

# Devon Children's Trust Board

Chairman: Councillor Christine Channon

**Minutes 29 June 2010**

County hall

Exeter

## Members Present

Cllr Christine Channon	Chairman	Cabinet Member for Schools and Skills
Ann James	Vice Chairman	NHS Devon Chief Executive
Becky Carmichael	NHS Devon	Substitute for Virginia Pearson
Jayne Carroll	NHS Devon/Devon County Council	Strategic Commissioning
Anne Whiteley	DCC – CYPS	Executive Director - CYPS
Mary Nisbett	Independent	Chair CT Partnership Council
Charlotte Coker	Devon and Cornwall Probation Area	Assistant Chief Officer.
Jo Tennant	Devon and Cornwall Constabulary	Commander Devon BCU
David Fitzsimmons	Devon Association of Secondary Heads	Principal Holsworthy Community College
Paul Walker	Devon Association of Primary Schools	Head of .....
Keith Bennett	Special Headteachers Association Devon	Head ....
John Peart	Devon County Council CYPS	Head of Learning and Skills
David Percival	Devon and Cornwall Police Authority	Police Authority
Jenny Rudge	SW Careers	Chief Executive
Sue Parr	Job Centre Plus	Substitute for Karen Hooper

## In Attendance

DI Berry	Devon and Cornwall Constabulary	
Steve Brown	NHS Devon	
Brian Grady	Devon County council	
Tim Leishman	Devon County Council	
Debbie Pritchard	Devon County Council Children and Young People's Service	Devon County Council CYPS Assistant Director - Performance and Planning.

Gerry Rufolo	Devon County Council	Committee Secretariat
John Smith	Devon County Council	Head of the Office of the Chief Executive

**Apologies**

Councillor Baverstock	District Councils	
Nicola Bulbeck	District Councils	
Virginia Pearson	NHS Devon	
Alan Wooderson	Independent	Chair of the Devon Safeguarding Children Board

<b>Agenda Items 1 &amp; 2</b>	<b>Welcome and Introductions Minutes of the Meeting of 23 March 2010 Declarations of Interest / Conflicts</b>	<b>Presenter Christine Channon</b>
<b>Discussion</b>	The chairman welcomed everyone to the meeting.  No declarations of interest or conflicts were advised by Board members.	
<b>Conclusion</b>	The minutes of the meeting held on 23 March were signed as correct record	

<b>Agenda Item 3 a</b>	<b>Standing Item Executive Director's Overview: National Policy and Emergent Trends</b>	<b>Presenter Anne Whiteley</b>
<b>Discussion</b>	<p>Anne Whiteley gave a presentation on national policy and emergent trends arising from the recent announcements of the new coalition Government. These related to Children and Families, Schools, Health, Crime and Policing, Housing and Planning, Social Action, Welfare and Work; and Universities and FE.</p> <p>The Board also received a report from Anne Whiteley on matters of interest to the Trust including a list of ministerial responsibilities. Salient points included:</p> <ul style="list-style-type: none"> <li>• the reduction in Area Based Grants meant a £3.1m reduction in the CYPS budget for the current year and ongoing reductions for future years. A wide range of services would be affected including Connexions, Youth Offending Services, 14-19 agenda; supporting families; and children in care</li> <li>• reduction in support for national strategies including the teenage pregnancy strategy; and the substance misuse strategy</li> <li>• promotion by government of Academy status for all schools, initially those with outstanding Ofsted status and consequent impact and reduction in the economy of scale for the support services available for County Council's community schools</li> <li>• reduced funding for quangos and elimination of some relating to children's services</li> <li>• protection for Sure Start, school budgets and 16-19 education for 10/11.</li> </ul> <p>A more detailed report would be made to the County Council's Cabinet on 14 July 2010.</p> <p>Board Members also gave their perspective on their respective areas and the implications for their agencies with a 25% reduction in budgets anticipated across the public sector.</p>	

<b>Conclusion</b>	The need for the agencies to work more closely in partnership (avoid organisational introspection in respect of the cuts) to mitigate the impact on the most vulnerable children, young people and their families; and the need to focus on evidence based positive outcomes making best use of reduced resources for vulnerable children.		
<b>Action Points</b>	<b>Action owner</b>	<b>Deadline</b>	
Investigate closer working of Children's Trust and the Devon Strategic Partnership.	<b>John Smith/ Debbie Pritchard</b>	<b>July/August 2010</b>	
CT Partners to forward key national policy changes with potential impact on CT business to Debbie Pritchard so that the Board can maintain an overview.	<b>ALL</b>	<b>ongoing</b>	
Reference to these issues at a meeting of District Council Chief Executives Friday, 2 July.	<b>Anne Whiteley</b>		

