

# ROSS, SKYE & LOCHABER AREA CHILDREN'S SERVICE FORUM

## Ross & Cromarty Area

### Core

Monday 13<sup>th</sup> August, 2007  
10 am – 1 pm

### Committee Room 2, Highland Council HQ, Dingwall

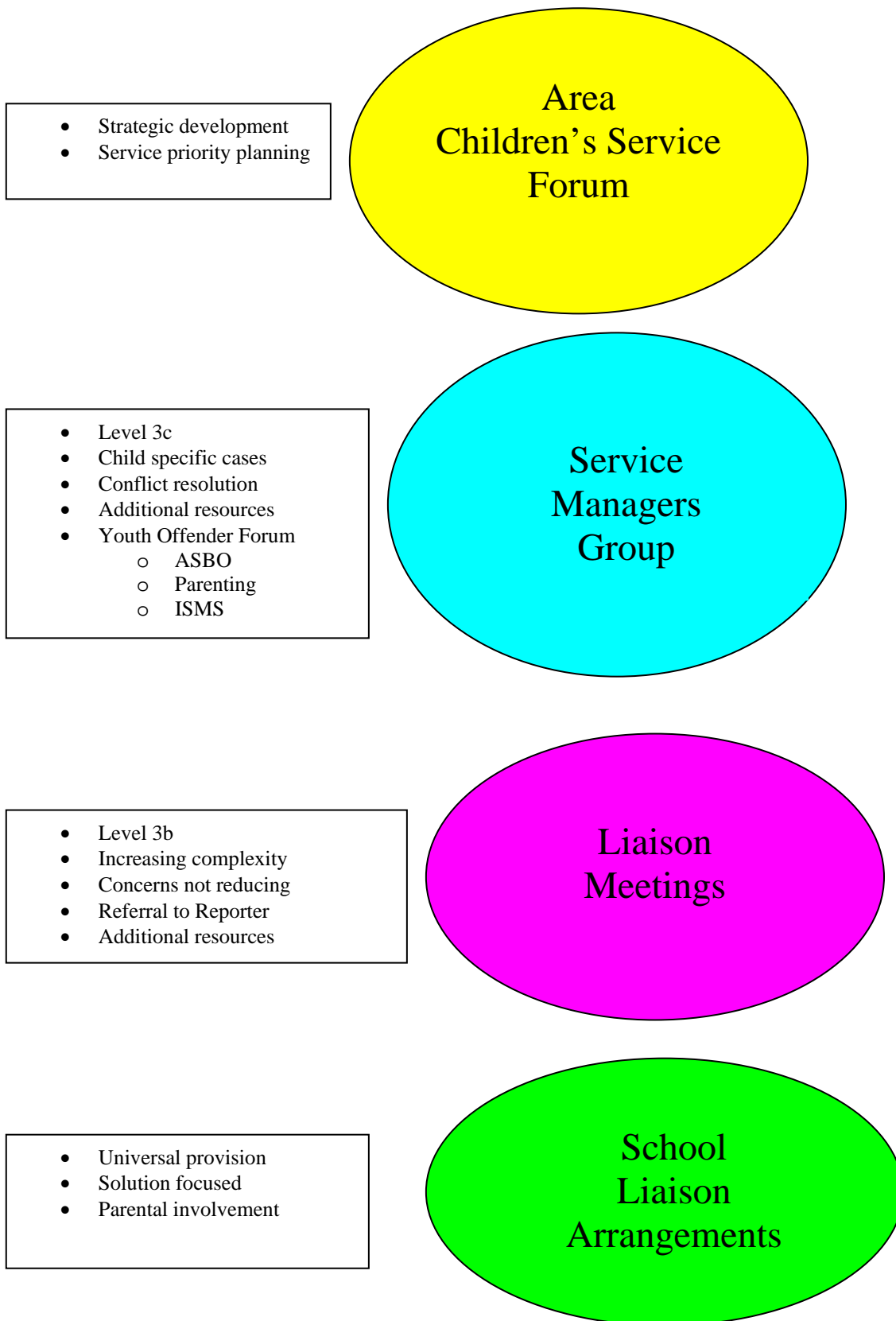
<b>PRESENT:</b>	Maureen Keough	Area Children's Manager - Ross, Skye & Lochaber
	Alison Phimister	Locality Manager (CHP)
	Alison Hudson	Assistant General Manager (CHP) - Chair
	Charles Stephen	Integration Manager
	Cath Rosie	Assistant Education Officer
	Theresa James	Assistant General Manager (CHP) - via Video conferencing
<b>APOLOGIES:</b>	John Ritchie	Area Education Manager
	Gail Brown	Health Promoting Schools
<b>IN ATTENDANCE:</b>	Maggie Tytler	Administrative Assistant

