

West Lancashire CYP Trust Board

21st May 2013, Hillside School, Tanhouse, Skelmersdale

Minutes



Attendees	
Angela Aspinwall Livesey (Chair) – Primary Schools	
Louise Sullivan – FE education	
Jonathan Hewitt (DSL) – Lancashire County Council	
Helen Mountford – Children Centres	
Joanne McGrath – Early Support Lead	
Richard Cooke – Children's Trust Manager	
Helen Bilsborrow – Social Care	
Joanne O'Neill – Social Care	
Greg Mitten - CVS	
Nighat Parveen – YPS	
John Nelson – WLBC	
John Doyle – Secondary School	
Ismail Karolia - Clerk	
Gill Hughes – Clerk (new)	

Agenda Item	Action Notes	By
1. Welcome and introductions		
2. Apologies	Anna Bailey – LCC Public Health	
3. Notes of last meeting, matters arising	The minutes from the last meeting were accepted as a true record and approved by those present. There were no matters arising.	

Agenda Item	Action Notes	By
4. Early Support reporting	<p>JM went through new arrangements for reporting to the DCYPT Boards which has been standardised across the county. The integrated Service Development Officers (ISDO's) within the Commissioning Team of LCC will be providing contract performance data to the DCYPT Boards on request. This will include the quarter contract review documents and a district RAG for all contracts. JM presented the following documents:</p> <ul style="list-style-type: none"> • Finance report • Small projects commissioning overview • Spot commissioning (gaps in service) overview • RAG of contract performance <p>Key issues re. Early Support</p> <ul style="list-style-type: none"> • Family attachment contract extended (£20k) to Sept 2013 • Inclusion project has also been extended (£20k) to Sept 2013 • Schools have provided match funding (£5k) which will support the above pieces of work. Schools are keen to support the good work which has been achieved. JH reported that West Lancs is being used as a model for other districts • Providers who have not responded to evaluation requests for previous funding rounds will not be eligible for further funding. This has been built into the commissioning process locally. A list of organisations who have not responded previously is needed to ensure this happens. JM to action • Remaining gaps in provision funds of £9194 to be spent by Sept. 2013 	JM
5. Action Plan review	<p>The current priorities were discussed and the following points raised. A review of progress with the education priorities was presented at the previous Board meeting by JH. These were discussed and it was agreed that they would remain priority areas for the district.</p>	All

Priority 1. Reducing school exclusions – to remain as a priority.
Agreed to keep an eye on boys reading attainment, key stage 1. It is thought the high numbers might be a cohort issue.

Priority 2. Narrow the gap in educational attainment – to remain as a priority.

It was noted that the young mums figure is high and is a district issue arising which needs to feature in our action plan under several priority areas.

North West children & young people asking for sexual health and relationship support. There was a lot of discussion around this point and how it could be addressed. It was agreed that a range of options should be available for young people to choose from.

Priority 3. Increase proportion of CYP with a healthy weight

Discussion regarding possible overlap of priorities eg Health and Wellbeing Board who are prioritising childhood obesity. It was agreed to not have the action on CYP action plan if covered elsewhere, such as the Health and Wellbeing Plan.

Discussion regarding future representation on CYP Board from health.

- Follow up Public Health rep. on CYP Board
- Clarification on Clinical Commissioning Group communication route with CYP Board
- Obtain Health & Wellbeing Board Action Plan when available and embed in CYP Trust Action Plan.

