

BRIGHTON & HOVE CITY COUNCIL
CHILDREN & YOUNG PEOPLE'S TRUST BOARD

5PM – 10 SEPTEMBER 2007

BANQUETING ROOM
HOVE TOWN HALL

MINUTES

Present: Councillors: Bennett, Mrs Brown (Deputy Chairman – in the Chair), Cobb, Duncan, Harmer-Strange, Hawkes, Hyde, Kemble and McCaffery.

Brighton & Hove Primary Care Trust: Julian Lee (Chairman), Darren Grayson (Chief Executive) and Dr Louise Hulton.

South Downs Health: Quintin Barry, Anne Caborn and Mo Marsh.

Non-Voting Co-optees:

David Standing (Community & Voluntary Sector Forum),

Ray Gold and Linda Hodgson (Parent Forum),

Linda Hodgson (Parent Forum),

Naima Nouidgem (Community and Voluntary Sector - Mosaic)

Professor Imogen Taylor (Universities of Brighton & Sussex),

Kevin Reeves & Rekta Rogers (Youth Council),

Apologies for absence were received from:

Councillor K Norman (Brighton & Hove City Council)

Lynette Gwyn Jones (Brighton & Sussex University Hospitals)

PART ONE

ACTION

17. PROCEDURAL BUSINESS

17A Declarations of Substitutes

17.1 Councillor Cobb declared that she was attending the meeting as Substitute Members for Councillor K Norman. Kevin Reeves (Youth Council) was in attendance in place of Sharon Skinner .

17B Declarations of Interest

17.2 Councillor Mrs Brown(Chair for the meeting) declared a personal but not prejudicial interest relative to her role as Acting Chair of Creating Futures .Mr Standing declared a

personal and prejudicial interest in respect of Item 28 on the agenda relative to "Connexions Procurement" by virtue of the fact that it is anticipated that he would be directly involved in any tendering process, should that option be pursued. Mr Standing stated that he intended to leave the meeting during consideration of this item and to take no part in the discussion or voting thereon.

- 17.3 Councillor Kemble declared a personal but not prejudicial interest by virtue of his involvement with "Creating Futures", Councillor Harmer – Strange declared a personal but not prejudicial interest by virtue of his appointment as a Local authority Governor at Hillside as did Councillor Hyde relative to her appointment as a Local Authority School Governor of St. Margaret's Primary School. Councillor Hawkes declared a personal but not prejudicial interest relative to her involvement with City College should that establishment be mentioned as did Mo Marsh in respect of her involvement with Bevendean Primary and Longhill High Schools. In the event that they might be referred to Councillor McCaffery and Mr Gold (Parent Forum) declared personal but not prejudicial interests relative to their involvement as governors at Varndean School.

17.C Exclusion of Press and Public

- 17.4 The Board considered whether the press and public should be excluded from the meeting during the consideration of any items contained in the agenda, having regard to the nature of the business to be transacted and the nature of the proceedings and the likelihood as to whether, if members of the press and public were present, there would be disclosure to them of confidential or exempt information as defined in Schedule 12A, Part 5A, Section 100A(4) or 100 1 of the Local Government Act 1972 (as amended).
- 17.5 **RESOLVED** - That the press and public be not excluded from the meeting.

18. MINUTES

- 18.1 **RESOLVED** – That the minutes of the meeting held on 4 June 2007 be approved and signed by the Chairman.

19. CALL OVER

- 19.1 **RESOLVED** - That with the exception of the items reserved (and marked with an asterisk), the recommendations and resolutions contained therein be approved and adopted

without debate excepting Notices of Motion, Deputations, Petitions and Letters which are reserved automatically.

20. CHAIRMAN'S COMMUNICATIONS

- 20.1 Mr J Lee informed the Board that Councillor Mrs Brown (Deputy Chairman) would be taking the Chair for this meeting of the Board.

Vote of Thanks Director of Children's Services

- 20.2 In her capacity as Chair for the meeting Councillor Mrs Brown stated that she wished placed on record her congratulations and those of the Board to Mr Hawker, the outgoing Director of Children's Services on his appointment to the post of Deputy Chief Executive at the London Borough of Westminster. She also wished to formally move that her thanks and those of the Children Families Schools Committee and the Board be placed on record relative to his dedication and in respect of the innovative work that he had carried out during his period at Brighton and Hove. Councillor Hawkes concurred in that view stating that in her view it was in no small part due to Mr Hawker's commitment and the fact that he had not baulked from supporting Members in taking difficult decisions that the standard of educational provision and opportunity available to children across the City had continued to improve significantly since the inception of the new unitary authority; his work was highly regarded far more widely than within the city itself. A firm bedrock had been established on which to build for the future. Other Board Members concurred in that view.

