

**SCHOOLS CHILDREN AND YOUNG PEOPLE OVERVIEW  
AND SCRUTINY PANEL**

**SCHOOLS CHILDREN AND YOUNG PEOPLE OVERVIEW AND SCRUTINY  
PANEL WORK PLAN REPORT 2013/14**

| <b>Relevant Cabinet Member(s)</b>   | <b>Wards Affected</b> | <b>Key Decision</b> |
|---|-----------------------|---------------------|
| Councillor Nuala Fennelly,<br>Cabinet Member for<br>Education and Skills<br><br>Councillor Tony Corden<br>Cabinet Member for<br>Children's Safeguarding<br>and Services to Families | All                   | None                |

**EXECUTIVE SUMMARY**

1. This report gives an update to the Panel since the last panel meeting on 20th March, 2013.
2. Furthermore it asks the Panel to consider a draft work plan for 2013/14.

**EXEMPT INFORMATION**

3. Not exempt

**RECOMMENDATIONS**

4. The Panel is asked to:
  - a. Consider the development of a Panel work plan for 2013/14 which takes account of issues discussed at the Panel's informal meeting held on 3rd June.
  - b. Note that the work plan is a living document and will be reviewed and updated at each meeting of the Panel to include any relevant correspondence, updates, new issues and resources available to meet additional requests;

- c. Identify any occasions when it would specifically wish the Executive to attend its meetings and when it would wish to present its recommendations to the Cabinet;

## **BACKGROUND**

5. At its meeting on 24<sup>th</sup> May, Council agreed that the Overview and Scrutiny structure would align itself with the current Directorate structure. Members appointed the Overview and Scrutiny Management Committee and three Panels, the Schools Children and Young People, Regeneration and Environment and Adults and Communities to undertake the Scrutiny function.
6. Overview and Scrutiny has a number of key roles and will focus on:
  - Holding decision makers to account.
  - Policy development and review
  - Monitoring performance
  - Considering issues of wider public concern.

### **Developing the Work Plan**

7. A draft work plan was considered at an informal panel work planning meeting on 3rd June, a copy of which is attached at appendix A. The work plan is likely to include:
  - Issues that are ongoing or carried over from the previous year's work plan;
  - statutory plans and policy framework documents;
  - issues of interest to Members in terms of future key developments or of wider public concern; and
  - performance monitoring.
8. The power of Overview and Scrutiny lies in its ability to influence the Executive and other decision takers by holding them to account and providing an input into proposed decisions prior to their implementation. By considering major strategic framework issues Overview and Scrutiny Members have the opportunity to put forward recommendations and proposals that will help to shape the Council's strategic framework.
9. Members are advised that the work plan presented for discussion at today's meeting is in draft form. It should be seen as a "live" document that should be regularly revised and reviewed to take account of ever changing priorities. The work plan should remain manageable and achievable yet challenging and robust. Further work is required to confirm issues to consider and key dates for the consideration of specific issues and agreeing the nature of Overview and Scrutiny's involvement in

reviewing specific issues. The Panel may wish to consider further the suitability of topics identified at Appendix A.

10. The Panel is advised that there are five scheduled meetings programmed for the forthcoming municipal year within which to complete its work programme. In addition there may be occasions where it is necessary to convene additional meetings. The Panel will need to consider the resources available to meet additional requests for example, Member and officer attendance, writing reports, and Scrutiny support. This will therefore require the Panel to regularly review and where necessary reprioritise its work plan accordingly (e.g. agreeing to remove an issue from its work plan where it takes on an additional piece of work).
11. The Panel is also reminded that in order to complete every aspect of its work plan or in making additional requests for information it may request briefing notes be provided or presentations given outside of a formal meeting setting but reported back to the Panel through its work plan report. This could be particularly relevant when the Panel is just wishing to receive information for background purposes e.g. further details of a proposed key decision rather than formally scrutinising an issue.
12. Members are also reminded that in carrying out their work plan they need to consider wider thematic issues such as:
  - Engaging the public, partners and stakeholders;
  - holding decision makers to account;
  - when it would be appropriate to invite members of the Executive to attend the meetings to be held to account; and
  - how to effectively use performance information to develop its work plan.

### **Monitoring the work plan**

13. An updated version of the work plan will appear on the Panel's agenda each meeting and will include relevant correspondence and briefings on its work undertaken. In this way accountability will be demonstrated and Members will be able to see more clearly the progress being made and where necessary review responses from the Executive.

### **Children's Trust Board and Corporate Parenting Panel**

16. Representatives from the Panel last year attended the Children's Trust Board and Corporate Parenting Panel and continued to support the wider partnership working, improving accountability, sharing ideas and ensuring Members had a more informed overview of activity around the Council's key priorities.

