

Children & Young People's Trust  
Commissioning Executive #72

**Date:** Thursday 7 December 2017  
**Venue:** Salisbury Room, County Hall  
**Time:** 0930-1130

**Agenda #72**

Item	Agenda Item/Presented by	Document Name or Link
1.	Welcome, introductions and apologies. Matters arising from notes of the 22 June meeting and from agenda/papers circulated from cancelled September meeting – <i>Laura Mayes, Chair</i>	CTCE70_00_Notes_22 06 17.pdf
2	Updates on national and local changes – <i>all</i>	CTCE72_02_DfE Changes Update report Aug-Oct.pdf
3.	Safeguarding update – <i>Mark Gurrey</i>	
4.	Outcomes scorecard Q2 – <i>Lynda Cox</i>	CTCE72_04_Nov 2017 Q2 CYPP scorecard.pdf
5.	Strategies and reviews: <b>Prevention and Early Help:</b> <ul style="list-style-type: none"> <li>• Families and Children Transformation programme update (<i>standing item</i>) – <i>Lucy Townsend</i></li> <li>• Troubled Families maturity model update – <i>Susan Tanner</i></li> <li>• Young Carers update – <i>Judy Edwards</i></li> <li>• Short Breaks update – <i>Susan Tanner</i></li> </ul> <b>Raising aspirations and Narrowing the Gap:</b> <ul style="list-style-type: none"> <li>• <i>Placements Commissioning Strategy consultation sign off</i> – <i>Lucy Kitchener</i></li> <li>• Education Transformation update (<i>standing item</i>) – <i>Neil Baker and Dave Clarke</i></li> <li>• <i>Special schools update</i> – <i>Susan Tanner</i></li> </ul> <b>Promoting Healthy Lifestyles:</b> <ul style="list-style-type: none"> <li>• CAMHS Transformation Plan for sign off – <i>Ted Wilson</i></li> </ul>	<p>CTCE72_05a_FACT Update_Nov17_FINAL.pdf</p> <p>CTCE72_05b_TF Maturity model update.pdf</p> <p>Verbal</p> <p>CTCE72_05d_Short Breaks update Dec 2017.pdf</p> <p>CTCE72_05e_Draft Placements Strategy.pdf</p> <p>CTCE72_05f_ETB paper.pdf</p> <p>CTCE72_05g_Special schools update.pdf</p> <p>CTCE72_05h_CAMHS 07.12.17.pdf</p>

6.	Family Learning Team briefing	CTCE72_06_FLT Paper December 2017.pdf
7.	You Said...We Did...report – Judy Edwards	CTCE72_07_YouSaidWeDid.pdf
8.	Wiltshire CYP Health and Wellbeing Survey key findings – Nick Bolton	CTCE72_08_Pupil Health Survey Sept 2017
9.	AOB	

### Actions from last meeting (June 22)

Item	<u>Summary list of all action items:</u>	Who?
4a	Lucy Townsend to share proposed structure for CSI with Children's Trust Board once completed.	Lucy Townsend
4b	Lucy Townsend to explore how to engage with pastoral support leads in schools on CSI proposals.	Lucy Townsend
4c	CSI to continue as a standing agenda item.	Lucy Townsend and Corinne Fleming
4d	Julia Cramp to review the In Year Fair Access Protocol to ensure it reflects the need for improved join up with housing and other agencies. Paper to go to PHF.	Julia Cramp
4e	Liz James to share information with the Children's Trust Board on its training offer (including sentence training), to be circulated with the notes of the meeting.	<a href="http://www.bookwhen.com/capotraining">www.bookwhen.com/capotraining</a>
4f	Pippa McVeigh to investigate police sharing information with schools regarding children and young people where a parent has gone to prison.	Pippa McVeigh
4g	Education Transformation to be a standing item for Children's Trust Board.	Neil Baker and Corinne Fleming
7a	Scorecard to go first on the agenda in future to ensure sufficient time for discussion.	Lynda Cox and Corinne Fleming

**Children & Young People's Trust Commissioning Executive**

**Notes of the meeting held on Thursday 7 December 2017**

**Members present:** Neil Baker, Amanda Bennett, Dave Clarke, Laura Mayes (Chair), Pippa McVeigh, Jen Salter, Fergus Stewart, Susan Tanner, Lucy Townsend, and Ted Wilson.

