



Bob Coomber

Interim Chief Executive

Plymouth City Council
Civic Centre
Plymouth PL1 2AA

www.plymouth.gov.uk/democracy

Date: 1 June 2012

Please ask for: Amelia Boulter, Democratic Support Officer
T: 01752 304570 E: amelia.boulter@plymouth.gov.uk

CHILDREN AND YOUNG PEOPLE OVERVIEW AND SCRUTINY PANEL

Date: Thursday 14 June 2012

Time: 10am

Venue: Council House (Next to Civic Centre)

Members:

Councillor Bowie, Chair

Councillor Sam Leaves, Vice Chair

Councillors Mrs Beer, Browne, Sam Davey, Jordan, Rennie, Singh, Stark, Kate Taylor and Tuohy.

Co-opted Representatives:

Alderman Purnell – Co-opted Representative

Matthew Currie – Young Person Representative

Members are invited to attend the above meeting to consider the items of business overleaf.

Members and officers are requested to sign the attendance list at the meeting.

Please note that unless the chair of the meeting agrees, mobile phones should be switched off and speech, video and photographic equipment should not be used in meetings.

Bob Coomber

Interim Chief Executive

CHILDREN AND YOUNG PEOPLE OVERVIEW AND SCRUTINY PANEL

AGENDA

PART I – PUBLIC MEETING

1. TO NOTE THE CHAIR AND VICE CHAIR

The panel will note the appointment of the Chair and Vice Chair for the municipal year 2012/13.

2. APOLOGIES

To receive apologies for non-attendance submitted by panel members.

3. DECLARATIONS OF INTEREST

Members will be asked to make any declarations of interest in respect of items on this agenda.

4. APPOINTMENT OF CO-OPTED REPRESENTATIVES

The panel to consider the appointment of co-opted representatives.

5. MINUTES (Pages 1 - 8)

The panel will be asked to confirm the minutes of the meeting on 1 March 2012.

6. CHAIR'S URGENT BUSINESS

To receive reports on business that, in the opinion of the Chair, should be brought forward for urgent consideration.

7. TERMS OF REFERENCE (Pages 9 - 10)

The panel will be asked to note the Terms of Reference.

8. TRACKING RESOLUTIONS AND FEEDBACK FROM THE OVERVIEW AND SCRUTINY MANAGEMENT BOARD (Pages 11 - 14)

The panel will monitor progress on previous resolutions and receive any relevant feedback from the Overview and Scrutiny Management Board.

9. OVERVIEW OF PRIORITIES OF SERVICES FOR CHILDREN AND YOUNG PEOPLE

The panel to receive an overview of priorities of services for children and young people from the Director for People.

10. DRAFT WORK PROGRAMME 2012/13 (Pages 15 - 16)

The panel will consider its work programme for 2012/13.

11. FUTURE DATES AND TIMES OF MEETINGS

The panel will be asked to note the dates of future meetings for the municipal year 2012/13. All meetings will commence at 10am –

Thursday 12 July 2012

Thursday 20 September 2012

Thursday 1 November 2012

Thursday 31 January 2013

Thursday 21 March 2013

12. EXEMPT BUSINESS

To consider passing a resolution under Section 100A(4) of the Local Government Act 1972 to exclude the press and public from the meeting for the following item(s) of business on the grounds that it (they) involve the likely disclosure of exempt information as defined in paragraph(s) of Part I of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

PART II (PRIVATE MEETING)

AGENDA

MEMBERS OF THE PUBLIC TO NOTE

that under the law, the Panel is entitled to consider certain items in private. Members of the public will be asked to leave the meeting when such items are discussed.

NIL.

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Children and Young People Overview and Scrutiny Panel

Thursday 1 March 2012

PRESENT:

Councillor Wildy, in the Chair.

Councillor Stark, Vice Chair.

Councillors Mrs Beer, Bowie, Mrs Bragg, Browne, Currie, Delbridge, Mrs Dolan, Haydon, Singh, Thompson and Tuohy.

Co-opted Representatives: Mr Kevin Willis, Alderman Purnell and Matthew Currie.