<b>Agenda Item 3 b</b>	<b>Standing Item Partnership Council Feedback</b>	<b>Presenter Mary Nesbit</b>
<b>Discussion</b>	<p>Mary Nesbitt gave an update on the previous meetings of the CT Partnership Council held in April, May (minutes previously circulated) and June.</p> <p>The Monitoring, Analysis and Reporting Schedule (MARS) which meant regular reports to the Partnership Council had led the Council considering reports relating to AXS; access and transport; participation; and Children Centres had been delivered in accordance with the Children and Young People's Plan (CYPP) and there were no exceptions to bring to the Board.</p> <p>There appeared to be continuing pressures within the transition to adults services and Jenny Stephens (Executive Director Adult and Community Services) had been invited to attend a future meeting of the Partnership Council. The Partnership Council had noted that exclusions were down, the good work between the County/districts and other agencies (multi agency partnership group) to prevent young people's homelessness (Southwark judgement) with some 300 young people being safely kept out of the care system. The LPSA funding for this was to cease shortly and the service would therefore need to be integrated in current budgets. Also noted were the improved opportunities for work placements for children in care, and the development work in hearing the voice of young people, and the progress on the Post Ofsted Action Plan.</p>	
<b>Conclusion</b>	The Board received and welcomed the report from the Partnership Council	

<b>Agenda Item 4 a</b>	<b>Strategy Task Group: Governance Arrangements</b>	<b>Presenters Geoff Evans and Task Group</b>
<b>Discussion</b>	<p>The Board received a paper on the proposed governance arrangements for the Trust. Geoff Evans (consultant), DI Berry (Devon and Cornwall Police) and Steve Brown (NHS Devon) presented the paper on the implementation of the 2010 Children's Trust Statutory guidance. It was anticipated that these would be subject to change by the Coalition Government in that the CTs would likely no longer be a statutory requirement but a matter of local decision making. The report addressed the role, responsibilities and future strategy and direction of the CTB, the development of the Children and Young People's Plan (CYPP) and the partnership infrastructure to support delivery. The Chairman also referred to the potential use of the County Council's locality committees in terms of monitoring of the CYPP and to the DSP. Anne Whiteley emphasised the challenges and training issues in equipping the work force across the agencies in terms of safeguarding</p>	

	best practice.		
<b>Conclusion</b>	The Board noted the importance in holding each agency to account in their part in delivering the CYPP and evidencing real efficiencies and positive outcomes (as part of the accountability to local communities) and minimising the potential impact with reduced resources.		
<b>Action Points</b>	<b>Action Owner</b>	<b>Deadline</b>	
<b>AGREED</b> (a) That the 16 recommendations in the report be approved subject to drafting changes as referred to in (b) below :  (b) that paragraphs 9,10,11 in terms of Delivery and Performance be redrafted with references to the need to drive efficiencies across the partner agencies and for them to be accountable to the CTB and to the local community; and that this re-draft be circulated to members of the Board;  (c) that a further report be submitted by the Task Group for the 14 September meeting on recommendations on the 'tools' for implementation.	<b>Geoff Evans and Task Group</b>  <b>Geoff Evans and Task Group</b>	<b>September</b>  <b>September</b>	

<b>Agenda Item 4 b</b>	<b>Messages from the Voice of Children and Young People in Devon: Annual Report</b>	<b>Presenters Anne Whiteley/Debbie Pritchard and Brian Grady</b>	
<b>Discussion</b>	The Board considered a paper by Debbie Pritchard on a draft report on the messages heard from the voices of children and young people in Devon. There would be different versions of the document, one for practitioners and easily accessible versions for children and young people which would be published on the web. Members also suggested a special hard copy edition for primary school children and a limited hard copy run for those young people without internet access. The meeting noted that the report needed to show consistently what action had been taken as a result of the feedback given.		
<b>Conclusion</b>	The Board endorsed the report		
<b>Action Points</b>	<b>Action Owner</b>	<b>Deadline</b>	
that following further developments as detailed in the 'next steps' of the report and consideration of the above mentioned suggestions the report be published as part of the suite of key Children's Trust documents.	<b>Debbie Pritchard</b>	<b>September</b>	