**Others present:** Nick Bolton, Judy Edwards, Corinne Fleming (note-taker), Lucy Kitchener, and Claudia Megele.

**Members' apologies:** Lynda Cox, Tracy Daszkiewicz, Mark Gurrey, Terence Herbert, Amanda Murray and Deborah Smith.

1.	<b>Introduction and notes of the previous meeting held on 22 June 2017</b>	
	<p>Introductions were made and apologies recorded.                  On behalf of the Children's Trust, Laura Mayes expressed special thanks to Julia Cramp, who has recently left the Council. Julia's contribution to the work of the Trust over the years was acknowledged and much appreciated.                  Meeting notes from June were approved (September meeting cancelled but papers circulated).                  Actions carried forward from June as follows were noted:</p>	
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	4f	Pippa McVeigh to investigate police sharing information with schools regarding children and young people where a parent has gone to prison.
	4g	Education Transformation to be a standing item for Children's Trust Board.
	7a	Scorecard to go first on the agenda in future to ensure sufficient time for discussion.
		<p style="text-align: right;"><b>Who?</b></p> <p>Lucy Townsend – Agenda item 5a</p> <p>Lucy Townsend</p> <p>Completed</p> <p>Completed</p> <p>Completed</p> <p>Pippa McVeigh – see below</p> <p>Completed</p> <p>Completed</p>
	<p>Action item 4a: Pippa McVeigh reported that information sharing by the police with a school about an offender is not legally possible unless there is a clear safeguarding issue. The meeting discussed this: whether it would be more appropriately managed via the probation or court service; and that parent/carers may not wish to share such information. It was agreed that de-stigmatisation is the best way forward, with parent/carers encouraged to talk to school about the effect on the child. The</p>	

	<p>school has a duty to support a family in such circumstances and needs a way in to ensure that suitable arrangements are in place for the child.</p> <p><b>ACTION:</b> Pippa McVeigh to talk to Lucy-Anne Bryant to find out how others might be addressing this issue.</p> <p><b>ACTION:</b> Lucy Townsend to raise this same issue with the Family Justice Board.</p>
2.	<p><b>Update on national and local changes</b></p> <p>A paper on DfE changes, produced for Children’s Services Select Committee, had been circulated to the Executive prior to the meeting. Two points were discussed:  National funding formula for schools – new arrangements will be discussed at Schools Forum this afternoon. Wiltshire will continue as an active member of the F40 group (42 of the lowest funded LAs who are campaigning for fairer funding).  Children living with domestic abuse – the importance of stalking as a precursor to domestic homicides (94%) needs to be recognised and monitored on a par with harassment. A free App called Hollie Guard is now available which turns smartphones into an advanced personal safety device, protecting people from possible danger.</p>
3.	<p><b>Safeguarding Update</b></p> <p>In the absence of Mark Gurrey, Lucy Townsend reported that the WSCB Executive and Chairs sub-group had met on November 8. The meeting included school pupils in a discussion on mental health and the stress levels experienced by young people. Pupils stressed that social media should not be blamed for poor emotional wellbeing as much as it is; also that mindfulness is a great help in relieving stress levels.</p> <p><b>ACTION:</b> Report of key messages from WSCB will be circulated with these meeting notes.</p>
4.	<p><b>CYPP Outcomes scorecard Q2 – Lynda Cox</b></p> <p>The outcomes scorecard for Q2 had been circulated in advance of the meeting. A few points were noted:  Hospital admissions from unintentional and deliberate injuries to 15- 24yr olds: this has been an issue of concern for some time now; it was noted that there have been increases in drug related injuries, particularly in Salisbury, with young people presenting at A&amp;E. This issue is being tackled by James Fortune. More acute staff are now working in ED, with extended hours. Work with public health is also in progress to understand/address root causes.</p> <p><b>ACTION:</b> James Fortune to ensure that Motiv8 are aware of the drug issues in Salisbury, to confirm their role in this, and report back to the Trust via Susan Tanner.</p> <p><b>ACTION:</b> Pippa McVeigh to report back to the Trust re police action regarding ‘county lines’ gangs operating in Wiltshire.</p> <p>KS2 and KS4 performance was discussed. Fergal Stewart advised caution in any interpretation of KS4 results given their newness, particularly for Progress 8. It was agreed that there were signs of improvement in Wiltshire, although we have not performed as well or as fast as others. Ofsted has recognised our progress and acknowledges that we are on the right track.  (A query was raised re the KS4 Progress 8 average point score being a percentage – to be checked with Lynda Cox.)</p>
5.	<p><b>Strategies and Reviews</b></p> <p>Prevention and Early Help:  a) <b>Families and Children Transformation (FACT) programme update</b> (standing item) – Lucy Townsend  Lucy Townsend presented an update paper produced by Theresa Leavy, Programme Director of the FACT programme, previously known as Children’s Services Integration (CSI).  Phase 1 of the programme is almost complete: 5 teams, new roles, upgraded single point of contact via the MASH, and the digital assessment and referral tool (DART) launched. The Family Intervention Service (FIS) has been incorporated into the Keyworker team. Training based on the “CARE practice framework”, Wiltshire’s relationship-based model, is being rolled out for all staff involved in</p>

