

**MINUTES OF THE
CHILDREN AND YOUNG PEOPLE'S TRUST BOARD MEETING
HELD ON 19th AUGUST 2011, JUDGES LODGINGS, COUNTY HALL, AYLESBURY**

Present: Alan Dinning (BCC)– Chair, Stephen Bagnall (BCC), Donald McPhail (BSCB), Cllr. Julie Ward (AVDC), Diana Carlick (AVDC), Bianca Kerley (Jobcentre Plus), Andrew Walker (Marlow, Wycombe and Ridgeway Local Board), Malcolm Peckham (School Governor Representative), Karen Mitchell (Aylesbury College), DCI Rebecca Mears (Thames Valley Police), Cllr. Val Letheren (BCC), Yvette Thomas (BCC), Sue Cooke (Thames Valley Probation), Vivien Sailsbury (Chiltern and South Bucks Local Board), Bob Harrison (Connexions and Aylesbury, Wing, Wendover and Buckingham Local Board), Christine Matthews (NHS Buckinghamshire and Oxfordshire Cluster), Melanie Turner (BCC) – notes.

In Attendance: Pauline Camilleri (BCC), Heather Clarke (BCC), Julie Montigue (BCC), Diana Large (BCC), Coral McGookin (BSCB).

Apologies: Chris Williams (BCC), Sue Imbriano (BCC), Chris Munday (BCC), Ed Mallam (BCC), David Lunn (NHS Buckinghamshire and Oxfordshire Cluster), Cllr. Mike Appleyard (BCC), Gill Clipson (Amersham & Wycombe College), Sue Collins (Special Schools Representative), Andrew Toynton (LSC), Cllr. Steven Lambert (AVDC), Pauline Odulinski (Aylesbury College), Alan Goodrum (CDC), Katharine Horler (Connexions).

1. Welcome and Apologies

AD 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 1, Item 12, Minutes and Matters Arising:

- Buckinghamshire Obesity Strategy Framework – a short questionnaire has been circulated to members. Responses should be returned to Melanie Turner, meturner@buckscc.gov.uk by Friday 9th September.
- CYP Trust Participation Plan 2011/12 – to date contributions have been received from AVDC, BCC, CDC and Thames Valley Police. AD to refer to Chris Williams for reminders or separate discussions.

Action: AD/CW

Page 3, Item 5, CYP Plan 2010/11 Quarter 4 Performance Report, NI60 – AD noted this indicator is around core assessment numbers. In social care there are 165 more than the previous year. There is still more work to be done around this.

Page 6, Item 9, Local Trust Boards, Information Sharing protocol between the police and schools – AD to confirm with CW whether the process has been discussed with the Deputy Chief Constable.

Action: AD/CW

Page 8, Item 10, Organisational Updates – VS noted Action4Youth are working hard with partners to manage the Youth Centres. As a separate point, there are issues regarding transport and young people getting around Bucks generally.

3. Declarations of Interest

None.

4. YOS Inspection Report (Pauline Camilleri)

AD thanked PC for attending today.

PC presented and discussed the 'Buckinghamshire Youth Offending Service (YOS) Inspection Report'. The YOS News Bulletin was also circulated.

The floor was opened for comment.

VL passed on her congratulations but raised concerns regarding the long term sickness issue, is this in the action plan? PC noted it is a concern but will resolve itself. It is not mentioned in the action plan however, someone is covering.

MP echoed VL's congratulations. MP reported reoffending is an issue. How do we go from 82 - 100%, is it a possibility? PC's thoughts were that 100% is not ever achievable. However, there is always room for improvement. MP also raised concerns relating to CAMHS, can this be improved? PC noted YOS are working very closely with CAMHS. They have a mental health worker dedicated to working with young people.

DP reported on the perception of young people involved in the service and their relationship with staff. This is a testament to the quality of staff who are there. PC noted if staff did not engage outcomes would be poor. Rather than a compliance panel there will be an engagement panel.

