

Notes of meeting

CHAIR:	Miles Hapgood (MH)
MEETING:	AXS Programme Board
DATE:	20 th April 2009
VENUE:	Killerton, Larkbeare House, Exeter.
ATTENDEES:	Miles Hapgood (MH), Pete Squire (PS), John Davey (JD), Val Smith (VS), Paul Jones (PJ), Tim Leishman (TL), Diane Demeger (DD). Dave Roberts (DR), Sue McGrath (SM), Mark Juby (MJ), John Shaw (JS), Dillon Hughes (DH), Claire Bishop (CB), Mike Robison (MR)
APOLOGIES:	Heather Colbeck (HC), Dave Simpkins (DS), John Vellacott (JV),
GUESTS:	Jan Rockey (JR)

ITEM	DETAIL	ACTION/BY WHOM
1. Comings and goings	Claire Bishop was welcomed to the board as representative for DAPH.	Amend distribution list/TL
2. Minutes and Matters Arising	<p>North, East and Exeter DASH forums attended by DR and well received.</p> <p>Agreed process for DAPH</p> <p>IISaM survey reminder. Email to go out to staff from AXS board member.</p> <p>IW toolkit now launched, how to ensure schools have sight of this</p>	<p>Contact DAPH office for meeting dates/DR</p> <p>Coordinate attendance/TL</p> <p>Consult with CYPs schools communications lead/TL</p>
3. Highlight Report (Paper 1)	<p>Points to note include:</p> <p>a) Clarity of CAF IT timing</p> <p>b) Further context of BHLP project</p> <p>c) Information sharing principles to be disseminated to all front line staff and management by next school year</p> <p>Agreed this will be the final report of this format presented to the Board.</p>	<p>Ensure young people are consulted in the creation of leaflets /TL</p>

<p>4. ContactPoint Headlines (Paper 2)</p>	<p>Points to note include:</p> <ul style="list-style-type: none"> a) Threshold of when a shield is applied will be reviewed over time. All partner requests to shield were actioned. b) Leaflets for young people should be considered c) implementation group representatives from partners have role of communications. Face to face meetings preferred. d) Accreditation of schools remains unclear as national guidance will follow the initial testing out with Early Adopters during the summer. Options for Devon to consider include a school, learning community or AXS cluster self assessment process. Also the accreditation criteria could be grouped by HR and ICT and the Learning and Development Partnership requested to provide a lead and take ownership of this activity. e) District Councils will not get involved if a young person is homeless at 5pm on a Friday and they are shielded. 	
<p>5. Self assessment (Verbal)</p>	<p>Common themes emerging include:</p> <ul style="list-style-type: none"> a) Information Sharing: A willingness to share but lacking in appropriate training and therefore confidence to do so. b) Varying levels of engagement in the AXS programme. <p>Next phase is action planning to set agency priorities</p>	<p>Pick up through discrete project /TL</p> <p>For discussion at next Board meeting /DR</p>
<p>6. Workplan (Various papers tabled)</p>	<p>Outline agreed.</p> <p><u>Section A</u></p> <ul style="list-style-type: none"> a) Two strands of enquiry - Lead professional at review stage and questionnaire posted to home. Case studies and further analysis are ongoing. b) There are no set timings for the steps in the CAF process c) The bar chart report would benefit from further description to eliminate misinterpretation d) Different age splits for the data would be useful e.g. Y7, 8, 9 or by Key Stage, or 13, 14 and 15yo. e) Agreed that we use reports weighted by IDAQI (child deprivation indicator based on census) to pass to the Local Children's Trusts. <p><u>Section B</u></p>	

	<p>a) Use next Board to consider next steps for managed networks to include Local Children's Trust Chairs.</p> <p>b) Do we need to engage Further Education Colleges at this stage?</p> <p>c) Diploma Pathways need to be considered</p> <p><u>Section C</u></p> <p>a) Proposal that the Children's Service Directory is assessed for is fit for purpose in keeping with the Information Advice and Guidance strategy.</p> <p><u>Section D</u></p> <p>a) Replace IYSS reference with 14-19</p>	Forward planner / TL

Tim Leishman 20/05/09