

April 2013

Integrated Family Support Service



Project name: **Implementation of the Integrated Family Support Service**
Gwent Roll out 2013-14

1. Background

Welsh Government (WG) expects Newport as one of the first IFSS pioneers, to take the lead in the roll out of IFSS across Gwent from April 2013. The minister stipulates that there must be a minimum of two IFSS teams within Gwent although WG is encouraging Local Authorities to establish more than the minimum. The regional funding for the Gwent region has been confirmed by the WG as £850,000. The WG have advised that once the pan-Wales IFSS roll out has been achieved during 2013-14; plans to mainstream IFSS include the planning for the transfer of the specific grant to the Revenue Support Grant (RSG) will be implemented.

The WG have indicated that the £850k will be issued to the lead authority that has been specified as Newport for the 2013-14 periods; the grant will be drawn down on a quarterly basis against evidenced expenditure.

The Implementation project plan is aimed to setup the Gwent IFST and support mechanisms ready for operational go live during 2013-14.

2. Project Aims

This project has three main aims which are detailed below in no priority order: -

Aim 1: to establish IFSS Gwent Board and compile detailed plan of the transformation arrangements supporting the expansion across Gwent

The Welsh Government's legislation dictates that the Local Authority should create an IFST Board which dictates that the Director of Social Services and the Lead Director for children and young people's services with the Local Health Board must be included. Other membership is at the discretion of the IFST Board.

Aim 2: To develop, recruit and train a pan Gwent multi-disciplinary team and secure appropriate accommodation.

The Board is responsible for overseeing the successful set up of an operational multi-disciplinary team. The team will be responsible for delivering direct intervention with families and provide a train the trainer opportunity to other practitioners with a view to cascade further within their host organisation.

Aim 3: To review current processes with a view to developing pan Gwent procedures through which the Board, its supporting bodies and the team will operate.

The existing Memoranda of Understanding, protocols and processes to explain and describe a range of activities from referral criteria to case management arrangements will need to be reviewed and up-dated to ensure pan Gwent approach.

4. Project Scope

This project aims to set up the strategic and operational framework for Gwent IFST's to undertake intensive direct work with families where there is substance misuse which is a major contributory factor having a negative impact on the wellbeing of children and young people.

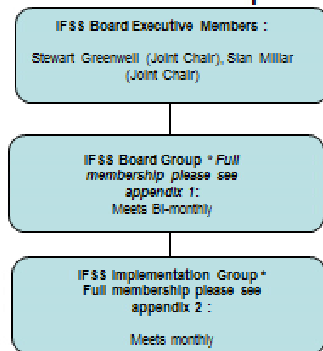
5. Management Approach

The current Newport governance structure will be adopted with a review of each level to ensure appropriate membership has been considered for the pan Gwent roll out please see figure 1:

Figure 1:



Gwent Integrated Family Support Service Partnership



The implementation group will aim to support the project plan on an operational basis with the IFSS board acting as the project board for overall governance and assurance.

6. Project Plan

The Project Plan has been designed to meet a number of key deliverables. These have been identified as: -

	KEY PROJECT MILESTONES
1.	To establish an IFSS Gwent wide Board by December 2012
2.	To establish an IFSS Gwent wide Implementation group to meet 6 weekly.
3.	To set up minimum of 2 Integrated Family Support Team with suitably qualified and experienced staff across Gwent.
4.	To have in place a Memorandum of Understanding, protocols and processes that manage case responsibility and staff across Gwent.
5.	To identify suitable premises to accommodate the IFST Gwent wide.
6.	To establish a model that will be complimentary to local service delivery and facilitates local families access to the service
7.	To implement the IFSS management information system to monitor performance.
8.	To implement clear reporting arrangements across Gwent for WG and IFST Board
9.	To establish a programme of training for all IFST staff and the wider workforce.
10.	To establish central financial controls and reporting structure to monitor and report the 2013-14 budget across Gwent

A number of project streams have been identified in order to achieve the key project deliverables as detailed below:

The Project Streams are outlined below:-

Project Stream No 1: Establishment of Gwent IFSS Board and Governance arrangements

- To establish an IFST Gwent Board by December 2012 which will be supported by the implementation group?
- The board will review existing Terms of Reference, and any Memorandum of Understanding, protocols or any other processes which facilitate its governance.
- To develop a communication strategy that will engage and retain all appropriate stakeholders and develop effective Partnership Agreements where these are appropriate.