Also in attendance: Carole Burgoyne – Director for Place, Mairead MacNeil – Assistant Director Children's Social Care, Tony Staunton – Lead Officer Safeguarding and Child Protection, Steve Waite – Chief Executive and Dan O'Toole, Director of Finance, Plymouth Community Healthcare, Fiona Fleming – Commissioning Manager, Jayne Gorton – School Organisation and Pupil Access Manager, Anita Martin – Group Accountant, Claire Oatway – Lead Officer and Amelia Boulter – Democratic Support Officer.

The meeting started at 10.00 am and finished at 12.35 pm.

Note: At a future meeting, the committee will consider the accuracy of these draft minutes, so they may be subject to change. Please check the minutes of that meeting to confirm whether these minutes have been amended.

65. **DECLARATIONS OF INTEREST**

In accordance with the Code of Conduct, the following declarations of interest were made, as follows –

Name	Minute	Reason	Interest
Councillor Mrs Beer	Minute 67 – tracking resolutions and feedback from management board	School Governor at Plympton St Maurice, Chair of Plymtree Children Centre and employed by Devon and Cornwall Police.	Personal
Councillor Mrs Bragg	Minute 67 – tracking resolutions and feedback from management board	Director of the Marine Academy Plymouth	Personal
Councillor Thompson	Minute 67 – tracking resolutions and feedback from management board	School Governor at Woodfield Primary School	Personal
Kevin Willis	Minute 67 – tracking resolutions and feedback from management board	Chair of the Admission Forum	Personal

66. **CHAIR'S URGENT BUSINESS**

The Chair thanked panel members for their hard work over the last two years and for the enormous amount of work that had been undertaken.

67. **TRACKING RESOLUTIONS AND FEEDBACK FROM MANAGEMENT BOARD**

The panel considered the tracking resolutions and those present commented as follows –

- regarding minute 3 (2) – Current Parent Governor Representative. Kevin Willis reported that this would be his last meeting as a parent governor representative. The panel thanked Kevin Willis for his contribution as a Parent Governor Representative for the last 12 years;
- regarding minute 60 – Performance and budget report. The panel had repeatedly requested a more timely budget and performance reports and this was highlighted to the Director for People;
- regarding minute 19 (3) - SEN Transport. It was reported that discussions were taking place on the ageing fleet and the amount spent on servicing. It was hoped that in the next 2 to 3 months there would be a solution to the problem with a replacement of vehicles;
- regarding minute 42 (1) - Little Teds. Mairead MacNeil, Assistant Director Children's Social Care and Tony Staunton, Lead Officer – Safeguarding and Child Protection gave a verbal update on Little Teds. It was reported that a comprehensive plan was signed off last year by Plymouth Local Safeguarding Children Board (PLSCB). This was a hugely complex and emotional experience with lessons to be learnt from any Serious Case Review (SCR).

In response to questions raised, it was reported that -

- Ofsted had acknowledged a level of miscommunication with the local authority. As a result of this miscommunication a link person from Ofsted was identified to meet on a regular basis with PCC;
- the PLSCB had worked closely with the early years service to ensure appropriate safeguarding is in place;
- over 1,000 members of staff had received safeguarding training this included staff working in the third sector;

All other tracking resolutions were complete, progressing or added to the next municipal year.

Agreed that –

1. a letter of thanks is sent to Kevin Willis for his contribution as a Parent Governor Representative on the Children and Young People's panel for the last 12 years;
2. as a matter of urgency the school fleet is replaced in order to avoid further pressures on the school transport budget;
3. the Little Teds Action Plan Report is circulated to all members;
4. a short paper on safeguarding training is produced and submitted to the Corporate Parenting Group to review and make a recommendation on members training.

68. **BASIC NEED PROGRAMME**

The panel noted the Basic Need Programme report.