17. It was agreed at the Panel's work planning session held on 3rd June, that the Chair or Vice Chair in her absence should attend the Doncaster Children's Trust Board and Councillors Bosmans or Wilkinson in his absence to attend the Corporate Parenting Panel. This issue was taken to OSMC on 20th June, for consideration and approval.

The minutes of the Children's Trust Board and Corporate Parenting Panel meetings held on 11<sup>th</sup> April, 5<sup>th</sup> March, and 7<sup>th</sup> May, are attached at appendices B, C and D for information, minutes from the 23<sup>rd</sup> May, and 4<sup>th</sup> June, will be made available in due course.

18. Future meetings are scheduled as follows:

Children's Trust Board

4<sup>th</sup> July, 2013  
15<sup>th</sup> August, 2013  
26<sup>th</sup> September, 2013  
7<sup>th</sup> November, 2013  
19<sup>th</sup> December, 2013

Corporate Parenting Panel

2<sup>nd</sup> July, 2013  
6<sup>th</sup> August, 2013  
3<sup>rd</sup> September, 2013  
1<sup>st</sup> October, 2013  
5<sup>th</sup> November, 2013  
3<sup>rd</sup> December, 2013

## **ISSUES FOR CONSIDERATION**

21. In summary the issues for consideration are:

- to agree the draft 2013/14 work plan;
- to recognise that any work plan will need to be flexible to take account of new issues and resources available to meet additional requests;
- that the Panel review the work plan at each meeting and ensure it is regularly updated. This will also provide an opportunity to review any correspondence, receive updates and keep track of recommendations; and
- note the Scrutiny representatives and substitutes appointed to the Corporate Parenting Panel and Doncaster's Children's Trust Board.

## OPTIONS CONSIDERED

22. There are no specific options to consider within this report as it provides an opportunity for the Panel to develop a work plan for 2013/14.

## IMPACT ON COUNCIL'S KEY OBJECTIVES

|    | <b>Priority Outcome</b>   | <b>Implications of this initiative</b>   |
|----|---|--|
| 1. | Doncaster's economy develops and thrives, underpinned by effective education and skills   | The Overview and Scrutiny function has the potential to impact upon all of the council's key objectives by holding decision makers to account, reviewing performance and developing policy through robust recommendations, monitoring performance of council and external partners services and reviewing issues outside the remit of the council that have an impact on the residents of the borough. |
| 2. | Children are safe   |  |
| 3. | Stronger families and stronger communities  |  |
| 4. | Modernised and sustainable Adult Social Care Services with increased choice and control   |  |
| 5. | Effective arrangements are in place to deliver a clean, safe and attractive local environment   |  |
| 6. | The Council is operating effectively, with change embedded and sustained with robust plans in place to operate within future resource allocations |  |

## RISKS AND ASSUMPTIONS

23. To maximise the effectiveness of the Overview and Scrutiny function it is important that the work plan devised is manageable and that it accurately reflects the broad range of issues within its remit. Failure to achieve this can reduce the overall impact of the function.

## LEGAL IMPLICATIONS

24. The Council's Constitution states that subject to matters being referred to it by other part of the Full Council, OSMC or the Executive and any timetables laid down by those references the Schools, Children and Young People's Panel will determine its own work programme (Overview and Scrutiny Procedure Rule 6c).
25. Overview and Scrutiny Panels Terms of reference - 3 states that the Panel be empowered to establish ad hoc working groups from within its membership, to

undertake project and policy development work, to meet the objectives and targets of its annual work plan.

26. Overview and Scrutiny Procedure Rule 15 (a) states that where, in the opinion of the Chair of an Overview and Scrutiny Panel, the matters under discussion are relevant to matters referred to other Scrutiny Panel(s) he/she shall consider to what extent to invite the participation of the Chair and/or other Members of the other Panel in the deliberations.

## **FINANCIAL IMPLICATIONS**

27. The budget for the support of the Overview and Scrutiny function 2013/14 is not affected by this report however, the delivery of the work plan will need to take place within agreed budgets. There are no specific financial implications arising from the recommendations in this report. Any financial implications relating to specific reports on the work plan will be included in those reports.

## **CONSULTATION**

28. The Panel held discussions about issues it wished to consider at its meeting on 20th March, and at the informal Panel meeting on 3rd June, with a view to developing a draft work programme.