Project Stream No 2: Establish and Recruit Gwent IFST

- To review the existing staffing structure and supplement with additional posts to ensure sufficient capacity and capability for delivery of services across Gwent.
- To recruit suitably qualified staff to form the new IFS team.
- To review existing protocols and SLA agreements that cover inter agency and inter disciplinary staff management across Gwent.

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- To review existing and develop new effective Partnership Agreements where these are appropriate.

Project Stream No 3: Accommodation and ICT resource across Gwent.

- To identify and acquire suitable property to accommodate the IFS Team base across Gwent
- To review and identify ICT equipment requirements across Gwent
- To procure the appropriate furniture, fittings and ICT installation across Gwent

Project stream No 4: Operational Practice, Training and Organisational Learning

- To review existing processes and develop and document a clear referral criteria for entry into the programme across Gwent.
- To review existing processes and develop document protocols and procedures for dealing with case management and responsibilities across Gwent.
- To develop a Gwent wide staff training programme, this will facilitate opportunities for wider staff groups and agencies via train the trainer. This will allow for the skills to be shared with the wider workforce and facilitates organisational learning.

Project stream No 5. Performance / Management Information Systems

- To review existing performance management framework and roll out the IFSS database across Gwent
- To develop an effective ICT solution that will facilitate pan Gwent working model
- To develop an effective management information system that monitors performance consistently across Gwent.
- To develop an effective system of financial control.
- To develop a reporting framework that meets the requirements of IFSS board and WG

Project stream No 6. Service User Participation

- To review existing IFSS participation strategy and ensure a Gwent wide approach is developed to the outcome focused performance framework that draws on the views and experiences of the families involved.
- To establish a participation communication strategy that informs future development of service

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7. Lessons Learned

During the period initial IFST implementation in Newport a number of lessons learnt were recorded and these have been detailed below with a view to ensuring that these are considered as the project is now rolled out across Gwent:

Newport IFST project 2010-12 Historic Lessons Learnt

Lesson Learnt	By	Action to avoid reoccurrence
Involving IFST in key meetings such as the legal meetings; placement panels and Child protection conferences (where IFST is involved) will assist in the wider workforce understanding IFSS interventions and how this can be utilised with high risk families	IFST	Ensure IFST representation on statutory meetings relating to cases where substance misuse by a carer is creating significant child protection issues.
Frontline Team Managers understanding of cases suitable for IFST	IFST & Children & Families Service and Team managers	Ensure IFST briefings have been carried out with all team members, IFST to attend on-going team meetings and regular meetings scheduled with team managers to discuss specific case feedback utilising case examples and best practice. IFSS arranging Team Manager training in IFSS model to enable a deeper understanding of the intervention.
Training to be completed and then ample time allowed for IFSS implementation	IFST & WG	Ensure that training is carried out and plan for time to implement any necessary processes and procedures to assist the team functions and dissemination of information to the key partners

During the period of the project a lessons learned record will be kept to inform the future program and to contribute to the development of other service models.