VS noted the inspection did not look at volunteers. VS and PC to meet and discuss further.

Action: PC/VS

BH offered Connexions help and support, it is about linking in at the right time and at the right level. PC noted there are more severe issue currently presenting themselves e.g. lots of young people are attempting suicide (there is an equal mix of males and females). YOS are working closely with CAMHS to tackle this. VS questioned whether today's economic climate e.g. lack of job opportunities had an effect on this figure? PC reported there are a range of reasons why young people are attempting suicide e.g. family relationships.

PC noted the action plan has been agreed and submitted in the press release and news bulletin. The inspection report is available on the HMIP (Her Majesty's Inspectorate of Probation) website <http://www.justice.gov.uk/downloads/publications/inspectorate-reports/hmiprob/buckinghamshire-cci-report-june2011.pdf>

PC left the meeting.

It was agreed to move to Item 8.

8. Feedback from the Joint Commissioning Group (Stephen Bagnall)

SB presented and reported on the following document:

1. Buckinghamshire Children's Joint Commissioning Strategy 2011-2014 – priorities are set every three years.
2. Appendix to Joint Commissioning Strategy 2011-2014 Key Commissioning Priorities.
3. Joint Commissioning Group Annual Report 2010/11 – produced yearly.
4. CYP Joint Commissioning Strategy Action Plan Tracking Sheet – a routine document.

Strategy and Appendix

The following key points were noted on the Strategy document:

- The documents are a refresh and update on what was agreed three years ago.
- The core principles are listed on page 2. Reference is made to the Big Society Agenda.
- There are a number of Government departments producing commissioning models. The general consensus is to now use the model on page 4.
- Section 3 and 4 – acknowledgement has been made to the rapidly changing scene in health.
- Appendix – summarises the conclusions and priorities of the JSNA.

The floor was opened for comment.

VS acknowledged the commissioning arrangements in Bucks. However, with the changing world VS raised concerns amongst the voluntary sector. Going forward they would like to see a needs analysis undertaken and another conference.

AD reported in social care he is seeing referrals across the board especially from communities. Greater engagement is required with the voluntary and community sectors.

BH noted if we take our eye off the holistic approach we could end up with more vulnerable children and young people. It would be ideal to have a strategy which covers the next ten years. BH also noted the changes in the commissioning service. How does this fit in where services are no longer the County Council? With respect to academies SB noted BASH (Bucks Association of Secondary Heads) want to work together and come up with a Buckinghamshire approach. Bursary funding is replacing EMA.

VL reported she was pleased to see Early Intervention at the top of the agenda. After the latest rioting events there has now become a greater purpose to this work. AD noted there is something around parental responsibility and accountability.

AW raised concerns around the generational change. With regards to Early Intervention, how early do we mean, pre birth? AW to report back on the Overview and Scrutiny outcome.

Action: AW

MP noted this has evolved because of the demand of health visitors. AW reported an increase in health visitors is now occurring in the Hospitals Trust.

Annual Report

SB noted the Joint Commissioning Group is determined to get outcomes. Themes addressed by this group include:

- If we spend money in this way what is the outcome? Is there an evidence base?
- Issues around value for money. Can we save money? Examples of good progress have been provided however, there is still a way to go.
- Buckinghamshire Community Childminding Network (BCN) has been evaluated by the Centre of Excellence in Outcome for Children (C4EO) with a view to establishing the Social Return on Investment (SROI).

There were no questions from the floor.