## **CONTACT OFFICER AND REPORT AUTHOR**

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## **Background Papers**

30. None

**Chris Pratt**  
**Director Children and Young People's Service**

**THE CORPORATE PARENTING BOARD MINUTES**  
**5<sup>th</sup> March 2013**

**Present:** John-Paul Heseltine – Young Person (Chair)  
 Chris Pratt – Director, CYPS  
 Christine Hargreaves – Head of Virtual School  
 John Betts – Active Involvement Co-Ordinator  
 Ruth Winter – Investment Planning Officer  
 Pippa Dodghson – Head Teacher, Hall Cross Secondary School  
 Helen Brumwell - Service manager -IRO  
 Christopher Hickson - Foster Carer  
 Raza Zade – Young Person  
 Amanda Turner – Note taker

**Apologies:** Councillor Andrew Bosmans – Overview and Scrutiny  
 Councillor Eric Tatton Kelly – Cabinet Member for CYPS  
 Vicki Lawson – Assistant Director, CYPS  
 Ian Walker – Head of Service, Children In Care  
 Theresa Siverns – Head Teacher, Mallard Primary School  
 Pat Higgs – Assistant Director, Adults and Communities  
 Suzannah Cookson – Designated Nurse for Safeguarding & LAC  
 Maria Rydel – Foster Carer  
 Janice Jinks – Foster Carer  
 Anna Reddish – Carer  
 Daniel Lee – Young Person  
 Jamie Hartshorne – Young Person  
 Savanagh Crooks – Young Person  
 Deborah Mitchell – Young Person  
 Katie Goodman – Young Person

Introductions and apologies were completed. The minutes of 5<sup>th</sup> February 2013 were agreed.

|   | <b>Action</b>                        | <b>Completed</b> |
|---|--------------------------------------|------------------|
| <p><b><u>Website</u></b></p> <p>JP &amp; CH – had a meeting with Susan Tazzyman (Web designer).<br/>           The CIC Council have identified 3 possible names:</p> <ul style="list-style-type: none"> <li>• Donny CIC Stars</li> <li>• Fun Stars</li> <li>• Funsters</li> </ul> | <p>CiCC to decide possible names</p> | <p>Ongoing</p>   |

|   |  |                 |
|---|--|-----------------|
| <ul style="list-style-type: none"> <li>• Domain name also needed agreed: .org.uk</li> </ul> <p>This will be secure; and available globally</p> <p>A one day workshop is to be arranged to look at further information regarding the website i.e. any issues that may arise etc.</p> <p>Concern was raised that if the website isn't attractive to young people in the first instance, they may not access the site again. It was suggested that the website shouldn't be launched until it is useful and attractive for young people.</p> <p>Wakefield contacted (via the details provided by Ian Walker) requesting a visit to Wakefield to look at their website and support for development of our site with young people.</p> | <p>Ian to provide details of the contact at Wakefield.</p> <p>No response to date</p> <p>John Betts to set up access to the internet at the next meeting to look at Wakefield's website.</p> | <p>Complete</p> |
| <p><b><u>CIC Council presentation should be distributed to as many people as possible</u></b></p> <p>Christine has forwarded the most recent ppt has been forwarded to all Designated Teachers in schools for children from year 5 upward with the request that, if the school think the child is interested to discuss it with them.</p> <p>The last BCIC meeting was postponed.</p>   | <p>Christine will put this on an agenda for a BCIC meeting</p>   | <p>Ongoing</p>  |
| <p><b><u>More foster carers should be involved in the CPB</u></b></p> <p>Christopher Hickson has raised this with fostering and it will be added to the agenda for the next fostering management meeting on 31 March.</p>   | <p>Janice to ask if any foster carers are interested in attending the CPB, at support groups.</p>  | <p>Ongoing</p>  |



|   |   |           |
|---|---|-----------|
|   | John and JP to present at the foster care meeting – dates to be agreed. |           |
| <p><b><u>Number of apologies at every meeting</u></b></p> <p>Each person should ensure their service is represented at the meeting if they cannot attend. There are a number of members who have not attended for a number of months.</p> | Chris Pratt has contacted members.                                      | Completed |

### **IRO presentation by Helen Brumwell**

**Please see PPT attached.**

Helen presented the IRO annual report. Christopher requested copies to take to the next foster carer meeting.

- Young people can access IRO's directly
- Foster carers can contact IRO's with any concerns
- New Care plan regulations as of last year
- IROs can arrange a number of meetings, not just the review meeting
- Will meet the young person before the review meeting.
- If any agreements made within the review meeting are not completed and there is a significant change to the care plan, then the IRO should be informed to endorse that change.
- A new updated young person's consultation form is to be distributed soon which has been adapted for various age ranges. This should be consulted on by children and young people.
- Independent visitors are to be introduced and be used more widely
- JP stated that it would be a good idea for the CICC website be added to the IRO's business cards
- IRO handbook can be obtained from the website.