Lesson Learnt	By	Action to avoid reoccurrence

8. Risk Analysis and Risk Register

A risk log and a strategy for managing the risks will be developed by the Implementation group. An initial current appraisal suggests that the following are potential risks:

Description of Risk	Potential Impact	Initial RAG	Possible Remedial Action	Current RAG
Potential delay in agreeing Gwent wide staff structure could impact on go-live date set by WG 2013-14.	Gwent wide service will not be operational for 2013-13. Experienced IFST staff seeks alternative employment due to uncertainty.	A	Ensure staff structure is agreed and existing staff advised at the earliest opportunity – Staff structure agreed and business cases submitted	G
Current vacant team manager post and potential delay in recruiting for the Gwent post	Team manager not being in-place at critical decision making time and possible knock on effects to process and procedure and staff development	A	Ensure recruitment plan is in place with interviews to take place in January 2013 – Team Manager recruited and due to start 22nd May 2013	G
ICT challenges with accessing LA information whilst maintaining central performance management information	Lack of consistent recording across the 5 areas with difficulty in establishing a common performance management framework	A	Meetings to be arranged with the IT and performance managers across the LA's to manage implementation across Gwent	G
The full operational team not recruited and subsequently trained in-time for July go-live	Full team not operational across Gwent will impact on capacity available and will also impact on the team training schedule	A	Plan training for late June to maximise opportunity for full team to be available for the IFSS 4 day training and team development day	G

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Project stream 1: Establishment of Gwent IFSS Board and governance arrangements

Project Stream milestone	Lead officer	Resources by whom	Delivery date	RAG
Review and agree project plan	Stewart Greenwell/ Sian Millar joint IFSS Chair's	IFSS board and Implementation Group	December 2012	G
Review and establish additional members for the Gwent IFSS board	Stewart Greenwell/ Sian Millar joint IFSS Chair's	IFSS Board	December 2012	G
Establish IFSS board and Implementation meetings for 2013-14	Georgina Marasco		December 2012	G
VVE strategy document to be completed and sent to WG by 28 th February 2013	Vicky Self	IFSS board, Michaela Rogers, Sue Goddard, Jason O'Brien and Georgina Marasco	February 2013	G
Review and up-date existing Terms of Reference for Board and Implementation Group	Vicky Self	IFSS Board, Michaela Rogers, Jenny McMillan, Sue Goddard, Georgina Marasco and Jason O'Brien	March 2013 – Completed	G
Develop pan Gwent MOA to incorporate financial arrangements in line with grant terms and conditions	Jason Conibeer	Vicky Self, Michaela Rogers, Jenny McMillan, Sue Goddard, Jason Conibeer and Jason O'Brien	July 2013	G
Agree Launch date and plan for Gwent IFSS	Vicky Self	Michaela Rogers, Jenny McMillan, Sue Goddard, Jason Conibeer and Jason O'Brien	July 2013	G
Section 58 agreements	Vicky Self	IFSS Board, Michaela Rogers, Jenny McMillan, Sue Goddard, Jason O'Brien and Mike Waite	July 2013	G

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Compile Annual report 2012-13 for IFSS and submit to WG	Vicky Self	Georgina Marasco	May 2013	G
Compile Interim Annual 2013 – 14 for IFSS Gwent and submit to WG	Vicky Self	Mike Waite and Jason Conibeer	October 2013	G

Project stream 2: Establish and recruit Gwent IFST

Project Stream milestone	Lead officer	Resources by whom	Delivery date	RAG
Approve appropriate staffing structure across Gwent including allocation of existing team resources	Mike Nicholson	Vanessa Glen, Nigel Brown, Ruth Derrick and Vicky Self	February 2013	G - Complete
Recruit Heath Visitor posts pan Gwent	Catherine Richards	Vicky Self	December 2012	G - Complete
Plan recruitment timetable for CSW, TM and CPN	Vicky Self	Vanessa Glen and Andrew Hopkins	February 2012	G - Complete
Identify key points of contact within each LA and ABHB for Gwent roll out	Vicky Self	IFSS Board, Tanya Evans, Michaela Rogers, Jenny McMillan, Sue Goddard, Jason Conibeer and Jason O'Brien	March 2013	G - Complete
Identify local administrative support for Torfaen/Monmouthshire	Jason Conibeer	Sue Goddard and Jason O'Brien	April 2013	A
Identify local administrative support for Caerphilly/Blaenau Gwent	Jason Conibeer	Michaela Rogers, Jenny McMillan,	April 2013	G
Agree financial risk agreement with LA's across Gwent to facilitate NCC permanent role recruitment for posts : SW, CAHMS and CPN	Vicky Self	Vanessa Glenn, Nigel Brown, Ruth Derrick and Tanya Evans	March 2013	G
Recruit remaining posts for Gwent : SW, Probation Officer, CAHMS and CPN	Vicky Self	ABHB TBC, Michaela Rogers, Jenny McMillan, Sue Goddard and Jason	April 2013	A

