



Minutes

Name of meeting	Isle of Wight Children & Young People's Trust Executive Board
Date and time	Monday 10 March 08
Venue	Rural Community Council, Langley Court, Newport
Present	Dr Paul Bingham, Consultant in Public Health Simon Dear, Children's Trust Development Officer Kate Freeman, Acting Head of Children & Family Services Rachael Hayes, Senior Joint Commissioning Manager Debbie Lavin, Principal, Isle of Wight College Keith Simmonds, Head of Policy Planning & Commissioning David Snashall, Headteacher Cowes High School Nikki Turner, General Manager Children's & Therapy Services NHS PCT Chris Vieler-Porter, Head of Learning and Achievement
Apologies	Steve Beynon, Director of Children's Services (Co-Chair) Pam Charlwood, Chief Executive Connexions Steve Crocker, Director Wessex YOT Kathy Marriott, Rural Community Council Philip Walker, Partnership Director, Learning & Skills Council
1.	Notes of Previous Meeting of 23 January 08 <ul style="list-style-type: none">i. Agreed as an accurate record.ii. Matters arising:<ul style="list-style-type: none">▪ Page 1ii – KF clarified that three year inspections are only when the outcome of the inspection has been classed as 'good'. It is likely therefore that the inspections could be every two years.▪ Page 3 3iv – Children & Young People's Plan needs to be completed by 26 June together with the APA so this is work in progress over the next three months. Discussion on change of SD's role – transition process appears uncertain and discussions may need to take place although the post of Children's Trust co-ordinator has been advertised and it is this role which will take the lead on this work. Action: SB to identify lead person in the meantime until appointment is made.▪ The LAA is closely aligned to the Priorities Meeting so review and reflections to the plan should be easier, and also with the PCT.▪ 3viii – not all outcome working groups have met yet.▪ Executive Board dates – now revised and new dates will be circulated with the minutes.
2.	Children & Young People's Plan and Review of Board's Business Arrangements <ul style="list-style-type: none">i. These two agenda items were discussed together. Discussion

took place on how the Board is going to commission to meet targets through the LAA and the proposed way forward for the development of the business arrangements of the Trust.

- ii. Agreed that all working groups should work to the same template and that a proposal for taking forward the business arrangements of the Board should come to the Board for next meeting. **Action: SD to prepare outline proposal for next meeting of the Executive Board. RH to forward to SD Healthy Outcomes papers**

3. Local Area Agreement (LAA)

- i. SD welcomed Gill Preston, Corporate Performance LAA Officer, to the meeting. Gill thanked colleagues for their hard work in ensuring that deadlines were met and confirmed that we are now waiting for clarity in some areas, including setting targets now – can they be changed over the next three years?
- ii. GOSE will be looking for evidence on how targets have been set and they will have to be agreed with GOSE. There are 35 targets to be agreed with GOSE.
- iii. Discussion took place on how baselines and targets might be set. The CPT can provide baselines that they have in existing measures assuming that definitions have not been changed but it was thought that work needs to take place elsewhere on targets and baselines and that other people working with data would be in a better position to put forward the details and that it was for the Board to be clear about the process to get to that point.
- iv. GP confirmed that GOSE need to have as much information as possible by 14 March. Board confirmed they had been clear about the targets for the LAA from the previous meeting but that additional data is needed. SD has requested data and finance information and work has progressed on this.
- v. **Action: SD, Andrew Forsey and Debbie Segar to meet and identify gaps and leads, and SD to circulate near-complete copy of the Appendix**
- vi. The Board agreed that they would need an additional focussed meeting to further discuss those highlighted in the Appendix as needing further discussion, and that this needs to take place before the next Board meeting. **Action: SD to schedule another meeting to take place after 18 March post the meeting with AM (Children's Services Adviser).** SD was requested by the Board to prepare the paper for ease of reference and discussion, into a different order : baseline, lead person and targets for the future in order to be able to see links.
- vii. Discussion on previous targets in the last LAA and LPSA1. Only two years has been completed of the first LAA so where the new target is the same as the old one then the targets could be kept except those that are under the LPSA2 which continues for a further year. Discussion on the CAMHS target for which there is no collectable data – agreed that this should not be included in the new LAA although it was acknowledged that the LAA cannot be driven by what is collectable only.
- viii. GP confirmed that if targets are not in the LPSA2 or in the LAA 2 then they will not be reporting to the LAA on those indicators, unless they are statutory. **Action: GP to identify and cross reference LAA 1 and 2.**
- ix. Discussion on current stretch targets – can they be moved into

Year 1 of the LAA? GP confirmed that there is no LPSA3 and reward money will come through the LAA although there is no guidance so stretch targets are not being set at the moment.

