

Children's, Families and Young Persons (CFYP) Housing Strategy Sub Group Meeting

10th March 2011 – Torbay Foyer

Minutes

Present: SB- Supporting People Service Development Officer, JS – Chair- Strategic Housing Manager, DP- Independent Futures, PM- Minutes- Supporting People, ND- Youth Offending Team, AW and SC- Housing Options service Torbay Council, CB- Children's Service, KF- Specialist Commissioner- Children's Services, NA- Checkpoint, SA- Interim Exec Head Children's Social Care – attended part of the Meeting.

Apologies: FP- Children's Services, CC- Westcountry Housing Association, JW- Operations Manager (MASH)- Children's Services, NL- Torquay Children's Centre Manager, CS- Connexions Manager, AG- Children's Trust Performance Lead, JS- Exec Head Safeguarding and Wellbeing, JK- Housing Options- Torbay Council

No.	Action	Who
1	SC to make further enquiries into the history of clients at the Hostel and to send ND and NA the names and date of birth of the 13 young people at the Hostel.	SC
2	SB to find out the ages of all people when they first went into a Supporting People Service	SB
3	Everyone to send in their definitions of Homeless / Roofless/ Rough Sleepers etc. Also SB to ask LS- Supporting People Service Development Officer if she has any definitions.	ALL/SB
4	All to send any feedback on the Torbay Children, Young People, and Families Integrated Commissioning Framework Document to KF.	ALL
5	Contact AG to request representation on Torbay Safeguarding Children's Board and make a positive contribution sub groups	SB
6	Exception Report – NA to email SC with details of the Young Person so she can investigate what happened.	NA/SC
7	SB to set up a Task Group (including Partners) to review the Protocol	SB
8	SB to contact SM – Training Sub Group of the Safeguarding Children Board to find out what training is available and what level of accreditation is available.	SB
9	SC to send out details of the Torbay Advice Network (TAN) Training on Housing Benefit Reform to Children's Services.	SC

No.	Item	Action
1.	Welcome and Introductions JS welcomed everyone to the meeting and everyone introduced themselves.	

<p>2.</p>	<p style="text-align: center;">Matters Arising</p> <p>Last minutes to be amended at item 3 – AP 4 AW “to see if additional data was available and if so to send it to CT”. Minutes were then agreed as accurate.</p> <p>AP1 – Main Agenda Item.</p> <p>AP2 – SC and SB had met to look at the accommodation history of 13 young people (18-24year olds) who have lived at the Hostel since April 2010. SC tabled a Report at the meeting. The report had only used Housing Options information. The Group felt that it might be helpful if SC could find out their history prior to them reaching age 18 using information from partners, i.e. were they excluded from school; had they been supported before they were 18. SC to complete review of all 18-24’s accessing LSC since April 2010 and provide the names of clients and their dates of birth to NA and ND to see if any of them were known to Checkpoint / Youth Offending Team before presenting as homeless.</p> <p>Discussion on age of people accessing all Supporting People services. SB to find out this information from needs data.</p> <p>AP3 – Still outstanding SB had received no definitions so action carried forward. Everyone to send in their definitions of Homeless/ Roofless/ Rough Sleepers etc to SB. Also SB to ask LS- Supporting People Service Development Officer if the Homelessness and Criminal Justice Group have definitions of these.</p> <p>AP4 – Cleared AW advised the Group that no other Data was available but they would start collecting it from 01.04.11.</p> <p>AP5 – See Minutes at Item 7 – Any Other Business</p> <p>AP6 – Cleared</p> <p>AP7 – Main Agenda Item</p> <p>AP8 – Main Agenda Item</p> <p>AP9 – Cleared no longer any need for an Extraordinary Meeting of this Group to consider the impact of the Budget.</p>	<p>AP1 SC</p> <p>AP2 SB</p> <p>AP3 ALL/S B</p>
<p>3.</p>	<p style="text-align: center;">Commissioning Update</p> <p>SB tabled a document giving details of Expenditure and Income for the CFYP Sector Budget 2010/2011. SB advised that this Group are quite good at Joint Commissioning. She advised that the projected annual £120,000 overspend was being absorbed by the rest of Supporting People Funding. There is a need to write a Commissioning Strategy bearing this in mind to ensure we commission in budget and this will include looking at potential joint commissioners to achieve shared outcomes. SB advised that the group should expect to achieve savings through Procurement. This had been achieved by the Homelessness and Criminal Justice Sector when they went through the Procurement. SB noted this sector has a few services which are currently over funded and others are under funded. All current contracts have been</p>	