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		O'Brien		
Proposal for board: Recruit Short term 6 month Secondment : e.g: SW, Barnardo's, ABHB, Voluntary agencies	Vicky Self	ABHB TBC, Michaela Rogers, Jenny McMillan, Sue Goddard and Jason O'Brien	July 2013	A
Establish JD and role for part-time IRO across Gwent	Vicky Self	Michaela Rogers, Jenny McMillan, Sue Goddard and Jason O'Brien	July 2013	A

Project Stream 3: Accommodation and ICT resource across Gwent

Project Stream milestone	Lead officer	Resources by whom	Delivery date	RAG
Agree and source location for Caerphilly/Blaenau	Michaela Rogers		February 2013	G - Completed
Agree and source location for Torfaen/Monmouthshire	Jason O'Brien and Sue Goddard		February 2013	G - Completed
Identify ICS equipment furniture and installation requirements for Torfaen/Monmouthshire	Jason O'Brien and Sue Goddard		March 2013	G - Completed
Identify ICS equipment, furniture and installation requirements for Caerphilly/Blaenau	Georgina Marasco	Vicky Self, Michaela Rogers, Sue Goddard and Jason O'Brien	March 2013	G - Complete
Confirm forecasted financial premises commitment for 2013-14	Georgina Marasco	Vicky Self, Michaela Rogers, Jenny McMillan,	March 2013 - completed	G

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		Sue Goddard and Jason O'Brien		
Procure ICS and supplies	Jason Conibeer	Vicky Self, Michaela Rogers, Jenny McMillan, Sue Goddard and Jason O'Brien	May 2013	A

Project Stream 4: Operational Practice, Training and Organisational learning

Project Stream milestone	Lead officer	Resources by whom	Delivery date	RAG
Review and up-date HR arrangements for seconded staff for NCC	Mike Waite	Andrew Hopkins, Leeanne Small and Catherine Richards	June 2013	A
Review services that will be locally aligned across Gwent	Mike Waite	Tanya Evans, Michaela Rogers, Jenny McMillan, Sue Goddard, Jason Conibeer and Jason O'Brien	June 2013	A
Develop and document Gwent wide referral criteria, case prioritisation and approach	Mike Waite	Tanya Evans, Michaela Rogers, Jenny McMillan, Sue Goddard, Jason Conibeer and Jason O'Brien	June 2013	A
Review and up-date IFSS operational manual for Newport service	Becca McCarthy	Jeff J Evans, Amanda Brierley, Lucy Treby, Jason Conibeer, Vicky Self	April 2013	A
Review and up-date IFSS operational manual for Gwent roll out	Mike Waite	Michaela Rogers, Jenny McMillan, Sue Goddard, and Jason O'Brien	July 2013	A
Create Gwent Induction plan for new starters including mandatory training	Tracy Brain/Annette Blackstock	Michaela Rogers, Jenny McMillan, Sue Goddard,	June 2013	A

