

Tonbridge & Malling Local Children's Trust Board

Annex 3

Minutes of Meeting held on 16 February 2011

Venue: Angel Centre, Tonbridge

Time: 09:30 - 12:00

<u>Present:</u>	<p>James Harman (JH), Strategic Development Officer, Kent Children's Trust, KCC Alan Bernstein (AB), Co-opted Member and Private Consultant Robert Styles (RJS), Chief Leisure Officer, TMBC Von Dawson (VD), YWCA, West Kent Young Women's Centre Hilary Knight (HK), Commissioning Project Manager, NHS George Parkin (GP), Preventative Services Manager, KCC Janet Walton, Chief Housing Officer, TMBC Mark Raymond (MR), Corporate Services Manager, TMBC Wendy McGeachy (WM), Children's Services Manager, VAWK Mick Haselden, Projects Manager, Parents Plus Karen Richardson (KR), Student Support Manager, Kent College Nicolas Heslop (NH), Cabinet Member for Community Development TMBC Michael Taylor, District Manager T&M, KCC Children's Special Services Jon Kirby (JK), District Commander, T&M, Kent Police Amy Merritt (AM), Commissioning Officer, KCC Hazel Solly (HS), Senior Manager, Connexions, West Kent Ian Hobson (IH), Executive Principal, Malling Holmesdale Corporation Jacqui Tovey (JT), Headteacher, Ridge View School David Bower (DB), Kent Governors' Association Gaelle Jezequel (GJ), Interim Area Manager, Kent Youth Service Ruth Herron (RH), Senior Commissioner Teenage Pregnancy, KCC Jeni Ashmore (JA), Youth & Play Development Officer, TMBC (part)</p>	
<u>Apologies:</u>	<p>Steven Gorst, Headteacher, Borough Green Primary School Julia Gouldson, KCC The Learning Group Jayne Faulkner, Childcare Partnership Manager for Kent & Medway, JobCentre Plus Gill Morrison, Connexions Local Manager, Ashford/Maidstone Chris Kidd, Youth Team Leader, Tonbridge Baptist Church</p>	
1.	Welcome and Introduction	Action
	AB, in his role as Acting Chair, welcomed everyone to the meeting and introductions were made.	
2.	Apologies for Absence	
	Apologies for absence were received from the above.	
3.	Minutes of Previous Meeting/Matters Arising	
	<p>The minutes of the previous meeting held on 17 December 2010 were agreed as a true and accurate record subject to adding Jayne Faulkner to the list of apologies.</p> <p>GP highlighted that Children's Centre staff were now booked in for Child Protection Courses in early March 2011.</p>	RS

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4.	Countywide Developments/Feedback from Children's Trust Chairs Meeting	
	<p>(i) <u>Countywide Developments</u> - JH updated on Kent County Council's current restructure, which would be completed and in place by April 2011. It was noted that Social Care and Education would be split and Rosalyn Turner had left and Malcolm Newsam has been appointed at the Interim Managing Director of Children's Services.</p> <p>JH highlighted that Sarah Hohler was the lead Member for Education, Learning and Skills and Councillor Jenny Whittle is now the lead member for Families and Social Care and has the Statutory responsibility for children in Kent.</p> <p>With regard to the Kent Children's Trust it was noted that Amanda Honey had been appointed as Interim Chair and an Independent Chair was currently being sought.</p> <p>JH outlined the emerging partnership structure with Boards within the County, which are highlighted at Annexes 1 and 2. It was noted that these included the Kent Forum, the Kent Joint Chief Executives, Ambition Boards and Locality Boards. The relationship between these Boards and the Local Children's Trust Boards had yet to be determined.</p> <p>MR stated that in Tonbridge & Malling a strong Local Strategic Partnership existed and there had been a good previous relationship between the Partnership and the two Local Children Services Partnerships. NH raised concern regarding the continued focus by the County Council on funding/initiatives for East Kent, and that districts in West Kent were being continually ignored. The unfairness of this approach was acknowledged by the Local Children's Trust Board and it was agreed that AB would write to KCC in this regard. JT highlighted potential problems with East Kent being able to cope with too many initiatives at one time.</p>	<p>JH</p> <p>AB</p>
	<p>(ii) <u>Feedback from Children's Trust Chairs Meeting</u> - AB provided feedback from the recent Children's Trust Chairs meeting held on 7 January 2011. It was noted that the meeting had been beneficial in meeting Chairs and Vice Chairs from other LCTBs, and a number of items of interest had been raised, summarised as follows:</p> <ul style="list-style-type: none"> - KCC were keen to emphasise that Local Children's Trust Boards have the power to influence decision-making and should seize this. - There was a need to recognise resources held between the agencies in order to promote the sharing/co-ordination of funding opportunities to avoid any duplication. - Extended schools money was being retained but being distributed to schools direct. 	<p>ALL</p> <p>ALL</p>

