

**MINUTES OF THE
CHILDREN AND YOUNG PEOPLE'S TRUST BOARD MEETING
HELD ON 29TH SEPTEMBER 2009, MEZZ ROOM 2, COUNTY HALL.**

Present: Sue Imbriano (BCC) - Chair, Chris Munday (BCC), Cllr. Hillary Evans (SBDC), Gill Clipson (Amersham & Wycombe College), Paul Tinnion (TVP), Ed Mallam (BCC), Cllr. Lin Hazell (BCC), Cllr. Jeanette Mann (WDC), Carol Mason (Voluntary Sector), Cllr. Marion Clayton (BCC), Clare McLening (LSC), Bianca Kerley (Job Centre Plus), Katherine Horler (Connexions), Jane Taptiklis (Bucks PCT), Donna Clarke (OBMH), Cllr. Penni Thorne (AVDC), Lee Gilmour (BCC) – Notes.

Apologies: Chris Williams (BCC), Alan Goodrum (CDC), Ed Macalister-Smith (Bucks PCT), Yvonne Taylor (OBMH), David Lunn (Bucks PCT), Karen Mitchell (Aylesbury College), Sally Loring (Bucks Hospitals Trust), Pauline Odulinkski (Aylesbury College), Donald McPhail (Local Safeguarding Children Board), Andrew Toynton (LSC), Vivien Salisbury (Voluntary Sector).

Guests: Caroline Corcoran (BCC) and Melanie Chilvers (BCC).

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 with the following amendments:

Page 2 - Item 4 – Looked after Children - final paragraph should have read 'KH and DL will meet outside of the meeting to discuss unaccompanied asylum seekers that are older to discuss support for developing skills, knowledge, experience and skills for young people in the work place.'

Page 4 – Item 6 – Feedback from the Joint Commissioning Group, page 4, second bullet should have read 'The Aylesbury Vale Academy'.

Matters Arising:-

Page 1 – Item 2 – Minutes and Matters Arising – EM confirmed his action had been completed.

Page 4 – Item 6 – Feedback from the Joint Commissioning Group, page 4, first bullet CM confirmed that he has liaised with Matt Partridge but has had no response to date.

Page 4 – Item 7 – Organisational Updates – SI confirmed that a discussion between SI and AT has taken place, but there is still more to do.

3. Declarations of Interest

None recorded.

It was agreed to move to Item 6

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

CM presented the August 2009 Tracker report and gave a verbal update with the following noted:

- Page 3 – Residential Shorts Breaks, the tender advert will be published shortly.
- Page 4 – Affordable Leisure Opportunities, waiting to hear on progress, this may need to move to red.
- Page 7 – Think Family, there are concerns that not enough progress is being made. A number of posts have been recruited to. SI asked for an extended report on this, including links being made to adult services, and for it to be brought back as a future agenda item. CM to action the report.

Action: CM

- Page 9 – Participation Plan, both of the new staff have started and this should now move to green.

If any one has any queries about the contents of the Tracker please contact Stephen Bagnall at sbagnall@buckscc.gov.uk

5. Joint Commissioning Annual Report (Chris Munday)

CM presented and discussed the paper 'Joint Commissioning Group Annual Report 2008/9'.

The following was noted:

- Connexions – despite national challenges there is good progression in this area. The gap has been closed around NEET Asian girls and boys.
- Domestic Abuse – there is quantitative data available.
- Children's Centres – there is user satisfaction.
- CAMHS – waiting times have been reduced since the new provision, clearing backlogs.

It has been a very busy year with solid progress implementing new services and seeing some very positive improvements in outcomes for children, young people and families.

The floor was opened for questions:

- Page 4 - it was suggested that the Third Sector Commissioning Guide should be recognised and what has been done. CM responded that reference to the Third Sector was included on page 2.
- Page 6/7 – there wasn't a real sense of the responses, were there any that were negative? CM responded that this was just to give a flavour and that there is a full report available.

SI commended the report and work done. It demonstrates the breadth of the work being undertaken and the impact of this on children, young people and families.