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		Jason Conibeer and Jason O'Brien		
Develop IFSS communication and training strategy for the wider workforce across Gwent	Jason Conibeer	Vicky Self, Tanya Evans, Michaela Rogers Jenny McMillan,, Sue Goddard, Jason Conibeer and Jason O'Brien	April 2013	A
Training accreditation for new team members in-line with Grant Terms and conditions (all core team members working towards accreditation level 3 and 6 by Autumn 2013)	Mike Waite	IFSS trainers	November 2013	A

Project Stream 5: Performance / Management Information Systems:

Project Stream milestone	Lead officer	Resources by whom	Delivery date	RAG
Establish financial reporting process and framework across Gwent to ensure IFSS grant budget is maximised	Georgina Marasco	Michaela Rogers, Sue Goddard, Jenny McMillan, and Jason O'Brien	April 2013	G
To review existing performance management framework and up-date to establish a process to analyse and present data collected across Gwent	Jason Conibeer	Michaela Rogers, Sue Goddard, Jenny McMillan, and Jason O'Brien	May 2013	A
Review and develop IFSS database model for pan Gwent model for all IFST practitioners to work with	Jason Conibeer	Michaela Rogers, Sue Goddard, Jenny McMillan, and Jason O'Brien	May 2013	A
To review and up-date existing WASPi IFSS Information Sharing Protocol to ensure Gwent model is applied	Jason Conibeer	Michaela Rogers, Sue Goddard, Jenny McMillan, and Jason O'Brien	July 2013	A

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Project Stream 6: Service User Participation:

Project Stream milestone	Lead officer	Resources by whom	Delivery date	RAG
Agree a Service User Participation Framework across Gwent	Mike Waite	Jeff Evans	June 2013	R
Criteria for failure to accept the services of the IFST	Vicky Self	Michaela Rogers, Jenny McMillan, Jason O'Brien and Sue Goddard	June 2013	R

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Appendix 1

IFSS Board Members

Executive Members:

Corporate Director Care & Customers Newport City Council :Stewart Greenwell

General Manager – Women & Children’s Division Aneurin Bevan Health Board – Sian Millar

Members:

Assistant Chief Executive Wales Probation Trust – Nic Davies

Detective Superintendent, Gwent Police – Ian Roberts

Head of Youth Offending Service Newport City Council – Liz Banaszak

Gwent Association of Voluntary Organisations (GAVO) – Jane Shafford

Executive Director of Operations Linc-Cymru Housing Association – Trevor Saunders

Chair of Newport Local Safeguarding Children’s Board – Stewart Greenwell **

Clinical Psychologist Children & Family Health Services – Dr Jacqui Boyle

Primary Head Teacher St Andrews Infants NCC – Deborah Lambert

Head of Children & Families Services Newport City Council – Mike Nicholson

Assistant Head of Education (Inclusion), Newport City Council – Kate Evan - Hughes

Service Manager Integrated Family Support Services Newport City Council – Vicky Self

Substance Misuse Lead Officer Newport City Council – Ian Price-Jones

Assistant director at Barnardo’s Cymru – Sally Jenkins

Gwent Service Manager- Kaleidoscope – Sian Chicken

Head of Children and Family Services, Torfaen County Borough Council - Ruth Derrick

Assistant Director Social Services, Blaenau Gwent – Tanya Evans

Assistant Director Social Services, Caerphilly – TBC

Head of Children Services, Monmouthshire Council -Vanessa Glenn

Divisional Director, Aneurin Bevan Health Board Mental Health – Chris O’Connor

Head of Partnerships and Networks, Aneurin Bevan Health Board Mental Health – Sam Crane

Appendix 2

IFSS Implementation Group Members

Members:

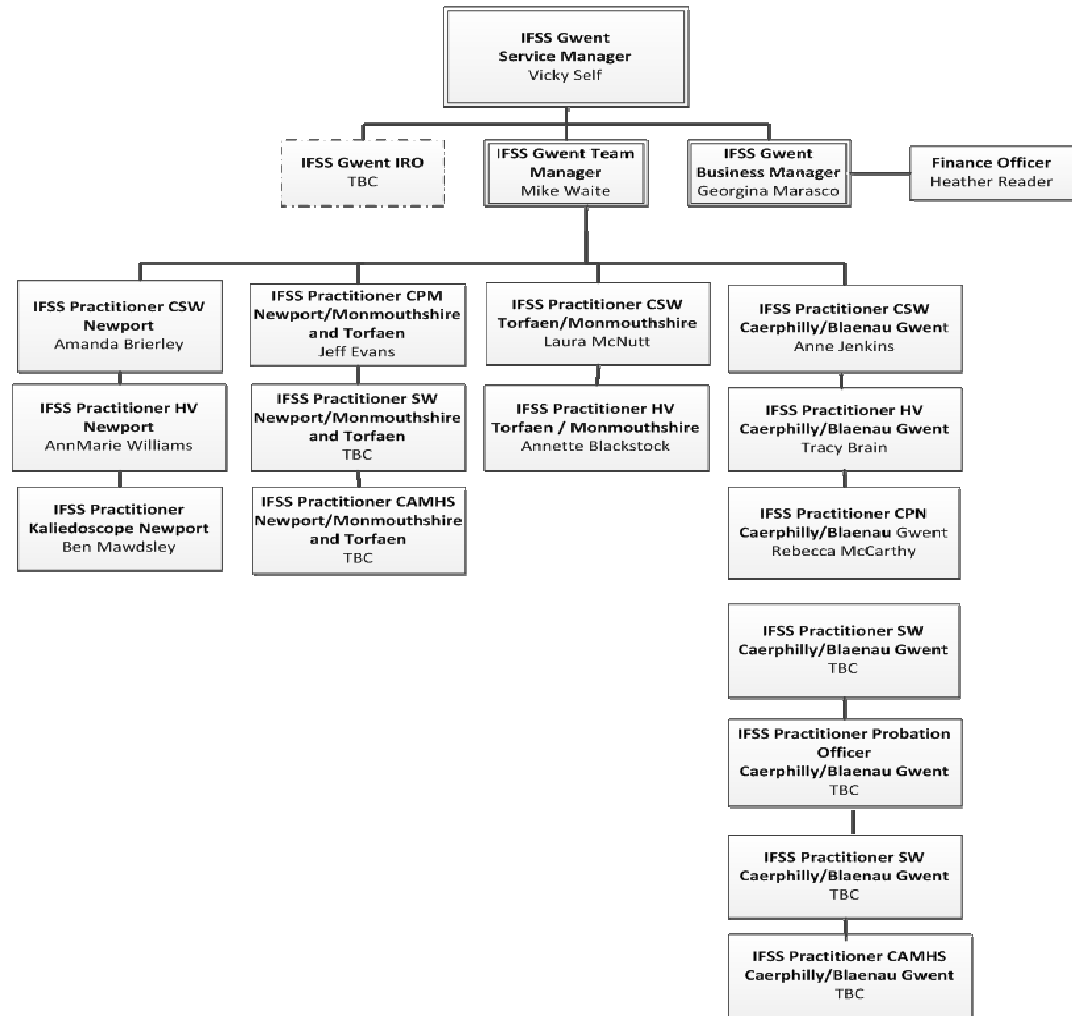
- Head of Children and Families Newport City Council - Mike Nicholson (Chair)
- Service Manager Integrated Family Support Team, Newport City Council Vicky Self
- Gwent Team Manager Integrated Family Support Team, Newport City Council – Mike Waite
- Substance Misuse Lead Officer Newport City Council . Ian Price-Jones
- Programme Manager Sure Start Newport City Council & Aneurin Bevan Health Board -Catherine Richards
- Senior Community Nurse Aneurin Bevan Health Board – Andrew Hopkins
- Business Support and Development Manager IFSS Newport City Council – Georgina Marasco
- Children Services Development Manager, Barnardo's Cymru – Elizabeth Baker
- Service Manager- Newport Kaleidoscope – Leeanne Small
- Team Manager, Wales Probation Services – Nigel Spacey
- Aneurin Bevan Health Board – Janine Jones
- Partnerships Inspector Newport LPU – Stefan Williams
- Head of Children and Family Services, Torfaen County Borough Council - Ruth Derrick
- Head of Children Services, Monmouthshire Council -Vanessa Glenn
- Assistant Director Social Services, Blaenau Gwent – Tanya Evans
- Assistant Director Social Services, Caerphilly – TBC
- Youth Offending Service Manager, Torfaen County and Monmouthshire Council –Jason O'Brien
- Youth Offending Service Manager, Blaenau Gwent and Caerphilly County Council –Michaela Rogers
- Group Manager, Torfaen County Council – Susan Goddard
- Adoption, Service Manager, Blaenau Gwent Council – Jenny McMillan
- South East Wales Emergency Duty Team Manager – Dave Thomas

