

West Lancashire CYP Trust Board

16th July 2013 (1pm to 5pm) Hillside Primary School, Tanhouse, Skelmersdale

Minutes



Attendees	
John Nelson – West Lancs Borough Council	
Louise Sullivan – FE education	
Jonathan Hewitt (DSL) – Lancashire County Council	
Helen Mountford – Children Centres	
Joanne Mcgrath – Early Support Lead (outgoing)	
Laura Davidson – Early Support Lead (incoming)	
Greg Mitten - CVS	
Gill Binns – Children’s Social Care	
Nighat Parveen - YPS	
Talha Wadee – CYP Trust Development Officer	
Gill Hughes - Clerk	

Agenda Item	Action Notes	By
1. Welcome and introductions	In the absence of Angela Aspinwall-Livesey, John Nelson welcomed everybody and introductions were made.	
2. Apologies	Apologies were given for Angela Aspinwall-Livesey, John Doyle and Cllr Nikki Hennessey. As Vice Chair of WL CYP Trust, John Nelson chaired the first part of the meeting in Angela’s absence and nominated Jonathan Hewitt to chair the second half of the meeting.	
3. Notes from last meeting, agreement and matters arising.	Anna Bailey has informed GH that there is an internal discussion within Public Health to decide who will sit on WL CYP Trust Board. Helen Clark from the CCG has offered to attend Board meetings as and when required. Board to request her presence when required. Shares Lancashire has produced the summer activity brochure 2013	

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	<p>and has commenced distribution. Shares will submit a report in time for the next board meeting.</p>	<p><i>GH to follow up with Shares Lancashire</i></p>
<p>4. Setting Priorities</p>	<p>The board discussed and agreed its priorities which will form the basis of 2013/2014 Action Plan.</p> <p>Priority 1 Reducing school exclusions – to remain a priority Priority 2 Narrow the gap in educational attainment – to remain a priority Priority 3 Increase proportion of CYP with a healthy weight – this priority to be removed as Health & Wellbeing Board to lead on this. Priority 4 Reduce risk taking behaviour – to remain a priority Priority 5 Things to do, places to go – to remain a priority Priority 6 Increase the proportion of YP who are EET – to remain a priority</p> <p>From discussions at this and previous meetings it has been identified that Domestic Abuse and Emotional Wellbeing/Self Esteem need to be focussed on. It was agreed that these two points will be addressed as part of Priority 4.</p>	
<p>5. Early Support Core Offer</p>	<p>Joanne McGrath gave an overview of the recent restructure and her new role.</p> <p>Joanne McGrath - Early Support – Preston area Laura Davidson – Early Support – West Lancs Nicola Parker – Senior Early Support role Ruksana Mulla – CAF Officer covering central area.</p> <p>New role covers delivery of integrated multi agency work eg Lancashire Improving Futures (LIF), Working together with Families as well as allocation of lead professionals.</p> <p>Preston and 4 other areas in tranche 1 have gone live with the early support offer in June with West Lancs to go live in the second tranche which will be in September. LIF to be launched in September.</p>	

A new commissioning structure will come into place in March 2014. During the transition phase Early Support Co-ordinators will maintain a link to commissioning.

Family Support update – This work has been going really well with 72 families engaged and 30 more in the pipeline.

CAF – has now been simplified. Requests for CAF champions have gone out to key organisations. WLBC has confirmed that although it will be supporting the new CAF process, it is not possible to have one champion for the whole organisation. It was acknowledged that it would be difficult to deliver to VCFS through 1 champion. YPS confirmed that they will have 1 CAF champion covering the central districts.

Nicola Parker is leading on CAF with Ruksana Mulla supporting on CAF Pathways. Training to use the toolkit required for the referral process will be launched in August.

Funding – The £9k for spot commission at the last board meeting has now all been allocated. There will be no more spot commissions until October 2013. A report on spend for the year to date was presented, including all recent commissions.


Lead professional funding of £4641 is available and will be administered by Laura Davidson although the exact mechanism is not yet clear.

