

Leadership Group

24th February 2016

3pm – 5pm

Convenors Hospitality Room, HCHQ

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| Attended | Ian Kyle (Chair) | Children's Planning Manager |
| | Bernadette Cairns | Head of Additional Support for Learning |
| | Callum Mackintosh | Area Care & Learning Manager - South |
| | Fiona Palin | Head of Social Care |
| | Debbie Milton | Area Manager, Mid |
| | Pam MacLean | Senior Service Information Officer |
| | Valerie Gale | CALA |
| TC | Dawn Grant | Area Manager, North |
| TC | Sheena MacLeod | Head of Health (Children's Services) |
| | Mark Richardson | Principal Adult and Youth Manager, HLH |
| | Norma Young | Area Care & Learning Manager - West |
| | Sandra Campbell | Head of Children's Services |
| | Cath King | Health Improvement Policy Manager |
| | Vince McLaughlin | Police Scotland |
| | Deborah Shanks | Service Lead for Paediatrics |
| | Sally Amor | Child Health Commissioner/Public Health Specialist |
| | Joanna Macdonald | Chair of Transitions Group |
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| Apologies | Karen Erskine | Locality Reporter Manager, SCRA |
| | Ann Darlington | Action for Children |
| | Gillian Newman | Policy Officer, HCF |
| | Rikki Selkirk | Staffside – GMB Inverness |
| | Bill Alexander | Director of Care & Learning |
| | Edward Foster | Finance Manager, C&L |
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| Did not attend | Stephanie Govenden | To attend future meetings alternating with Deborah Shanks |
| | Beth Brown | To attend future meetings |
| | Douglas Wilby | Head of Performance |
| | Biz Campbell | Children's Champion |
| | Isobel Murray | Commissioning Officer |
| | Jim Steven | Head of Education |
| | Graham Nichols | Area Care & Learning Manager – North & Mid |
| | Hugo Van Woerden | Director of Public Health |
| | George Maldonado | Performance Analyst |
| | Margaret MacRae | Staff Representative, NHS |

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| | Kat Bateson | Youth Convener |
| In attendance | Maggie Tytler (minutes) | Administrative Assistant, Care & Learning, Mid |
| 1. | Welcome, Introduction and Apologies Ian welcomed everyone to the meeting and introductions were made. Debbie Milton will be attending future meetings to provide updates on CAPSM group. | |
| 2. | Previous Minutes – 16th December 2015 Cath to send Maggie amendments. | Cath |
| 3. | Quality Assurance – QI 2.1 There remain some groups to contribute to QI1.1. The group discussed QI2.1 (appendix 1) 'We know we are doing well if' has been left in but it is up to the discretion of each IG to decide if they use this or not. All IG's to report back to Ian. Ian offered to facilitate IG's with the task. Process encourages self-evaluation and ownership. If improvement groups require health representatives they should discuss with Sally and Deborah who will identify an appropriate person. Sheena advised that the Early Years IG required a health rep. Joanne requested Ian attend the next Transitions meeting. Cath pointed out that terms of reference should be updated re membership and meeting dates. <u>ACTION</u> Ian to contact chairs to request a revision of TORs. http://www.forhighlandchildren.org/1-childrensplan/strategy.htm CAPSM information is on the Highland Drug and Alcohol website. <u>ACTION</u> Ian to add this to FHC website. | |
| 4. | District Plans Update Useful session took place in the North area. There was approximately 30 staff attended the meeting in Nairn. Debbie had sent Ian the Mid District Partnership paper. | |
| 5. | Highland Information Sharing Policy Review Ian has been working on updating Data Sharing Policy. There was a concern that not all school based staff had 'gcsx' email address. | |
| 6. | Improvement Group Leads Update <u>LAC IG</u> – Sandra – lot activity taken place outside meetings. There is an extended contract with Keys Cromlet Care. Start of procurement process and will be going out to tender. Exploring edge of care services. Discussion with Children 1 st took place. Also looking at Aberlour for edge of care who are also looking at another funding source. TCAC – tender for new after care service is under way. <u>Practice Model IG</u> – Sandra – The group continue to be occupied | |

