

TRANSITIONS: PREPARATION FOR ADULTHOOD BOARDMinutes of the Meeting 8th November 2024**Welcome & Apologies:****Attendees:**

Lisa Linscott - Service Director Education, Participation & Skills (EPS), Plymouth City Council (PCC)
 Stephen Beet - Head of Adult Social Care and Retained Functions, PCC
 Danielle Tweedie - Head of Service Children's Social Work, PCC
 Karen Blake - Head of Service Permanence Service, PCC
 Jim Barnicott - Head of Education and Virtual School, PCC
 Andy Williams - Adult Social Care, Livewell Southwest
 Emma Crowther – Service Director, Integrated Commissioning, PCC
 Lisa McDonald – Head of SEND, PCC
 Graham Roser - Educational Improvement Partner, PCC
 Claire Paddon - Chair, Plymouth Parent Carer Voice
 Sara Holt - Head Teacher, Brook Green Centre for Learning
 Caroline Lovell - Programme & Project Support Officer, PCC
 Felix Gradinger - Researcher in Residence, Plymouth Health Determinants Research Collaboration

Apologies:

Tracy Clasby - Assistant Director Children, Young People and Family's Services, Livewell Southwest
 David Brown - Care Group Manager for Women's and Children's Services, University Hospitals Plymouth NHS Trust (UHP NHS Trust)
 Emma Fawkes – UHP NHS Trust
 Sue Syers - Lead Nurse Community Paediatrics, UHP NHS Trust
 Karlina Hall – Senior Commissioning Officer, PCC
 Martine Aquilina – Head of Service Targeted Support, PCC
 Anita Dykes - Directorate Manager, Livewell Southwest
 Isabel Smith – Livewell Southwest
 Tina Brinkworth - Head of Skills and Post 16, PCC

Minutes of the last meeting:

Circulated and agreed.

1. Terms of Reference

Terms of Reference V2 circulated and approved by the Board.

2. Plymouth Health Determinants Research Collaboration

Felix Gradinger gave a presentation on the work of the Plymouth Health Determinants Research Collaboration (PHDRC). The Board considered how PHDRC can link with the Task and Finish (T&F) Groups' activities.

Summary of priority areas for PHDRC:

- Lisa McDonald: plotting the lifespan of early preparation and look at pressure points and where to start.
- Karen: Link to Changing Futures Transitions Matrix (Gemma Doyle, The Zone) and Homelessness Prevention Board (Jackie Kings); How to test that our interventions are achieving; and involve young people in reviewing progress.
- Jim: preparing for adulthood; Felix to look at national development team for inclusion – useful literature to draw on the framework.

- Sarah: experiences of accessing these services (massive issue for students – national shortage of medication; impact on transitions).
- Claire: preparing for adulthood SEND conference end of January/February.
- Lisa L: rapidly recording and collecting strengths of systems.

PPVC are holding a Preparation for Adulthood for SEND children online conference at the end of January/February. **Action:** Claire to link with Jim and send messaging out to schools. Way to capture YP Voice.

Action: T&F Group Leads to invite Felix to their meetings to see how he can link with their work.

Action: Felix to attend Transitions Board Meetings – Caroline to send invite.

Action: Felix to provide a summary of priority areas for circulation to the Board (see above).

3. Highlight Reports - Strand 1 Preparation for Adulthood for Children and Young People with SEND

Lisa McDonald updated on highlights for Strand 1:

- Quality Assurance dip sample of young people across EHCPs and the way in which preparation for adulthood has been recorded and planned for.
- Schools support on action and recording.
- Quality of reporting for annual reviews and ensuring young person's voice is heard.
- Internal and external training on going to ensure consistency.
- Review of supported internships/apprenticeships/courses.
- Working with the Corporate Parenting Operational Group.

Action: Tina Brinkworth to provide an update on work with employers/providers who can offer work experience for young people for the December Board – Action Log

Strand 2: Transitions into, through and beyond school

Graham Roser provided an update on highlights for Strand 2:

- In relation to delayed entry into school from Early Years, Task and Finish group established with initial analysis underway gathering information around transition points.
- SENDCo briefing scheduled with relevant operational colleagues from Health & Social Care included in the briefings.

Strand 3: Transitions from Children's to Adult Social Care

Karen Blake provided a summary of highlights for Strand 3:

- Clear transitions pathways have been created that make sense to young people, parents, carers and staff who support them through the transition from Children's Services to Adult Social Care. A meeting for feedback from young people on these pathways takes place 14/11/2024. Requested changes will be made and pathways implements. Work will then take place to assess progress and impact.
- Transitions pathways for children in care also include CAMHS to AMHS
- Assessment of impact on identification of rising 16-year-olds related to less delays around transitions.

Action: Invite Stephen to next meeting.

Strand 4: Transitions from Children's to Adult Health Provisions

No update due to staff availability.

Strand 5: Transitions from Young Carers to Adult Carers

Stephen Beet provided an update on highlights for Strand 5:

- Young Carers Assessment and Transition Workshop took place for professionals (16/10/2024) to review Young Carers Needs Assessments and Transitions Assessments processes, paperwork and practice to ensure they reflect legal requirements of the No Wrong Doors for Young Carers MOU.
- Started the 10 wishes audit with Time4U Partners.
- One Devon Website updated with young carers support information.
- Development of the Carers Strategy
- Refresh of the young carers' dashboard and agreement for young carers alert to be added to Eclipse.
- Written a clause within all contracts to consider carers of all ages (including young carers) for all newly commissioned services, to include reference to transitions.

Action: Find out if there is a flag on Capita in relation to young carers. Stephen to take back to Karlina.

Strand 6: Universal Advice & Guidance

The initial meeting for this strand will take place on 18/11/2024.

4. ASC Peer Review

Stephen Beet provided an update of the ASC Peer Review which is due to take place in January. This will include transitions to adulthood. The LGA will want to talk to colleagues across Children's and Adult Services.

A Children to Adult Transitions meeting was held with Councillors 6/11/2024. Agreement was made to set up a Transitions from Children's to Adult Services Workshop (work streams 4 and 5) with Councillors in December. Format: Where we are now/ Our Vision/ How we are going to get there.

Action: Caroline to prepare a slide deck for the Transitions Workshop to populate.

5. Devon Transitions Event Feedback

Action: Tracy to provide a bullet point briefing on Devon Transitions Event and what the Board need to consider – Action log for next meeting.

5. Risks and Issues and Transitions Action Plan

Action: T&F Group Leads to update their risk sections on the Highlight Report and add ratings. Caroline to add these to the Risk Log.

Action: Once Felix has attended T&F Groups, Stephen, Lisa L and Felix to meet and review the Transitions Action Plan.

6. Work Plan

Action: Felix's work to be logged on the Work Plan - Caroline

Action: Jim to provide name for a Primary and Secondary representative for this Board and Caroline to invite.

Action: Councillor representation –Stephen to ask for one representative for the Board.

7. Key messages and Comms

The involvement of children, young people and families in the Transitions work streams.
Start collating best practice and sharing this information.

Action: Board meeting minutes to be published on the Local Offer. Caroline to request a space that relates to Transitions to upload documents from the Transitions Board meetings.

Action: Summary of key points from the meeting and Highlight Reports to be prepared for the Schools Forum – Lisa, Stephen and Caroline to prepare and agree content.

8. Any Other Business

No items

Date of next meeting: 02/12/2024 1:30 – 3:00, in person Ballard House Room 2.4