



EXECUTIVE GROUP
Notes of Meeting 14 October 2009

Present: Jim Crook Interim Director, CYP&F
 Jean Bradlow Assistant Director of Public Health
 Paula Tansley Interim Head of Service, CPQA
 Sian Rodway Strategic Lead, Performance

1.	<p>Role, Responsibility and Membership of the Executive Group</p> <p>Discussion centered on how the group functioned and its membership. The group agreed that this needed to change and agreed that a paper should be put to the next OCYPT meeting with recommendations for changes.</p>	<i>SR and PT to action</i>
2.	<p>Planning Agenda for the OCYPT Meeting 20 November 2009</p> <p>Minutes of the previous meeting and forward plan discussed. Agreed that there would be a verbal update on:</p> <ul style="list-style-type: none"> • LAA Reward Funding • Elective Home Education <p>Other matters arising to be placed on forward plan for future meetings:</p> <ul style="list-style-type: none"> • Persistent Secondary School Absences • Revising SEN Inclusion Plan • OSCB/OCYPT Protocol 	<i>SR and EH to action</i>
3.	<p>Area Trust Board Agenda</p> <p>Agreed that the Area Trust Board Agenda's should be standardized. Suggested format as follows:</p> <ul style="list-style-type: none"> • Feedback from OCYPT Board • Children and Young People's Plan • Commissioning • Workforce Development • Performance Challenges • Local Issues • Feedback to the OCYPT Board 	<i>SR to write paper for next OCYPT</i>

<p>4.</p>	<p>Workshop Planning</p> <p>Focus on the Commissioning and Workforce workshops was discussed.</p> <p>PT agreed to follow-up Commissioning Workshop (18/11/2009) with AW and SB and Workforce Workshop (04/12/2009) with AC and JC.</p>	<p><i>PT to action</i></p>
<p>5.</p>	<p>Action Points from Internal Audit</p> <p>Agreed these points would be picked up in the paper to the OCYPT as outlined in agenda item 1.</p>	<p><i>PT and SR to action</i></p>
<p>6.</p>	<p>Revising the Children's Trust Arrangements</p> <p>A paper will go to the OCYPT in January following the passage of legislation through Parliament.</p>	<p><i>SR to place on Forward Plan</i></p>
<p>7.</p>	<p>Forward Plan</p> <p>SR to work with EH to update plan for 2010.</p>	<p><i>SR and EH to action</i></p>