

Title	YOT Management Board		
Date & Venue	11 November 2014	Conference Room, Bayheath House	
Attendees	Geoff Lee (GL) CHAIR Emma Champley (EC) Steven Hume (SH) Gordon Lang (GLA) Shaun McLurg (SM) Neil Schneider (NS) Miriam Sigsworth (MS) Karen Turner (KT) Dave Willingham (DW) Pam Taylor (PT)	Chair of the Safer Stockton Partnership Strategic Commissioner, Public Health Community Safety Manager Chief Superintendent, Cleveland Police Head of Children & Young People's Services Chief Executive, SBC YOT Manager Legal Team Manager, TMC Interim Youth Direction Manager Minutes	
Guests	Sheila Whitehead (SW) Ruth Farnaby (RF)	Youth Offending Operational Manager YOT Senior Practitioner	
Apologies			Action
Apologies were received from Julie Allen; Lynda Brown; Karen Hawkins; and Steven Rose			
1. Speech, Language & Communication			Action
<p><i>Purpose of item to Board: to ensure the board are familiar with significant issues emerging from operational practice and have direct dialogue with YOT staff. To enable discussion and to enable challenge on improvements and awareness.</i></p> <p>SW and RF presented a report and an overview of how the YOT is responding to the speech, language and communication needs of young people, which has been an emerging issue in the Youth Justice sector over the past two years.</p> <p>There was some discussion around the areas of difficulty, awareness and recognition and an update of YOT work to date in partnership with local SLC services. The next stage is to explore therapeutic and consultancy support from a specialist service. The potential for a specialist resource to observe the interactions between a young person and agencies in the criminal justice system, including police and court was explored and discussed. Police and court reps felt this could be facilitated. GLA advised the Board of recent work within the Police to raise awareness of communication difficulties.</p>			
2. Minutes & Matters Arising from previous meeting			Action
<p>The minutes from the previous meeting held on 19 August 2014 were reviewed and agreed as an accurate record.</p> <p>MATTERS ARISING:</p> <p><u>Reducing Criminalisation of Looked After Children protocol</u> MS advised that the refresh of the protocol was complete and was in the process of going through children's social care procedures by way of endorsement. SML felt that this should be signed off by all the stakeholders. ACTION: GL to confirm police sign off and DW to progress CESC sign off. MS to bring to next Board meeting for endorsement.</p>			GL/DW MS

<p><u>Code of Conduct for Board Members</u> MS presented a draft code of conduct, prepared with LB, for endorsement and sign up by Board members. The Board agreed to endorse the document. ACTION: MS to incorporate the Code of Conduct document within the Board's ToR document</p> <p><u>Deep Dive into School Exclusions</u> MS advised the Board that work was underway to audit several of the highlighted cases from the Board's discussion on 'school exclusions in the custody cohort' to identify any lessons to be learned. ACTION: LB & MS to bring to the February meeting</p> <p><u>CRC Representation</u> MS advised that Barbara Gill has agreed to be the CRC representative on the Board</p>	<p>MS</p> <p>LB/MS</p>
<p>3. Anti-Social Behaviour Legislation</p>	<p>Action</p>
<p><i>Purpose of item to the Board: to ensure that the Board are aware of new legislation and local impacts. To enable discussion about local implementation</i></p> <p>SH presented details of new anti-social behaviour legislation, commenting on the strong links already in place between Community Safety and Youth Direction. Actual projected figure for ASB incidents is standing at an increase of 4.6% at the end of the year.</p> <p>The CPS are meeting with the local authorities in December to discuss proposals and how to manage the legislation.</p> <p>Action: SH agreed to provide a flow chart for Board members to clarify the 'community trigger' element. To be circulated with the minutes.</p> <p>MS raised a number of impacts to the YOT from the legislation. National Youth Justice Board guidance is expected to be issued very soon to give further clarity on expected YOT input. In the meantime, joint planning work has already commenced.</p>	<p>SH</p>
<p>4. YOT Performance</p>	<p>Action</p>
<p><i>Purpose of item to the Board: to present and enable board oversight of performance taking into account national performance measures, to enable challenge and identify areas for further focus</i></p> <p>MS presented performance figures for Q1-2 of 2014/15, based upon local and national monitoring. First time entrants and reoffending rates are broadly similar to the same period in the previous year and remain at relatively low numbers. However, the number and proportion of custodial sentences is showing some increase and this will therefore be monitored closely in the monthly performance sub-group. SM highlighted that if this trend continues for the rest of 14/15, there will need to be some analysis to discover the reasons for the increase. Engagement in Education, Training & Employment figures are excellent, i.e. overall percentage has increased from 79.5% to 87.1%.</p> <p>YOTs are now required to submit an annual self-assessment audit of compliance with National Standards. MS presented the findings of the Stockton self-assessment exercise, covering the period Sept 13-June 14. There was a high level of compliance with National Standards in most areas, with a green RAG rating, with the exception of Referral Orders. This is attributed to LAC young people moving placement in the period between the court appearance and the initial Panel meeting. In both cases, caretaking arrangements were negotiated with other services but this had resulted in some delay on timescales.</p>	