<b>Agenda item 4 c</b>	<b>Transforming Community Services Update</b>	<b>Presenter Ann James</b>	
<b>Discussion</b>	It did not appear that the new government was changing this policy where the provider arm would be separated from commissioning. The commissioning budget was in the region of £130m and the timeframe for the change remained the same with a deadline of 1 April 2011. Plans had been agreed in principle and submitted to Department of Health. Discussions would continue with CYPs and other parties.		
<b>Conclusion</b>	Progress was noted		
<b>Action Point</b>	<b>Action Owner</b>	<b>Deadline</b>	
Written report to be submitted for the 14 September meeting	<b>Ann James</b>	<b>September 2010</b>	

<b>Agenda Item 4 d</b>	<b>Code of Practice: Information Sharing and Single View of the Vulnerable Child</b>	<b>Presenter Tim Leishman</b>	
<b>Discussion</b>	Tim Leishman presented a Task Group paper on a draft Code of Practice for practitioners across the agencies to improve information sharing. Good practice by the Devon CT had been commended by the former DCSF and the protocol was building on this work. Members emphasised the need for feedback mechanisms where good practice was not being followed for appropriate action by the Board or individual agency concerned. There was a need to continue to promote awareness through, for example, induction training, job descriptions and other practical steps. The national 'Contact Point' initiative had been curtailed by government and the Code of Practice was based around local care management information systems.		
<b>Conclusion</b>	<b>AGREED</b> (i) that the new information sharing Code of Practice (CoP) be approved in principle subject to further approval by the individual agency heads in due course; (ii) that the CoP be subject to annual review and that progress reports be submitted to the Board (iii) that governance arrangements be put into place across the partnership to support staff in best practice information sharing and that any concerns relating to non engagement or poor practice be reported to the Board.		
<b>Action Points</b>		<b>Action Owner</b>	<b>Deadline</b>
Arrangements for the CoP to be 'signed off' by authorised Agency representatives		<b>Tim Leishman</b>	<b>December</b>
Implementation of (ii) and (iii)		<b>Tim Leishman</b>	<b>ongoing</b>

<b>Agenda Item 4e</b>	<b>Strategic e) Implementation of National Policy for Services to Address Violence against Women and Girls</b>	<b>Presenters Jo Tennant</b>	
<b>Discussion</b>	Jo Tennant reported on the national prevention strategy to include new guidance for PCTs and local government on commissioning services. There were six types of violence identified to be incorporated within the Strategy (i) domestic violence, (ii) serious sexual assault; (iii) honour based violence, (iv) forced marriage, (v) female genital mutilation, (vi) and human trafficking. Jo Tennant gave an outline of the reported incidents in Devon in respect of these types of abuse.  A Devon Task Force had been set up to develop an action plan and that a Joint Strategic Needs Assessment. However there remained a number of issues outstanding.		
<b>Conclusion</b>	Further guidance was needed from the government (GOSW) on the development of the policy and future statutory powers and requirements. There was a need to develop or continue this initiative or develop progress through other strategies.		
<b>Action Points</b>		<b>Action Owner</b>	<b>Deadline</b>
Progress noted and developments to be reported in due course		<b>Jo Tennant</b>	

<b>Agenda Item 4 f</b>	<b>Strategic Co-ordination 14 – 19 and Transfer of LSC Functions to Devon County Council</b>	<b>Presenter John Peart</b>	
<b>Discussion</b>	John Peart gave a presentation on the organisation and role of the Learning and Skills Strategic Team since the transfer of functions in April 2010 with 4 area partnerships covering Devon. He updated the Board on the aims and objectives, current funding and implications of the budget reductions and gave a strategic analysis of the current position in Devon including the joint working arrangements with other agencies and bodies.		
<b>Conclusion</b>	The Board thanked Mr Peart for his presentation		

<b>5 a</b>	<b>Performance Review of the CYPP</b>	<b>Presenter Debbie Pritchard</b>	
<b>Discussion</b>	The Board received the draft Children and Young People's Plan following the annual review for endorsement by the Board before submission to Ofsted (on a voluntary basis) by 16 July 2010.		
<b>Conclusion</b>	A second independent reading on behalf of the Board and others would be of benefit before submission. Whilst it was not required to be submitted to Ofsted it would assist with their Annual Performance Assessment judgement to be made in Autumn and was therefore important that information on progress was clear, concise and evidence based. Future reports on the CYPP should concentrate on areas where performance was not meeting planned outcomes.		
<b>Action Points</b>		<b>Action Owner</b>	<b>Deadline</b>
Second readings and feedback to Debbie Pritchard		<b>Jayne Carroll, Becky Carmichael John Smith and Geoff Evans</b>	<b>9 July 2010</b>
Sign off by the Chairman, Jayne Carroll and Jo Tennant		<b>Debbie Pritchard</b>	<b>14 July</b>

