

**MINUTES OF THE  
CHILDREN AND YOUNG PEOPLE'S TRUST BOARD MEETING  
HELD ON 24<sup>th</sup> JUNE 2011, MEZZ 3, COUNTY HALL, AYLESBURY**

**Present:** Chris Williams (BCC) – Chair, Chris Munday (BCC), Ed Mallam (BCC), David Lunn (NHS Buckinghamshire and Oxfordshire Cluster), Cllr. Val Letheren (BCC), Cllr. Steven Lambert (AVDC), Christine Matthews (NHS Buckinghamshire and Oxfordshire Cluster), Katharine Horler (Connexions), Vivien Sailsbury (Chiltern and South Bucks Local Board), Alan Goodrum (CDC), Coral McGookin (BSCB), Andrew Walker (Marlow, Wycombe and Ridgeway Local Board), Sue Cooke (Thames Valley Probation), Gill Clipson (Amersham & Wycombe College), Karen Mitchell (Aylesbury College), Malcolm Peckham (School Governor Representative), Melanie Turner (BCC) – notes.

**In Attendance:** Heather Clarke (BCC), Terri Cartwright (BCC), Stephen Blackmore (Improvement and Efficiency South East), Anna Durnin (BCC), Sapphire Dixon (BCC), Kieran O'Brian (BCC).

**Apologies:** Sue Imbriano (BCC), Alan Dinning (BCC), Glyn Crowther (Jobcentre Plus), Sue Collins (Special Schools Representative), Bianca Kerley (Jobcentre Plus), Cllr. Mike Appleyard (BCC), Carol Mason (Voluntary Sector), Donald McPhail (BSCB), Pauline Odulinski (Aylesbury College).

### **1. Welcome and Apologies**

CW welcomed everyone to the meeting

### **2. Minutes and Matters Arising**

The minutes were agreed as a true record.

Matters Arising:

Page 8, Item 10, Buckinghamshire Obesity Strategic Framework – Colleagues were unsure if Lesley Manning's actions had been taken forward. EM to chase.

**Action: EM**

Page 8, Item 11, CYP Trust Participation Plan 2011/12 – CW commented on the importance of gathering the views of children and young people and incorporating this into our work. To date, Youth Services have only received funding contributions from the County Council and AVDC. AG noted CDC have agreed, but is unsure whether they have been invoiced. EM to follow up.

**Action: EM**

### **3. Declarations of Interest**

None.

### **4. Adolescent Support Service for Buckinghamshire (Stephen Blackmore, Heather Clarke and Terri Cartwright)**

SB, HC and TC presented and discussed 'Caring for Adolescents in the Community'. This is a new service starting in September to support young people in crisis. It will be supported by Connexions, Youth Service, Family Centres and YOS.

*The logo for the service was circulated.*

The floor was opened up for discussion.

SC noted this is very encouraging to see. It is an opportunity to help with relationship issues. Will referrals come through CYPS or families as well? TC reported referrals will come through CYPS as most young people will be known to social care. A social worker from the Safeguarding Referral and Assessment Team will be allocated to the young person within 10 working days of the referral and will remain the key worker until the work is completed.

VS reported this is a fantastic initiative and is delighted Addaction and RUSAFE are involved. Action4Youth very much want to support this and can offer help, advice and provision. There are also other settings which can be involved and who doing similar work. VS also noted she is pleased the team is looking at the referral form as this is one of the biggest blocks for the voluntary sector; it is complicated and difficult to use. VS hopes there will be a fast track way of doing these, especially for young people coming through the universal services route.

KH noted this is a fantastic service and wished the team good luck. KH questioned the 'Time out' provision provided by community childminding. Young People might not like the idea of attending a childminding service? TC reported young people will be asked if they would like to stay with someone for the night.

CMatthews questioned the evidence base of success in other areas? SB noted Enfield has carried out similar work and they have seen a reduction in spend. There has been a long debate with AD regarding the amount of measureable success i.e. How many children do we think are not in residential foster care because of the service?

VL – how many children are you expecting to deal with? TC reported between 20-40 over the year. However, the service has seen a very steep incline in the number of young people coming forward.

MP noted the Grange PRU takes children across the whole area. What is the link? TC noted if the child is known to social services they will already be part of the plan/process. If there is immediate risk schools and PRU's can contact them.

AW questioned the criteria for service? TC noted the team has had to start at the highest level however, once it is imbedded they would hope to lower the threshold. CAF's will be involved in this process.

VS raised her concern with regards to getting the message out there and hopes there will be plenty of leaflets and web links. HC noted there will be a formal launch to which schools will be invited. TC is meeting with Communications next week.

