

Leadership Group

26th August 2015

2pm – 4pm

Committee Room 1, HCHQ

Attended	Bill Alexander (Chair)	Director of Care & Learning
	Ian Kyle	Children's Planning Manager
	Bernadette Cairns	Head of Additional Support for Learning
	Callum Mackintosh	Area Care & Learning Manager - South
	Gillian Newman	Policy Officer, HCF
	Pam MacLean	Senior Service Information Officer
	Tom Boyd	SCRA
	Valerie Gale	CALA
	Dawn Grant	Area Manager, North
	Shaun Finlayson	Youth Convener (outgoing)
	Kat Bateson	Youth Convener (incoming)
	Sheena MacLeod	Head of Health (Children's Services)
	Mark Richardson	Principal Adult and Youth Manager, HLH
	Joanna Macdonald	Chair of Transitions Group
	Sally Amor	Child Health Commissioner/Public Health Specialist
	Norma Young	Area Care & Learning Manager - West
	Isobel Murray	Commissioning Officer
	Ann Darlington	Action for Children
	Sandra Campbell	Head of Children's Services
Apologies	Edward Foster	Finance Manager, C&L
	Rikki Selkirk	Staffside – GMB Inverness
	Hugo Van Woerden	Director of Public Health
	Margaret MacRae	Staff Representative, NHS
	Jim Steven	Head of Education
	Vince McLaughlin	Police Scotland
	Jim Steven	Head of Education
Did not attend	Fiona Palin	Head of Social Care
	George Maldonado	Performance Analyst
In attendance	Maggie Tytler (minutes)	Administrative Assistant, Care & Learning, Mid
Apologies & Introduction Apologies and introduction made.		

1.	<p>Previous Minutes – 24th June 2015</p> <ul style="list-style-type: none"> • September Strategic Commissioning Group Discussion around a presentation for the next SCG. LAC IG suggested Next meeting is on 28th September. • National Updates Discussion around timeframes for strategic guidance for Children and Young Persons Bill. Guidance should be available in November 2015 	
2.	<p>Quality Assurance Framework (1.1) – Feedback from IG’s and next steps</p> <p>Ian identified Improvement Groups that had not completed the self-evaluation activity for 1.1. It was requested that this be completed by the end of August in order that a full evaluation could be drafted for the next LG meeting.</p>	IG Leads
3.	<p>Needs Assessment Matrix</p> <p>Ian had previously asked Improvement Group leads to complete their section of the matrix and an update was tabled. A number of Improvement Groups had not completed this activity and a request was made to have this completed for the next LG. Ian to send out reminder</p>	IG Leads Ian
4.	<p>Commissioning Strategy</p> <p>Sandra outlined the context for the commissioning strategy paper centred on the need to have a framework (as indicated in audit report and Children’s services inspection) and the need to link this with the outcomes for FHC4. Sandra tabled a draft copy of the commissioning strategy and asked for comment ASAP.</p>	All
5.	<p>Strategic Commissioning Plan</p> <p>Bill described the context for the Strategic Commissioning Plan which is a legislative requirement and is joint plan for both adult and children’s services. He described how the plan brings together FHC4 and the adult services change and improvement plan. The plan will provide a context for supporting district partnerships to develop their planning processes. The plan requires to be signed off as part of the Integration Scheme development by April 2016.</p>	
6.	<p>Realigning Children’s Services</p> <p>A number of group members had recently attended a Scottish Government presentation on the realigning of Children’s Services programme. The group discussed the potential benefits of becoming involved in the programme. The group consensus was that becoming involved in the programme would require a substantial spend which would be</p>	

	unlikely to add significant added benefit to current processes. Instead we should consider improving our use of data across improvement groups.	
7.		
	<p>District Plans Bill outlined the current agenda for enhancing locality planning across the CPP. A number of areas within Highland are testing new models with a view to spreading wider. This process would require planning for improvement across a wide range of areas including CLD, adult services and children's services. lan is to draft a planning format which would support partnerships to progress this.</p>	
8.		
	<p>Proposed Changes to Measures lan tabled a paper which outlined a number of measures which improvement groups had identified required removal or amendment. The group agreed to provide lan with details of any proposed changes to performance measures in order that he could write a report for the strategic commissioning group on the 28th of September.</p>	IG Leads lan
9.		
	<p>Annual Review of FHC4 Update by Improvement Group Leads Each improvement group chair provided an update on their progress to date on providing an annual update. The Child protection, Early Years, LAC, Mental health and Practice Model groups have still to complete theirs. lan requested that this be completed before the next LG in order that he can provide an overarching update.</p>	IG Leads lan
10.		
	<p>Update – Youth work IG, EY IG Bill provided an update on the progress being made to establish a Youth Work improvement group that would be jointly chaired by Mark and Kat. He also updated the group on new early years structures and the role of the early years strategy and improvement groups and sub groups.</p>	
11.		
	<p>National Updates It was noted that the next learning session for the early Years collaborative would be a joint learning session to include EYC and RAFA</p>	
12.		
	<p>AOCB None</p>	
	<p>Next Meeting 21st October 2015, 2pm – 4pm, Committee Room 1, HCHQ</p>	