SI thanked CM for the presentation.

7. CYP Trust Model and Constitution (Sue Imbriano)

CYP Trust Model

SI presented the paper 'Children and Young People's Trust Model', which brings together the work done by the Trust Review Group who have been reviewing the Trust Model and Constitution.

The final model has been discussed at the Trust Delivery Group and there was positive feedback and some helpful comments.

SI explained the diagram on page 3 and discussed the new CYP Plan Group that would assess the impact of national and local issues and propose agenda items for future Trust Board meetings.

- It was queried whether non-executive directors would be sitting on the Board from the PCT. Response – the PCT need to propose who they feel should represent them on the Board.
- Membership – 'Police Authority' should be amended to 'Thames Valley Police'.
- It is proposed that the Board would meet bi-monthly.
- CW will remain as the Trust Board Chair; however there has been previous discussion about having an independent chair and this will be revisited in the future.
- The Joint Commissioning Group will remain as it is.
- It was considered that the CYP Plan Group membership may need to be reviewed.
- There will be clear Task and Finish Groups.
- SI asked Jane Taptiklis to send EM health related groups, such as GPs, so that these could be included under Partnership Groups.

Action: JT

- SI and CMason will discuss outside of the meeting issues around Third Sector.

Action: SI and CMason

- Local Delivery Partnership Boards, it was suggested that as these will be local they will be more relevant. The following points were noted around the local boards:
 - MC suggested an amendment to page 13, functions, 8th bullet – remove 'where appropriate' as it is essential that relationships are established.
 - It was asked if Connexions could be part of this group – the Board agreed this.
 - It was asked if Bucks and Milton Keynes Sports Partnership could be part of this group – the Board agreed this.
 - It was suggested that the name 'Local Delivery' could cause confusion and 'Local CYP Partnership Boards' would be better. This was agreed.
- SI confirmed that the Delivery Group has formerly been disbanded.
- SI stated that it is hoped that the new model will be up and running by Christmas.

MC expressed thanks for what has been a hard piece of work.

SI noted that there was still work around finance to be completed.

CYP Trust Constitution

SI presented the paper 'Children and Young People's Trust Board Constitution'.

Amendments as follows were suggested:

Page 10 – Role of the Trust Board:

- 10th bullet – change the wording to 'To take overall responsibility for the relevant inspection and subsequent action plans'.
- Last bullet – change to 'Bucks Local Strategic Partnerships (BLSP)'.
- Alan Dinning has now replaced Trevor Boyd

It was suggested that attendance should be considered as to what will happen in future if members regularly missed meetings. SI suggested that all members nominate alternates and a full list is held. It was hoped that bi-monthly meetings will help, however expected engagement should be made clear. It was also suggested that members sign an agreement of commitment.

EM has a document with tracked changes and it was agreed that this should be circulated to members to show the amendments and requesting further feedback from Board members.

Action: EM

4. Promotion of the Trust (Caroline Corcoran)

CC made a presentation entitled 'Promotion of CYP Trust' and noted that the new CYP Plan has been circulated. The new Trust website is now up and running. It includes the new branding, information on the Trust, Local Delivery, the CYP Plan, Joint Commissioning, participation in decision making and lots of other useful information.

Future work is being done on e-Newsletters, one being for the public called 'AIMS' which stands for Action, Information, Motivation and Support and another for professionals called 'Connect@CYPTrust'. It is proposed that the e-magazines are bi-monthly, alternating between the two and linking to each other as appropriate.

The Annual Report will be made at the end of the financial year.

It was proposed that there will be three celebration events covering the three local delivery areas. Draft agendas and keynote speakers are being organised.