69. **UPDATE FROM THE DIRECTOR FOR PEOPLE**

Carole Burgoyne, Director for People gave an update on the People Directorate it was reported that –

- a. over the last 2 months has moved work to other directorates as well as organising the 4 new departments under the People Directorate –
 - Education, Learning and Families – Maggie Carter (interim);
 - Children's Social Care – Mairead MacNeil;
 - Joint Commissioning and Adult Social Care – Pam Marsden;
 - Homes and Communities – Stuart Palmer.
- b. she will continue to oversee the Life Centre project and reported that there were talented officers across the organisation that were focused on achieving the best outcomes for children and young people;
- c. the working relationship with health had improved over the last 2 years and would continue to work with GP commissioners, Derriford Hospital and Plymouth Community Healthcare as it was critical to have a close working relationships;
- d. it was important for this panel, the Corporate Parenting Group and Children's Trust to continue and to deliver against the Children and Young People's Plan 2011 – 14;

In response to questions raised, it was reported that -

- e. interviews to take place end of May beginning of June for a new Assistant Director of Education, Learning and Families. Maggie Carter is the interim Assistant Director and will continue to work on the school improvement agenda. John Searson will work alongside Maggie and will also sit in the management team;
- f. a Child Poverty Action Plan is in place and a meeting as agreed by the Cabinet Member for Children and Young People is being set up by the end of March. A working group would be meeting to ensure delivery against the action plan;
- g. in the past it had been difficult to get GP's around the table in particular at CAF meetings. It was reported that Dr Sumrana Chaudhary has recently been appointment as the GP Clinical Commissioning lead for Children and Young People.

70. **CHILDREN'S EMOTIONAL WELLBEING AND MENTAL HEALTH TASK AND FINISH GROUP UPDATE**

Steve Waite, Chief Executive, Dan O'Toole, Director of Finance from Plymouth Community Healthcare and Fiona Fleming, Commissioning Manager gave an update to the panel. It was reported that -

- a. there were no young people waiting over 18 weeks for an appointment;
- b. an external review had been commissioned to look at the CAMHS service and a report was due back shortly;
- c. it was recognised by Plymouth Community Healthcare the valuable contribution made by Youth Cabinet for the wellbeing of young people.

In response to questions raised, it was reported that –

- d. patients should not be kept waiting longer than 20 minutes for an appointment. If there are operational issues or clinical reasons this can lead to longer waiting times and staff should make apologies and give the option of an alternative appointment;
- e. a breakdown of appointments by age, gender and ethnicity will be provided to the panel;
- f. contract monitoring of the service was scrutinized on a regular basis and information can be provided to the panel;
- g. regular spot checks were undertaken to monitor appointment waiting times.

Agreed that –

1. a breakdown of appointments by age, gender and ethnicity is provided to the panel;
2. the commissioned external review of the CAMHS service is shared with the panel;
3. the panel to undertake further scrutiny on the emotional health of children and young people.

71. **UPDATES FROM PARTNER ORGANISATIONS**

- a. Corporate Parenting Group
Councillor Stark, Chair of the Corporate Parenting Group gave an update to the panel and it was reported that –
 - a. the “You Can Do It Too” Achievement Awards were taking place on the evening of 16 March and day of 17 March 2012. Sponsorship received had funded the event;
 - b. Plymouth’s children in care numbers had increased by 3 percent but had remained steady at around 388;
 - c. recruitment of foster carers and adoptive carers was very strong with 15 fostering assessments and 22 assessments of prospective adoptive parents taking place;
 - d. changes were being made to the adoption process with the Government looking to legislate for care proceedings to be completed within a 6 month timescale.
- b. LSP Wise Theme Group

The panel were unimpressed with the LSP update report and asked that the report be referred back to the LSP Wise theme Group and for a copy of the minutes to be forwarded to the Cabinet Member for Children and Young People.

Agreed that -

1. the minutes of this meeting are forwarded to Cabinet Member for Children and Young People highlighting the report receive from the LSP Wise Theme Group;
2. the report submitted this panel be referred back to the LSP Wise Theme Group.

72. **PERFORMANCE AND BUDGET REPORT**

The panel noted the report.

73. **SCHOOLS BUDGET**

The panel noted the report.