4. Restructure of Children's Services Directorate

- i. Two Heads of Service have now been appointed: Claire Messenger as Head of Preventative Services and Nick Crick as Head of Targeted Intervention. Claire will take up her position on 14 April and Nick on 6 May.
- ii. Third tier officer posts – unfilled positions have been advertised internally – if insufficient applicants then they will be advertised externally.
- iii. New structure formally begins on 1 April – now four divisions to the Directorate and alignments taking place.
- iv. Some concern expressed about confusion as to who sits where and who to talk to now. SD confirmed that the new structure is available and on the website.

5. Review of current Children & Young People's Trust business arrangements

- i. The Board discussed the current business arrangements and ToRs for the working groups which it was felt needed to be brought back to the Board for review.
- ii. The Board felt that it needed to reassess what its function is and discussed the possibility of a half day development day focusing on key issues including the reviewing the work of the subgroups.
- iii. **Action: Agreed to use the meeting date of 28 April for focussed discussion, agree processes and revise TORs. Agreed also to look at commissioning.**

6. World Class Commissioning

- i. An operation plan has been put together for debate on priorities. An early priority in world class commissioning is to support services for children with mental health difficulties.
- ii. RH tabled the Healthy Workplan which shows key strategies to deliver outcomes. This is work in progress and links with the Public Health Summary. **Action: RH to circulate copy plan once completed.**
- iii. Discussion took place on whether there should be a 15 minute slot at this meeting for the working groups to update on progress of their work as it was felt that groups are not sure of the direction they are going in and that the importance of their work needed to be lifted to the Executive Board level.
- iv. No feedback had been received from other working groups as they were currently not all in place and working. It was agreed that the Economic Wellbeing group probably needed to be extended wider. It was acknowledged that there are some capacity issues. Discussion took place on the possibility of an Executive Board member leading on an outcome group in order to develop and chair.
- v. Discussion on the LSCB role who can hold the Executive Board to account and scrutinise although it is not as clear-cut as that. **Action: Board agreed to invite LSCB Chair to the development session on 28 April.**

vi.

7. Future Agenda Items

- i. Discussion on third tier sector – to be added to next Executive Board meeting.
- ii. Children's Code – this was written two years ago and is now out of date. Generalised document but the principles underpinning this are important and it requires updating and reviewing. **Action: KF to bring back to a later meeting.**
- iii. Services around children with disabilities – to added to agenda for a future meeting. Health is also undertaking work on this and discussion took place on the PCT Charter and the need to sign up to the Charter. It will be important to cross reference this with any targets set. School Health have indicated to RH that they do not have sufficient data on this although it should be recorded in the Register. **Action: KF to ask Barbara Milton to forward any information held by us through to RH and PB as Barbara has just completed an audit.** Board agreed that it should sign up to the PCT Charter and also the Local Authority's Charter although there was a need to align information and have an implementation plan.

8. School Organisation Update

- i. KRS updated the Board on the current position. Headteachers received a briefing this morning on the outcome of the informal consultation and Members would also be briefed later in the day.
- ii. 3,000 questionnaires were received out of 20,000 distributed to parents, compared to 500 in the last consultation. 58% support the Option 3, 22% Option 1 and 11% Option 2. 9% expressed no preference and of that 9%, 21% said they did not want any of the options and the rest indicated that they would be happy with any preference.
- iii. Three features came out from the consultation: a better mix of vocation and academic, sustaining education within a community and travel to school.
- iv. Paper goes to Cabinet on Wednesday 12 March, followed by Full Council Meeting and then Cabinet Meeting on 19 March.
- v. Next stage will be consultations with Heads and Governing Bodies, followed by formal consultation, statutory notices and then formal decision to implement with shadow governing bodies in place by early 2009.

9. Date of Next Meeting:

28 April 2008 – please note that the time of this meeting has changed to 12.30 to 2.30 p.m. – Venue to be informed.