casework. Remaining elements of phase 1 include learning lessons, establishing measures and assessing impact.

Phase 2 of FACT is now in progress, objectives being to improve outcomes, intervene earlier, achieve permanence for children who cannot continue to live in their families, reduce spend, maximise time, deliver local services, and ensure we are an effective workforce.

A partnership workshop is taking place on January 11, following up on an event in October, to discuss potential key priority areas, including:

- Establishing a partnership commissioning approach with agreed outcomes framework;
- Ensuring school readiness (integrated pathways/service delivery for health, children's centres and the LA);
- Engagement with the Adults transformation programme/housing/CAMHS etc. to ensure young people can live safely live within their families and communities;
- Ensuring permanency for all children in care (placement strategy);
- SEND – whole service review;
- Workforce development (volunteer and mentor workforce, CARE Framework)
- Review the resource and deployment of a range of staff groups.

The workshop will be attended by senior management of partner organisations. It is proposed that the FACT Programme Board will be chaired by Terence Herbert and report direct to the Health and Wellbeing Board.

**ACTION:** Lucy Townsend to supply a structure chart of the Safeguarding and Support service for distribution to the Executive with the meeting notes.

**ACTION:** Lucy Townsend to ensure that Laura Mayes is invited to attend the workshop on January 11.

#### **b) Troubled Families maturity model update – Susan Tanner**

Susan Tanner presented a paper on behalf of Lucy-Anne Bryant regarding the maturity model, a self-assessment model developed by central Government as part of the payment-by-results Trouble Families initiative. We are required to complete this each year. A partnership workshop was held in September to discuss Wiltshire's submission which has now gone through. Learning will be picked up through the FACT Programme.

#### **c) Young Carers update – Judy Edwards**

Judy Edwards updated the Executive on the recommissioning of the young carer service. A new model will replace the current arrangements which are currently commissioned from and delivered by Spurgeons Young Carers Wiltshire. Referral and assessment is to be brought in-house as part of FACT integration (single point of access) with stronger links with adult services and an all-age carers service. A proposal is currently being developed to ensure the effective management of young carers support within the Support and Safeguarding Service. New arrangements will be in place by 1 April 2018. LA strategic lead is Mal Munday who may be contacted for further information.

A tender process for an all-age carer 'support service', including young carers 7-25 years, is in process with a contract awarded in January. Executive requested that care be taken to avoid any confusion over alternative service provision.

**ACTION:** A paper detailing key points re young carers strategy is attached with these meeting notes.

#### **d) Short Breaks scheme update – Susan Tanner**

Susan Tanner summarised the annual Short Breaks scheme report which is presented to the Executive each year. The Short Breaks offer is a statutory duty, developed in partnership with the Wiltshire Parent Carer Council. It has been running since 2008-9 and has once again received very positive feedback (98% survey respondents rated the scheme as excellent). Eligible families are offered the choice between a payment (most popular), activity clubs, or a combination of the two. 1371 successful applications were processed this year (4.4% increase over last year). Scheme costs remain level in spite of increased numbers of children, as a result of amendments to the eligibility criteria agreed through consultations with parent/carers. The 2018-19 scheme will be opened up in January 2018 with refinements, again taking account of feedback to remain within budget.