<b>Agenda Item 5 b</b>	<b>Performance Post Ofsted Action Plan Sign off and Progress on Action Health budgets/prevention</b>	<b>Presenter Debbie Pritchard</b>	
<b>Discussion</b>	The Board noted that the Post Ofsted Action Plan was now complete. The Plan had been to the Partnership Council and the County Council's Scrutiny Committee which had requested updates on the NHS Devon Sexual Abuse Examination Service (Action 6) and on which further information was requested by Jo Tennant. Jayne Carroll also reported an additional investment of £1.25m by NHS Devon for disabled children in 6 service areas detailed in the report.		
<b>Conclusion</b>	AGREED that the Post Ofsted Action Report in now complete and that the audit trail with regard to actions and effect be noted and that where further actions are required these be part of the relevant business plans.		
<b>Action Point</b>		<b>Action owner</b>	<b>Deadline</b>
Further information to Jo Tennant on the Child Sexual Abuse Examination Service		<b>Jayne Carroll</b>	<b>July</b>

<b>Agenda Item 5 c</b>	<b>Performance Needs Assessment</b>	<b>Presenter Debbie Pritchard</b>	
<b>Discussion</b>	The Board received the draft Needs Assessment 2010. Members commended the Assessment as a useful document showing real evidence for setting priorities and allocating resources. It was suggested that reference to the Needs Assessment in the CYPP should also be cross referenced within this document. The Board noted that this was a dynamic document and updates would be required on a regular basis particularly in respect of recent unexpected demographic changes and trends.		
<b>Conclusion</b>	The Board endorsed the needs assessment and its publication in the CT website and that the information be used to inform resource mapping and setting of priorities.		
<b>Action Points</b>		<b>Action Owner</b>	<b>Deadline</b>
Publish on website		<b>Debbie Pritchard</b>	<b>July</b>

<b>Agenda Item 6 a</b>	<b>Information</b> <b>Report on Young People's Substance Misuse</b>	<b>Presenter</b> <b>Becky Carmichael</b>
<b>Discussion</b>	The report detailed areas of good practice particularly within treatment and prevention services. A Young People Substance misuse-Plan for 2010/2011 has been signed off by NHS Devon, the County Council and National Treatment Agency (NTA). RAG assessments identified good practice in Devon and amber areas were being addressed. The Chairman referred to the link between alcohol use and teenage pregnancy which was a main theme within the Teenage Pregnancy Action Plan.	
<b>Conclusion</b>	The Board noted the report	

<b>Agenda Item 6 b</b>	<b>Information</b> <b>ACPO CYP Strategy</b>	<b>Presenter</b> <b>Jo Tennant</b>
<b>Discussion</b>	The Board received the national ACPO CYP Strategy. The six key objectives in Devon aligned with the national strategy.	

<b>Agenda Item 7</b>	<b>Dates of Meetings</b>	
	Wednesday, 21 July Tuesday, 14 September; Thursday, 23 September: Development Seminar 1pm – 5.30pm Tuesday, 14 December; Tuesday, 15 February 2011; and Tuesday, 3 May 2011;	

<b>Agenda Item 8</b>	<b>Forward Plan</b>	<b>Presenter</b>
	<u>21 July</u> DSCB Annual Report	<b>Alan Wooderson</b>
	CYPS Directorate In-Year Cuts	<b>Anne Whiteley</b>
	<u>14 September</u>	
	a) Economic Climate: Issues for Young People/NEETS/Care Leavers and Children with Additional Needs	<b>Jenny Rudge</b>
	b) Update on the Way Ahead: Joint Health + Social Care Strategy	<b>Virginia Pearson</b>
	c) Children in Care	<b>Deborah Booth</b>
	d) Police Blue Print	<b>Jo Tennant</b>
	e) Children's Workforce Strategy	<b>DP</b>
	f) Response to the DSCB	<b>Anne Whiteley</b>
	g) Update: Illegal highs	<b>Jo Tennant</b>
	h) Implementation: Governance Arrangements	<b>Geoff Evans</b>

The meeting started at 10 am and finished at 2.20 pm