- 20.3 The Director responded in suitable terms.

- 20.4 **RESOLVED** - That the Chair, Deputy Chair and Members of the Children's Trust Board wish to place on formal record their thanks to Mr David Hawker, Director of Children's Services for his commitment, dedication and vision during his period in post and to wish him every success for the future.

21. PUBLIC QUESTIONS

- 21.1 There were none.

22. BRIGHTON & HOVE YOUTH COUNCIL

- 22.1 The Board received a presentation on behalf of the Brighton & Hove Youth Council by Kevin Reeves and Rekta Rogers (for copy see minute).
- 22.2 The presentation gave an overview of work undertaken by the Youth Council to date and gave an update on future changes proposed. Following the presentation Members of the Board had the opportunity to ask questions.
- 22.3 **RESOLVED** - That the presentation is received and its contents noted.

23. FAMILY GROUP CONFERENCING.

- 23.1 The Board received a presentation by Sheena Cameron of "Daybreak" relative to Family Group Conferencing (for copy see minute book).
- 23.2 The presentation included a brief outline of the work carried out relative to Family Group Conferencing including details of anonymised cases to indicate the breadth of work undertaken. Following the presentation members of the Board had the opportunity to ask questions.
- 23.3 **RESOLVED** – That the presentation is received and its contents noted.

24. CHILDREN AND YOUNG PEOPLE'S TRUST PARTNERSHIP: ENGAGEMENT OF THE COMMUNITY AND VOLUNTARY SECTOR

- 24.1 It was agreed by the Board following receipt of a request from the Community and Voluntary Sector Forum that this report would be deferred for consideration at a future meeting of the Board.
- 24.2 **RESOLVED:** - That consideration of the above report be deferred to a future meeting of the Board.

25. SCHOOL GOVERNANCE ISSUES

- 25.1 The Board considered the report of the Director of Children's Services relating to School Governance Issues (for copy see minute book).
25. **RESOLVED:** - (1) That the decisions made by the Director of Children's Services in consultation with the Chair, Deputy Chair and Opposition Spokesperson as set out in Appendix B

to the report; be noted ; and

(2) That the changes made to governing bodies and the additional measures proposed in order to seek to encourage the recruitment of school governors be noted

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***26. CHANGES TO THE ROLE, POWERS AND MEMBERSHIP OF THE BRIGHTON & HOVE ADMISSION FORUM**

26.1 The Board considered a report of the Director of Children's Services updating it on the changes to the Admissions Forum arising from the Education and Inspections Act 2006 and informing it regarding how the core membership of the Admission Forum should be re-appointed. The report also set out in detail the changes to the role and powers of the Forum and the manner in which they would impact on the business it would need to transact in future (for copy see minute book).

26.2 The Head of School Admissions referred to the proposed Membership of the Forum in order to meet the requirements of the new regulations, this was little changed although the Board were asked to note certain matters as set out in Paragraph 6 of the report. Councillor Harmer – Strange referred to the fact that under the new regulations if they so wished, all maintained schools (except special schools) could nominate a member to the Forum; this could create potential logistical problems. The Head of School Admissions responded that whilst individual schools could elect to sit on the Admissions Forum, there had been no indications to date that they would choose to do so.

26.4 **RESOLVED: (1)** That the revised membership of the Forum and timetable for its reconstitution be approved ;

(2) The proposed adjustments to the numbers of nominating body representatives on the Admission Forum be approved ; and

(3) The new powers of the Admission Forum as a result of the Education and Inspections Act be noted.