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	<ul style="list-style-type: none"> - The Children's Family and Education budget at KCC was being reduced by 22% and a restructure of services was currently underway. - Children's Centres were losing 15.5% of their budgets. - Connexions were losing £5m of their funding over the next two years. - Local Boards were progressing and their relationship with Local Children Trust Boards had yet to be determined. - KCC were establishing a £5m budget for the Big Society, with the details on applications/criteria yet to be determined. With regard to Community Budgets it was noted that Kent was a pilot authority and Margate/Swale were being selected as target areas. - The emphasis on Local Children's Trust Boards being strategic bodies was reiterated. - Canterbury Local Children's Trust Board was currently undertaking a mapping exercise. - AB drew specific attention to the C4EO website on the Kent Children's Trust pages, highlighting detailed data linked to excellence and outcomes. It was also noted that the site included on-line collection of best practice. <p>It was noted that future Children's Trust Chairs meetings were being arranged and it was felt important that the Tonbridge & Malling Board be represented at these.</p>	<p style="text-align: center;">ALL</p> <p style="text-align: center;">AB/RS</p>
<p>5.</p>	<p>Update on Improvement Planning for Safeguarding</p>	
	<p>AB welcomed Michael Taylor to the meeting. MT gave an update on the current position with respect to safeguarding, and it was noted that Tonbridge & Malling had been separated as a district from Tunbridge Wells and therefore existed as its own entity.</p> <p>Key areas were noted as follows:</p> <ul style="list-style-type: none"> (i) <u>Referral Process</u> - MH highlighted that improvements needed to be made by KCAS to the filtering of referrals when first brought forward. It was noted that this would allow for priority cases to be focused on and that KCC were currently considering the potential of sharing Duty Teams. (ii) <u>Quality of Service to Looked After Children</u> - It was noted that consideration was being given to a specialist service for Looked After Children, particularly in relation to their educational achievement. It was noted that nationally a target existed for 25% of Looked After Children to achieve 5 GCSE grades at A-C. It was noted that, at the present time, KCC were only achieving 4% and had set itself an improvement target of 19% for 2011/12. Following questions, MH confirmed that these grades included English and Maths GCSEs and currently there were in the region of 70 Looked After 	

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	<p>Children in Tonbridge & Malling. IH highlighted that in his experience with the Holmesdale and Malling Schools, local Looked after Children were out-performing others, and HS reported that Connexions had appointed a Looked After Children Team Leader in a new role following recent restructure.</p>	
	<p>(iii) <u>Recording Information/Records</u> - MH highlighted that KCC's current computer system was not 'fit for purpose', and too many separate systems were in use. It was noted that consultants were currently undertaking a detailed review, as the current system was having significant implications on the ability of Social Workers to fulfill their role. With regard to a question on timescale, MT reported that this would be dependent on whether the existing system was improved or whether a new system was purchased. Generally speaking it was anticipated that it would take between 12-18 months to resolve the matter. JT highlighted the need for any new system to involve the joint sharing of data with schools, and MT agreed to feed this issue back as part of the review. As always, it was noted that data protection remained a key issue.</p>	MT
	<p>(iv) <u>Preventative Intervention Services</u> - It was noted that a single point of access panel was in place and a close working relationship with GP had been developed. GP reported that he was meeting weekly with the Duty Team Leader. VD raised the potential need for a Helpline to allow agencies to determine whether they should handle situations themselves or bring in support. It was agreed that the current CAF process needed to be used proactively and the CAF Coordinator was available to meet/discuss matters. JH reported that threshold training was being developed by the Spring to focus on district needs. In response to a query from JT on where children with learning difficulties sat within the CAF system, GP suggested that there would be no need for children with learning difficulties to go through the CAF process as frameworks were already in place. He suggested that JT should go direct to other agencies to create a team around the children, but it would be beneficial to advise the CAF Coordinator that this was taking place. It was agreed that GP would arrange to meet JT separately to discuss this matter further.</p>	GP/JT
	<p>(v) <u>Assessment of Children</u> - MT highlighted that the level of out of timescale assessments was currently unacceptable in Kent, and this was becoming a focus for teams. It was noted that the target was seven days for the initial assessment, and 42 days for a core assessment. KR highlighted that improvements needed to be made in feeding back the outcome of the CAF assessments to the referring agency. MT to note.</p>	MT
	<p>(vi) <u>Size of Case Loads</u> - It was noted that this had been highlighted as an issue within the recent Ofsted inspection with a benchmark of 30 cases for each Social Worker. MT highlighted that this was not a significant problem for</p>	

