

**CHILDREN & YOUNG PEOPLE'S ALLIANCE
STEERING GROUP MEETING – 2 JUNE 2008**

Present: Charlie Adie (Chair) - Motiv8
Jenn Davies - Portsmouth Autism Support Network
Katherine Marsden-Broad - PUEF
Stella Pratt - Southern Focus Trust
Sarah Read - Southern Focus Trust
Richard Soutar - Enable Ability

In attendance: Barbara O'Sullivan (PCCS), June Hancox (PCCS – Minutes)

Apologies: June Christie (Mencap/Parent Partnership Service), Ken Dobson (School Governors' Forum), Jo Tome (Home-Start Portsmouth)

1. Welcome

Charlie Adie (CA) welcomed members and apologies were recorded as above.

2. Minutes of the Meeting held on 12 May 2008

The minutes of the meeting held on 12 May 2008 were agreed without amendment.

3. Matters Arising from those Minutes

There were no matters arising not covered by today's agenda. All action points had been covered with one exception: as far as CA was aware, June Christie (JC) hadn't distributed handouts on the changes in CRB charges at the Briefing on 20 May.

ACTION: BJOS to include CRB information in newsletter

4. Reports from Representatives/Representation

Barbara O'Sullivan (BJOS) asked if members found the report form useful; all agreed and the system would continue. Sarah Read (SR) and Richard Soutar (RS) requested copies be sent to them. Form is also available from PCCS/Alliance website.

ACTION: June Hancox (JH) to send copies of report form to SR and RS

Where available, copies of representatives' reports are sent as attachments to these minutes and contents not duplicated in these minutes.

Joint CYP Strategic Partnership Exec & Joint Commissioning Group discussed Children's Trust Arrangements. BJOS said that this was also raised at a recent meeting of PCN, and the fundamental concerns that the voluntary sector had not been consulted re Children's Trust, BJOS asked for views. Overall comment that how an organisation is structured is their business; however there was concern that if an incident was to occur then would the new structure provide the best chance of support for young people or

could it be that things might 'slip through the cracks of the organisation structure' e.g. line management of social workers. It was also noted that given that PCC fund many of the organisations represented by the Alliance, it can be difficult for them to comment too vigorously.

BJOS said that, as a result of the new 10 point Vision for Portsmouth, a review of the LSP would take place and a small working group set up. Ian Piper, CX at PCCS, would sit on it and voluntary sector input would be sought – a mechanism for people to feed into would be set up. CA felt a Children's Trust representative should sit on the LSP and suggested the wider Alliance be asked for feedback, the results of which to be an agenda item for the next meeting.

ACTION: BJOS to contact wider Alliance

Parents Group: Stella Pratt (SP) was trying to get a place on the forum but had not yet heard back from Chris Woodfine.

Education and Lifelong Learning Partnership Board, Children's Workforce Strategy Group, and the Joint Commissioning Group: Katherine Marsden-Broad (KMB) had recently attended these which had mainly focused on the priorities of the Children's Plan.

LSCB: SR interested in being a vcs representative and was advised to email Siobhan Burns (SB).

ACTION: SR to email SB re vcs representation on LSCB

Integrated Youth Support Service meeting: CA had attended the meeting on 19 May at which Priority 7 of the Children's Plan was discussed. A strategy document would follow prior to the announcement of a new structure in 4-6 weeks' time and the appointment of an Integrated Youth Support Service Manager for Portsmouth would also be confirmed.

Representation

CA identified there is a vacancy on the Executive and requested it be advertised in the next Newsletter. The selected rep would be expected to attend meetings of the Alliance Steering Group too.

ACTION: BJOS to include vacancy in Newsletter

There was also a vacancy on PRAISE and BJOS would contact Cath Longhurst (EBP).

ACTION: BJOS to contact Cath Longhurst

It was suggested that it might be appropriate for vacancies on both the C&YP Participation Group and Corporate Parenting to be filled by a representative from Changes e.g. Adam Murphy.

