

**ROSS, SKYE & LOCHABER
SERVICE MANAGER'S GROUP**

Friday 9th April 2010

10am – 12 noon

Committee Room 2, Council Offices, Dingwall

PRESENT:	Maureen Keough (Chair)	Area Children's Manager
	Valerie Gunn	Acting Integrated Service Co-ordinator
	John Ritchie	Education, Culture & Sport Manager
	Isobel Murray	YAT
	Kath McAvoy	Team Manager, SW
APOLOGIES:	Hugh Strachan	Reporter to Children's Panel
	Ruth McDonald	Reporter to Children's Panel
	Pamela Ross	Northern Constabulary
	Alison Phimister	Locality Manager, NHS
IN ATTENDANCE:	Maggie Tytler (minute)	Administrative Assistant
2.	<p>Maureen explained, although the group was inquorate the decision was made to continue due to proposed referral to RPG.</p> <p>MINUTES OF PREVIOUS MEETING – 12th March 2010</p> <ul style="list-style-type: none"> • Education Psychology Cover - SMG wrote to Bernadette regarding concerns. Vibeke McKeown to cover Lochaber, 2 days a week. Carrie Yavuz will join Neil Brown to cover Dingwall. Neil Brown is the EP for Dingwall and Gairloch ASGs. Bob Leadbetter covers Skye. Bob outlined the four Educational Psychologists priorities:- <ul style="list-style-type: none"> ❖ Looked After Children whose home/school situation is unstable. ❖ Children with significant needs who are at a key stage of transition. ❖ Involvement required as part of the Area Locality Autism Diagnostic Group. ❖ Advice requested by the Children's Reporter or ECS Management. • Liaison Meeting Feedback – there remains an issue regarding correct referral to the Reporter with some referrals being made by schools. <p><u>Action</u> Valerie to discuss with John.</p> <ul style="list-style-type: none"> • CSW Development Day <p><u>Action</u> Needs some further work then Valerie to bring back to the group.</p> <ul style="list-style-type: none"> • MAPPA request to Forensic Psychologist – clarification has been obtained that this should not be referred to SMG for adults. Request for adult referrals should be directed to Dawn Grant and Jane Murphy. • Budget – £15,000 was not removed from the budget but was used to fund acting ISO post in Ross. • Gail Nichol-Andrews will resume her ISO post in Ross on 19th April. 	

3.	YOUTH OFFENDER ISSUES – Isobel Murray None to date.
4.	Confidential information
5.	SAFER HIGHLAND LOCAL FORUM – Maureen Keough To be added to next agenda.
6.	ALCOHOL PRACTITIONER–YAT – Alison Phimister To be added to next agenda.
7.	COG MINUTE – John Ritchie As John will be retiring in July, representation at COG will require to be sought.
8.	LIAISON MEETING FEEDBACK <ul style="list-style-type: none"> • <u>Ross, 25 March 2010</u> – direct referral from school to Reporter Action John to discuss with Head Teacher. • <u>Lochaber, 17 March 2010</u> – sensory items – funding limit is incorrect. Valerie to clarify with Ian.
9.	WORK PLAN <ul style="list-style-type: none"> • Items to be flagged at COG to be highlighted in red. • Action - Health training audit requires to be forwarded by Alison. Refer to COG if unable to be resolved. • Regarding constraints attending meetings – make better use of video conferencing. If there is an issue with attendance at Liaison Meetings then it should be taken to SMG. If it can't be dealt with approach COG supportively. Will be monitored and brought back to SMG. • Lochaber Multi agency Solution Focused training day with approximately 50 attending to take place on 21st April. A similar event could be held for Ross and Skye. • Liaison Meetings need to consider escalation and de-escalation of need. This is still not automatically taking place. • CP concerns – is an audit required? This could be discussed at ISO meeting. • Highland wide audit to be discussed at COG. • Pan Highland audit – to be discussed at COG. • GIRFEC draft guidance not yet available – there is no longer a GIRFEC team. • QARO – QA part of the role is to be discussed on 24th April. • Child Concern Forms - daily conference calls require to be considered. There can be significant delays when key people are unavailable. Isobel to link up with Karen Logan every two weeks. Action – Karen Logan to be invited to August SMG.
10.	AOCB Change in Legislation–Sexual Offences Scotland Act - to be added to next agenda.
11.	BUDGET – Managers Valerie distributed a budget projection for 2010/11. This was dependent on final

	<p>budget allocation. All post are currently filled. The CSW who covers Ullapool is currently on sick leave and there is concern that there would be no capacity to provide cover in the short term.</p> <p><u>Action</u> Kath and Valerie to meet with ISO's re budget management and feed back to Team Managers as the ISO's line managers.</p>
<p>12.</p>	<p>Next Meeting Date Friday 14th May – John to Chair 10am – 12 noon Committee Room 2, Council Offices, Dingwall.</p>