### **Update from CIC Council**

- See minutes from the last meeting attached – including actions.

### **Update from Housing**

- Capacity issues have delayed consultation events
- Contacted the developer at the Carr Lodge estate - Balby
- Possible bespoke property – Training house for car leavers.
- To be updated at the next meeting

### **Details of the apprenticeship scheme**

#### **Update:**

- Powerpoint presentation was well received by Directors and Assistant Directors
- Meetings to plan further actions have taken place with Adults ( Pat Hicks) and Scott Cardwell (Assistant Director of Development – positive forward planning for their service – the latter to take advantage of the 600 + apprenticeship placements
- Work experience plans are moving forward between CIC Education Service Personal Advisor and HR. The team: Winston Davidson; Angie Emerton; John Caulton; Kate Warren and Chris Hargreaves are working to ensure progress is made with benefits for the young people. .

### **Update on young people being trained on how to complete inspections**

#### **Update:**

Ian Walker identified potential costs of up to £1200 for training.

#### **Suggestions for the pledge**

JP and John amalgamated the CPB's suggestions for the Pledge into a draft finalised version. The language has been simplified and is ready for approval prior to being sent to Communications. A launch event to be planned and date agreed. John to organise.

Chris Pratt suggested possibly gaining approval from the council, would publicise the corporate parenting responsibilities!

## **Updates**

- John and JP attended the 'Children in Care Councils National Event for all Local Authorities in London.
- Workshops attended and JP explained to all that the CIC Council was ensuring 'making young people voices heard and acted upon' by attending the Corporate Parenting Board
- Bradford and Leeds don't have young people attending their Corporate Parenting Board meetings!
- Doncaster is leading the way.
- All agreed that it would be a good idea to invite another authority to one of our meetings.

## **Also discussed**

- The proposed residential weekend in May to Brathay
- The Celebrating Success event on March 28<sup>th</sup> – All CPB invited CICCouncil to do a presentation.
- The CIC Council budget/expenditure. Need justification for spend i.e. Brathay – the benefits, impact and outcomes. This would be shown through evaluations for example!

The next meeting is scheduled for Tuesday 2<sup>nd</sup> April

| <b>The Children In Care Council Minutes</b> |   |   |
|---|---|---|
| <b>Date</b>                                 | <b>28<sup>th</sup> February 2013</b>  |   |
| <b>Time</b>                                 | <b>4.30 till 6.30</b>   |   |
| <b>Venue</b>                                | <b>Elmfield House</b>   |   |
|   | <b>Agenda</b>   | <b>Actions</b>                                  |
| <b>Item</b>                                 |   |   |
| 1.  | <b>Apologies</b><br>Annie Pearson, Christine Hargreaves,<br>Jay Blades,   |   |
| 2.  | <b>Present</b><br>IW, JB, CG, JP, SC, JH, KS,<br>BM, CL, YB   |   |
| 3.  | <b>Minutes from last meeting</b><br><b>Logo consultation:</b><br>JB/JP given IRO's a 1 month extension for consultation.  | JB to resend Logo and letter to Helen Brumwell. |
| 4.  | <b>Matters arising</b><br>IW presented information on payments available to care leavers.   | To include information on website.              |
| 5.  | <b>Feed back from Open Space London</b><br>JB and JP attended the National Conference run by young people. JP attended a workshop called 'working together better'. YP voices were heard and acted upon. It was useful to pick up contacts and networking. JB would like to take more YP from CiCC. |   |
| 6.  | <b>Update Pledge</b>  |   |

|     |  |   |
|-----|--|---|
|     | Everyone read through the pledges, IW had some more simple versions for some of them   | IW to type up and send to JB to take back to CPB for finalisation.  |
| 7.  | <b>CiCC Residential Brathay</b><br>JB discussed the upcoming residential trip to Brathay. Only 4 places plus 1 worker is available. All YP showed an interest in attending. CG suggested putting a pack together with information of all upcoming residential trips and activity weekends to send out to carers for the approval of a YP attending. JB has to be aware of female staffing issues to take any of the girls. | JB to devise an information pack for YP carers. JB to get costing's for Adams Ark. We need to make sure everyone gets a fair share of attending the events. |
| 8.  | <b>Web-site Update/The Domain name/The suffix:</b><br>Website to be up and running by Sept. The group worked on the domain name and the suffix. They came up with 3 to send back for consultation. They are DonnyCiCstars, Funstars and Funsters.  | All agreed to use .org.uk   |
| 9.  | <b>Consultation Children &amp; Young People Workforce Strategy</b>   |   |
| 10. | <b>Doncaster APP Launch</b><br>Will launch 2 <sup>nd</sup> week in March. For CiCC to be on it, there will be a one off cost of £10.   | All in favour.  |