2.	<p><b>MINUTES OF PREVIOUS MEETINGS HELD – 27<sup>th</sup> February 2007</b></p> <p>The last meeting of the Ross &amp; Cromarty ACSF core group was held on 27<sup>th</sup> February. Due to new area boundaries this group is now the Ross, Skye &amp; Lochaber ACSF core.</p> <ul style="list-style-type: none"><li>It was confirmed in the minutes from 27<sup>th</sup> February that the Children's Service Workers, Easter Ross posts were only to be filled till 31<sup>st</sup> March 2007, as agreed by Bill Alexander and Harriet Dempster. These posts have remained in place and being funded by Social Work, Easter Ross. Charles had previously informed Dawn Grant of this situation. <b>Action</b> – Charles to reiterate (to Dawn Grant) that these posts were only to be in post until the end of March.</li><li>Family Group Conferencing Steering Group currently only operates in Ross &amp; Cromarty but there is a likelihood on expansion as it becomes more successful. Maureen is to Chair the next meeting on Wednesday 22<sup>nd</sup> August – where the issue of Chairing will be discussed. Maureen explained the FGC model. Families make decisions with guidance from professional co-ordinators working for Children 1<sup>st</sup>. It empowers families to assist their children. There are pilots and full time projects around Scotland. Bill</li></ul>
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	<p>agreed funding till the end of current financial year.</p> <ul style="list-style-type: none"> <li>• Guided Self Help Workers – Charles passed this information to Senior Family Liaison Officers.</li> <li>• Easter Ross – there is sufficient budget available to continue funding Children’s Service Workers in Ullapool and Gairloch for this financial year.</li> <li>• Highland Family Resource Alliance is a strategic group working in conjunction with the voluntary sector.</li> </ul>
3.	<p><b>HEALTH PROMOTING SCHOOLS – Gail Brown</b> Gail was unable to attend this meeting.</p>
4.	<p><b>YOUNG CARERS PILOT PROJECT – Charles Stephen</b> Charles pointed out Key Outcome 12 – Performance Objective and Data Analysis. <a href="http://www.forhighlandschildren.org/key-outcomes/ko12-130307.pdf">http://www.forhighlandschildren.org/key-outcomes/ko12-130307.pdf</a> The target was to provide a named and trained individual in secondary schools (of which there are 29). There are currently 29 contacts and 11 trained people. It was decided to extend the pilot Project Workers till March/April. This approach is different to what is currently in place in Skye. Marjory Jagger (Skye &amp; Lochalsh Young Carers Project Manager) is aware of these developments.</p>
	Cath Rosie joined the meeting and the group introduced themselves.
5.	<p><b>PARENTING – Alison Phimister</b> The post of Family Learning Co-ordinator was created to support professionals in delivering parenting. Joy Barton established links with agencies, organised parenting courses – venues, transport, crèche facilities, etc. The contract for this post expired at the end of July 2007 – the parenting plan cannot now be delivered. Alison Phimister requested Parenting remain on the agenda. Ian Goode (Childcare &amp; Family Resource Officer) had previously offered admin support. Emma Tayler indicated she would be able to supply Parenting in Lochaber for approximately £600. <b>Action</b></p> <ul style="list-style-type: none"> <li>• Alison Phimister to speak to Ian Goode re admin support.</li> <li>• Alison Hudson to speak to Eileen Burnham re support</li> <li>• Maureen and Theresa to organise a meeting with Emma to discuss Parenting.</li> </ul>
6.	<p><b>SURESTART – Maureen Keough/Charles Stephen</b> Maureen explained that most of the Surestart budget is tied up with committed posts. There is a small uncommitted amount. The project in Kinlochleven will be funded until it comes to an end in 2008. Maureen and Charles have been looking at what the voluntary organisations have been contributing. Charles suggested looking at service agreements and what they provide. NCH have been asked for feed back and this is being gathered. They have been assured that there will be no changes in this financial year but may change in 2008/09.</p>
7.	<p><b>ACSF STRUCTURE/MEMBERSHIP/GIRFEC UPDATE – Charles Stephen</b> Charles produced a document outlining the new organisation. <i>appendix 1</i> Red (Liaison Meeting) – this group will be called when there has been multi agency involvement but there are still concerns and serious issues with a child. Guidance would normally be Team Leaders from Health in attendance – Liz Hope for Dingwall. Social Work – Team Manager or Senior Family Liaison Officer, because</p>