Tracking Sheet

Pages 1-2, Children and Young People with complex needs:

- Short Breaks Capital Programme – completion of reconfiguration progress is slow but will happen. AD questioned what the process will be when there is a need by schools. SB noted the core driver will be assessments. SB also noted there are two parts to this:
 1. Statements are outcome focused.
 2. There is speculation that the only way to get a service is to have a statement. Services need to be readily available.AW made reference to the Green Paper and the proposed abolition of SEN statements, to be replaced by the Single Assessment. SB noted there is a different model, which is more user friendly. On behalf of FACT (Families and Carers Together) VS reported they were pleased with the Aiming Higher work but concerned that resources are being stretched. SB noted in terms of short breaks the number of short breaks has increased dramatically. The aim is to keep the residential volume the same but there are questions around overnight stays. The capital project will improve the configuration of buildings.
- 6 bed part-time boarding unit – provision is being developed in county. The project is complex but colleagues are working hard to resolve the issues. VS questioned whether health is involved. SB noted they are involved on site (occupational therapy, speech and language therapy).

Pages 7-9, 14-19 Reforms:

- Development of 2 x LLDD training units – this is to enable provision in county. SB noted this is a real opportunity to work together. Are there any problems with the colleges signing up? KM noted the nursery is moving over to the training centre, it is purely delays. SB has been asked about additional traffic movements which have caused further delays.
- SLA with Bucks EBP – Government have cut the funding to cover this work which has resulted in a team restructure. It is the responsibility of schools to buy-in services e.g. work placements. MP reported EBP have done some very good work in the past and questioned when schools have to make a commitment. SB noted this has already taken place. Most schools have brought into health and safety checks.

- Increased Flexibility (FI) provision – work is progressing but there have been challenges on the way.

It was agreed to move to Item 6.

6. High Risk Harder to Reach Young People (Diana Large and Coral McGookin)

DL and CMc presented and discussed 'Working with Harder To Reach Young People' and 'Risk Management Pathway for High Risk, Harder to Reach Young People'. DL reported work should be undertaken to develop a strategy which works with harder to reach young people. This guidance has been produced following recommendations of a serious case review where a young person, who was heavily pregnant, took her own life and that of her unborn child. The following key points were noted:

- The strategy has been produced with a number of agencies.
- It has been published on the Safeguarding website.
- The strategy is about an approach and process for working with young people.
- Risk management meetings are the most serious concern.
- Any agency can refer a young person but they will need to be known by social care.
- The young person can be subject to a child protection plan.

DL asked seniors leaders within organisations to own responsibility and recognise the pressures people are under.

CMc emphasised the potential stigmatising to this group. Although these young people are hard to reach it may be about how we as professionals operate. The agreement is for a smaller group of young people and will be constantly reviewed.

DMc reported it is essentially about another strand to effectiveness. A range of agencies that had done what was required of them but the young person(s) did not want to engage. It is about those agencies coming together and recognising it wasn't working.

AD echoed DMc's thoughts and noted this is a really important group of young people. Hopefully by working closer together it will help to empower young people as it is a different way of engaging with them.

AW noted within the Alan Report there is a case study where contact was made with 47 different people in six months, this really sums up the whole problem.

CMc stated this has been identified and signposted in current training.

DL left the meeting.

It was agreed to move to Item 7.

7. Buckinghamshire Safeguarding Children Board Annual Report (Donald McPhail and Coral McGookin)

DMc and CMc presented and discussed the 'Buckinghamshire Safeguarding Children Board Annual Report'. DMc noted the report is the first from the Safeguarding Board. One of the main issues is capacity.

CMc noted there are three main areas to the report:

1. Maintaining constant watch on impact of change – this is examined on a regular basis.
2. Developed from previous focus on agencies, partners and members and having the right arrangements in place to examining how they are making a difference. Every work plan for the sub committees also requires evidence of how the work undertaken will make a positive difference.
3. Focus on embedding serious case reviews and making sure actions are followed-up. At the annual conference delegates identified 2-3 actions to be taken forward. Three months later their commitment was chased up which helped identify where progress was made where the blocks were, if any. The Board are looking to measure effectiveness.

CMc reported she will be helping to develop a protocol for the relationship between the Safeguarding Board and CYP Trust Board. Initial discussions have already taken place with EM.

The floor was opened for comment.