CW reported it is good to see key agencies involved but how do the others get involved e.g. police, probation? Do they know the service is going to be available? TC noted they will.

## **5. CYP Plan 2010/11 Quarter 4 Performance Report (Ed Mallam)**

EM presented and reported on the 'Performance Monitoring of the Children and Young People's Plan Targets'. EM noted even though some of the indicators are poor, they are continuously improving.

The floor was opened up for comment.

KH noted there is nothing in the report about ranking them against the complexity of the task. Some of the indicators are quite difficult to achieve.

Colleagues commented on the 'Poor' and 'Fair' Performers. The following points were noted:

- Permanently excluded pupils – performance has improved but it masks what the professionals do to protect those children. The target is statutory. There is nothing to say what we are doing about it.
- NI114 – exclusions are very small. The challenges are getting young people into schools. There has been an increase in the number of young people with behavioral issues.
- Information Sharing Training – since the end of ContactPoint the target is no longer mandatory and is being withdrawn. However, colleagues still need to be trained and an on line approach is being implemented.
- Common Assessments – CM noted Health Visitors are stating capacity issues but this will be thoroughly addressed in the new programme, which is being implemented. VS noted her appreciation towards the previous arrangement i.e. CAF Coordinators. On the ground the system isn't working as well as it was. The issue is not the form but what happens afterwards. EM noted an early intervention review is underway led by AD.
- Improve access for LAC to CAMHS – in terms of capacity CAMHS reports that 20% of all LAC or young people with CP Plans have had contact with CAMHS. Children can access the local CAMHS provision even if they live within an hour's drive of BCC area. The issue is for young people placed at a greater distance.
- Percentage of children with a child protection plan from BME backgrounds – the population of children is where it should be.
- NI60 – CW noted there is nothing to say what happened this year. AD to look into.

**Action: AD**

- NI65 – the difficulty is that the Department of Health decided what good performers (10-15%) were. These figures are not set in stone but they have become the measure. It was noted the descriptive 'Plan is Best' is incorrect. EM to change.

**Action: EM**

## **6. CYP Plan 2011/14 (Ed Mallam)**

EM presented and reported on the 'Buckinghamshire Children and Young People's Plan 2011 - 2014' and the 'Buckinghamshire Children and Young People's Plan 2011 – 2014 Indicators'. EM reported he felt the actions from the previous minutes had been addressed e.g. he had met with members of FACT (Families and Carers Together). There were queries around short break targets but the overall the meeting was very positive. They would like to work with and support the Trust in the future.

The floor was opened for discussion. The following key points were noted:

- Transitions (P23) – CMcGookin noted it would be helpful to have a bullet saying 'transitions into adult services'. CM noted this has not happened before as a lot of people thought it was the transition from social care to adult services however, we have lots of things going on. EM to look at who is leading on these targets.

**Action: EM**

- Working Together (P27) - have explicit recognition which refers to the services apparent needs and working with them. There should be a major focus on supporting parents and making the statement stronger.
- VS noted the importance of linking to adult services.
- AG noted the links into other organisations and plans have improved over the years therefore it is important that the Plan is reflected back to those organisations. CW noted the document would need to go back to individual organisations for them to accept.
- Transitions are being addressed through the new Health and Wellbeing Board. The CYP Trust Board will feed into this; this is where we make the transitional link. SC noted the Shadow Board has had two meetings so far. It is chaired by Cllr. Patricia Birchley and has the following membership:
  - Cabinet Member for Children's Safeguarding.
  - Chairman of Healthwatch (LINKS Chairman in the interim)
  - Director of Adult Social Care, BCC
  - Director of Public Health, BCC/NHS Buckinghamshire
  - Director of Children's Services, BCC
  - 6 GP Commissioning Leads (2 representatives from each of the 3 collaborative in Bucks, comprising 1 clinical and 1 managerial lead)
  - One collective representative of the four District Councils.
  - Director of Commissioning, NHS Buckinghamshire.
  - NHS Commissioning Board.

To date members have agreed the principles by which they wish to work. The First steps on developing a shared purpose were achieved through considering the Bucks Joint Strategic Needs Assessment. It was agreed that this would develop as a rolling programme of needs assessment, rather than a fixed document.

- Include Government body agendas and have a Microsoft Office Word version with no photos for small organisations to access.
  - The Plan has been seen by the three Local CYP Trust Partnership Boards.
  - A communications plan will be formed and there will be a real drive from the CYP's Trust Delivery Unit staff to communicate the CYPP to partners.
  - AG to link with EM regarding developing a homelessness indicator.
- Action: AG/EM**
- Discussions are happening around Connexions targets.

The Plan was approved by the Board.