|  |  |   |
|--|--|---|
|  | <p><b>A.O.B</b><br/> <b>Celebration Event:</b><br/> CG asked everyone if they would like to attend the event as Ambassadors for the CiCC. Kanisha agreed to play her music at the event. JB asked that we get Corporate Badges for all CiCC members, with no name. The CiCC will do a presentation on the evening and give out questionnaires to try and encourage other YP to attend the CiCC meetings.</p> | <p>All agreed, CG to send out invites. CG send letter to KS and Carer.</p> <p>CG to find out costs.</p> |
|  | <p><b>Date And Time For Next Meeting</b><br/> Tuesday 26<sup>th</sup> March 4.30pm</p>   |   |

**THE CORPORATE PARENTING BOARD MINUTES**  
**7 May 2013**

**Present:** Savangh Crooks – Young Person (Chair)  
 Chris Pratt – Director, CYPS  
 Christine Hargreaves – Head of Virtual School  
 John Betts – Active Involvement Co-Ordinator  
 Ian Walker – Head of Service, Children In Care  
 Councillor Andrew Bosmans – Overview and Scrutiny  
 Pippa Dodghson – Head Teacher, Hall Cross Secondary School  
 Theresa Siverns – Head Teacher, Mallard Primary School  
 Kate Utley – Note taker

**Apologies:** John-Paul Heseltine – Young Person (Chair)  
 Vicki Lawson – Assistant Director, CYPS  
 Pat Higgs – Assistant Director, Adults and Communities  
 Suzannah Cookson – Designated Nurse for Safeguarding & LAC  
 Ruth Winter – Investment Planning Officer  
 Maria Rydel – Foster Carer  
 Janice Jinks – Foster Carer  
 Christopher Hickson - Foster Carer  
 Anna Reddish – Carer  
 Daniel Lee – Young Person  
 Jamie Hartshorne – Young Person  
 Deborah Mitchell – Young Person  
 Katie Goodman – Young Person  
 Raza Zade – Young Person

Introductions and apologies were completed. The minutes of 5 March 2013 were agreed.

|  | <b>Action</b> | <b>Completed</b> |
|--|---------------|------------------|
| <p><b><u>Website</u></b></p> <p>The website name will be 'Donny CICStars'. A consultation was undertaken at the celebrating success event with regards to the young people's thoughts on colour, design and content of the website, and 1 page has currently been designed. There will be 3 age ranges on the website, and there will be various set features such as 'My experience'. There will be links to other websites such as Donny App, job websites and</p> |               | Ongoing          |

|   |   |                |
|---|---|----------------|
| <p>the 16+ service, as well as games. There will be a questions section which will link with the CICC email inbox, to answer any questions young people have.</p> <p>The website will have to be updated monthly, and this is a big task, however it is anticipated once the website is functional it will require 1 day's work a week. A business case is being considered to create a job specifically to undertake this task. PD stated that universities require industrial year placements for their IT students, and this would be an ideal task. She explained that schools use this scheme, however they don't often require the student full time, therefore a joint arrangement could be used. It was suggested a care leaver would be ideal.</p>   | <p>PD to email CH with the university contact for this scheme</p> |                |
| <p><b><u>More foster carers &amp; young people should be involved in the CPB</u></b></p> <p>CH explained she has discussed this with Sue May, Fostering Team Manager and she is willing to attend the CPB as a fostering representative. CP stated the CPB requires foster carers to attend, not a representative.</p> <p>JB explained that he and JP attended a foster carers' representatives meeting, and the foster carers are very keen on the CICC and CPB, but no additional foster carers have shown any interest in joining.</p> <p>Following the celebrating success event 15 young people expressed an interest in joining the CICC. Letters have been sent to all of them providing more information and 2 of these young people have already joined the CICC. JB stated he has potentially 2 further young people to join the CPB.</p> |   | <p>Ongoing</p> |

**Update from CIC Council**

See minutes from the last meeting attached – including actions.

**Update from Housing**



Ruth Winter provided the below written update as she was unable to attend the meeting:

'Despite numerous enquiries into potential availability of stock and community assets, no further progress has been made. Any future new housing developments arising within the Balby area will be explored to see if they can accommodate this sort of project into the development. This project will have to become a medium to long term project due to the difficulties faced in finding a suitable building / stock to use.'

CP to raise with Peter Dale, as it appears the scheme is not progressing, and the young people may feel the Council has promised them something they cannot deliver.