VL questioned the relationship with GP's not attending and the section 11 audit interviews currently taking place – this can be a challenge with new structures in place. DMc stated there is GP commitment and communication is taking place however, it has been problematic.

AD reminded colleagues what positive comments the BSCB were given in the inspection and thanked DMc on his leadership and CMc for her support.

5. Early Intervention and Prevention Review (Common Assessment Framework – CAF) (Alan Dinning, Heather Clarke and Julie Montigue)

AD welcomed Heather Clarke and Julie Montigue to the meeting.

Heather presented and discussed the 'Early Intervention and Prevention Review' report. Heather noted the report includes the use of the 'Common Assessment Framework' (CAF) – a way off identifying what the issues are for a child/family, 'Teams around the Child' (TAC) and the 'lead professional'. A number of actions have taken place in light of the review e.g. Independent Lessons Learnt review, a workshop session, a short qualitative assessment and a review of national reports.

AD presented a PowerPoint presentation (*this has been circulated with the minutes for reference*). The following key points were noted:

- Thresholds remain the same but are consistent.
- Intervention which may have taken place earlier has not happened. Early warning signs are not coming through.
- Partnership reviews are taking place.

- Cases which come through to social care now come with a greater need of care.
- 2010/11 CAF figures compared to 2009/10 - the number of CAF'S in each quarter has significantly decreased.

AD reminded colleagues of the statement made to the Children and Young People's Trust Board in February 2008. AD noted this has not been done as robustly or rigorously as we could have done.

The floor was opened for comment.

DMc reported agencies have been prioritising above the child protection line. Children below this line have been bursting through with a higher level of need.

JW made reference to the number of CAF's declining and whether this is monitored in terms of where they are from and whom. JW also noted the CAF form is time consuming to complete. AD reported the forms are monitored both geographically and from whom.

AD advised colleagues of the recommendations made in the report (4.1, 4.2, 4.3, 4.4 and 4.5) which derived from the multi-agency workshop. AD made reference to 4.1. and question whether Local Trust Boards should monitor CAF's in their area.

VS noted the report aroused much interest and discussion in the VCS Working Group. All has been agreed with the exception of 4.1. VS made the following comments:

- All are in agreement with streamlining of the Social Care Referral Form. People had been trained in and grown increasingly comfortable in using the CAF Assessment Form, which they found easy to use.
- Sterling wok has taken place and the process had worked very well. However, there are concerns over resourcing. Difficulties arose when the number of Coordinators was cut from by one from four to three.
- The 'lead professional' role is onerous and people are unwilling to take it on. TAC meetings were beneficial and people saw positive results however, they feel this has diminished. The process needs to be continued until it is properly embedded. Requirements are also too high i.e. Chair, notes, admin, resources. People found that it was too difficult to chair the meeting and take notes and be expected to photocopy and circulate the notes immediately, without the opportunity to consider and correct them. Action4Youth have been told that organisations do not have the administration and the funding to provide sufficient. resources to take on the role and in the overall budget figures, the reinstating of the fourth coordinator would be a very small cost but could reap great benefits for the system.
- There are dangers around changing the use of terminology.
- Ongoing training is important.
- Panel meetings and support for CAF Coordinators is important as they added real value.
- Everyone will benefit from a small investment.
- There is a gap in the system devised nationally and in the funding streams between early interventions for those who were willing to have help and engaged in the process and the child protection process, so that there is no place for those who are unwilling for help/intervention, other than the family intervention project which is limited to the few, and those who had greater needs, not yet reaching the child protection/Social Care threshold which is not to do with Bucks.

AD noted he had anticipated an impact however; it was never a permanent resource. Prior to the changes support had began to dwindle.

VL suggested writing to GP's/practice managers which insists this is the way forward and why, detailing the knock-on effects with regards to young people not being referred at the right time.

Action: JM

DMc noted the report is strategically the most important paper to come to the Board i.e. challenged financial environment, keeping the number of cases which breakthrough the safeguarding threshold to a minimum.