Small grants funding of £11602 will also be available and will be aligned to the priorities set by the board. A Technical Panel will make decisions on what is commissioned.

There were concerns that less money could translate into a reduction in services to address early intervention work in the future.

Early Intervention Core Offer – The decisions to apportion funding across 4 key areas taken at a Task & Finish Group meeting on 19th June and later submitted to LCC, were ratified by the board today.

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	<p>Tenders have gone out to potential providers of services across the county and the closing date is 23rd July. A Technical Assessment Panel will meet on 31st July and 1st August to agree what is delivered in each area and by which organisation.</p> <p>The Board discussed its support for the commissioning process and the importance of informing decisions to ensure that the commission maintains buy in from partners and, where possible, continues to secure added value with match funding from stakeholders.</p> <p>The board agreed it needs to have an opportunity to have an input post-contract award to ensure that the delivery maximises local capacity and knowledge.</p> <p>Action: Joanne McGrath to confirm the process Action: Gill Hughes to circulate request to attend Technical Assessment Panel meeting dates to all board members</p> <p>It was agreed to keep the date initially scheduled for a task & finish group on 17th September. This meeting will now be used to invite successful providers to present to WL CYP Board to ensure that local needs are met.</p> <p>Action: Jonathan Hewitt to arrange for successful providers to attend.</p> <p>Participation – A report on CYP participation and engagement in District Children’s Trusts is being presented to the District CYP Trust Board Chairs Meeting.</p> <p>Action: John Nelson will give feedback on the discussion and any suggested actions from this report.</p>	<p><i>JMc</i></p> <p><i>GH</i></p> <p><i>JH</i></p> <p><i>JN</i></p>
6. Action Plan 2013/14	<p>It was agreed to allocate a lead board member for each priority to work on and develop with a deadline for first draft by 26th July.</p> <p>Action: Gill Hughes to circulate draft prepared by Ismail to all board members asap.</p> <p>Co-ordinate responses from each priority lead (deadline 26th July) and collate by the end of July.</p> <p>Circulate collated responses to all board members for additions and amendments. By end August.</p> <p>Send all amendments to JH prior to ratification at next board meeting.</p>	<p><i>GH</i></p> <p><i>All</i></p>

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	<p>It was noted that the Action Plan may need to be revisited depending on the outcome of the early support commissioning process.</p>	
7. Safeguarding	<p>Gill Binns attended from children’s social care and outlined some of the effects of recent restructures and the pressures these changes have created was discussed.</p> <p>It was agreed that Children’s Social Care should be an item on the agenda for the next board meeting. It was also agreed that a pre meeting will take place to enable board members to gain a better understanding of the issues currently affecting Children’s Social Care teams and how the Trust can support their work.</p> <p>Action: Gill Hughes to arrange meeting</p>	GH
8.	<p>Nighat Parveen presented the most recent report on NEET which shows good progress in reducing NEET.</p> <p>Action: Nighat Parveen to invite Michael Heaton to present at the next board meeting.</p> <p>JH requested national and Lancashire average figures for NEET and “not known” to be added to future reports.</p> <p>Action: Nighat to action</p> <p>JH also requested information 5 GCSEs including English and mathematics if possible as this is national measure.</p> <p>Action: Nighat to confirm whether this data is available</p> <p>NP confirmed that data is now being shared between YPS and JCP to good effect.</p> <p>LCC’s Youth Employment Strategy will be launched in September.</p> <p>JH informed the meeting that Ofsted may bring greater focus on IAG from the autumn onwards which may lead to more uniform delivery.</p> <p>A request from OWN to arrange a partnership meeting to take place on the same day as the next board meeting on 15th October was</p>	<p>NP</p> <p>NP</p> <p>NP</p> <p> Y:\GHUGHES\CYP Trust\Children’s Trust</p>

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	discussed. The suggestion was accepted by the board.	
9. Date of Next Meeting	15 th October 2013 1 – 3pm To be followed by OWN Partnership meeting 3-4.30	

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19.7.13