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***27.A FOSTERING SERVICE ANNUAL REPORT 06/07**

- 27.1 The Trust Board considered the report of the Director of Children's Services relating to the Fostering Service Annual Report 06/07 (see minute book for copy)
- 27.2 It was explained that the report sought Member approval of the Fostering Service Statement of Purpose as required by Fostering Service Regulations (Appendix 1 to the report). The report also outlined :
- The role of the Fostering Service in contributing to achieving the priorities of the Children and Young People's Trust(CYPT);
 - National developments in fostering practice ;
 - Service developments during the year 2006 / 07 and plans and service priorities for 2007/ 08 ;
 - The work of the Fostering Panel during 2006 / 07 ; and
 - Information about the profile of the Children in Care population (appendix 3 to the report).
- 27.3 It was noted that the report also needed to be read in conjunction with the Adoption Agency Annual Report as, together they gave a comprehensive picture of the work of the Fostering and Adoption Service and its role within the integrated CYPT .
- 27.4 Councillor Kemble commended officers on production of both reports which provided Members of the Board with an in depth view of these important services and an overview of the manner in which they dovetailed together . Councillor Hawkes concurred in that view stating that she was particularly pleased to note that measures that had been and were continuing to be put into place to encompass those children who were on the edge of care . Early recognition of difficulties and support / targeted intervention as appropriate were key. Councillor Bennett also concurred in that view and it was explained in answer to her questions that it was not possible to put a figure on the potential long term financial savings resulting from such early pre-emptive work,

albeit that the "human" benefits were immense.

27.5 In answer to questions of Councillor McCaffery the differences between the different forms of legal guardianship were explained. Mr Gold (Parent Forum) asked questions regarding composition of the various interagency panels and the means by which individuals were encouraged to take a pro-active approach.

27.6 **RESOLVED:** - That the report and the progress of the Fostering Service are noted and the Fostering Service Statement of Purpose is endorsed.

***27.B ADOPTION AGENCY ANNUAL REPORT 2006/07.**

27.7 The Board considered a report of the Director of Children's Services relating to the Adoption Agency Annual Report 2006/07 (see minute book for copy)

27.8 It was explained that the report had been prepared in order to meet the statutory requirement to produce an annual adoption agency report including a statement of purpose and for this to be endorsed by Members. It was considered important to demonstrate how the adoption and permanence work undertaken within the Children and Young People's Trust (CYPT) contributed to improving outcomes for the most vulnerable of children and young people and was in line with priorities of the Young Children and Young People's Plan (CYPP) The report also sought to inform Members of :

- National and local developments; and
- Local Adoption and Performance activity and service developments during the year April 2006 - March 2007 and forward plans for 2007 / 08 .

27.9 **RESOLVED:** - That the Trust Board:

- 1) Notes the report and the progress of the Agency in relation to adoption and permanence activity.
- 2) Endorses the revised Adoption Agency Statement of Purpose (Appendix 1).
- 3) Notes the need to continue to monitor the impact of the ACA 2002 on staffing, performance and resource allocation.

***28. CONNEXIONS PROCUREMENT**

28.1 The Board considered a report of the Director of Children's Services presenting the options relative to the procurement of Connexions services post April 2008 and seeking their approval to the recommendations made (for copy see minute book).

28.2 Councillor Hawkes expressed her support for the options proposed stating that she considered that it was appropriate to put the current Information Advice Guidance (IAG) out to tender. This represented a crucial and very significant area of work. In answer to questions by Councillor McCaffery regarding why this area of work was to be looked at in depth and had been suggested to be subjected to the tendering process, it was explained that as this represented a large contract it was important to test the market. It was anticipated that there could be a change in emphasis with regard to how this work might be delivered in future.

28.3 **RESOLVED: - (1)**That it be agreed that the current Information, Advice Guidance (IAG) contract be tendered for in the terms set out in Paragraph 7.5 of the report;

(2) that the other recommendations set out in Paragraph 8.1 of the report also be agreed; and

(3) That this report also be referred to the Policy and Resources Committee for approval.

[**Note** : Having declared a personal and prejudicial interest in respect of the above item Mr Standing (Community and Voluntary Sector Forum) left the meeting during its consideration and took no part in the discussion or voting thereon].

***29. LOCAL CHILDREN'S SAFEGUARDING BOARD ANNUAL REVIEW.**

29.1 The Board considered a report of the Director of Children's Services relating to the Local Children's Safeguarding Board (LCSB) Annual Review. This summarised the issues addressed by the LCSB and its sub group during 2006/ 07 and identified topics for inclusion in the Board's forward business plan (for copy see minute book).

29.2 The Director of Children's Services explained that the inquiry into the death of Victoria Climbié (2003) and, the first Joint Chief Inspector's Report on safeguarding children(2002) had highlighted serious concerns about safeguarding systems nationally. As a result the Green Paper "Every Child Matters" had been produced . In 2006 the government had published new statutory guidance, "Working Together to Safeguard Children" which had detailed the role of LSCB's. Brighton and Hove's LSCB had been established in January 2006 and had encompassed the two core objectives common to all LSCB's

- the co-ordination of what was done by each person or body represented on the Board for the purposes of safeguarding and promoting the welfare of children in the geographical area covered by the local authority ; and
- To ensure the effectiveness of what was done by each such person or body for that purpose.

