

Title:	Youth Offending Team Management Board, Stockton on Tees	
Date & Venue:	1 st May 2018	Ground Floor Town Hall, Stockton
Attendees:	Neil Schneider (NS) Miriam Sigsworth (MS) Dave Willingham (DW) Diane McConnell (DM) Steven Hume (SH) Ann Powell (AP) Bev Gill (BG) Dr Tanja Braun (TB) Tanya Evans (TE) Jenna Walton (JW)	Chief Executive, SBC (Chair) YOT & Targeted Support Manager Service Manager, SBC Head of Schools and SEN, SBC Community Safety and Strategy Service Manager Head of Probation Superintendent, Cleveland Police Consultant in Public Health Deputy YOT & Targeted Support Manager Senior Business Support Officer – YOT (Minutes)
Apologies:	Steve Rose (SR) Martin Gray (MG) Linda Bush (LB) Jo Heaney (JH)	Chief Executive, Catalyst, Stockton Director of Children’s Services, SBC Partnership Adviser, YJB Commissioning and Delivery Manager, CCG
Guests:	Martin Ansell (MA)	Manager (Information and Improvement)
1. Minutes & matters arising from previous meeting		Action
All actions complete and updates within agenda.		
Early Help Model: SH/DW to bring the developing EH model and updates to next meeting.		SH/DW
2. Capita Transition Project		Action
<i>Purpose of item: to highlight potential risk in service continuity and efficiency.</i>		
TE/MA provided a report on operational overview and risk assessments completed around migration, performance, management information, functionality, connectivity and support.		
The Board acknowledged the concerns around some aspects of user functionality relating to AssetPlus that were highlighted and suggested we consider upgrading CareDirector as a precautionary measure and have rapid discussions with Capita around cost implications to request changes that we feel are required asap.		
NS highlighted his concerns around how serious an issue we felt this was and requested a discussion on the cost and urgency of a patch/upgrade and to inform the Board of the outcome ASAP.		
MA to discuss integration of systems with other local authorities. TE/MA to provide an update in six weeks and also bring back to the next meeting.		MA/TE
3. Update: Local Learning Review Recommendations		Action
<i>Purpose of item: to ensure we are clear who and how and by when we are following up actions and tracking implementation</i>		
SH allocated responsibility for recommendations 2&3 at the joint meeting. He advised that a meeting has been arranged next Wednesday with various partners to look at processes and identify gaps. There were four recommendations, with one having accountability through the YOT re: tracking. SH will circulate the report to the Board for comments. It will go back to the LSCB in June (and here in August).		SH

4. YOT Managers Report	Action
<p><i>Purpose of item: to inform the Board of developments at both a national and local level.</i></p> <p>MS presented the report.</p> <p><i>Youth Justice Grant:</i> We are still awaiting notification of allocation of funds. The Board would like to formally write to the YJB highlighting the issues this, and the lack of prescribed standards, is causing.</p> <p><i>SEND Award:</i> The Board noted their thanks to James Anderson, Sheila Whitehead and Akram Hussain on working hard to achieve this award.</p> <p><i>Staffing:</i> BG to liaise with Tony Cross/Alastair Simpson and attend the meeting next week with TE regarding the YOT Police Officer vacancy (due to sickness).</p> <p>The Board requested a report on the impact any changes to the Probation Officer post would cause to outcomes etc.</p>	<p>MS/NS</p> <p>MS</p>
5. Benchmarking of the HMIP Inspection Framework	Action
<p><i>Purpose of item: to outline steps YOT have taken thus far based on learning gained from the draft standards issued in November 2017</i></p> <p>TE provided a report to outline steps the YOT have taken so far on learning gained from the draft standards issued in November 2017. The inspection standards have now been released and published. The Board has previously agreed to benchmark the governance domain. TE to arrange meeting and send appropriate paperwork to Board members prior to the meeting.</p>	<p>TE</p>
6. YOT Partnership Performance	Action
<p><i>Purpose of item: to present and enable board oversight of performance taking into account national performance measures, to enable scrutiny and challenge</i></p> <p>MS presented a report to the Board. Given participation levels of post-16s, DW to present a report to the next meeting outlining how services are working to improve post-16s in learning.</p> <p>SH highlighted an increase in Court disposals and suggested we monitor this.</p>	<p>DW</p>
7. Financial Reports	Action
<p><i>Purpose of item: to outline the financial profile of the YOT and Targeted Support Team for Qtr.4 of 2017/18.</i></p> <p>Finances 2017/18 (Year End) Financial position statement provided to the Board.</p> <p>Query from DM about the level of carry forward and whether this could be used for other broader purposes, i.e. ETE developments. Discussion noted that the carry forward is partially allocated to support YOT activities.</p> <p>YOT Targeted Support Budget Profile 2018/19 Report outlining the financial profile for 2018/19 provided to the Board predicted on an anticipated allocation from the Youth Justice Board.</p>	

8. Feedback from Stockton Local Safeguarding Children Board	Action
To be discussed at next meeting.	
9. Young People in Custody	Action
<i>Purpose of item: to support the Board's oversight of young people in custody.</i> Report provided for information.	
10. Partner Updates	Action
Nothing to update.	
11. Reflection on Meeting	Action
The Board suggested a forward plan be devised as it was felt this would be useful for planning. SH requested case studies of restorative work in preparation of the inspection. TB advised that they are starting to review drug and alcohol services and would like to work with the YOT on this.	MS/TE TE
12. AOB	
Nothing further to discuss.	
Date and Time of Next Meeting	
Tuesday 7 th August 2018, 2pm-4pm, Jim Cooke Suite, Stockton	