RM noted Thames Valley Police do not use CAF's and this tends to be the case nationally. If the Service are to be on board this would need to be a national prospective. There are a small number of specialist officers dedicated to investigating child abuse and safeguarding. AD acknowledged Thames Valley Police would be unable to take this forward at this time. It was also noted Hertfordshire pay for PCSO's to complete CAF's. JM reported it had always been agreed to brokerage this system.

YT made known schools are not engaging as much as they could do, they have far more knowledge about the child/young person. AW reported the whole form does not need to be completed in order for it to be submitted. AD noted there has been a lot of feedback regarding this process specifically why it does not work.

AD reaffirmed the recommendations to the Board and discussions were had around recommendation 4.1.

VS noted the Local Boards are not sufficiently embedded to be the sole leaders of the EIP process. VS suggested this Board might be, it has the teeth to do so. AD revealed the reasoning behind this recommendation is there are a number of managers around the table to influence this which can then be compared at the three Local Boards to see if there are difference. These groups are in the best position to promote and drive forward the process. AD proposed to monitor the performance at the CYP Trust Board and the Local Boards look at the performance reports. The Board agreed.

BH raised concerns over trying to do everything at once. If we focus on recommendations 4.3 – 4.5 we can get that cultural change.

DMc stated with the Munro Report there will be a duty on local authorities.

The Board agreed the following:

- The importance of the document. Colleagues to take this back to their organisations.

Actions: All

- Write to key agencies asking them to undertake CAF's.

Action: HC/JM

- Heather to pull together a mandate and come back to the Board with a clear recommendation.

Action: HC

- Heather to circulate the current list of attendee's on the EIP Management Group. If key people are missing, Board members to recommend specific colleagues.

Action: HC/ALL

VL reported she is against changing the name.

AW noted there needs to be clarity around the 'F' in CAF, Framework or Form?

Heather Clarke and Julie Montigue left the meeting.

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

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

1. Chiltern and South Bucks (Vivien Salisbury)
VS noted the document captures the work which is being undertaken. Priorities take time for a Local Trust Partnership Board to imbed.
2. Aylesbury, Buckingham, Wendover & Wing (Bob Harrison)
Relationships have grown between agencies, not just existing ones but ones which may not have previously been there e.g. Educational Psychology Service and Service Children.
3. Marlow, Wycombe & Ridgeway (Andrew Walker)
Engagement with schools has been difficult.

10. Organisational Updates (All)

BK reported Jobcentre Plus has had a significant rise in 18 to 24 year olds claiming Job Seekers Allowance in July. Normally we would expect to see an increase in August and September with school leavers and graduates making new claims, but the increase this month is earlier than expected. (Oxfordshire had a similar increase). The next couple of months will indicate if this is just a case of graduates not taking time out after university or if youth employment is on the increase. BK to send MT figures.

Action: BK

MP:

- It would be useful to have an update on academies. YT noted this information is available. YT to follow up with Hannah Peat and send MP the information.

Actions: YT

- Consultation on the Changes to the Admissions Framework – the draft code was put before parliament on the 24th May 2011, the closing date is today. What is the considered response to this consultation from Bucks? VL reported Bucks would make / has made a response which will be published on the BCC website. YT noted Debbie Munday led on the consultation. YT to check the response can be circulated and send to MP.

Action: YT

YT noted consultations are published in the schools bulletin and asked whether it would be useful to also have these on Governor Zone, MP agreed. YT to follow this up.

Action: YT

RM requested she meet with the Chairs of the three Local Trust Partnership Boards outside of this meeting – they agreed.

VS stated it would be helpful if Jobcentre Plus can join the Chiltern and South Bucks Local Trust Partnership Board – BK noted she would be happy to link in.

11. Any other business

None.

**Date of next meeting:
9.30am to 12 noon, 28th October 2011,
Large Dining Room, Judges Lodgings, County Hall Aylesbury.**