74. **SPECIAL EDUCATIONAL NEEDS FUNDING**

Anita Martin, Group Accountant gave an update on Special Educational Needs (SEN) Funding. It was reported that -

- a. SEN funding would not be reduced and this is a commitment made by the Schools Forum which has been endorsed by Cabinet;
- b. looking at how schools use resources and when they look at the budget in April need to be thinking about contingencies;
- c. every school is audited on SEN and there are pockets of good and bad practice across the city. A programme of spot checks will commence after the Easter holidays on how schools are best using the funds.

Agreed that a further report on SEN funding is submitted to the panel at a future meeting reviewing evaluations that are taking place and any lessons to be learnt and advocacy services available for families in this respect.

75. **CSC ANNUAL COMPLIMENTS, CONCERNS AND COMPLAINTS REPORT**

The panel noted the report and in response to questions raised, it was reported that due to complexity of a third stage complaint, it was important to take the time pull together all the information to provide a full and robust response which may lead to a delay in a response to a complaint.

76. **WORK PROGRAMME**

Recommended to the Overview and Scrutiny Management Board that the following items be included on the Children and Young People OSP work programme:

- Free schools;
- Joint Commissioning (transition into adulthood);
- Children and Young People's Trust;
- Buy Back of services and consequences;
- Child Poverty Plan.

77. **MINUTES**

Agreed that –

1. minute 61 (a) should read, 28 percent and not 20 percent as stated;
2. subject to the changes above, the minutes of the 5 January 2012 are confirmed as a correct record.

78. **EXEMPT BUSINESS**

There were no items of exempt business.

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Children and Young People Overview and Scrutiny Panel
Terms of Reference

1. To scrutinise matters relating to children and young people and to hear the views of children and young people, with a view to improving services, reducing inequalities and improving outcomes for children and young people.
2. To respond to consultations from the Department of Education and other relevant bodies.
3. To scrutinise Council services and those of key partners in respect of children and young people.

In relation to the above, the panel will be responsible for -

- on-going monitoring and evaluation of plans for children and young people;
- reviewing all policies relating to children and young people and to consider how these may be improved and developed;
- monitoring the budget and performance of the Cabinet Member, Department and partners to ensure that priorities for the area are being delivered upon;
- reviewing relevant policies with the budget and policy framework;
- considering Equality Impact Assessments against new and existing policies and plans;
- investigating local issues with a view to making recommendations on how the council and its partners can improve services for children and young people;
- making recommendations about service delivery to the Cabinet (via Overview and Scrutiny Management Board);
- reviewing and scrutinising the performance of relevant partner organisations currently –
 - Children's Trust
 - Local Safeguarding Children's Board
 - LSP Wise Theme Group
 - Corporate Parenting Group
- setting up ad hoc working groups as and when required;
- producing quarterly progress reports to the Overview and Scrutiny Management Board;
- undertaking such tasks as may be delegated to the panel by the Overview and Scrutiny Management Board;

Policy Areas

- Children and Young People's Plan
- Youth Justice Plan

Cabinet Members

- Children and Young People

Directorate

- Services for Children and Young People

Corporate Improvement Priorities (CIPs)

- Keeping Children Safe (CIP 7)
- Improving Skills and Educational Attainment (CIP 8)
- Developing High Quality Places to Learn In (CIP 9)

Membership

The Chair of the panel shall serve on the Overview and Scrutiny Management Board. The Children and Young People Overview and Scrutiny Panel will be chaired by a member of the opposition political group with the vice-chair from the majority political group. All members of the panel will adhere to the general rules of Overview and Scrutiny. There are 9 members of the panel including the Chair and the vice-chair. The vice-chair is from the opposite political group to the Chair.

