

Integrated Children's Service Managers Meeting (INBS CSMG)
Tuesday 13th January 2009, 9.30am - 12.30pm in
Operations Room, Catering & Cleaning Offices, 30 Harbour Road, Inverness

- Present:**
- John Bruce** Senior Education Officer - ECS, HC (Acting Chair)
 - Stevie Cowie** Acting Inspector, Public Protection Unit - Northern Constabulary
 - Susan Drew** Reporter to Children's Panel - SCRA
 - Tricia Morrison** Public Health Practitioner for Children & Families SE Highland CHP, NHS
 - Jo Smith** Nurse education and development facilitator for SE Highland CHP, NHS
 - Margaret Kinsella** Integrated Services Co-ordinator - ECS, HC
 - Lyn Grant** Admin. Assistant, Integrated Children's Services - ECS, HC (Minutes)
- Apologies**
- Kate Birch** Area Children's Services Manager - SWS, HC (Chair)
 - Louise McClatchey** Area Principal Educational Psychologist - ECS, HC
 - Jean Pierre Sieczkarek** Locality Manager for Nairn & Inverness - NHS
- In Attendance:**
- Fiona Lorrain-Smith** Social Worker, Youth Action Team - SWS
 - Marlyn Campbell** Development Officer (Disability) - SWS, HC
 - Marj Stewart** Project Manager - GIRFEC
 - Bernadette Finnie** Social Work Services Lead - GIRFEC
 - Barrie Forbes** Additional Support for Learning Co-ordinator - ECS, HC
 - Bill Alexander** Head of Children's Services - SWS, HC
 - Bernadette Cairns** Area Educational Psychologist

	Subject	Decision	Actions
1.	Names for discussion	Confidential information - separate minute for INBS ICSSMG members.	
2.	Welcome & Apologies	Introductions were made & people welcomed to meeting.	

	<p>Information has gone to SW Team Managers, QAROs, Panel Members & the Reporters Office.</p> <p>CSP/Child's Plans - Barrie Forbes Barrie gave background to her post and Co-ordinated Support Plans (CSPs). She talked through the routes to and the stages of CSP. Barrie & C Cameron working to ensure that CSPs link with the CP & prepared guidance for ECS staff and others to ensure legislation needs are met. CSP needs to be a stand alone document as well as a central plank of the CP. Discussions on who could be the LP; CSP co-ordinator or other agency worker. Final document will go on the FHC website. There was strong concern & example that there remains duplication & confusion about the two processes with the possibility of a range of meetings with a large number of staff attending. There was agreement that specialist schools should be offered tailored training on managing the CSP /CP processes.</p> <p>Ensuring clarity about the role of ISO - Margaret Kinsella Training event Tuesday 20 Jan. Awareness of & understanding of routes into service & varying practice among ISO & SW Team Managers. J Bruce will attend. SCRA to look at activity by ISO's across areas at their next team meeting - i.e. have early intervention steps been taken; referral going straight to SCRA from schools and ISO not aware (INBS area - may be an isolated incidence).</p> <p>Drummond does not have access to an ISO. Could an ISO be attached to the school? School has Social Care Worker 15 hours a week (carrying out many ISO duties) coming from school budget. Elements of the ISO role are common, but maybe a different model is necessary to provide early intervention support to special education establishments.</p>	<p>B Forbes will send document to L Grant for FHC website.</p> <p>M Stewart & C Cameron</p> <p>SCRA to report findings to Marj.</p> <p>J Bruce to investigate.</p>
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5.	Case discussion	<p>Case Discussion - John Bruce Confidential information included in Case Discussion minute for INBS ICSMG members.</p>	
6.	Respite Reviews	<p>Respite Reviews - Marlyn Campbell Marlyn recently met with Drummond & discussed review meetings. The experience is that a CSP review meeting (which will eventually be a CP) can last 1.5hrs, often followed 6 weeks later with an IEP review meeting, 6 weeks later perhaps a respite placement meeting. Discussions on expectations from which meeting & timescales/order of meetings. HT may be the LP so perhaps this should be 1 meeting?</p>	<p>B Forbes & M Stewart [see above]</p>
7.	AOCB	<p>Changes to CEYW's - Kate Birch (for information) CEYW's are moving base to Rowan House, Inverness. The process has started.</p> <p>Funding for Early Intervention and how it is handled - Margaret Kinsella Margaret spoke about the ££ each ISO can use to support early intervention. Should there be a ceiling on amount requested? Should the ICSMG know about large funding requests made? There was concern that the amount of money used in the financial year does not reflect the level of need in Early Intervention.</p>	<p>ICSMG happy for MK to deal with requests.</p>
6.	Date, Time & Venue of next meeting	<p>Tuesday 10th February 2009, 9.30 - 12.30pm in the Operations Room, Catering & Cleaning Offices, 30 Harbour Road, Inverness.</p>	