The floor was opened for questions or comments with the following noted:

- Regarding the website, will hits be measured? PT noted that research shows that the public do not look on the web for information on the government or police, so suggested it is good to back up with the newsletters. CC thanked PT for comment and confirmed that the hits will be recorded.
- It was asked if the Family Information Service will be linked to the home page. CC responded that this has not been formerly launched but yes it will be linked.
- It was asked what happens if you Google 'Bucks Trust', CC confirmed that it should match to words, but will bring up the most frequently searched.
- It was asked if schools can promote and publicise. CC confirmed that there will be good communication with schools.
- It was agreed that newsletters are needed, however with regarding to frequency it will just need to be trialled.
- It was noted that a future question on the e-Newsletter polls should be 'where do you get most of your information?'

- It was suggested that the Annual Report be less formal than the plan and should concentrate on impact and outcomes.
- Some concerns were expressed regarding the celebration events. It was proposed that venues and timing were reconsidered. It was noted that a change in timings will impact on including the launch of the web site, CYP Plan and e-Newsletters.
- It was also suggested that there should be an event to thank the children and young people who have been involved. EM confirmed that this already takes place when they participate in projects.
- EM, CC, Theresa Carlyle, and Collette McCarthy will revisit proposals and make a recommendation.

SI thanked CC for her presentation.

8. Organisational Updates.

LH noted the launch of the Children in Care Council and Looked After Children's Pledge on 17th October at Green Park, invites to the Trust members should have been sent. EM to check.

Action: EM

LH noted a celebration event will be held on the 30 January 2010 at Aylesbury College to recognise the achievements of Looked After Children.

PT reported that TVP are moving ahead with the new Unit in Aylesbury for Protection of Vulnerable People (PVP). Missing people, domestic and child abuse will now all be one unit. Yvonne Hitch will head the Unit. SI and PT will discuss having a future Board meeting at the Unit with YH doing a presentation on the work being done there,

Action: SI and PT

PT also noted there is a high peak between October and December of young people and anti-social behaviour. There is a national week focusing on this but TVP are running operation 'Confidence'.

CM reported that a revised Readiness to Deliver report for Building Schools for the Future has been submitted. Different people from the original review panel will look at the resubmission. There are now six schools included in this project.

CM also noted the DCSF had been impressed with Extended Services when they visited.

MC confirmed the Youth Service is being integrated into the Achievement and Learning Division.

CMcL reported that details of the LSC staff transfer will be announced shortly and job shadowing will begin.

GC noted the launch of the Enterprise Academy tomorrow and that on the 21st of October there will be an award ceremony for the whole college, which will be a wide ranging event for young people and adults.

BC offered to do a Job Centre Plus presentation. SI agreed and this will be an agenda item at the 22nd October meeting.

Action BC and EM

HE reported the launch of the Burnham refurbished play area.

KH thanked those who attended the opening of the new High Wycombe Connexions Centre last Friday, it was good to have such good support.

JT noted the PCT's AGM and will forward details to EM to distribute.

Action: JT and EM

CMason noted the Youth Focus AGM, which is to take place on 30th September at Green Park.

DC noted that feedback about the three CAMHS launch events had been helpful.

EM reported a very successful training event took place last week for over 70 children, young people and teachers on the UNICEF Rights Respecting Schools Award. This focuses on the rights and responsibilities of children and young people and is being piloted by 10 schools in the Amersham area. The day was facilitated by BCC Children's Services and UNICEF staff.

SI noted that we are waiting for the draft grading from Ofsted following the inspection.

SI requested that 'Child Poverty' be a future agenda item.

Action: EM

9. Any Other Business

SI noted that everyone will be budget setting and that it is easier to make cuts in prevention agenda. SI asked for everyone to recognise the importance of prevention work and to avoid budget cuts where possible.

JM wanted to bring to the Trust Board's attention the problems that young people in private accommodation are facing against landlords. It is thought that landlords are taking advantage of young people by keeping deposits and taking other monies unreasonably.

It was noted that young people leaving care will still be supported. A district list of recommended landlords was considered. A Task and Finish group was proposed to look at this issue.

CM noted that there are mechanisms around working with young people and CAFs should be completed to enable help.

SI thanked everyone and the meeting was closed.

10. Date and Time of next meeting

Thursday 22nd October 2009, 9.30am to 12 noon, Mezz 3, County Hall, Aylesbury.