

**Appendix 1 to Report TSP/11/11**

**Minutes of the Children's Trust Commissioning Board (Learning & Skills for the Future)**

Held on 20 January 2011

**Present:**

Carol Tozer	Torbay Council
Anna Tolchard	Torbay Council
Allison Grant	Torbay Council
Sue Allan	Torbay Council
Fred Pethard	Torbay Council
Richard Baker	Devon & Cornwall Constabulary (representing Steve Swani)
Debbie Stark	Torbay Care Trust
Rose Sanders	Community and Voluntary Action
Russell Knight	Torbay Council

**Also present:** Ian Tyson (Torbay Care Trust), Councillor Julien Parrott, Ges Hughes, Kelly Murphy (Torbay Council)

**114. Apologies for absence**

114.1 An apology for absence was received from Siobhan Grady (Torbay Council), Annette Benny (Torbay Care Trust), Liz Childs (South Devon Health Care NHS Foundation Trust) and Steve Swani (Devon & Cornwall Constabulary – represented by Richard Baker).

**115. Minutes**

115.1 The Minutes of the Children's Trust Commissioning Board meeting held on 10 November 2010 were confirmed as a correct record.

**116. Matters Arising from the Minutes**

116.1 The Board reviewed the actions arising from its last meeting, and received a detailed update on:

<b>Action:</b>	<b>By Whom:</b>	<b>By When:</b>
Young Carers Memorandum of Understanding	Alli Grant to raise with the Be Healthy Operational Board	10 March 2011
Proposals for alternative suitable premises for the PRU would be brought to the next meeting.	Richard Williams/Carol Tozer	10 March 2011

A detailed progress report on The Adoption Action Plan to be considered at 2 June 2011 Children's Trust Commissioning Board.	Gina Dunk	2 June 2011
Elizabeth Payne, Julia Cox and Rebecca Harty to present a lasting change paper (regarding future proposals for commissioning short breaks for children and young people with physical and learning disabilities) to CMT (February), prior to the Keep Aiming High for Disabled Children Event that is expected to be held mid-March. Paper to be presented to the 2 June 2011 Children's Trust Commissioning Board	Rebecca Harty/Sarah Forsyth	2 June 2011

### 117. Progress Report: Safeguarding

117.1 The Board considered Report SCP/5/11 which informed Board members about the progress in implementing the Safeguarding Improvement Plan.

117.2 It was noted that good progress was being made against the Improvement Plan.

117.3 Carol Tozer advised that a deep dive exercise was being undertaken led by John Dixon and Sally Halls, with a pre-meeting on 7 February 2011 and the exercise being undertaken during the 4-8 April 2011.

Action:	By Whom:	By When:
Key green areas of progress to be highlighted in future Safeguarding progress reports to reflect successes.	Sue Allan	10 March 2011
Deep Dive Exercise results to be reported at a future Children's Trust Commissioning Board meeting.	Carol Tozer/Sarah Forsyth	TBC

117.4 The Corporate Parenting Group Performance Report and Draft Children Looked After Improvement Plan (CLAIP) were tabled at the meeting.

117.5 Debbie Stark advised that the Care Trust Action Plan in response to the Care Quality Commission (CQC) Report on Safeguarding Children was being presented at the 1 Feb 2011 Cabinet meeting.

Action:	By Whom:	By When:
Brief update on Care Trust Action Plan. Progress report to come to Children's Trust Commissioning Board and detailed reporting to go to Corporate Parenting Board.	Debbie Stark	10 March 2011
Alli Grant to meet with Suzie Smith to further	Alli Grant	10 March 2011

develop CLA health Assessment forms and reporting.		
Areas for Improvement identified by Ofsted concerning Health to be removed from CLAIP and monitored through Care Trust Action Plan.	Debbie Stark/Sue Allan	10 March 2011
'Strengthening Corporate Parenting' report detailing progress of monitoring against CLAIP from Council's point of view to go to next CTCB meeting	Sue Allan/Julien Parrott	10 March 2011
CTCB meeting requests to be sent to Councillor Parrott	Kelly Murphy	February 2011

### **118. Responding to CSR: Budget Proposals from Each Statutory Agency and Implications for Children's Services.**

- 118.1 The Board received the People Commissioner's Report SCP/6/11 which provided an overview of the key issues faced by Children's Services as a result of the provisional 2011/12 budget targets set by the Mayor at the 7 December 2010 Cabinet meeting.
- 118.2 The target budget for Children's Services has been set at £21.532m. In order to achieve this target, Children's Services have identified £2.1m savings which are set out in the detailed budget proposals in 'Report SCP/6/11 – Revenue Budget 2011/2012 – Children's Services'. The report identified potential efficiency savings, reductions to service levels, income changes, investments and service development requests.
- 118.3 Richard Baker provided a verbal update on Devon & Cornwall Constabulary's budget proposals. The Police have been tasked with making around £17 million savings across the force. In order to achieve this there are planned reductions of 700 officers and staff over the next four years. The Board were advised that a "blueprint" was being formulated to prioritise police officer resources to ensure the force maintained its visible and accessible service to communities while also protecting people most at risk of harm and keeping people safe. Main cuts are to be in response areas but this could cause impact on some Children's Services areas. Final details on implications would not be known for two or three months. Members were advised that those most vulnerable would remain a top priority for funding and that they should remain confident that services in those vulnerable areas would be maintained, however there would be little or no room for growth. It was suggested by Members perhaps PSCO support could be better utilised to help with pressures.
- 118.4 Debbie Stark tabled a briefing report which set out Torbay Care Trust's Budget Proposals and their implications for Children's Services.
- 118.5 4% efficiency savings (around £240k) have been identified to be made by provider services which include school nursing, health visiting, lifestyles, substance misuse and CAMHS. Members were advised that a number of bids had been put forward to address these budget pressures, as set out in the briefing report, however they are still currently being assessed and the outcome is not yet available.

