

TRANSITIONS BOARD

Minutes of the Meeting 3 February 2025

1.30 – 3.00 online

**Welcome & Apologies:****Attendees:**

Stephen Beet – Head of Adult Social Care, Plymouth City Council (PCC)
 Andy Williams – Organisation Lead Adult Social Care, Livewell Southwest
 Graham Roser – Educational Improvement Partner, PCC
 Claire Paddon – Co-Chair Plymouth Parent Carer Voice (PPCV)
 Sarah Holt – Head Teacher, Brook Green Centre for Learning
 Caroline Lovell – Project Support Officer, PCC
 Felix Gradinger – Researcher in Residence, Plymouth Health Determinants Research Collaboration
 David Brown – General Manager for Women’s and Children’s Services, University Hospitals Plymouth
 Tina Brinkworth – Head of Skills and Post 16, PCC
 Karlina Hall – Senior Commissioning Officer, PCC
 Rachael Williams – Service Manager, SEND, PCC
 Karen Blake – Head of Service, Permanence Service, PCC
 Tracy Clasby – Assistant Director and Strategic Lead, CYPFS, Livewell Southwest
 Sandra Crawford – Deputy Principal for Heles School
 Jo Hooper – Children’s Commissioner, NHS Devon ICB

Apologies:

Emma Crowther – Service Director, Integrated Commissioning, PCC
 Lisa McDonald – Head of SEND, PCC
 Natalie Fallaize – Head of SEND, City College Plymouth
 Isabelle Kolinsky – Service Manager, Inclusion and Welfare, PCC
 Fiona Fitzpatrick - SEND Commissioning Manager, NHS Devon ICB
 Tara Vassallo – Co-Chair Plymouth Parent Carer Voice (PPCV)
 Danielle Tweedie – Head of Service, Children’s Social Work, PCC
 Ross Johnston – Programme Manager, PCC
 Isabel Smith – Livewell Southwest
 Jackie Kings – Head of Housing Solutions, PCC
 Anita Dykes – Directorate Manager, Livewell Southwest
 Emma Fawkes – UHP NHS Trust
 Sue Syers – Lead Nurse Community Paediatrics, UHP NHS Trust
 Martine Aquilina – Head of Service, Targeted Support, PCC

1. Welcome and Introductions

Stephen Beet welcomed everyone to the meeting. Introductions were made and apologies were noted.

2. Minutes of the last meeting and Action Log

Minutes of the last meeting 06/01/2025 were circulated with the agenda pack and agreed.

The Action Log was reviewed and updated.

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

Tina Brinkworth provided an update on Strand 1. Status is Green

Strand 1 has completed actions in the plan and all actions are now embedded as business as usual (BAU). The Highlight Report will be updated so that Strand Leads can indicate completed and embedded actions.

Tina acknowledged the supportive contribution made by Heather Rogers and the team from Livewell to Transitions Strand 1. There is an improved transitions process and earlier referrals. Short Break spend will be allocated across 4 categories and provide visibility of where costs sit. A meeting has been attended with Devon County Council and consultants are mapping across all England Local Authorities to review the assessment process. Short Breaks will be in the correct budget areas. The Short Break offer will be updated on the Local Offer. Reporting on continued progress will come to this Board and also cross over with Priority Action Area 5 of the SEND Improvement Plan and links into workstream 3.

Employment, Education and Training (EET) status for young people is at 90.4% for the second month running (up from 72% in January 2023). For all children the EET status is 93%. Supported internships are up from 9 to 57. The gap has significantly closed, and we are really ambitious around employment for young people. Programmes are running and embedded, timeliness of assessments have improved, and a fortnightly post-16 Transitions Board is running. A significant impact has been delivered. This data reports into the Corporate Scorecard. Case studies are available to evidence the impact of this work, and these case studies are business as usual. A summary of achievements for Strand 1 to be produced for this Board. EHCPs to continue to be monitored for the upward trend.

Action: Add column to the Highlight Reports to show which actions are complete and BAU - Caroline

Action: A summary of achievements for Strand 1 to be produced for this Board and case studies provided as evidence of impact - Tina

Strand 2: Transitions into, through and beyond school

Graham Roser provided an update on Strand 2. Status is Green.

All actions are being progressed. Sarah Hood is now leading on the redesign of the CIN Framework. There is an evolving national social work agenda which will lead to a redesign of how we undertake support for children in need. The CIN Framework action plan will be relaunched in April 2025. CDC work is progressing. Key milestones on the Highlight Report have been updated. Some areas are moving into business as usual. The Place Based Plan is an 18 month project which will be updated at this Board.

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

Karen Blake provided an update on Strand 3. Status is Amber

Actions in the plan are progressing, and work is currently in the transformation phase. Actions may not be complete by April 2025. There has been some delay due to the LGA Peer review and the Devon Audit report and the group has not met since the last board. The Devon Audit Report will be reviewed for accuracy, and actions in the current plan will be reviewed against the report recommendations. Devon audit meeting to be arranged before the next Board. Workstream project team meetings are in the diary for the next three months.