29.3 The minutes of the LSCB now form part of the Annual Performance Assessment of Children's Services. Along with the minutes of the Clinical Governance Board. In future these would be sent to Board Members quarterly. The LSCB had approved their Annual Report and had agreed that its contents be shared with the Board. Details of the LSCB's priorities for 2007 / 8 were also set out.

29.4 **RESOLVED:** - That the content of the Local Safeguarding Board Annual Review and forward business plan be noted.

30. CLINICAL GOVERNANCE BOARD: UPDATE REPORT.

30.1 The Board considered a Joint report of the Director of Children's Services and Clinical Director (Health Care Management) reporting on the early business of the Clinical Governance Board and outlining its priorities for the forthcoming year (for copy see minute book).

30.2 **RESOLVED:** - That the progress made in establishing the CYPT Clinical Governance Board be noted and that the identified priorities be endorsed.

31. TARGETED BUDGET MANAGEMENT (TBM) 4 2007/08 PROJECTED OUTTURN

31.1 The Board considered a report of the Director of Children's Services relating to Targeted Budget Management (TBM) 4 2007/08 Projected Outturn (see minute book for copy)

31.2 **RESOLVED:** - That the projected CYPT overspend of £877k and the underspend of £143k re Dedicated Schools Grant (DSG) be noted.

***32. 2008/09 BUDGET PROCESS**

32.1 The Board considered a report of the Director of Children's Services relating to 2008/09 Budget Process (see minute book for copy)

32.2 The Director of Children's Services explained that Local Authorities and the National Health Service had different statutory budget setting requirements and timetables. Local Authorities had to consult with the business community and had to set a Council tax by the end of March each year.

32.3 In order to develop robust budgets for partnership arrangements, the two budget setting processes needed to be aligned as far as practicable and, in particular it was important that the Council and PCT, as joint commissioners were satisfied as to the planning assumptions made. This would include jointly reviewing and agreeing relevant assumptions for health and social care services including demand for capacity projections, efficiency savings, inflationary and cost / service pressure uplifts etc. The Director referred to the anticipated key dates for the budget setting timetable and it was noted that a Chair's meeting had been arranged for 9 January 2008 prior to the meeting scheduled to take place on 21 January 2008. The budget would then need to go forward to the Policy and Resources Committee and it was noted that the timeframe for approval would be tight.

32.4 Councillor Hawkes stated that future budget management issues were likely to be complex and challenging given that Health Service and Local Authority budgets were now involved, given the lead in time it was hoped that clearer indications would be available in respect of some elements of both budgets which were currently unknown. It was important to ensure that any rationalisation measures were effective and efficient and protected front line services as far as it was

practicable to do so. There were a lot of hurdles to jump through. The Director stated that a number of areas were currently being looked at to seek to minimise the impact of required budgetary savings including the cost of care placements and means by which this could be more flexibly and cost effectively managed. Mr Lee stated that a similar process was currently underway in respect of health service budgets to seek to ensure that all parties would be able to agree a robust budget within a tight timeframe.

- 32.5 **RESOLVED:** -That current position and budget progress in respect of the 2008/09 budget process be noted.

33. CHILDREN & YOUNG PEOPLE'S TRUST PERFORMANCE IMPROVEMENT REPORT

- 33.1 The Board considered a report of the Director of Children's Services relating to Children & Young People's Trust Performance Improvement Report (see minute book for copy)

- 33.2 It was explained that this new document built upon the framework for performance reporting established during the first year of the Children and Young People's Plan. It had sought to address issues raised by the Board in relation to the scope and content of those reports by providing a high level report relative to the diverse activities carried out across the remit covered by the Trust.

- 33.3 **RESOLVED –** (1) That the structure and content of the Performance Improvement Report and the actions taken to remedy under performance be approved and noted.

(2) That it be agreed that the Performance Improvement report be produced quarterly, scheduled as far as possible to meet the requirements of other performance cycles and that in future the full CYPP data set is only reported on twice a year.

34. ITEMS TO GO FORWARD TO COUNCIL

- 34.1 **RESOLVED-** That no items be referred forward to Council

The meeting concluded at 6.30 pm

Signed

Chairman

Dated this day of

2007