

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

**Lochaber Area**

**Core**

**Wednesday 9<sup>th</sup> May, 2007  
10 am – 12.30 am**

**Camaghael Hostel, Fort William**

<b>PRESENT:</b>	Rosemary Bridge	Area Education Manager (Chair)
	Charles Stephen	Integration Manager
	Emma Tayler	Childcare & Family Resource Officer
	Theresa James	Locality General Manager
	Maureen Keough	Area Children's Manager - Ross, Skye & Lochaber
	Gail Brown	Health Promoting Schools, Development Officer
<b>APOLOGIES:</b>	John O'Kane	Area Community Learning and Leisure Manager, Lochaber
	Simon Jeffrey	Area Community Learning & Leisure Officer
<b>IN ATTENDANCE:</b>	Maggie Tytler	Administrative Assistant

<b>2.</b>	<b>MINUTES OF PREVIOUS LOCHABER ACSF MEETING – 14 February 2007</b> <ul style="list-style-type: none"><li>• 0.2 fte post in An Lar remains in place.</li><li>• Health Centre is due to be ready by 5pm, 10 May 2007. SW accommodation within the centre – Theresa was unable to move this forward. <b>Action</b> Maureen to discuss with Theresa and Larry.</li><li>• Senior Family Liaison Officer – duties of this post are being carried out by Fiona Graham, Morag Barnes and Emma Tayler. The post is on hold at the moment. <b>Action</b><ul style="list-style-type: none"><li>• Rosemary to supply Maureen with information on Fiona Graham's remit.</li></ul></li></ul>
<b>3.</b>	<b>HEALTH PROMOTING SCHOOLS – Gail Brown</b> <p>All schools have Health Promoting Schools status. There is a legal obligation for all schools to have this. The HPS initiative is now in it's second phase. Toolkit 2 is being introduced to schools. The new toolkit looks at how things have progressed, the difference the first toolkit has made.</p> <p><a href="http://www.forhighlandschildren.org/Your%20Choice/hpstoolkit2-05-07.pdf">http://www.forhighlandschildren.org/Your%20Choice/hpstoolkit2-05-07.pdf</a></p>