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	Tonbridge & Malling. It was also noted that the accommodated for Social Workers was unacceptable and that the lease on Croft House would be expiring within the next 12 months.	
6.	CYPP 2011-14 Draft Tonbridge & Malling Plan	
	<p>JH/AM updated on the current position with regard to the draft Plan and the latest copy was circulated, see Annex 3. It was noted that quality assurance feedback had been received on the Tonbridge & Malling draft Plan, in particular from David Hughes, the Chief Executive of Tonbridge & Malling Borough Council on behalf of the Kent Children's Trust Board. It was noted that the final Plan would be launched in mid-May on a countywide basis.</p> <p>With regard to future work it was noted that Section D of the Plan needed to be developed ie How Will we get There. It was noted that action plans would need to be developed and it was agreed that JA/AM would coordinate specific sub-groups and bring back recommendations to the Board.</p> <p>HK reported that in regard to Priority 2 (Emotional & Mental Health) it would be appropriate for the Board to pick out specifics from the existing National Support Team Action Plan, see Annex 4. Following discussion members of the Board agreed that it was important for the CYPP Plan to link into other corporate plans/strategies in order to embed the priorities and also to avoid duplication.</p> <p>With regard to the specific issue of Housing and Homelessness, it was agreed that this should be an agenda item for the next meeting. NH reported that the Tonbridge & Malling Local Strategic Partnership had adopted the Borough Housing and Homeless Strategy and was monitoring this regularly at meetings. It was also noted that it had been considered within the Community Safety Partnership Strategy.</p> <p>IH raised some concerns regarding the accuracy/context of the data currently in the draft CYPP, and it was agreed that IH would provide comments to AM and also share the document with other school colleagues. With regard to information on NEETS, HS agreed to provide the latest data to AM, and it was recognized by the Board that NEETS were an important issue for the Borough.</p>	<p>JH/AM</p> <p>JH/AM</p> <p>RS</p> <p>IH</p> <p>HS</p>
7.	Youth Consultation & Participation	
	GJ highlighted that at the present time a Youth Advisory Group existed for Tonbridge & Malling which was led by KCC, and covered 11-19 year olds. It was noted that the meetings were jointly chaired by a young person from the Council's Youth Forum and a diverse representation of young people attended the meetings. It was noted that it was a requirement of the Local Children's Trust Board to establish a Shadow Board for young people, and GJ confirmed that this had already been progressed in Maidstone and Tunbridge Wells. It was agreed that GJ would lead on establishing a Shadow Board utilizing the existing	GJ

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	<p>arrangements with the Youth Advisory Group and also the Youth Forum. GP highlighted the need for further consultation and engagement with young people and it was agreed that JA would arrange for the work of the Local Children's Trust Board to be shared with the Youth Forum at its next meeting. It was also agreed that GJ would liaise with Valerie Dagger with regard to the agreed approach, bearing in mind her role as a joint Chair of the Youth Advisory Group and a member of this Board.</p>	<p style="text-align: center;">JA GJ</p>
8.	<p>Budget Monitoring and Information Exchange</p>	
	<p>Members attending the Board shared a brief update on the current budget situation which can be summarised as follows:</p> <ul style="list-style-type: none"> (i) <u>Tonbridge & Malling Borough Council</u> - It was noted that no service cuts were being made in 2011/12 and the Council was developing strong links with other local authorities with regard to shared services. (ii) <u>Voluntary Sector</u> - It was noted that significant cuts were being made in grants to voluntary organisations and a number of staff were being put at risk. It was noted by those working in the voluntary sector that they had historically worked in a position of uncertainty, but current levels of cuts were more significant than previously experienced. (iii) <u>Primary Care Trust</u> - It was noted that the Trust were currently undertaking a pooling of budgets with KCC. (iv) <u>Preventative Services</u> - GP reported on ongoing budget reductions/budget prioritisation. It was noted that whilst budgets for Children's Centres had been cut, this would have no immediate impact on the existing Children's Centres in Tonbridge, but would affect any future expansion/improvements. With regard to Family Support (Sky Team) it was noted that finance was only in place until the end of August 2011. GP reported that a number of Family Liaison Officer contracts were ending in March, and with regard to the CAF Coordinator in Tonbridge & Malling, the postholder would be moving from three days to two days a week. (v) <u>Community Safety Partnership</u> - MW reported on recent announcements regarding Home Office grant which would be reduced by 20% this year and 50% the following year. It was noted that this would clearly have a major impact on the ability to fund projects. (vi) <u>Parents Plus</u> - It was noted that grants had been secured to deliver a number of projects up until August 2011, after which the funding opportunities were limited, with local authority funding being reduced/redirected. 	