	<p>extended to 31 October 2011. The Group were concerned whether Commissioning in itself will give us the savings we need to make otherwise we will have to look at the list and decide what has to go. ND said the Group needs to prioritise what they want to keep from the left hand column of Expenditure. SB highlighted need for the group to develop a commissioning strategy and said discussions need to take place now in order to meet the October deadline for new provision as the procurement process takes several months. The group noted that 18-24 year olds and families can access SP services commissioned outside of this group and the data dashboard from January meeting shows this information. JS noted as an example of development opportunity that Stone Court is the only Families Project and there is a need to look at more outreach support for families. ND said the Family Intervention Project (FIP) have had problems getting families' accommodation and asked is it an option to get some money from FIP?</p> <p>CB queried remit of the group to make spend decisions and JS advised that this Group has responsibility for this Budget, and makes recommendations to the Commissioning Body to agree/ disagree. CB further asked if there are any legal obligations to provide these services. JS advised that that they have always had to provide Emergency and Temporary Accommodation but none of the supported accommodation or outreach services are legal obligations.</p> <p>SB updated that Supporting People are in the final stages of setting up the Framework Agreement (of Providers) which will speed up the procurement process when services go out to Tender. SB noted this group needs to plan to start procuring in May 2011. At the moment we do not know who has been successful on the Framework. Some of the Providers who are not successful in getting on the Framework may not want to continue with the service after October. Supporting People allocation for this sector is £550,000 the Group asked if this allocation was too low. SB explained how the allocation had been made by the Commissioning Body about 2 years ago.</p>	
<p>4.</p>	<p>Children's Services Commissioning Strategy</p> <p>JS thanked KF for attending in place of HD. Torbay Children, Young People, and Families Integrated Commissioning Framework document was tabled at the Meeting. KF explained that RK was Head of the Commissioning Team which had been set up in Children's Services last September. The Team had looked at what they mean by commissioning in Children's Services. They recognised that they were not doing enough Needs Analysis and that they needed to change the way they were doing things. KF asked the Group to send any feedback on the Framework Document to her. The Group asked if the document covered Grant Allocation. KF advised that this was</p>	<p>AP4 ALL</p>

	outside of Commissioning so it does not cover Grant Allocation. It was noted that a lot of monies are allocated by Grants and consideration for how these were distributed was required.	
5.	<p style="text-align: center;">Children's Trust Structure</p> <p>Document was sent out ahead of the Meeting from AG. JS noted this document is an ever evolving document. The Review of Children's Trust went out to 60 people but they did not get many responses. The Group discussed the five Groups in the document and it was decided that this Group should be represented on two of them: Torbay Safeguarding Children's Board and Making a Positive Contribution. SB to contact AG to arrange request representation. It was agreed that either JS or SB would represent this Group on these Boards. KF said the Commissioning Team are not decision makers on where to spend the money. They will write Strategies and analyse needs. JS recommended that we protect the activity of this Group and keep it going. There will be no immediate changes when Supporting People and Housing Needs combine with Children's Services.</p>	<p style="text-align: center;">AP5 SB</p>
6.	<p style="text-align: center;">Exception Reporting</p> <p>Document was tabled at the Meeting. A young person (16) presented to Housing but did not get referred to Checkpoint. SC advised that she was not aware of this case. Need to look at how/where this went wrong. There are much wider issues to be looked at i.e. there were problems with the Housing for the Family. NA to email SC with details of the Young Person so she can look into it.</p> <p>The Group recommended that current Partners are brought in to Review the Protocol plus others i.e. Connexions. Need to have a half day session to look at the Protocol and the Panel. Agreed a Task Group to be set up with SB leading on it. SA advised the Group that they need to be cautious about moving away from an Initial Assessment.</p>	<p style="text-align: center;">AP6 NA/SC</p> <p style="text-align: center;">AP7 SB</p>
7.	<p style="text-align: center;">Any Other Business</p> <ul style="list-style-type: none"> • The Group went back to Item 2 AP 5 – It was agreed that the Group needs to make sure that other Agencies have the knowledge of Child Protection. Multi Agency Safeguarding Training is available. SB asked if our Providers could go on this. SA was not sure if they would have to pay for it. The Training needs to be consistent. SB to find out what Training is available and if it is free to Private Providers; Voluntary Sector and Partner Agencies. SB to contact the Training Sub Group of the Safeguarding Children Board contact is SM and find out what is available and also what are they offering in terms of accreditation of the training. An 	<p style="text-align: center;">AP8 SB</p>

	<p>option could be to build into Contracts that providers need to have the training and be accredited.</p> <ul style="list-style-type: none"> • ND advised that from the 1st March 2011 Youth Offending Team are moving to locality working and the Managers are GR and TT. SB and Supporting People Manager will be meeting with GR and TT to discuss locality working and links to our commissioned services. • SB has been asked by Youth Homelessness Prevention Panel to raise the issue on delays of Benefits; it can be 4 weeks before they receive Benefits and this is causing problems for Host Families and supported accommodation where the move is direct from family and estrangement has to be proven. At the moment the Preventing Youth Homelessness Fund is being used to fund the Young Person in this period. SC advised that she had tried to get DWP to give priority to assess claims from Young People but this cannot be done. At the moment Housing Services make the payments to an adult in the Host Families household where the Young Person is staying. AW suggested that they need to consider this in the review of the Protocol. • SC advised that there was TAN Training available on Housing Benefit Reform. Torbay has 77 – 5 bedroomed properties which will lose £79.00 per week under the changes. There will be discretionary housing payments. All Young People will be affected by this as there are changes to non dependents contributions as well. SC agreed to send details of the TAN Training to all Children’s Services. It has already been sent out to Supporting People Providers. • DP advised that at the Foyer they have a lot of highly chaotic 16/17 year olds who need to pay a top up of £11.50 per week. At the moment they have 5 people who are not paying their top up DP asked if Children’s Services could pay the top up to prevent eviction? AW advised that they definitely would not be able to pay the top for them but they could help in terms of helping them budget. If they gave him the names of the young people he would send someone from his Team to help them with this. NA noted that young people under Youth Offending Team (YOT) have to see their YOT worker so support staff could be present at these meetings as a way of engagement. 	<p>AP9 SC</p>
	<p>Date of Next Meeting: Thursday 12th May 1pm-3pm</p>	