PCCS could support the sector on the Inter-Agency Priority Group. It was queried whether the Commissioning and Value for Money Group and, indeed, Corporate Parenting still existed.

ACTION: BJOS to confirm if groups exist

BJOS would speak to Jackie Lawrence of Rainer re the 14 – 19 Consortium.

RS served on CIPS but there was space for a further vcs representative.

ACTION: BJOS and JH to ensure all reps signed up to the representation guidelines.

Finally, BJOS apologised for circulating the wrong date for the Representation Workshop to be held at PCCS on 24 June but hoped that members of the Alliance would attend – it was a good course and free to the Alliance.

5. Briefing Event – Evaluation of 20 May and Future Plans

CA thanked JH for producing a summary of the event. A small and select group had attended and there had been positive feedback. BJOS added she had also received good feedback from Paddy Bradley who had presented at the event. All thought it had been worthwhile and a good opportunity to catch up on developments at PCC.

BJOS had since received an email from Chris Richards, clarifying that Joan Cozens wasn't the vcs rep and she would telephone Joan to ask if the Portsmouth Play Trust would like to be actively involved with the Alliance.

Future Plans

The next Briefing would take place at the Haven (if available) on 16 September, 12.30 for 1 pm – 3 pm. Agreed themes: Update on CAF and Monitoring & Evaluation. The Integrated Youth Support Service was also suggested.

The following Briefing would take place at the Haven (if available) on 2 December, 12.30 for 1 pm – 3 pm, and it was suggested that this be an opportunity to review, update and recap on the previous briefings. KMB said she would provide the name of the man whose report led to the setting up of CAF.

ACTION: KMB to provide name of man whose report led to setting up of CAF

6. Annual Report and Business Plan for the Alliance

Annual Report

BJOS reported that JH had collated the background information needed for the report which would cover from the launch of the Alliance in January 2007 to the end of April 2008. She requested a couple of case studies for inclusion in the report plus a short piece (150 words) from Steering Group members to promote the good work carried out by their groups. Jenn Davies (JD) and SP agreed to do this. BJOS would draft an introduction from the Chair, CA.

ACTION: JD and SP to produce short reports
ACTION: BJOS to draft introduction from Chair

Business Plan

BJOS had already started a Business Plan but felt it important to have group discussion to ascertain where the Alliance was currently, where it would be in three years' time and how it would get there. For that purpose, members participated in a SWOT (Strengths, Weaknesses, Opportunities, Threats) and their thoughts captured on a flip-chart which would be typed up and turned into a draft action plan ready for the next meeting.

ACTION: JH to type up flip-chart
ACTION: BJOS to produce a draft action plan for next meeting

7. Workforce Development Training Initiative

KMB had written to Hayden Ginns, PCC, and would have more to report when she had met with him.

BJOS met regularly with SB and will arrange for her to attend future Steering Group and Briefing. BJOS had received an email that morning from SB requesting that she met with SB and the JAR inspector in July. CA suggested BJOS invite SB to attend CYPA meeting in July or September and give her the dates of the next two Briefings. Suggested agenda for July's meeting included: Workforce Development training – next steps; planning the September Briefing; Business Plan; draft Annual Report.

ACTION: BJOS to invite SB to CYPA meetings in July & September and give dates of Briefings

8. Any Other Business

Third Sector Development Consortium Workshop, 27 June, 9.30 am – 2 pm

ACTION: BJOS to email details

Funding Bid – My Place: DCSF money administered by Lottery and CA was the vcs representative on the group looking at this. The group would meet on 12 June and anyone could attend, contact CA.

Youth Prevention, Health and Targeted Youth Support: An event would take place on 27 June at the John Pounds Centre and take a practitioners view on how targeting youth support is performing in Portsmouth.

9. **Date of Next Meeting:** 7 July, 10 am – 12 noon.

10. There being no further business, the meeting closed shortly after 12 noon.