The Executive were reassured that considerable efforts are made to ensure that take-up of the scheme is high amongst eligible families.

Raising Aspirations and Narrowing the Gap:

**e) Placements Commissioning Strategy consultation** – for sign off (Lucy Kitchener)

Lucy Kitchener summarised key points of the draft strategy for Placements commissioning which had been circulated to the Executive with a request for approval to be released for consultation. It was noted that Terence Herbert wishes to have final approval of the document.

Key objectives of the strategy are to ensure more children are placed closer to home, good value for money, and better market information (demand and supply), for which market position statements have been developed. The aim is to reshape the existing model to ensure that there is sufficient placement capacity in Wiltshire through market stimulation; and that this capacity benefits Wiltshire's own children.

An implementation plan will be developed for the strategy, including outcomes and timeframes.

**ACTION:** The Executive approved the draft Placements Commissioning Strategy for consultation.

**f) Education Transformation update** (standing item) – Neil Baker/Dave Clarke

Neil Baker summarised latest developments in a changing national landscape for education and the work of the ETB to develop a new school-led model for school improvement in Wiltshire. A paper had been circulated. The national funding formula for schools (being discussed at Schools Forum this afternoon) is still subject to change, following input from regional and national school commissioners. A model has been developed by the ETB and presented to stakeholders mapping out process and accountability for maintained schools and academies. Senior leadership teams in schools will undertake audits which are shared with Governors/Trustees. However external validation is required, via LASER (LA school effectiveness review body) or the Regional Schools Commissioner (RSC)'s Triage process, outcomes of which are then fed back via a strategic board. The aim is to design a cyclical process which challenges thinking and shares best practice "within schools, between schools, beyond schools". Discussions, consultations and detailed working of the process continues. The strategic Wiltshire Education Standards Board is on target for establishment in January 2018.

**g) Special Schools update** – Susan Tanner

Susan Tanner summarised a paper circulated to the Executive on work with Special Schools to make changes to provision to ensure reduced travel time, better estates, additional places, financial viability of smaller schools and improved quality of education for children with SEND through strong sector-led support to mainstream schools. Following 2 years of discussion, this is now critical given anticipated demand: 220 additional places by 2026, representing a one third increase over existing number of places.

A paper had been taken to the Wiltshire Council Cabinet, with a series of proposals for more detailed work and discussion with a broader group of stakeholders, including parent carers. By March 2018 the objective is to develop a detailed set of proposals for consideration by Cabinet prior to formal consultation. By late spring/early summer key decisions will be identified to ensure sustainable and dynamic quality of provision for the next ten years.

Promoting Healthy Lifestyles

**h) CAMHS Transformation Plan** – for sign off - Ted Wilson

Ted Wilson summarised an update paper which had been circulated to the Executive concerning the 2017/18 annual refresh of the local transformation plan for CYPs mental health and wellbeing. This issue continues to be a major focus for NHS England and the Department of Health (in recognition of the fact that mental health issues develop in teenage years) supported by funding to the CCG of £1.4m in 2017/18. Despite financial pressures, this non-ringfenced funding is invested mostly in Wiltshire CAMHS.

Key achievements in 2017/18 include re-commissioning of a new CAMH service; closer working between CAMHS and schools; Kooth online counselling; Youth mental health first aid training of school

