Feedback from the Joint Commissioning Group

SI presented and discussed the paper 'Joint Commissioning Strategy Action Plan Tracking Sheet' with the following noted:

- Page 3 – re-commissioning of the Wing Unit, there will be an increase in number of beds, focusing on the service and not the building.
- Page 6 – Think Family, SI has had discussions to identify and bring together a better join up between children and young people and adult services. There are new Family Support Advisors just about to start and it is hoped that this will turn green shortly.
- Page 7 – Children's Centres capital programme, SI noted that there have been issues around planning.

If there are any queries around this document the first contact is Stephen Bagnall.

## 10. Organisational Updates

MC noted the presentation of 25 Duke of Edinburgh Gold Awards in Buckinghamshire. It was considered how to involve more young people.

MC also noted a presentation at the Matrix Centre, Playing for Success Project for underachieving young people linking in with sport.

PT noted 'Inside Justice Week' – Aylesbury College

PT also noted 'Alcohol Awareness Week' – a play will take place in Aylesbury around the issues relating to alcohol.

PT also noted the '11 Million Take Over Day'. 42 young people are taking part.

SL noted transfer of some hospital services to Stoke Mandeville from High Wycombe. SI noted that the Family Information Service needs to be aware of this.

CMcL noted that LSC staff moving over to BCC have been confirmed and will move across in April. Meetings are taking place to ensure that this happens smoothly.

PO noted as good news that a 'No Notice' inspection of nurseries has taken place and 'Good' was achieved in all categories. The report was really positive.

PO also noted a prevention programme for schools and colleges about the 'Armed Intruder' have been run. Preventative measures have been put in place in schools. The Times Educational Supplement did a full-page spread on it. The next event is in London.

GC of Jobcentre Plus introduced himself to the members.

CM of Bucks PCT introduced herself to the members as alternate for Chris Petford.

CMason noted Action for Youth has a grant from ECSS, looking at partnerships, managers etc with £1k available for consultancy fees. There will be meeting on Monday and the feeling is that they are able to put in for the next stage of £10k. CMason will report back to the Board as a future agenda item.

**Action: CMason**

## **11. Any Other Business**

It was noted that the Children and Young People's Plan has received lots of positive feedback with many organisations saying it is a much improved document.

SI noted that we are waiting for the outcome of the Building Schools for the Future bid of £85m to refurbish or rebuild designated schools in Buckinghamshire. This should be known by the end of the month.

SI also noted that it will be Global Enterprise Week on 16<sup>th</sup> to the 22<sup>nd</sup> November and would like this promoted.

## **12. Date and Time of next meeting**

Wednesday 25<sup>th</sup> November 2009, 2 - 4.30pm, Mezz 3, County Hall, Aylesbury.