

CORE GROUP AREA CHILDREN'S SERVICES FORUM

**Friday 27th April 2007 in the Education Office
in Brora at 10:30am**

FINAL MINUTES

Present:	Bill Couston (Area Education, Culture & Sport Manager for Sutherland) Dawn Grant (Area Children's Services Manager for Caithness & Sutherland) Innis Mitchell (Integration Manager for Caithness & Sutherland) Graham Nichols (Area Education, Culture & Sport Manager for Caithness) Barrie Forbes (Additional Support for Learning Co-ordinator) Miles Greenford (Public Health Practitioner for Caithness & Sutherland) Carla Gallon (minute taker)	BC DG IM GN BF MG CG
Apologies:	Georgia Haire (Assistant General Manager - North Highland Community Health Partnership)	GH

AGENDA ITEM	DISCUSSION / DECISION	ACTION
1) Case Work	<p>Co-ordinated Support Plan Referrals (CSP's): 2 cases were presented to the ACSF members by Barrie Forbes, Co-ordinator for CSP / Additional Support for Learning (ASFL). Each case was approved by all members.</p> <p>Previous CSP Case: Barrie noted that further to an appeal made for a pupil in Sutherland, a tribunal will be taking place on 29th May 2007.</p> <p>Child at Northcote Street After discussion, it was agreed that the ACSF would be able to assist with the extra funding requested for support to continue for this child in the short term. £1700.00 will be available to support this child, but nothing further from the ACSF Budget. The expectation will be that at the end of the proposed time period, the child will no longer require the additional support or alternative long term support is secured.</p>	
2) Previous minutes	The minutes of the meeting held on 5 th February 2007 were been circulated. Miles made one correction regarding his presence at the meeting. Carla to correct.	CG (done 30.04.07)
3) Matters Arising	<p>Matters arising from meeting: Case Work: CEYAC transport case: It was noted that there are still some on-going problems regarding this case. The funding for a taxi service will not continue much longer and it was agreed that the child should use public transport thereafter.</p> <p>Caithness child receiving support with individual tuition: Graham Nichols confirmed that the costs for this support to continue at the moment would be taken from his budget.</p> <p>N.E.E.T: Innis Mitchell gave brief update following a recent meeting this week. A further seminar is planned for Friday 15th June for the Highland Strategy to be pulled together. Further details to be confirmed.</p>	IM
4) Budget Review 06-07 and planning 07-08	<p>Caithness and Sutherland budget papers were circulated showing final allocation figures for 06-07 and projected spends for 07-08. Re-occurring commitments for 07-08 were discussed in some detail.</p> <p>Innis discussed the proposal from Georgia Haire regarding the enhanced Nursing Provision for Sutherland. At the moment NHS Highland have been advised to invoice the ACSF for the same amount as they did last year (no inflation costs to be added). It is clear at the moment however, that this amount will not cover the cost of staffing for the new financial year.</p> <p>Miles Greenford gave some further information regarding re-structuring within NHS Community Nursing and the changes & effects that this will have on current staffing. The appointment of the Oral Health Therapist will be taking place shortly</p> <p>Innis raised concerns about the Caithness 07-08 Budget and some of the re-occurring costs. It was agreed that the Pupil Support Teacher (PST) costs for Wick and Thurso High Schools, and the allocations for auxiliary support for North Wick, South Wick and other Primary Schools should be reviewed. In place, negotiations should take place to provide additional CSW support for the Wick Associated School Group (ASG) area.</p>	

<p>5) Liaison Group Evaluation Report</p>	<p>Innis presented a draft written report to the ACSF members for review. He sought advice from them as to how the document should be presented to others. For comment/advice from all members.</p> <p>Once finalised, the document will be presented back to those who completed it. The findings are clear and informative. No comment or analysis will be attached at this stage.</p>	<p>All ACSF Members</p>
<p>6) Council Re-structuring/ACSF</p>	<p>Documentation was circulated to all ACSF members, showing interim arrangements for the Highland Council re-structuring of Children’s Services. The documentation was self explanatory. It was noted that Charles Stephen (Interim Integration Manager for Highland) had requested to meet with Dawn Grant, Sheena Craig, Graham Nichols and Ian Hargrave to discuss proposals for the future of the ACSF’s. This will take place some time in May. Dawn to feedback to other ACSF members with the outcomes from this planned meeting.</p> <p>Innis Mitchell will ensure that all necessary information will be provided to Charles Stephen to ensure that Budgets and other functions are transferred as well as practicable.</p> <p>Innis Mitchell will now be acting Planning manager part based in Inverness.</p>	<p>DG</p> <p>IM</p>
<p>7) AOCB</p>	<p>No other business to be discussed around the table.</p>	
<p>8) DONM and future meetings</p>	<p>No date for future meetings will be made until the meeting noted in item 6 has been arranged.</p>	