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<p>(vii) <u>K College</u> - KR reported on cuts in entitlement funding and adult provision.</p> <p>(viii) <u>KCC Youth Service</u> - It was noted that the Youth Service were reducing the number of centres from 33 to 12, and each of the 12 centres would become hubs to serve district areas.</p> <p>(ix) <u>KCC Social Services</u> - It was noted that no cuts in frontline services were being made.</p> <p>(x) <u>Kent Police</u> - It was noted that a £50m budget reduction would be taking place over the next four years involving 500 less Officers and 1,000 less civilians. It was noted that the Police Service would be based on three areas in the future: West Kent, Central Kent and East Kent, but a district Chief Inspector would be retained for each area.</p> <p>(xi) <u>KCC Commissioning</u> - It was noted that the Early Intervention grant was being reduced.</p> <p>(xii) <u>Connexions</u> - A 20% reduction in staff costs were being made and a restructure was being made to reflect district boundaries. It was noted that the Access Point in Tonbridge was closing on 31 March but service provision would be retained in an alternative location.</p> <p>(xiii) <u>Malling/Holmesdale School</u> - IH reported that the budget for 2011/12 had not yet been confirmed but it was anticipated to be the same revenue funding as the current financial year. It was noted that schools were driving back services to focus on teaching and learning and there was currently a momentum for schools to achieve Academy Status to generate additional funds.</p> <p>(xiv) <u>Kent Children's Trust</u> - JH reported that the County Council budget would be released the following day, and that the Children's Trust teams were moving to a new Directorate which was focused on Community engagement.</p> <p>(xv) <u>Kent Governors Association</u> - DB highlighted that staff employed by the Association were voluntary, but funding for admin support and training was received from Kent County Council which was being cut. DB highlighted that the Weald of Kent Grammar School had already converted to Academy Status on 1 February and would be looking to procure a number of services with other Academies once they were established.</p>	
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9.	Appointment of Independent Chair	
	JH updated on the current position regarding the appointment. It was noted that following the placement of an advertisement, four applications had been received, all of which had been to a very high standard. It was noted that an appointment panel had met and a preferred candidate had been identified. It was noted that the preferred candidate was currently considering the offer.	JH
	Board to be informed as soon as a candidate accepts the role.	JH
10.	Update on the Teenage Pregnancy LIP	
	Ruth Herron joined the meeting and discussed issues around a recent paper produced on teenage pregnancy within the County. See paper attached at Annex 5 . RH confirmed that the District Teenage Pregnancy Group would be incorporated as a sub-group of the Local Children's Trust Board. It was noted that the teenage pregnancy rate in Kent was too high, although recent statistics showed a reduction of 6.2% in Tonbridge & Malling. It was noted that no national strategy existed for teenage pregnancy and targets needed to be set at a local level. RH confirmed that funding was to be made available to address this issue and would be allocated to local areas. It was highlighted that KCC would coordinate commissioning based on local priorities, and the Local Children's Trust Board would play an important role in assisting in the determination of priorities for the area. It was noted that success to date in addressing teenage pregnancy focused on two main issues, namely having good information available and the good provision of confidential services. It was reported that recent data had indicated that for every £1 spent on teenage pregnancy prevention, £11 was saved to the public sector. RH circulated the most recent data regarding teenage pregnancies. Whilst the number of conceptions had increased slightly between 2008/09 there had been a good reduction in conception rates for 13-15 year olds in Tonbridge & Malling. NH highlighted the need for local housing associations to be a key partner in addressing this issue, and RH agreed to engage housing associations in the debate and hopefully involve them in the sub-group. GP agreed to be Champion for Teenage Pregnancy for the Board.	ALL RH GP
11.	Champion Roles	
	JH highlighted the two champion roles which needed to be established by the Board and, following a request from the Acting Chairman, it was agreed that Gaelle Jezequel would become the Champion for Participation and Engagement and George Parkin would become the Champion for Equality and Diversity.	GJ/GP
12.	Any Other Business	
	<u>Platform 51</u> - VD highlighted that Platform 51 would be hosting a Wellbeing Festival on 9 March at the Camden Centre in Tunbridge Wells. It was noted that the purpose of the Festival would be to provide advice to young people, particularly in how they could find information and help on an ongoing basis.	ALL

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13.	Date and Time of Next Meeting	
	Due to take place in June 2011. Date and venue to be determined in liaison with the new Independent Chair.	RS