



Minutes of meeting

CHAIR:	Ingrid Fisher (IF)
MEETING:	AXS Programme Board
DATE:	21 st May 2007
VENUE:	Library, Coaver Club, Exeter
ATTENDEES:	Tim Leishman (TL), Dave Roberts (DR), Supt. Ian Curtis (IC), Jenny Winslade (JW), John Shaw (JS), Debbie Pritchard (DAP), Martin Spragg (MS), Paul Jones (PJ), John Davey (JD), Kathy Beechen (KB)
APOLOGIES:	Alison Lewis-Smith (ALS), Dave Simpkins (DS), Roger Kirk (RK), Ruth Dale (RD), Dillon Hughes (DH), Liam McGrath (LM),
GUESTS:	Robert Weeks (RW)

ITEM	DETAIL	ACTION	BY WHOM
Comings and goings	CYPS Soc Care - Dave Simpkins will be replaced by Kev Peers Devon PCT - Cathy Ellingford will be replaced by Alison Lewis-Smith PMN: Ruth Dale has left the Programme office, currently looking to back fill asap.		
Matters arising	Minutes recorded as accurate, matters arising picked up through sections below. 1b. Peninsular Local Authority Meeting Scheduled for June 5 PMN: Postponed through absence of Plymouth and Cornwall 2. CRB Checks with Police personnel PMN: Chris Dimmelow to raise at LSCB 3.1 CAF Forms handed out, supporting documents to follow.		
1. AXS Highlight report - paper 1	<u>Projects:</u> 1. Full document pack including		

ITEM	DETAIL	ACTION	BY WHOM
	<p>pre-CAF, Action plan, DfES documents to be passed to Board members.</p> <p>3. Clarity of Grant making activity (ref B Grady). Ministerial focus on BHLF to raise profile. Events planned for Autumn. Further grant funding for 08/09 looking favourable.</p> <p>6. Project Management resource identified.</p> <p>7. Chief Officer Group to be notified of resource shortcomings. PMN: LM request for BA resource from Police pending response.</p> <p>9. Clarity of current trained delegates requested for Board.</p> <p>10. Concern raised over visibility and appropriate level sign off PMN: Thresholds document to be sent to Board members for consideration and nomination of rep to join reference group</p> <p>13. Performance management to play significant part of CYPP refresh</p> <p><u>Interdependencies:</u> AXS Networks consultation response from PCT pending SMT meeting May 21</p> <p>Joint Agency Service</p>	<p>Discuss with Brian Grady</p> <p>Update Status to Amber.</p> <p>Progress with Acting ACC Spencer</p> <p>Send out to board</p> <p>Raise with Project Lead</p> <p>Partners to consider similar activity.</p> <p>to be included in the refresh scoping</p> <p>Add to list</p>	<p>TL/DR</p> <p>TL</p> <p>LM</p> <p>TL</p> <p>TL</p> <p>TL</p> <p>DAP/LM/TL</p> <p>TL</p>
2.ContactPoint (paper 1b)	<p>1. <u>Communications</u> Events include a seminar targeting the Voluntary Sector on July 5.</p> <p>2. <u>Statutory Guidance</u> This gives Deon an opportunity to respond.</p>	<p>Any up and coming events to be shared with RW</p> <p>Take back to agency for review and response to RW</p>	<p>ALL</p> <p>RW</p>

ITEM	DETAIL	ACTION	BY WHOM
	Pathfinder practitioners are being engaged through pathway coordinators		
3. Risk Log (verbal)	Process of using a risk log agreed in principle. To start at next board meeting		TL
4. Pathfinding Schedule	Refer to Appendix 1 attached		
5. New projects and work packages	<p>1. CAF and Assessment interfacing (i) Scope agreed in principle. Full project brief and plan to be shared with Board. (ii) Agreed Pending plan</p> <p>2. Work Force analysis (i) Scope agreed. Noted this in the past has been challenging for Health and Voluntary. (ii) Agreed PMN: Childrens Trust Work Force Strategy Group will be engaged to support this activity. Led by Pam Cowley with support from CYPs work force strategy team.</p> <p>3. LMB Review (i) Acknowledged (ii) Agreed PMN: Review timetabled for June 27th.</p> <p>Performance management to be scoped.</p>	<p>Work with project lead to produce appropriate documentation.</p> <p>Ensure Alignment with refresh of CYPP</p>	<p>TL</p> <p>TL</p>
6. Key messages	<ul style="list-style-type: none"> ▪ Full age continuum 0-19 to support transition to Adult and Community Services ▪ Big focus on developing the readiness for countywide roll out. ▪ Shortcomings in staffing and funding across the partnership to deliver the programme causing concern 		
	Next meeting: 25 June 2007 Time: 3.00 to 5.00 Venue: Coaver Club, Exeter	Review timetable of next batch of meetings	ALL