### **Draft Pledge**

A draft copy of the pledge was circulated and the content was agreed by all members. CH explained the final version will be more colourful and attention grabbing. Suggestions were made that GCSE or A Level Art students could tender for the task of designing the artwork required, or the employability scheme could be involved. TS suggested a graphic designer or artist could be employed to work alongside the young people, which would encourage and help them to participate. CH to contact TS to obtain contact details for the artists they use in school.

TS suggested the Pledge could be a physical installation of artwork across numerous Council buildings, or throughout the locality of Doncaster. This enables the Pledge to be visible to everyone as well as enabling it to not simply be a 'paper exercise'. CH suggested the same could be done for the Corporate Parent Principles.

It was agreed the pledge and the website should be launched at the same time, and the launch should be a big event. The launch should occur by the end of July 2013 at the latest.

### **Details of the apprenticeship scheme**

#### Update

- There is an application form for the young people to complete to indicate what they are interested in, as well as one for managers to complete to indicate what they can offer the yp.

- 2 young people have got interviews for a grounds person apprenticeship at Cusworth Hall
- Sandall Beat Wood have offered up to 11 apprentice positions including work experience, and short term paid work
- 1 young person is already working in a DMBC school kitchen (via school support)
- DMBC catering and transport have agreed to offer apprenticeship places
- IW suggested a 'Adopt a young person' scheme could be introduced, which would involve a senior manager being the first point of contact should a young person encounter any difficulties with their apprenticeship. This is effectively the idea behind the mentoring scheme.

### **BECIC Group**

- CH explained the BECIC group is a multi agency meeting which focuses solely on education for children in care
- CH explained the reports which are presented to the BECIC group will now be distributed to the CPB on a termly basis, and provided electronically prior to the CPB meeting
- The Head Teacher's report for the Spring Term 2013 was distributed to members along with other reports (See attached)
- CH explained termly attainment of all LAC children is reported, however obtaining this data is still proving difficult. She explained that their aim is to have detailed data for each child for each year group, however the current SIMS systems does not support easy recording of the KS4 data and in turn, this prevents from indicating if any progress has been made. She explained work is being undertaken on the SIMS systems and that potentially we could utilise the expertise of a colleague who worked for Derbyshire education department - he believes he can amend the system so that it produces the reports that are required.
- TS explained that head teachers should prepare data for each governors meeting, which are published dates, and suggested if the schools are contacted a week prior to these meetings the data should readily be available, especially as all information with regards to LAC should be reported at governors meetings

### **Also discussed**

- Fostering fortnight will occur shortly, which involves a series of events to recruit more foster carers
- Doncaster received a quality mark for its employability plan for young people

The next meeting is scheduled for Tuesday 4 June 2013.

| The Children In Care Council Meeting |  |   |
|--------------------------------------|--|---|
| Agenda                               |  |   |
| Date                                 | 23 <sup>rd</sup> April 2013            |   |
| Time                                 | 4.30 till 6.30                         |   |
| Venue                                | Elmfield House                         |   |
|                                      | Agenda                                 | Actions   |
| Item                                 |  |   |
| 1.                                   | <b>Apologies</b>                       | KS; CL; JH; BM; AP  |
| 2.                                   | <b>Present</b>                         | SC; CB (new member); AW (new member); YB<br>JP; CG; JB; CH; IW<br>TE attended to observe  |
| 3.                                   | <b>Minutes from last meeting</b>       | Accepted as correct.  |
| 4.                                   | <b>Matters arising</b>                 | All items on the agenda   |
| 5.                                   | <b>Children's Rights Officer Visit</b> | JB. This will take place on 30 <sup>th</sup> May 2013. We will plan the event at the next CICC.<br>CG will book the venue.  |
| 6.                                   | <b>Consultation Event</b>              | <b>JB</b> Consultation on the website and logo took place at the Celebrating Success Event.   |
| 7.                                   | Logo Consultation                      | <b>JB</b> See above: Popular colours blue and red; logo 'Make your Voice Heard'; Font 'graffiti style'  |
| 8.                                   | CiCC Residential (Brathay)             | <b>JB</b> All females attending this time. Therefore need a female member of staff. CH to ask her team if anyone able to attend.<br>JB to write letter with details |

|    |                                       |   |
|----|---------------------------------------|---|
|    |                                       | including, consents, clothing etc.<br>Discussion around the invoice from Brathay not being forwarded in time for the financial records.   |
| 9. | CiCC Web-site                         | <b>JB/CH/JP</b> See above; CIC consulted on the topics of interest for inclusion on the site (see results).<br>Basic template for the site was shared and criticisms made on some of the language; the symbol; sections |
|    | <b>A.O.B</b>                          | Financial update – impact of spend for Corporate Parenting Board.<br><br>Thank you to JB for taking the chair.  |
|    | <b>Date And Time For Next Meeting</b> | 30 <sup>th</sup> May 2013   |