CW asked colleagues to take the document back to their own organisations for endorsement.

**Action: ALL**

CW noted EM will formally write to partners to request this.

**Action: EM**

## **7. Apprenticeships (Melanie Turner, Anna Durnin, Kieran O'Brien and Sapphire Dixon)**

MT gave the background to why and how the scheme was developed for Commissioning and Business Improvement Division and an overview of the recruitment process.

AD outlined how the CYP's Trust Delivery Unit manages and supports the apprentices. Details were also given of how tasks are allocated, processed and reviewed. This includes learning and development sessions.

AD gave details of how Aylesbury College supports the apprentices and how the team would be happy to share working models and template documents with anyone who is interested.

SD and KOB talked to the Board about their experiences of trying to find work, undertaking the apprenticeship, what they have learnt, how they have developed personally and some practical examples of work they have done.

KOB recommended the scheme to other organisations and feels it has a lot of benefits for young people.

The floor was opened for discussion.

KM noted Aylesbury College is very involved via the Apprentice Academy. Harding's Restaurant has recently taken on 16 apprentices.

CW reported BCC has 21 apprentices this year and encouraged all Board organisations to take on apprentices.

VL asked the apprentices what their next steps were? SD noted she would like to explore more work opportunities whilst KOB would like to get into accountancy. VL emphasised the value of experience.

VS has recently worked with SD and KOB and said what a pleasure it was to work with them. The voluntary sector does wish to use apprentices more but it can be difficult for small organisations to employ them.

GC reported Amersham and Wycombe College also have an apprentice scheme. They work collaboratively with employers and are looking at self-employed apprentices.

CM noted the need to be creative in how we deliver the scheme and asked members to expand this across their organisations.

## **8. 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:

- Short Breaks Capital Programme – confirmation has been received on capital funding. The proposal to increase the number of extra beds in Aylesbury is continuing.

Page 2, Schools Capital Programme:

- Aylebsury Vale Academy New Build – report in May. Business has been submitted to PMS.

Page 8, 14-19 Reforms:

- Development of 2 LLDD training units – further work required on the Memorandum of Understanding with the colleges. Learners are being placed at some distance from their family. The work will have an impact on adult services in the long term.

Page 10, 14-19 Reforms:

- Post 16 education and training – focus is on the delivery. The academies agenda is at the same time. It is unclear what exactly will be required.

## **9. Local Trust Boards (Bob Harrison, Andrew Walker and Vivien Salisbury)**

An update was given on the work of the three Local Boards.

### 1. Marlow, Wycombe & Ridgeway (Andrew Walker)

- Engagement of professionals with Children's Centre's - evidence of difficulties to be gathered and discussed with Joint Commissioning to identify ways forward. Workers could do more work and be more effective if they were specifically talking to parents and families.
- Information sharing protocol between the police and schools - an SLA between the police and schools is being drawn up to ensure information sharing is standardised and simple in relation to young people when they receive a police warning. The Safeguarding Team are very good at advising schools when something happens but if an incident occurs over the weekend schools are often unaware something has happened. The police are happy to be involved as long as they know what the process is. CW to raise with the Deputy Chief Constable.

**Action: CW**

- Engagement of schools and professionals - Letters to go out to Headteachers and member organisations to promote the Boards and their work – a general priority for all the Boards.

### 2. Chiltern and South Bucks (Vivien Salisbury)

- Youth Services – a lot of work has been done on monitoring the progress following change to targeted youth services and identifying any gaps. There are many good activities happening e.g. More Stars in Chesham. The Community Support Officer has up to 80 young people attending which had reduced anti social behaviour. Along with this, there has been feedback from headteachers and other professionals about how they should go about recommending activities for young people.
- Anecdotal issues with underachievement - early years figures have been looked at. Chilterns is not too bad but South Bucks is very poor.
- There are concerns around at the point an assessment is undertaken. There are more disabled young people in Chesham. Links are taking place with the Health Research Group and work around emotional wellbeing.
- There has been brilliant engagement with schools.
- VS thanked Amersham and Wycombe College who have provided meeting facilities.
- Health involvement - Jenny Chapman is unable to attend due to capacity issues but the group are looking for an equivalent representative.

### 3. Aylesbury, Buckingham, Wendover & Wing

EM gave a verbal update on behalf of BH.

- 0-7 yrs provision in the Aylesbury Town area (including Early Years, emotional health and the use of Children's Centre's).
- Raising the profile of Service children as a potentially vulnerable group.
- Linking District Councils with BFIS to share activity information

- Educational Psychology Transitions Project - Supporting an identified group of young people with social & communication difficulties in their transition between schools.
- Referral Forms - Working group to look at rationalising referral forms, avoiding duplication of information and building on work already completed.