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| <p>with responding to the statutory guidance from the children's act. National changes are having an impact. There is a lot of interest in the practice model from Sweden. Report going to ECAS committee in march around an evaluation of practice model.</p> <p><u>ASN IG</u> – Bernadette – The group have a large improvement plan. Decided some time ago to consider some focussed work around children who are not in full time education. A number of driver diagrams have been developed. Looking at data, interventions used and partnership working.</p> <p><u>ACTION</u> Bernadette to arrange for a member of the group to attend Sandra's LAC meeting.</p> <p><u>Young Carers IG</u> – Bernadette – Improvement plan required review. Heavy involvement of 3rd sector. Young people's voice central to determining priorities. Scoped another driver diagram. Push on identification and awareness of needs of young carers.</p> <p><u>Child Protection IG</u> – Vince – Children's Minister to make an announcement tomorrow about child reform. Child Protection Committee meeting to take place on 9th March. Locally, there is to be a development day next month. Looking at QI and priorities. To look at live CSE case. Debbie advised that the Hind Sight booklet has been distributed to family teams. http://www.npcc.police.uk/documents/TAM/2013/201303tam-prevent-hindsight-factsheet.pdf Vince would appreciate feedback from staff.</p> <p><u>Youth IG</u> – Mark – group next meet on 17th March. There will be representation from young people at the self-evaluation day. Third sector feel there is a genuine effort to include them as equal partners. It would be helpful to have a health representative as a member of the group. HLF and Youth Scotland are delivering a PDA in youth work.</p> <p><u>Youth Justice IG</u> – Dawn – group met end of last year. Looking at 16 – 18 year olds and responsibilities for them. Need to consider reviews and exit plans for this age group who are in youth offenders institutions. Robert More and James Maybee are updating joint protocol between YAT and Youth Justice. Debbie Stewart to re-join group and CAMHS rep, Karen Edgar, will be joining the group.</p> <p><u>Supporting Parents IG</u> - Sheena – Revisited driver diagram. There are seven improvement priorities which have created sub driver diagrams. Sheena advised that when she leaves the new Chair would be Senior Manager Early Years.</p> <p><u>Early Years IG</u> – Sandra – Sandra Harrington to start as senior manager early years in May. There will be a period of transition into the role. Early Years Officers have been appointed in West and South area. Mid post is going to interview on 7th March. Family Resource Co-ordinator posts to go to advert.</p> <p><u>School IG</u> – Ian – Beth Brown, Strategic Quality Improvement Manager, to attend Leadership Group if Jim is unavailable. Group is</p> | |
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| | <p>being reconstituted and will focus on overarching authority improvement plan and identify alternative improvement measures.</p> <p><u>Mental Health IG</u> – Sally – tier 3 progressing. Ongoing work around mental health and peri-natal mental health.</p> <p>CAMHS (appendix 2)</p> <p>Sandra and Bernadette to assist with process mapping exercise. Front line staff to attend.</p> <p><u>Transitions IG</u> – Joanne – monthly meetings well attended. Now seeing good practice in some parts of Highland. In relation to 14 - 25 pathways it's language that is becoming familiar. Joanne felt that young people were being represented at the group.</p> <p><u>CAPSM</u> – Debbie - the group has reconvened and meets quarterly with representation from both adult and children's services. Implementation of getting priorities right is on the agenda. Driver diagram being developed.</p> <p>Work being done with SCBU. Parents to visit before baby is born. Training material to be developed and will be available widely.</p> <p><u>Play IG</u> – Cath – continues to be a busy group. Play strategy play matters ran out in 2015. Planning a strategy which will link into the improvement plan will go to consultation in the near future. Closing date for last play award is next week. Putting a bid to the Common Good fund.</p> <p>Play event last year in Fort William and Falcon Square. Cath to send guidance on pre nursery plan area.</p> <p><u>Health and Well Being IG</u> – Cath - survey went to committee. There was some discussion around the Child Smile project.</p> <p>http://www.child-smile.org.uk/</p> | |
| 7. | <p>National Updates</p> <ul style="list-style-type: none"> • A group to attend collaboratives event in Dundee and will feed back to the group re Stretch Aims. • Learning network planned with support from EYC and RAFA reps. | |
| 8. | <p>AOCB</p> <p>Police Scotland Risk and Concern Project goes live on Monday. Highlands and Islands are to be proof of concept. Staff are being trained by a national team.</p> | |
| | <p>Next Meeting</p> <p>20th April 2016, 11am – 1pm, CR1, HCHQ</p> | |