**Minutes of the Children’s Trust Board meeting held on 11<sup>th</sup> April 2013**  
**6pm to 8pm**  
**at Elmfield House, South Parade, Doncaster**

**Members**

**Present**

| <b><u>Members</u></b>       | <b><u>Title</u></b>                            | <b><u>Representing</u></b>                       |
|-----------------------------|--|--|
| Chris Pratt                 | Director, Children and Young People’s Services | DMBC   |
| Jacqui Wiltschinsky         | Assistant Director                             | Public Health                                    |
| Charlie Lavemai-Goldsbrough | Youth Councillor                               | Doncaster Youth Council                          |
| Stuart Price                | Inspector                                      | South Yorkshire Police                           |
| Ian Hanks                   | External Relations Manager                     | Jobcentre Plus                                   |
| Serena Pearce               | Youth Councillor                               | Doncaster Youth Council                          |
| Diane Lawson                | Head of Student/Staff Welfare                  | Doncaster College                                |
| Georgia Wren                | Youth Councillor                               | Doncaster Youth Council                          |
| Cllr Hilary McNamee         | Councillor                                     | Schools, Children and Young People O&S Committee |
| JP Heseltine                | Chair Corporate Parenting Board                | Corporate Parenting Board                        |
| Roz Morris                  |  | RDASH  |
| Jo Moxon                    | Assistant Director                             | Education DMBC                                   |

**In Attendance**

|                             |                                     |  |
|-----------------------------|-------------------------------------|--|
| Val Cadwallander-Willoughby | Development Manager                 | Doncaster Safeguarding Children Board & Children’s Trust |
| Debbie Burton               | Young People’s Training Coordinator | Doncaster Youth Council                                  |

### **Apologies**

|                        |   |  |
|------------------------|---|--|
| Olivia Wakefield       | Youth Councillor                                | Doncaster Youth Council                                  |
| Emma Winstanley        | Youth Councillor                                | Doncaster Youth Council                                  |
| Leah Wren              | Youth Councillor                                | Doncaster Youth Council                                  |
| Mil Vasic              | Assistant Director                              | Children and Young People's Service                      |
| Elaine Hirst           | Co-Director of DARTS (Doncaster Community Arts) | Community & Voluntary Service                            |
| Mary Shepherd          | Chief Nurse                                     | NHS Doncaster CCG  |
| Lee Golze              | Manager   | NHS Doncaster CCG  |
| Christina Harrison     | Assistant Director                              | RDASH  |
| Cllr Eric Tatton-Kelly | Councillor                                      | Lead Member for Children and DMBC Children's Social Care |
| Steve Copp             | Station Manager                                 | South Yorkshire Fire & Rescue Service                    |
| Paula Jackson-Key      | Participation Development Manager/Partnership   | Voluntary & Community Sector                             |

### **1. Welcome and Introductions**

1.1 Serena chaired and welcomed everyone to the meeting. Introductions were made.

### **2. Apologies**

2.1 Apologies were received and are noted above.

2.2 Val gave apologies for Elaine Hirst from the Point and requested on behalf of Elaine that Helen Jones, Senior Arts manager at the Point attend future Trust meetings. The Trust welcomed this.

### **3. Minutes**

3.1 The minutes of the previous meeting dated 21<sup>st</sup> February 2013 were agreed as an accurate record.

### **4. Matters Arising & Actions**

4.1 There were no matters or actions arising from the minutes of the last meeting.

### **5. Work Plan Monitoring**

- **Priority: Annual Safety Calendar – Stuart Price**

5.1 Stuart explained that he would be attending the Trust meetings on behalf of Jakki Hardy and the police.

5.2 Stuart talked about how the calendar had been previously delivered in schools through the use of CDs presented by members of the Police and Fire and Rescue Services. He explained that some evaluation and review of how to deliver in the future had taken place and explained three options for the future.

5.3 The three options included:-

- Carry on delivering as we currently do
- Use the Lifewise Centre in Hellaby
- Discontinue the programme

5.4 Stuart explained the advantages and disadvantages of all three options and the Trust discussed the implications of each.

5.5 All agreed that the programme should be delivered by a wider group than just the Police and Fire and Rescue Service.

5.6 Chris said that he would raise the issue at a regional meeting he would be attending on the 30<sup>th</sup> April 2013 to look at the possibility of a regional approach to delivery.

- **Priority: Champion the equality of provision for young people across the Borough**

5.7 Debbie explained that the Youth Council held surgeries last year where they looked at activities being held and the frequency.