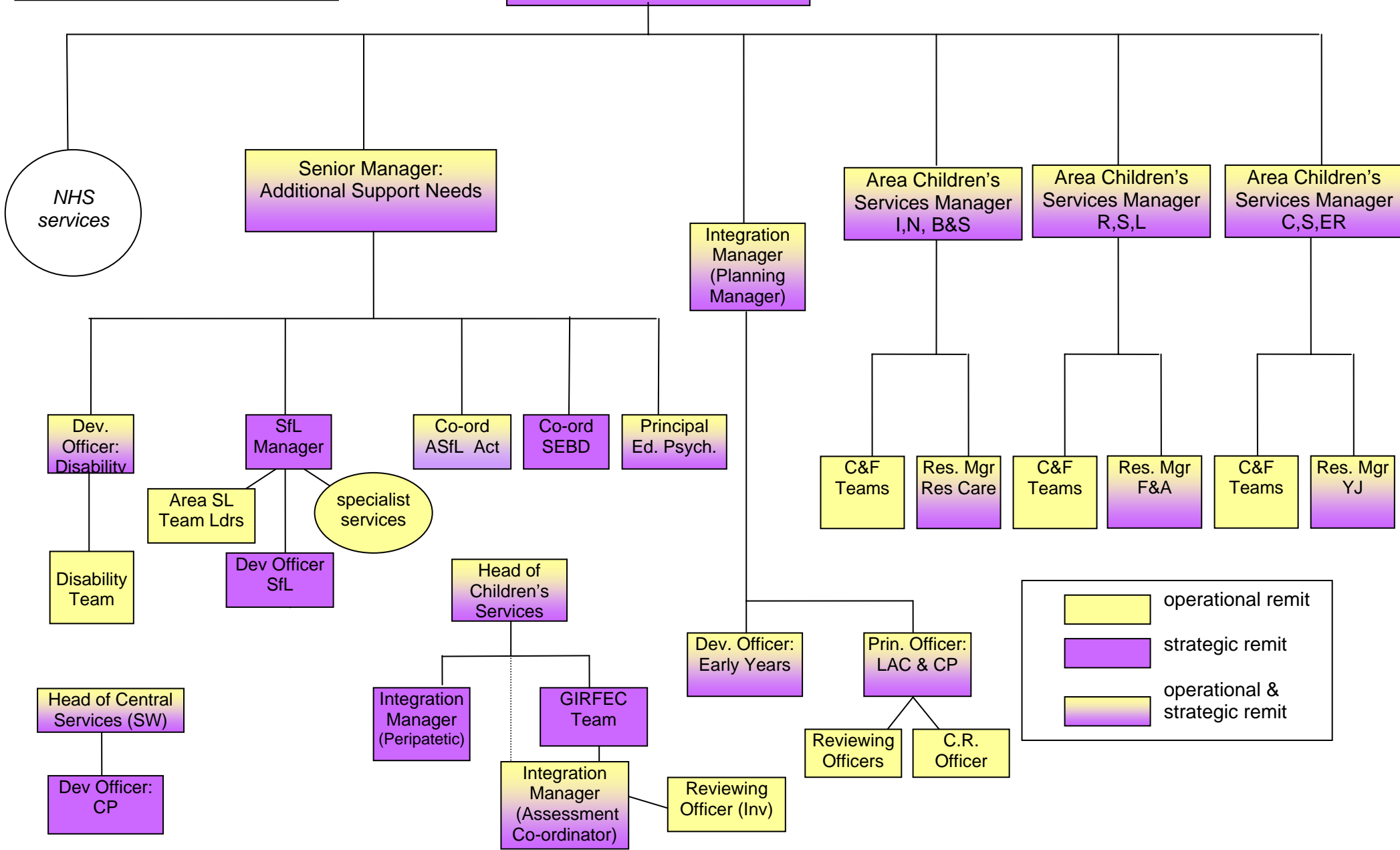
	<p>Section 1 – over view of where they are now.</p> <p>There are tables for schools to follow to assist in maintaining the HPS status.</p> <p>Gail explained that the first portfolio was extensive where as this one is more basic.</p> <p>There is also a wide range of support service contacts for easy access.</p> <p>The portfolio also offers guidance on school snacks, sporty snacks, breakfast smacks and drinking water in schools. The team are working on substance misuse guidance and request schools to inform them of any other guidance necessary.</p> <p>Quality Development Officers have the task of assessing the schools on their regular visits.</p> <p>Gail has contacted An Lar and is awaiting a date for her to visit. The Bridge and Black Isle Education Centre are already involved.</p>
4.	<p><b>GET READY FOR WORK – John O’Kane</b></p> <p>John O’Kane was unable to attend this meeting.</p>
5.	<p><b>AGENCY REPORTS</b></p> <p><u>ECS – Rosemary Bridge</u></p> <ul style="list-style-type: none"> <li>• It is still not clear who will be based where in the new structure. There is to be a Senior Education Officer and an Education Officer. Rosemary pointed out that it was important for managers to maintain a good working relationship.</li> </ul> <p><u>NHS – Theresa James</u></p> <ul style="list-style-type: none"> <li>• Nothing to update.</li> </ul> <p><u>SW – Maureen Keough</u></p> <ul style="list-style-type: none"> <li>• Maureen explained this was her first visit to Fort William as the Area Children's Manager for Ross, Skye &amp; Lochaber.</li> <li>• The new Senior Practitioner is Daniel Beaudoin, based at Fulton House.</li> <li>• Dawn Main-Fraser remains as Senior Social Worker.</li> </ul> <p><u>CL &amp; L – John O’Kane</u></p> <p>John was unavailable for up date.</p>
6.	<p><b>INTEGRATION MANAGER’S INTERIM REMIT/BUDGET – Charles Stephen</b></p> <p><u>Interim Structure</u> - Charles informed the group that interim arrangements mean he is now the peripatetic Integration Manager for Highland, after this period the Integration Manager’s positions will be deleted. Charles explained the new interim structure. (<i>see appendix 1</i>)</p> <p>Managers (Maureen Keough, John Ritchie and Gill McVicar for R, S &amp; L) are being consulted as to how 7 Practice Panels/Caseworking Sub Groups and 7 ACSF core groups are to be organised. The group were invited to give their ideas and opinions.</p> <p>Maureen suggested the PP/similar group should be maintained on a monthly basis and that the lead agency should chair meeting. In every other area this group is referred to as the Caseworking Sub Group.</p> <p>Under GIRFEC there will be a single shared assessment where needs will be discussed – therefore is a PP/Caseworking required?</p> <p><u>Budget</u> – Charles explained that the Ross, Skye &amp; Lochaber Budget cannot be finalised until the Ross &amp; Cromarty Budget has been divided into East and West Ross – this is being negotiated.</p> <p>Rosemary pointed out that Lochaber Pupil Support Base had been supported by ACSF – this was only a funding contribution.</p> <p>Posts in position will continue to be funded.</p> <p>Emma felt that she hadn’t gained much from attending the ACSF but acknowledged</p>

	<p>that this may be in part due to the area of discussion that had taken place and its relevance to the Childcare and Family Resource Partnership. She did acknowledge however, that she was able to provide advice/guidance and support relating to her field of expertise and if this input was valued/wanted by other members then she would see a place for the position in any future grouping/forum. Rosemary &amp; Theresa found the forum useful. Theresa thought it important for a representative from the Childcare Partnership to attend.</p>
<b>7.</b>	<p><b>CHILDCARE PARTNERSHIP UPDATE – Emma Tayler</b></p> <p>The Executive continues to meet four times a year and is due to meet at the end of May. Full membership has been retained. Health rep is normally a Health Visitor. Most agencies are represented. Emma gives updates on the most important priorities of the Partnership Plan.</p> <p>The Partnership are aware of the new area structure and has some initial discussions already regarding the potential impact on the partnership in the future. The initial discussions concluded that the Partnership would like to retain the ability to focus on ‘local’ area development/sustaining of services be it within the bigger new operational area structure.</p> <p>The Partnership have spoken to Sam Brogan - she has put a stop to a the lottery bid to retain a local development officer as the restructuring has not impacted on partnership business yet and it is likely not to do so in terms of area capacity.</p> <p>The majority of development work has been completed.</p> <p>Emma is to attend the next Executive meeting with a number of funding bids in line with the partnership plan – which continues support for play scheme, SCMA development officer and a range of parent and toddler groups etc.</p>
<b>8.</b>	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• Pol will continue to manage An Lar in the interim.</li> <li>• Maureen is based in Dingwall, where she can be contacted.</li> </ul>
<b>9.</b>	<p><b>Date of Next Meeting</b></p> <p>tba</p>

**INTERIM ARRANGEMENTS**

*appendix 1*

Head of Children's Services



	operational remit
	strategic remit
	operational & strategic remit