	<p>staff; and liaison into acutes with extended hours. Ted Wilson acknowledged the work of James Fortune and reflected on the considerable progress made.</p> <p>Major challenges ahead were noted including: improved access and further reduction in waits; better crisis care in the community; more CYPs being treated close to home; fewer hospital admissions for mental health and self-harm; ensuring the right workforce for current and future demand.</p> <p>Subject to sign off by the Health and Wellbeing Board, the new STP-wide CAMH service (Swindon, B&amp;NES and Wiltshire) will be announced in the coming weeks and will go live in April 2018.</p> <p>The Executive discussed the principles of early prevention for mental health and the challenge of exploring cause of antecedent issues. The importance of having staff trained to spot early warning signs was acknowledged.</p> <p><b>ACTION:</b> The CAMHS Transformation Plan was signed off by the Executive.</p>
6.	<p><b>Family Learning Team briefing – Dave Clarke</b></p> <p>Dave Clarke reminded the Executive that the Family Learning team had been deemed inadequate by Ofsted a year ago. Since then 2 monitoring visits have taken place. The issue of FLT scrutiny was being brought to the Children’s Trust. After discussion, it was agreed that Wiltshire’s Children Select Committee would be the appropriate place for FLT scrutiny.</p> <p><b>ACTION:</b> Family Learning Team scrutiny should be a matter for Children’s Select Committee with updates to the Children’s Trust Executive.</p>
7.	<p><b>You said...We did report – Judy Edwards</b></p> <p>Judy Edwards presented the youth engagement report which is produced every 6 months to capture key messages from CYP in relation to service areas and strategic approaches, and what actions are taken as a result. This report, which covers the period May to October 2017, includes comments which helped to inform foster carer recruitment, the placement commissioning strategy, support for young carers, etc.</p> <p>Discussion took place as to the importance of asking the right questions of CYP – what is important to them, rather than what is important to us; and the need to expand the scope of the existing report to demonstrate its full impact.</p> <p><b>ACTION:</b> All partners to discuss within their own agencies how best to feed back to CYP the influence they have made in relation to service areas and strategic approaches and liaise with Judy Edwards (<a href="mailto:judy.edwards@wiltshire.gov.uk">judy.edwards@wiltshire.gov.uk</a>).</p>
8.	<p><b>Wiltshire CYP Health and Wellbeing Survey key findings – Nick Bolton</b></p> <p>Due to meeting time constraints, it was agreed that this agenda item should be delayed until the next meeting (February 15). This survey provides an important context for discussion and so should feature early on the agenda.</p> <p><b>ACTION:</b> Wiltshire CYP Health and Wellbeing survey key findings to feature early on February meeting agenda.</p>
9.	<p><b>Any other business</b></p> <p>None.</p>

Item	<u>Summary list of all action items:</u>	Who?
1a)	Pippa McVeigh to talk to Lucy-Anne Bryant to find out how others might be addressing the issue of sharing information with schools regarding children and young people where a parent has gone to prison.	Pippa McVeigh/ Lucy-Anne Bryant
1b)	Lucy Townsend to raise this same issue with the Family Justice Board.	Lucy Townsend

3a)	Report of key messages from WSCB will be circulated with these meeting notes.	Corinne Fleming
4a)	James Fortune to ensure that Motiv8 are aware of the drug issues in Salisbury, to confirm their role in this, and report back to the Trust via Susan Tanner.	Susan Tanner/ James Fortune
4b)	Pippa McVeigh to report back to the Trust re police action regarding 'county lines' gangs operating in Wiltshire.	Pippa McVeigh
5a)	Lucy Townsend to supply a structure chart of the Safeguarding and Support service for distribution to the Executive with the meeting notes.	Lucy Townsend
5b)	Lucy Townsend to ensure that Laura Mayes is invited to attend the workshop on January 11.	Lucy Townsend
5c)	A paper summarising key points re young carers strategy is attached with these meeting notes.	Corinne Fleming
5d)	The CAMHS Transformation Plan was signed off by the Executive.	Ted Wilson/ James Fortune
6a)	Family Learning Team scrutiny should be a matter for Children's Select Committee with updates to the Children's Trust Executive.	Dave Clarke
7a)	All partners to discuss within their own agencies how best to feed back to CYP the influence they have made in relation to service areas and strategic approaches and liaise with Judy Edwards ( <a href="mailto:judy.edwards@wiltshire.gov.uk">judy.edwards@wiltshire.gov.uk</a> ).	All/ Judy Edwards
8a)	Wiltshire CYP Health and Wellbeing survey key findings to feature early on February meeting agenda.	Corinne Fleming/ Nick Bolton