	<p>they can deploy resources. Education – Head Teacher or Cath Rosie. Cath indicated she would have to clear any services required, with John, before attending this meeting.</p> <p>Maureen pointed out that the School Liaison Groups are functioning efficiently and effectively and use the Solution Focussed Approach but they each have their individual method or working.</p> <p>Blue (Service Managers Group) – where child specific cases are discussed. Suggested attendance – John Ritchie, Maureen Keough and Alison Phimister/Alison Hudson/Theresa James (dependent on what area the child is from).</p> <p>Yellow (ACSF) – the consensus from the ACSF core group is that there should continue to be some form of regular meeting. Attendees – Maureen and John with someone available to deputise. Health need to discuss representation with Jill McVicar. Theresa suggested Catherine Zawalnyski attend for Health.</p> <p>Charles drew the group's attention to interim arrangements. <i>appendix 2</i>  <b><i>The group agreed Maggie to provide administrative support.</i></b></p> <p><b><u>Action</u></b></p> <ul style="list-style-type: none"> <li>• Health to inform Bill Alexander (and cc Maureen) agreed representatives from Health.</li> <li>• Cath to discuss representation with John.</li> </ul>
8.	<p><b>NHS – BOUNDARY ISSUES – Alison Phimister</b></p> <p>Alison Phimister was concerned that she covers parts of Caithness, Sutherland &amp; Easter Ross, Ross, Skye &amp; Lochaber and Inverness areas, which would be a considerable amount of meetings to attend.</p>
9.	<p><b>FINANCIAL PLAN – Charles Stephen</b></p> <p>Budget for 2007/08 remains the same as 2006/07, with no inflationary increase. Ross and Cromarty budget was split between Easter Ross and Mid Ross. Charles advised that Bill would be looking to make savings from this budget in the future.</p> <p>As Charles will be leaving, Lyn Brown will be monitoring the budget and approving. Bill Alexander will be managing. The Assessment Co-ordinator (when in post) will manage this budget.</p> <p><b><i>The group agreed any funding requests less than £200 can be dealt with by Maggie/Lynn. Anything exceeding this amount will be considered by this group.</i></b></p> <p><b><u>Action</u></b></p> <ul style="list-style-type: none"> <li>• Maureen to check SFLO current salary.</li> <li>• Charles agreed to reformat the budget plan into ASG's.</li> </ul>
10.	<p><b>DEVELOPMENT PLAN – Charles Stephen</b></p> <p>Page 3 – Alison Hudson requested wording be amended.</p> <p><b><u>Action</u></b></p> <p>Charles to amend wording accordingly and send a copy to Theresa James.</p>
11.	<p><b>R, S &amp; L GIRFEC BRIEFING MEETING</b></p> <p>The Ross, Skye and Lochaber GIRFEC Briefing meeting is on Friday 31<sup>st</sup> August, 2pm – 4pm, Youth Highland, 6A High Street, Dingwall.</p> <p>Charles suggested Laurence Young and Rosemary Bridge should attend.</p>
12.	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• As of Friday 17<sup>th</sup> August the Integrated Children's Services office, Station Road, Dingwall will be closed. New contact details:-</li> </ul>

	<p>Maggie Tytler  Administrative Assistant  Council Offices  High Street  DINGWALL  IV15 9QN</p> <p>Tel        01349 868570  Fax        01349 868574  E mail     <a href="mailto:margaret.tytler@highland.gov.uk">margaret.tytler@highland.gov.uk</a></p>
<b>13.</b>	<p><b>Date of Next Meeting</b>  Wednesday 24<sup>th</sup> October 2007  10.30am – 1pm  Invermoriston Hall, Invermoriston</p>



**INTERIM ARRANGEMENTS**

Head of Children's Services

*appendix 2*