5.8 Two of the services that were looked at were IFSS and the Neighbourhood Teams, both of which are currently under restructure this year which has made it difficult to establish what plans there are in the future.

5.9 The central area is looking at what activities are being provided based on seven themes. The Youth Council have been involved in planning these activities. The team are looking at what is being delivered and where and if there is duplication in provision. Once this work has been completed it is intended to roll out the pilot in other areas.

5.10 Gaps in activities are also being identified through Donny App.

5.11 Young people have also been involved in the consultation over the IFSS restructure. It was explained that youth services have been cut over recent years and that the use of buildings that are being used is also under consideration. It was acknowledged that services need to be provided where young people gather.

- **Priority: Emotional Well Being and Mental Health**

5.12 There was not update on this priority.

- **Update on Donny App**

5.13 Chris told the Trust that the launch was good and well attended and that has been reasonable sign up to advertise events. He explained that there have been presentations in secondary schools and primary schools have been made aware of the app.

5.14 Georgia read out a long list of feedback from young people who have used the app. Debbie agreed to send this list to Val to pass on to David Welch to see if improvements can be made to the app.

**Action: Debbie to send full list of feedback to Val for David Welch**

5.15 Chris asked that David Welch be invited to the next Trust meeting for a more detailed update of progress on the app.

**Action: Val to contact David and ask if he could attend the next meeting.**

5.16 Debbie explained that the South Yorkshire Passenger Transport Executive is going to promote the app for free.

5.17 Ian said that he was having problems trying to sign up for the app and Val agreed to pass the concern to David.

**Action: Val to ask David to contact Ian in relation to signing up issues.**

## **6. Education Workshop**

- **Presentation by Jo Moxon, Assistant Director for Education**

- 

6.1 Jo gave a presentation about education services in Doncaster. She apologised for not being able to present at the last meeting.



6.2 Jo explained that there are currently no young people involved in shaping education services. Jo said that there are three services are called; School Improvement, Special Educational Needs including Disabilities, and Learner Engagement.

6.3 Jo went on to talk about the principles of providing good services for education in Doncaster and that all partners work together to provide this.

6.4 Head Teachers have been asked about how they feel the local authority is in relation to providing good services to schools but Jo explained that children and young people have not been able to provide their views.

6.5 It was understood that the Youth Council is not able to represent the views of all age groups or of all the children and young people in Doncaster. They do work with school councils but would like to work closer with them.

6.6 Jo said that she would like to know what the top five priorities are for improving schools. It was agreed to base the workshop on this request.

6.7 Debbie told the Trust that the UK Youth Parliament's top priority this year was to change the curriculum. In Doncaster the priority is to progress the charter mark for bullying and the Yorkshire wide priority is around health and wellbeing.

- **Group Workshop**

What are the top priorities for improving schools?

6.8 The Trust members split into two groups and decided the following top six priorities:-

- Transition preparation at all levels including career pathway advice.
- More engagement with parents and clearer pupil reports
- More personalisation and recognition of individuality
- Pupils to have a say in schools
- More mental health services
- Life skills and social skill awareness

6.9 Jo thanked all for contributing and said that the next stage would be to take this to the school councils and ask how young people's views could be obtained. The local authority would take this to the Heads and discuss self-evaluation via school councils.

**7. Serena thanked all for attending the meeting and members were asked to note the date, times and venues for future meetings.**

### **7.1 Future dates for Children's Trust Board Meetings 2013**

All meetings will be held from 6pm to 8pm, please note the venues

23<sup>rd</sup> May 2013 – Room 17, Mary Woollett Centre

4<sup>th</sup> July 2013 – Room 17, Mary Woollett Centre

15<sup>th</sup> August 2013 – Hall, Elmfield House

26<sup>th</sup> September 2013 – Room 17, Mary Woollett Centre

7<sup>th</sup> November 2013 – Room 17, Mary Woollett Centre

19<sup>th</sup> December 2013 – Hall, Elmfield House

**Debbie informed the Trust that the Youth Council will be holding its annual General Meeting on 2<sup>nd</sup> May 2013 at the Mansion House from 6pm to 7pm.**

#### **Future agenda items:**

- David Welch to be invited to the May meeting to provide an update on Donny App
- DCLT and Youth Council to present plans for the priority 'Champion Sports In/Around Doncaster' 23<sup>rd</sup> May 2013 meeting
- Further work on Mental Health and Well-Being – Lee Oliver CAHMS
- Progress updates on all Children's Trust priorities as detailed in the 2012/13 Work Plan – each meeting

**The meeting closed at 8.00pm**