<b>Action:</b>	<b>By Whom:</b>	<b>By When:</b>
Any concerns members may have regarding Children's Services' budget proposals are to be submitted formally via letter to Carol Tozer.	All	1 February 2011

## **119. Transforming Community Services: Implications for Children's Services/Liberating the NHS**

119.1 The Board received a presentation providing an update on the proposed changes to the NHS and the implications for Children's Services.

<b>Action:</b>	<b>By Whom:</b>	<b>By When:</b>
'Changes to the NHS – Implications for Children's Services' Presentation to be emailed to Board members	Kelly Murphy	10 March 2011

## **120. Torbay Youth Offending Team – Inspection Improvement Plan**

120.1 The Board received Report SCP/1/11 detailing the progress made against the YOT Inspection Improvement Plan and the outcome of the Peer Audit December 2010. Members also received a presentation which showed the work of the service through a case study.

120.2 Members noted that all of the actions within the Inspection Improvement Plan had been completed. Any areas highlighted in the audit as 'inadequate' had been rectified. During the audit there were no cases where 'safeguarding' or risk of harm' issues were not being managed effectively.

120.3 The Children's Trust Commissioning Board commended the YOT for their efforts and congratulated Nigel Denning for producing an excellent, well balanced piece of work. Carol advised she would be visiting the YOT in March.

### **Agreed:**

- (i) the Torbay Youth Offending Inspection Improvement Plan was considered complete by the Board and discharged.
- (ii) further recommendations set out in the Peer Audit to be incorporated into the YOT annual planning cycle and included in the Capacity and Capability self assessment and action plan. Any further improvements should be reported to, and monitored by the Safer Communities Joint Commissioning Executive as part of its YOT management functions.

## **121. Children's Trust Performance Report.**

121.1 The Board considered Report SCP/2/11 setting out performance management information relating to Children's Specialist Services activity for 2010/11 reporting year.

<b>Action:</b>	<b>By Whom:</b>	<b>By When:</b>
Any suggestions to AG on how to build up 'families reached' local indicator up (i.e relocating children's centres which are currently within non deprived locations).	All	10 March 2011
'No. of children eligible for free school meals' indicator to be part of Child Poverty section. Also include indicators for: 'Take up of free school meals' and 'Children living in HMO's'	Alli Grant	10 March 2011
Devon and Cornwall Police and Domestic Abuse and Youth Offending indicators to be combined into same section for future performance reports.	Alli Grant	10 March 2011
Following indicator to be included in Education section: 'Persistent absence'	Alli Grant	10 March 2011
Update regional and national figures across the board	Alli Grant	10 March 2011
Partner agencies to feedback via own leads if they had any additional information which could contribute to existing data and help develop a fully rounded picture of performance indicators.	Partners	ongoing

## **122. Activity Plan Updates from Operational Boards January 2011**

122.1 The Board considered Report SCP/3/11 proposing amendments to the activity plans supporting the CYPP 2010-13.

<b>Action:</b>	<b>By Whom:</b>	<b>By When:</b>
Members to feedback to Alli Grant if they are satisfied with Activity Plan Updates	All	10 March 2011

## **123. New Children's Trust Arrangements: Approval and Way Ahead**

123.1 The Board considered Report SCP/4/10 which updated members about the developing partnership arrangements in Torbay and asked for their approval of the way forward for Children's Trust arrangements. Report SCP/4/10 set out the two options that were being explored by the Torbay Strategic Partnership.

123.2 It was noted that whilst the statutory guidance on Children's Trust had been withdrawn as it no longer reflected Government policy, the requirement for local areas to have a Children's Trust Board would not be removed until the next

parliamentary session (starting November 2011) and the newly streamlined Children's Trust arrangements would continue as an interim arrangement.

**Agreed:**

- (i) the Board's preferred structure is that set out in Option 2 –.
- (ii) the membership of the Children's Trust Commissioning Board to be amended to include a representative from GP Consortia.

<b>Action:</b>	<b>By Whom:</b>	<b>By When:</b>
Children's Trust to advise TSP of recommendation for preferred structure Option 2.	Carol Tozer	TSP 27 January 2011
A letter to be sent to Sam Barrell inviting a representative from GP Consortium onto the membership of Children's Trust	Carol Tozer	10 March 2011

**124 Any Other Business**

**124.1 Additional Voluntary Representative on the Children's Trust Board**

**Agreed:**

That the additional voluntary representative on the Children's Trust Commissioning Board to be decided by the Children's Consortium.

<b>Action:</b>	<b>By Whom:</b>	<b>By When:</b>
Children's Consortium to advise details of second voluntary representative on Children's Trust Commissioning Board.	Rose Sanders	2 June 2011

**124.2 Shadow Children's Trust Board**

124.3 Members were advised that the Making A Positive Contribution Board had queried the possibility of creating a Shadow Children's Trust Board for young people. Members expressed concerns about capacity and resourcing issues for implementing another Board. It was suggested that the existing boards be looked at and see how they could be amalgamated to accommodate this request.

<b>Action:</b>	<b>By Whom:</b>	<b>By When:</b>
Detailed options on streamlining consultations with young people to be brought back to the next meeting.	Fred Pethard	10 March 2010

**125. Date of Next Meeting**

125.1 The next meeting was scheduled to take place on Thursday 10 March 2011 at 2.00 p.m.