RC

GM

JN

Priority 4. Reducing risk taking behaviour – to remain as a priority.
Members agreed this should include:

- Drugs, alcohol and other substance misuse
- Sexual exploitation
- Internet safety

Priority 5. Things to do, places to go – to remain as a priority

Agenda Item	Action Notes	By
	<p>Although not yet completed, it was noted that Nye Bevan swim/gym has been effective in helping to reduce anti social behaviour. This is a good example of the use of early support funding to support the young people from the most deprived areas access PAYP. JM suggested that the YPS submit a 'gap in service' application to the resource panel for the continuation of this project over the summer. NP will speak to staff to action.</p> <p>The Youth Zone build will commence Oct. 2013 and is anticipated to take 1 year. There was a discussion around provision of a sexual health facility via a local GP but funds not available for this to go ahead. Further discussion to be held with Dr Biswas to explore revised options. NP to discuss again with Dr. Biswas.</p> <p>Priority 6. Increase the proportion of YP who are EET – to remain as a priority although the reduction in NEET has been very positive this is still an area of concern.</p> <p>Management Plan – not discussed</p>	<p>NP</p> <p>NP</p>
6. Early Support Core Offer	<p>JM presented the Early Support Core Offer Pack which has been sent to DCYPT Boards and advised members on next steps with regards to the allocation of Early Support funds from Oct 2013 to March 2014. Each DYCT must agree the allocation of their funding against the four themes of the Early Support Core Offer. These are Domestic Violence, Parenting Support, Emotional Health and Wellbeing and Family Support. The following points were discussed and agreed. which will be delivered from Oct. 2013 to end March 2014. The following points were discussed and agreed.</p> <ul style="list-style-type: none"> • A sub group of the CYPT Board would meet to agree the use of the funding. This will allow time for members to read the detail of the service specifications in the Core Offer packs. The sub group will have delegated authority to make this decision. If wider members want to contribute they need to e-mail JM with information. • The Action Plan and priorities need to link into what is being commissioned • VCFS organisations are being encouraged to form consortia 	<p><i>Meeting scheduled for 19th June JMc, JN, AAL, JH, NP</i></p>

Agenda Item	Action Notes	By
	<p>to tender for contracts within the new commissioning framework. Other opportunities through Early Support small projects funding will also be available.</p> <ul style="list-style-type: none"> • There will also be an allocation of funding for a Lead Professional budget to support families. The funding allocation for this and small projects will be agreed on the same formula of population and need. • Flexibility required on how funds can be used to commission bespoke services when core offer doesn't meet priorities. RC felt this would be possible. <p>A deadline for responses from the CYPT Board regarding their funding allocation choices is the 28th June with contracts starting on 1st October 2013.</p> <p>JM has already requested on behalf of the Board that there is involvement in the commissioning process and invites for Board member to sit on the technical panels will be sent out.</p>	
7. Action Plan 2013/14	<p>It was agreed to include the following</p> <p>Under Priority 4 - Reducing Risk Taking Behaviour</p> <ul style="list-style-type: none"> • Child Sexual Exploitation • Online safety • Mental Health and relationships <p>Under Priority 5 – Things to Do Places To Go</p> <ul style="list-style-type: none"> • Focus on youth participation in decision making e.g. using the pupil parliament and youth council. It was suggested it may be worth the board receiving training on this from Hannah Peake. 	
8. Safeguarding	<p>HB gave an overview of the new structure. At future meetings HB or JO'N, will identify any causes from concern from their monthly reports and feedback to CYP Trust. This may indicate trends or gaps in service which the trust can act upon.</p> <p>Agreed that HB will report to trust on number of referrals received (including rereferrals) and looked after children.</p>	HB

Agenda Item	Action Notes	By
9. Holiday Brochure	IK gave update on development and progress of this year's brochure. Shares have been commissioned to produce the brochure and it is hoped to distribute via either the school cluster meetings or the "bulky bag" delivery service (last delivery 5/7/13).	<i>IK/GH to monitor progress</i>
10. AOB	Dates were agreed for the next meeting.	
11. Next Meeting	The following dates were set for the next academic year 16 th July 2013 – Board Meeting 1-5 15 th October 2013 – Board meeting 1-2pm, Partnership Meeting 2-5 21 st January 2014 – Board Meeting 1-5 18 th March 2014 – Partnership Meeting 1-5 20 th May 2014 – Board Meeting 1-5 8 th July 2014 – Board Meeting 1-5	

Ismail Karolia, ismail@wlcvs.org, 01695 733737
17-5-13