

Integrated Children's Service Managers Meeting (INBS ICSMG)
Tuesday 10th March 2009, 9.30am - 12.30pm in
Operations Room, Catering & Cleaning Offices, 30 Harbour Road, Inverness

Present:

Kate Birch	Area Children's Services Manager - SWS, HC (Chair)
John Bruce	Senior Education Officer - ECS, HC
Louise McClatchey	Principal Educational Psychologist - ECS, HC
Jo Smith	Nurse Education & Development Facilitator for SE Highland CHP - NHS
Jean Pierre Sieczkarek	Locality Manager for Nairn & Inverness - NHS
Karen Erskine	Senior Reporter to Children's Panel - SCRA
Margaret Kinsella	Integrated Services Co-ordinator - ECS, HC
Lyn Grant	Admin. Asst, Integrated Children's Services - ECS, HC (Minutes)

Apologies: **Stevie Cowie** **Acting Inspector, Public Protection Unit - Northern Constabulary**

In Attendance:

Mary Cosgrove	Team Manager, Children & Families - SWS, HC (Inverness East)
Marj Stewart	Project Manager, GIRFEC - SWS, HC
Jill Moss	Police Lead, GIRFEC - ECS, HC
Liz Watson	Health Lead, GIRFEC - ECS, HC
Ann Edwards	Principal Housing Officer - H&PS, HC

	Subject	Decision	Actions
1.	Names for discussion	Confidential information - separate minute for INBS ICSMG members	
2.	Welcome and Apologies	Introductions were made & people welcomed to meeting.	
3.	GIRFEC	Case discussion - Margaret Kinsella Confidential information - separate minute for INBS ICSMG members	

Liaison Meetings (LM) - Kate Birch & Margaret Kinsella

John & Kate met to discuss LM Guidance. Kate passed info to her Team Managers, Jo passed info to her staff, John passed it to ECS Managers. Chose the following pattern of meetings due to managers' availability. It will take few months to assess if this is the right arrangement, as time to settle in will be needed.

3 days each month have been allocated for LM.

2 lots of Associated School Groups (ASG) per Children & Family (C&F) SWS on each of those 2 days.

Kate sent information on 20/02/09 but unsure if any Integrated Services Officers (ISO) has taken action as yet, she hopes to have dates in diaries very soon.

A significant number of children still being referred to SCRA that aren't going through LM. Schools, Health & Police are still referring directly. Discussions around why LM need to happen, what cases should be discussed, which professionals need to attend and how de-escalation of cases is handled.

Liz spoke to NHS Public Health Team Leaders (PHTL) yesterday prior to Kate's' meeting, and they were unsure of their role.

If any of their cases to be discussed they will be there but they feel if there is none of their cases should they attend? If no cases then meeting can be cancelled - ISO responsible for putting agenda together.

If no Child Plan sent then the meeting can be cancelled. However, Service Managers should meet often enough to ensure collective overview of systems as well as in targeted services.

Draft Dispute Resolution Policy - Margaret Kinsella

Margaret talked to the paper distributed.

P3 - Facts, some of this wording may need to change.

Marj, Margaret & Jill to look at Policy and re-write where necessary.

		<p>Discussions round child concern forms took place - the piece written in policy should be taken out.</p> <p>Assessment analysis and actions - tailored by MK & MS.</p> <p>Margaret went through various aspects of the content of the paper and discussions took place around the points.</p> <p>ISO Event on 24/03/09 - Margaret Kinsella</p> <p>New programme distributed. Session originally for INBS but felt it needs to be to a wider audience now. The event is being held on Tuesday 24/03/09 in the Davidson Suite, Tulloch Castle, Dingwall from 11am - 3.30pm.</p> <p>Kate hoping to meet with each C&F Team and ISO's to go over various aspects of their role and to clarify what they should be doing prior to the training event.</p> <p>Children's Leaflets - for information</p> <p>Leaflets given out. Parents leaflet will have a different border to specify the difference.</p>	
4.	Comfort Break		
5.	<p>Minutes from last meeting</p> <p>Matters arising</p>	<p>Approved and agreed as accurate by those at previous meeting.</p> <p>Community Early Years Worker (CEYW)</p> <p>It was hoped that the CEYW would move in to Rowan House with the PHTL. This is now dependent on other moves, unfortunately no dates have been given. Would hope to employ more CEYW so therefore 1 desk is definitely not enough. Despite delay in moving to Rowan House, we</p>	Agreed.

		agreed "virtual co-location" with immediate effect. As of today PHTL have all the contact numbers etc. for CEYW and can go directly to them - they don't have to go through ISO's.	
6.	Housing Policy	<p>How Housing Policy affects Children's Services - Ann Edwards Housing Services concerned about increasing numbers of homelessness. Ann is a Principal Housing Officer, in the field and sees what's happening. Her team work closely with Culloden, Carsegate and Nairn SW offices. Highland Council (HC) has specific legal obligations to homeless people and provides temporary accommodation whilst investigating their claims. SWS have responsibility to young people under 18, young people leaving care, mental health issues, older people and disability.</p> <p>Since 1995 there have been lots of legislations, which must be adhered to. This can be difficult as much of it is conflicting with other legislation. Protocols not been updated for some time. SW / Housing procedure written but now needs GIRFEC updated & promoted with training & awareness events.</p> <p>Kate spoke with Bill Alexander about this who should now speak to Janice Wilson, Housing Policy Officer.</p> <p>David Haas, Inverness City Manager and Kate spoke about SWS reporting to City Committee. Housing & ECS have both reported to them in past. A request that Housing come to ICSMG to discuss Anti Social Behaviour Group (ASBG) - possibly at the 7th April meeting.</p> <p>Dundee Families project paper handing out for information and consideration as there is nothing like this in Highland.</p>	<p>Kate to remind Bill and GIRFEC about this.</p> <p>Kate & Brian to speak to Murray about how it works.</p> <p>Margaret to invite Housing.</p>
7.	Statistical Information	<p>Statistical Information from Northern Constabulary Interesting reading with regards to numbers of child concern forms and referrals to reporter. Number reported to SWS - what is recorded in</p>	

		care first is child concern forms too and not just abuse/child protection. It is unclear that agencies are collecting and reporting numbers in different ways and for different purposes, so no meaning can safely be made of information at present. Bill Alexander is looking into this.	
8.	AOCB	<p>New Directorate Managers, NHS</p> <p>Paper distributed</p> <p>There is no representation from NHS Acute at the ICSMG meeting. Jean Pierre is meeting with Jo Veasey next week and will bring this up with her. Jean Pierre to let Margaret know if Jo puts anyone forward to attend the ICSMG from NHS Acute.</p>	<p>Jean Pierre to contact Margaret with name of representative if agreed by Jo Veasey.</p>
9.	Date, Time & Venue of next meeting	Tuesday 7th April 2009, 9.30am - 12.30pm in the Operations Room, Catering & Cleaning Offices, 30 Harbour Road, Inverness.	