TRACKING RESOLUTIONS

Children and Young People Overview and Scrutiny Panel

Date/min number	Resolution	Explanation / Minute	Officer	Progress	Target Date
16 Jun 2011/ Min 3	(3) elections to take place shortly to recruit new Parent Governor Representatives onto the panel;		Claire Oatway	No nominations were received from the election held in December 2012. New election process will now take place after the May local elections.	May 2012
	(4) the Vice-Chair to make contact with the Diocese on faith representation on the panel.		Claire Oatway	The Vice-chair had spoken to the Diocese but was awaiting a response. Also see minute 57 (4). The Assistant Head of Services and Deputy Monitoring Officer will send a formal letter if required to the relevant bodies outlining their legal duties and the implications of non-participation. Also see report attached in Appendix I.	On-going.
5 Jan 2012/ Min 57	2. an agenda item is added to the next Schools Forum meeting on co-opted Parent Governor Representatives onto the CYP OSP for discussion;		Claire Oawtay	Steve Baker, Chair of Schools Forum is invited to attend the 01.03.12 meeting. Steve Baker sent apologies for 01.03.12 meeting.	On-going
	4. the Lead Officer investigates the statutory requirement for a diocese representative on the CYP OSP;		Claire Oatway	Also see minute 3 (4). See report attached in Appendix I.	01.03.12

Date/min number	Resolution	Explanation / Minute	Officer	Progress	Target Date
5 Jan 2012/ Min 61	<u>Agreed</u> that – 1. information is provided to the panel on primary school attainment with a comparison at a neighbourhood level; 2. some schools were to be congratulated on their performance; 3. it was important to keep an eye on those schools where attainment was below the national average.	School Attainment	John Searson	More comprehensive information to be provided to the panel at the next meeting.	July 2012
1 Mar 2012/ Min 67	<u>Agreed</u> that – 1. a letter of thanks is sent to Kevin Willis for his contribution as a Parent Governor Representative on the Children and Young People's panel for the last 12 years; 2. as a matter of urgency the school fleet is replaced in order to avoid further pressures on the school transport budget; 3. the Little Teds Action Plan Report is circulated to all members; 4. a short paper on safeguarding training is produced and submitted to the Corporate Parenting Group to review and make a recommendation on members training.	Tracking Resolutions	Maggie Carter	Letter of thanks sent to Kevin Willis.	

Date/min number	Resolution	Explanation / Minute	Officer	Progress	Target Date
1 Mar 2012/ Min 70	<u>Agreed</u> that – 1. a breakdown of appointments by age, gender and ethnicity is provided to the panel; 2. the commissioned external review of the CAMHS service is shared with the panel; 3. the panel to undertake further scrutiny on the emotional health of children and young people.	Children’s Mental Health and Emotional Wellbeing Task and Finish update	Maggie Carter	Report to be submitted to the panel at 12 July 2012 meeting.	12 July 2012
1 Mar 2012/ Min 71	<u>Agreed</u> that - 1. the minutes of this meeting are forwarded to Cabinet Member for Children and Young People highlighting the report receive from the LSP Wise Theme Group; 2. the report submitted this panel be referred back to the LSP Wise Theme Group.	Updates from partner organisations	Maggie Carter		
1 Mar 2012/ Min 74	<u>Agreed</u> that a further report on SEN funding is submitted to the panel at a future meeting reviewing evaluations that are taking place and any lessons to be learnt and advocacy services available for families in this respect.	SEN Funding	Maggie Carter	Added to the work programme.	14.06.12

Date/min number	Resolution	Explanation / Minute	Officer	Progress	Target Date
1 Mar 2012/ Min 76	Recommended to the Overview and Scrutiny Management Board that the following items be included on the Children and Young People OSP work programme: <ul style="list-style-type: none"> • Free schools; • Joint Commissioning (transition into adulthood); • Children and Young People's Trust; • Buy Back of services and consequences; • Child Poverty Plan 	Work Programme	Amelia Boulter	Added to the work programme.	14.06.12

Children and Young People's Overview and Scrutiny Panel Work Programme 2012/13

[illegible]

Topics	J	J	A	S	O	N	D	J	F	M	A	M
Task and Finish Groups												
Youth Service												
Updates												
Policy Updates/Legislative Changes												
Update from Children and Young People's Trust Board												
Update from Corporate Parenting Group												
Update from Local Safeguarding Children's Board												
Update from relevant LSP Theme Groups												
Strategies and Plans												
Children and Young People's Plan (Action Plan)												
Youth Justice Action Plan												
Training and Development												
Development Session for panel members												

Key:

New Item = #