Appendix 3 Proposed Gwent Structure

Newport Base:
 IFSS, Old Brynglas Hostel
 Brynglas Road
 Newport
 South Wales
 NP20 5QU
 Tel 01633 821034, e-mail: IFST@newport.gov.uk
 Secure GSCX e-mail:

Caerphilly/Blaenau Base:
 IFSS, Unit 2 Woodfieldside
 Woodfieldside Business Park
 Pontllanfraith, NP12 2D5
 Tel, e-mail:
 Secure GSCX e-mail:

Torfaen/Monmouthshire Base:
 IFSS, Fairfield House
 St James's Field
 Fontypool
 NP4 6JT
 Tel, e-mail: TBC
 Secure GSCX e-mail:



Appendix 4 IFSS Gwent Budget Forecast 13-14

Proposed Budget IFSS Gwent Roll Out 2013-14			
Description	Comments	Finance comments	Total Expenditure
IFSS Central Gwent Commitment			
Direct Staffing Costs			
Service Manager	1 day per week including 9.5 %market supplement	Please process in budget from 1st April 2013	£12,056
Team Manager	k honorarium - this will reduce as but will offset extra costs incurred from maternity cover on BM due to start date currently not until end of May	Please process in budget from 20th May 2013	£51,214
Independent Reviewing Officer	Part time role for QN cases	Please process in budget from 1st July 2013	£18,717
Business Support & Dev Manager	4 day per week - need to build in maternity cover however underspend will occur in IRO and also TM so this will accommodate	Permanent post - On maternity 21/05/13 - 01/12/13	£20,544
Business Support & Dev Manager		Maternity cover - 15/04/13 - 31/12/13	£24,568
Finance support			£3,000
Other			
Premises Contribution	Based on forecasted costs of premises on pro rata basis	Please process in budget from 1st April 2013	£2,000
Supplies Services	Based on per person costing of £ 250 inclusive of :Mobile Phone, Printing Costs, Stationary, Resources	Please process in budget from 1st April 2013	£1,000
Expenses	Based on forecasted amount of pro rata costs relating to actual hours charged to budget	Please process in budget from 1st April 2013	£1,000
IT equipment	Forecasted budget for IVE/RSA tokens, printers and other hardware to be identified	Underspend contingency plan	£6,000
Central Secondment Budget	Forecasted budget that is available for 6 month secondments for latter part of the year	Underspend contingency plan	£52,018
			£192,116
Caerphilly & Blaenau Gwent Grant Funding			
Direct Staffing Costs			
Consultant Social Worker	Based on forecasted NCC salaries 13-14 including market supplement of 9.7%	Please process Anne Jenkins role in budget from 15th April 2013	£50,515
Community Psychiatric Nurse	Based on current ABHB salaries	Please process Becca McCarthy in budget from 1st July 2013	£47,033
Health Visitor	Based on current ABHB salaries - TRACY/BRAIN	Please process Tracy Brain in budget from 1st April 2013	£46,604
CAMH Scale 6	Estimated costs from Scale 6	Please process in budget from 1st July 2013	£31,578
Social Worker	Based on forecasted NCC salaries 13-14 including market supplement of 8.1%	Please process in budget from 1st June 2013	£36,786
Social Worker	Based on forecasted NCC salaries 13-14 including market supplement of 8.1%	Please process in budget from 1st June 2013	£36,786
Probation Officer	Based on Probation figures of top of band 4 including on-costs	Please process in budget from 1st June 2013	£36,561
Other			
General purchases	could this come out of SSD budget ?	Please process in budget from 1st April 2013	£5,724
Mobile Phones & Expenses		Please process in budget from 1st April 2013	£8,400
			£299,987
Momouthshire, Torfaen & Newport			
Direct Staffing Costs			
2 x Consultant Social Worker	Based on forecasted NCC salaries 13-14 including market supplement of 9.7%	1st April 2013 and Laura Nutt from 22nd April 2013	£52,638
2 x Consultant Social Worker	Based on forecasted NCC salaries 13-14 including market supplement of 9.7%	Please process Laura Nutt from 22nd April 2013	£49,666
Community Psychiatric Nurse	Based on current ABHB salaries	Please process Jeff Evans in budget from 1st April 2013	£47,033
2 x Health Visitor	Based on current ABHB salaries	Please process Annette Blackstock in budget from 1st April 2013	£93,208
Substance Misuse Secondment (Kalied)	Based on current Kaliedoscope salaries	Please process Ben Mawdsley in budget from 1st April 2013	£31,356
CAMH Scale 6	Estimated costs from Scale 6	Please process in budget from 1st July 2013	£31,578
Social Worker	Based on forecasted NCC salaries 13-14 including market supplement of 8.1%	Please process in budget from 1st June 2013	£36,786
Other			
General purchases		Please process in budget from 1st April 2013	£6,031
Mobile Phones & Expenses	based on forecast of £1200 per worker	Please process in budget from 1st April 2013	£9,600
			£357,896
Total			£850,000