Action: Risk around timeframes to be added to the Highlight Report, taking account of pending receipt of the Peer Review Report and the Devon Audit Report – Karen

Action: Meeting with Devon Audit Report group before the next Transitions Board (03/03/2025) - Stephen

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

David Brown provided an update on Strand 4. Status is Green,

The project group met on Friday (31/01/2025). Progress has been made on completing the action plan and identifying impact/benefits, to be completed in 2/3 weeks. Leadership arrangements are in place for 3 workstreams which are progressing; CAMHS to AMHS, Community to Adults, and Acute to Adults.

2 risks were identified for work force availability over the winter period. The situation is easing from last month and hopeful that more focus can now be put on completing the action plan.

Actions in the plan are expected to be completed by the end of the financial year. Patient and carer feedback will indicate if there is a need to extend any actions.

Strand 5: Transitions from Young Carers to Adult Carers

Karlina Hall provided an update on Strand 5 – Status is Amber but agreed to change to Green

Regular meetings for the No Wrong Door for Young Carers and actions are all in place to sign up to MOU.

10 wishes audit completed. Partners to be asked to sign up to the 10 wishes charter.

Young Carers Support Hub pages updated on POD.

Regular young carers' newsletter.

Peer review in Plymouth – young carers were visited - waiting for feedback.

Developing action plan for the Carers Strategy. Taking to the Carers Strategic Partnership Board meeting. When BAU, it will be monitored by the Carers Strategic Partnership Board.

Young Carers dashboard – all young carers known in Children Services are pulled into one data report. 1,000 young carers are now identified.

A meeting with Public Health has taken place regarding Low Income Families data. This highlights where there is a carer in the household and whether they are taking up benefits. At the moment young carers cannot be differentiated from adult carers; however, we are working closely with Adult Carers Services to target families and ensure carers allowance is taken up. This can be claimed from age 16. Quarterly DWP data reflects any increase in take up of carers allowance.

Data intelligence group and HDRC are considering a project around young carers and adult carers. Felix has been involved in this discussion.

Young carers action day in March.

The Transition Assessment workshop produced a work plan for the development of an assessment template.

We received a demo of an app for young carers to do self-assessments. Adult carers are developing an app with a young carers section. Workforce development will be required to provide training. Everything will be co-produced with young carers.

School census closes next Wednesday – Education are promoting the identification of young carers within this. 730 young carers were identified last year. Data will be available in March.

School network meetings are restarting, delivered by The Children's Society.

The Children's Society are developing a Young Carers school award, relaunching this year.

Awaiting sign off of the Young Carers MOU from the ICB. Discussed issues with ICB covering whole of Devon and the other two LAs not signing up to the new MOU but should be no reason why ICB cannot support for Plymouth. Jo Hooper will follow up with Fiona Fitzpatrick.

Once young carers assessment and transition pathway is developed, the next challenge will be to update the online templates.

This workstream is majority RAG rated green and BAU, however is showing RAG rated amber due to pending MOU sign off. Agreed that we should change RAG rating to Green to reflect that the work is complete despite lack of ICB sign off to MOU.

Tina Brinkworth reported that we will shortly be in contract with Connect to Work (previously known as Supportive Employment), who are creating 45 new roles. This is worth £2.6 million per year for the next 3 to 5 years, to support young people and adults into paid employment and will include young carers.

Action: Meeting to be arranged for Tina, Karlina, Kate Lattimore and Felix regarding Connect to Work – Tina

Action: Jo Hooper to liaise with Fiona Fitzpatrick regarding sign off of the Young Carers MOU by the ICB.

Strand 6: Universal Advice & Guidance

Capacity is needed to bring actions forward in this Strand, including reviewing the Local Offer. This has been identified as a risk. Hannah McGuigan and David Haley are aware

Action: Stephen and Caroline to discuss a way forward and escalate to David Haley as required.

4.

LGA Peer Review – Stephen Beet – The review contained positive feedback on Transitions social work practice following their interview with practitioners from Adult and Children’s teams involved in Transitions work. The Review is focused on wider adult social care duties under the Care Act of which Transitions is one element. We will await any further feedback that may be included in their final report

CQC Inspection – Stephen Beet – PCC have received notification from CQC that they will be undertaking their assessment of ASC duties under the Care Act. We will get 6-8 weeks notice of their site visit within the next six months. Transitions will feature in the CQC assessment in relation to our Care duties and there is likely to be a dedicated Transitions interview with practitioners during their site visit but this will not include managers. SB will update on the timing and the report will be shared when it is received.

Scrutiny Presentation – Stephen Beet will present a Transitions paper at the next Scrutiny Panel on 6th February 2025. Strand Leads will provide summaries for Stephen to deliver.

5. Councillors’ Workshop – 25th February, 15:30-17:00, Council House

Action: new slide deck to be sent to Strand Leads for completion. Tracy Clasby and Fiona Fitzpatrick to be invited to attend - Caroline

6. Risks and Issues Log

Action: Risk Log to be updated by Strand Leads.

7. Key Messages and Comms

None raised.

8. Any Other Business

Social Care Transitions Draft Audit Report – Stephen Beet will set up a meeting to review accuracy and recommendations.

Future meeting dates. The Board will move to 6 weekly after 7th April meeting. Meetings will remain online.

Stephen Beet will chair the next board to allow the new Director for Education to join and become familiar with the project as the new co-chair.

Action: An in-person Board will be convened after the 7th April meeting to consider the work and direction of this Board for the remainder of 2025.

Date of next meeting:

03/03/2025 1:30 – 3:00, online

07/04/2025 1:30 – 3:00, online