For all three Local Trust Boards, Trust web pages have been updated with notes, meeting dates, along with priorities, related links, and documents. Articles will also be included regularly in the e-newsletters. The link to these is:

[http://www.buckspartnership.co.uk/partnership/CYPT/local\\_boards.page](http://www.buckspartnership.co.uk/partnership/CYPT/local_boards.page)

Discussions were had around military services and the promotion of Armed Forces Day.

## 10. Organisational Updates (All)

CW welcomed AVDC representative Cllr. Steven Lambert.

CMcGookin:

- Implications of Munro review, specifically the role of the Trust Board and Safeguarding Board and how we respond to the needs of children and young people.
- A half day event is being set up so we can go forward with the roles and responsibilities.

AWalker – the Governors conference was very well attended by over 200 people.

GC:

- Preparing the college for next year in relation to EMA.
- In terms of the college the first phase of the Flackwell Heath site is underway. The second phase will be in November – echo technology building.
- The college has recently invested in the ability to board cast on radio (87.7 frequency). Students have lead, managed and will be running the project. They are very keen to work with the community.

KH reported on the Education Bill which starts September 2012. Connexions are looking to start discussions and undertake work with BCC on how they will take on this new responsibility.

DL:

- The constant changes within the NHS have had an effect on the time frame.
- Statutory organisations have to appoint a joint committee. It is now called NHS Buckinghamshire and Oxfordshire Cluster. The statutory responsibilities stay with the PCT.
- Ed MacAlister-Smith has moved to a new role.

CW noted he came across a useful newsletter which set out the current state of play. There are now super clusters, a North West, North East, Midlands and South. PCT's will continue for a longer period. CW to circulate to the Board.

**Action: CW**

MP:

- A strike is due on due 30<sup>th</sup> June. BCC HR Team has circulated some very good advice.

- Following the Munro report there has been a review of the Commercialisation and Sexualisation of Childhood.
- Work in Ealing – Bucks did a very good presentation on Ofsted.
- From January 2012 there will be changes to the court arrangements in Bucks. CW reported there is still no news regarding the rebuild of courts.

KM:

- Looking at EMA – invested £100,000 in transport support for students.
- Students are catering for Armed Forces Day.
- New nursery building attached to the children centre.

SC:

- Waiting to see what the impact will be on the Government's decision on increased prisons.
- Transition – YOS inspections are happening this week – early feedback looks positive. YOS staff have a good understating of probation work but not the other way around.
- Producing a regular report – police and probation are the leads.

CMatthews – Bucks is one of two local authorities in the South region implementing The Health Visitor Implementation plan – a Call to action 2011 – 2015. Bucks is to be an early Implementer site (EIS), i.e. to be one of two areas in the region who will have structures in place to start to deliver the new model by March 2012.

VS:

- Action4Youth are working hard with partners and are looking at issues regarding transport.
- Aiming High for Disabled Children – distinct lack of changing rooms for children with disabilities. Looking at access, specifically in Amersham and Chesham.
- Carol Mason is retiring from Action4Youth and the voluntary sector after 27 years. Thanks went out to Carol for her superb contribution and the Board wished her well for the future. VS will replace CM on Trust Board, with Lynda Cockerell as her deputy.

VL noted she has been busy catching up on the CYPS portfolio. VL has visited one of the children's homes in Aylesbury which has recently received an outstanding from Ofsted.

AG noted Chiltern have an active disability group therefore is hopeful something can be done about the point VS raised.

EM:

- The CYP Trust Delivery Unit is producing a Prevention Strategy which will come to a future Trust Board meeting.
- Due to elections and restructures the Trust Board has some gaps in representation i.e. Police, WDC and SBDC – these are being addressed.

CMunday:

- BCC have two new members taking responsibility for CYPS - Cllr. Val Letheren and Cllr. Mike Appleyard.
- CYPS are still operating within their interim structure since Louise Goll's departure last September. SI and Divisional Directors are in the early stages of working through a restructure to enable the delivery of the changes.

- The County Council has postponed its decision to implement decisions on its home to school transport for a year. Further work is being undertaken on consulting with parents – we are looking at using Facebook to do this.
- There have been some admission issues across the county. 490 more children this year than last requiring school places. There are still ongoing issues in Amersham.
- Implementation of the Child Poverty Strategy – members may be contacted to lead on specific pieces of work.

#### **11. Any other business**

None.

**Date of next meeting:  
9.30am to 12 noon, 19<sup>th</sup> August 2011,  
Large Dining Room, Judges Lodgings, Aylesbury.**