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Appendix 5 IFSS Communication Calendar

Date	Description	Event	Venue	Attendees	Target audience
11 th March 2013	Quarterly Policy and Performance SSD - Blaenau Gwent –IFSS Local workshop			Tanya Evans, Nigel Brown, Vicky Self, Becca McCarthy, Mike Waite and Tracy Brain	Blaenau Gwent Frontline teams
20 th March 2013	Caerphilly - Young Peoples Partnership	IFSS presentation delivered by Michaela Rogers		Michaela Rogers and CCBC Young people's partnership group members	CCBC Young people's partnership group members
17 th April 2013	NCC scrutiny				
24 th April 2013	Caerphilly Young Peoples Partnership - Priority Outcome Group 1 (POG1)	IFSS presentation delivered by Michaela Rogers		Michaela Rogers and CCBC Young people's partnership group members	CCBC Young people's partnership group members
16 th May 2013	Children Services Bi-annual Conference – CCBG		Llancian Fawr		
23 rd May 2013	CCBG Departmental Manager Team	Report to be submitted			
4 th June 2013	CCBG Senior Manager Team	Report to be submitted			
25 th June 2013	CCBG Scrutiny	Report to be submitted			
TBC	IRO training -	TBC			CCBC & BGCBC : Leader of each council, 2 x directors SSD, local police, 2 x Service Manager CCBC, 1 x Service Manager BGCBC, 1 Team manger each borough & key operative from ABHB – HV etc
18 th July 2013 - - 0930 – 1330 hrs	IFSS Gwent Launch	IFSS Gwent official launch	Greenmeadow Golf Club, Cwmbran	WG, IFSS board, SSD teams from CCBC, BGCBC, TCBC, MCBC, NCC, Police,	

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				Probation, Kaleidoscope, Barnardo's	
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