5. YOT Quality Assurance Report	Action
<p><i>Purpose of item to the Board: to present and enable board oversight of performance, to enable challenge and identify areas for further focus</i></p> <p>MS presented a report with a summary of key findings of quality assurance audits of YOT case files. From May to October 2014, 20 case files were quality assured. 8 were thematic audits of LAC cases, whilst the remaining 12 were generic and selected to cover a diverse range of case work and YOT officers. In all 8 LAC cases audited, there was evidence of joint planning and liaison.</p> <p>The report showed a reduction in measured quality with an overall score of 82%, compared with 94% in May. MS highlighted that this was disappointing although not surprising given the staffing absences and turnover experienced within the YOT since the middle of the year. Staffing is beginning to stabilise, however, it is anticipated that there will be further upheaval over the next six months as temporary agency staff leave and others join the Service / return from maternity leave. MS advised the Board that improvements in timeliness and quality of assessment is a management priority.</p> <p>The Board expressed their concerns at the reduced performance and asked for a further Quality Assurance Report to be brought to the next Board meeting in February. ACTION: MS to bring a further report to the February meeting</p>	<p style="text-align: center;">MS</p>
6. YOT Manager's Report	Action
<p><i>Purpose of item to the Board: to enable effective Board governance. To ensure the Board are familiar with significant emerging issues and developments, and to enable discussion about the report proposals</i></p> <p>MS presented a report outlining developments in the local service and in the broader youth justice sector. Key points:</p> <ul style="list-style-type: none"> • The Youth Justice Plan and Costed Plan have been signed off by the Youth Justice Board (YJB). • National Standards Self-assessment Audit has been signed off by the YJB. The following self-audit assurances have been accepted as meeting the required standards; assessment for interventions and reports; planning & delivery interventions in the community, planning and delivery interventions in custody and resettlement into the community. The YJB has the option to validate self-audit submissions on behalf of the Secretary of State and this year they do not plan to visit Stockton YOT to carry out further validation. • The YOT has been notified of the decommissioning of Hassockfield Secure Training Centre and Hindley Young Offenders Institution by the YJB. This will have an impact for local young people, which will need monitoring. • Update provided on new youth justice responsibilities for Local Authorities during 2014/15 and beyond: unpaid work; extended supervision for 18 year olds; and Junior Attendance Centres. • It is likely that a new programme of inspection will be introduced by HMI Probation in October 2015 with a greater focus on reoffending outcomes. • HMIP are requiring all YOTs to conduct e-surveys with young people. MS will bring the Stockton findings to the next available Board meeting • The recently published "An Inspection of the work of Probation Trusts and Youth 	<p style="text-align: center;">MS</p> <p style="text-align: center;">MS</p>

<p><i>Offending Teams to protect children and young people</i>" has been published and a benchmarking exercise is underway within Stockton YOT.</p> <ul style="list-style-type: none"> • ACTION: Findings will be reported to the next Board meeting in February 2015. • Work is continuing on the integrated Child Protection inspection programme, with the pilots taking place over a three month period starting in November 2014. Key learning will be disseminated thereafter. • YOT staff have been encouraged to undertake workforce development opportunities in the youth justice sector and beyond and take part in the Shaping Brighter Futures work within the Council. 	<p>MS/DW</p>
<p>7. YOT Financial Position</p>	<p>Action</p>
<p><i>Purpose of item to the Board: to enable scrutiny and challenge of the YOT pooled budget and expenditure and to enable discussion on future planning</i></p> <p>MS presented the YOT Financial Position Statement for the first 6 months of 2014/15.</p> <p>MS highlighted that YOT income for 2015/16 is not yet known. She asked all Board partners to begin discussions within their Organisations and that approaches are made to the Office of the Police and Crime Commissioner for Cleveland. NS concurred, however, he asked Board members to approach their organisations with a view to confirming funding for the next three years. He was also clear that there could be no reliance on existing carry forwards as it may be required to cushion transition.</p> <p>ACTION: GL to write to all funding partners to ask about their contributions to the YOT in 2015/16 and beyond. Partners to begin discussions within their own organisations.</p>	<p>GL / All</p>
<p>8. Feedback from Stockton Local Safeguarding Children Board</p>	<p>Action</p>
<p><i>Purpose of item to the Board: to enable linkages and communication between the Board and SLSCB and to ensure the Board are aware of emerging safeguarding issues</i></p> <p>SM gave verbal feedback on SLSCB activity and priorities. A self-assessment exercise is underway given that SLSCB will be subject to independent inspection by Ofsted as part of the new single assessment framework (SIF). SM highlighted recent publicity following the publication of a Serious Case Review and also a separate case which is subject to an ongoing Serious Case Review.</p>	
<p>9. Young People in Custody report</p>	<p>Action</p>
<p><i>Purpose: to present and enable board oversight, to enable challenge and identify areas for further focus</i></p> <p>Report given to Board for information.</p>	
<p>10. Partner Updates</p>	<p>Action</p>
<p>Due to time restrictions there were no partner updates.</p>	
<p>11. Reflection on Meeting</p>	<p>Action</p>

<p>GL asked the Board to comment on the meeting paradigm and it was agreed that the meetings now had the correct balance. EC reported that she enjoyed hearing directly from YOT staff about the issues they were dealing with</p>	
<p>12. Any Other Business</p>	<p>Action</p>
<p>NS commented on the informative time he had spent with DW and his Team. Also highlighted challenges with European Social Fund from 2014 and beyond.</p> <p>There was some discussion around the filming of the Benefits Street television programme</p> <p>NS confirmed that it was helpful to observe and review issues; however, it's also important to ensure that the meeting is purposeful. Requested that the minutes reflect the purpose of each agenda item</p>	<p>MS</p>
<p>Details of future meeting</p>	
<p>1.30 – 3.30, 10 February 2015 Venue: Conference Room, Bayheath House</p>	