

## APPROVED

### DUNDEE CHILDREN AND FAMILIES EXECUTIVE BOARD MEETING HELD ON THURSDAY 8 FEBRUARY 2018 AT 2.00PM IN ROOM 4.7, DUNDEE HOUSE

#### PRESENT

Paul Clancy	Executive Director (Co - Chair)	Children & Families, DCC
Elaine Cruickshank	Programme Lead – Children & Families	NHS Tayside (representing Lorna Wiggin)
Georgia Cruickshank	Councillor	DCC
Tamasin Knight	Consultant in Public Health	NHS Tayside
Christine Lowden	Chief Executive	Dundee Voluntary Action
Glyn Lloyd	Service Manager, Strategy & Performance	Children & Families, DCC
Angie MacDonald	Service Manager, Action for Children	Voluntary Sector representative
Jane Martin	Head of Service / Chief Social Work Officer	Children & Families, DCC
Nicki Matthew	Participation Manager	Who Cares? Scotland
Audrey May	Head of Service / Chief Education Officer	Children & Families, DCC
Gregor Murray	Councillor	DCC
Peter Nield	Assistant Director, Barnardos	Voluntary Sector representative
Cate Reid	Head of Learning (Children and Young People)	D&A College
Norma Ritchie	Independent Chair	Child Protection Committee
Kathryn Sharp	Senior Manager	Health & Social Care Partnership representative
Elaine Zwirlein	Executive Director	Neighbourhood Services, DCC
Pam Blacklaws	Admin Assistant (Minute)	Children & Families, DCC

#### APOLOGIES

Lorna Wiggins	Chief Operating Officer (Co - Chair)	NHS Tayside
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#### ALSO IN ATTENDANCE

Ruth Nairn		CELCIS – partial attendance
Fiona Mitchell		CELCIS – partial attendance
Kerstin Jorna	Senior Officer	Children & Families, DCC – partial attendance
Laura Menzies	Senior Officer	DCC – partial attendance
Anita Roweth	Senior Officer (Third Sector)	DCC – partial attendance
Diane Caldwell		NHS Tayside
Gary Robertson	Head of Environment	DCC - partial attendance
Cherie Morgan	National Development Officer	Play Scotland - partial attendance
Audrey White	Senior Officer	DCC – partial attendance
Martin Dey	Senior Manager	CJS, Children & Families, DCC

#### 1 WELCOME AND APOLOGIES

As noted above.

#### 2 PREVIOUS NOTE AND MATTERS ARISING FROM LAST MEETING HELD ON 14 SEPTEMBER 2017

2.1 Previous minutes were approved.

#### 2.2 Matters Arising

A template for reports and updates to the Board was issued. It is proposed to use this template which is also used for reports to DCC Committee. Any comments should be forwarded to Paul.

#### 3 GIRFEC IMPROVEMENT PROGRAMME – Fiona Mitchell and Ruth Nairn, CELCIS and Kerstin Jorna, S&P DCC

Presentation on Getting it Right For Every Child in Dundee – Scaling-up and Sustaining Improved Practice and Outcomes

#### ACTION



Item 3 - GIRFEC  
Improvement Progra

Paul confirmed that we are ensuring that what is happening also ties in with the Hunter Foundation. It was agreed we would have an update on the Hunter Foundation at the next Board meeting.

Glyn

Glyn asked about early signs of success and Fiona explained that they will need to get into the in-depth working with the schools so it will be 6-9 months. She continued by saying one of the challenges is that they do not have any baseline data so in the beginning they will set some basic baseline data as well as drawing on the existing population data.

Fiona, Ruth and Kerstin were thanked for attending the meeting and left at this point.

**4 COMMISSIONING STRATEGY** – Laura Menzies, Contracts, DCC and Anita Roweth, S&P Team, DCC  
Presentation on the Joint Strategic Commissioning Group – Contract Scoring Exercise.



Item 4 - Board  
Meeting Dundee 20



Guiding Principles  
Doc - Exec Board Jar



20171121 Scoring  
Form Template upda

Laura and Anita explained the work of the Strategy and Commissioning Group in developing a Commissioning Strategy, in terms of agreed principles and a scoring exercise which has recently been undertaken.

In terms of next steps, they are looking to refine and agree the scoring exercise with the individual organisations. They would also like to extend the exercise to include all services for children and families commissioned by other Council Services and NHS Tayside; use the outcome of scores to inform improvement plans and monitoring meetings with providers; and, if realistic, report back in June 2018 to the Board.

Paul noted that this work has taken the partnership several steps forward and thanked members of the working group for their efforts. In terms of a timeline, if we are looking at the 2019/20 budget we would need to be something in place by October this year.

It was emphasised that the process adopted had been entirely collaborative and that although this had occasionally involved some difficult discussions, there is a shared consensus in the group on proposed ways forward.

It was noted that there is the private sector as well, and we also need to be mindful of a lot of organisations who are delivering who are not funded.

Elaine Cruickshank noted there is the Tayside wide collaborative commissioning group and it would be really valuable information to take there at some point.

The Board were happy to approve and give permission for the group to continue the work.

Laura and Anita were thanked for attending and left at this point.

**5 SCHOOL & LAC NURSING** – Diane Caldwell, NHS Tayside  
The aim is to adopt a national approach to school nursing and the role of the school nurse. The new national model was tested in Perth & Kinross and Dumfries &

Galloway. The role focuses on 9 priority areas:

- Mental and well-being
- Substance misuse
- Child Protection
- Domestic abuse
- Looked After Children
- Homeless children and families
- Children known to or at risk of involvement in the Youth Justice System
- Young Carers
- Transition points

This model is now being extended across all NHS Board areas and Diane provided updates on the process of implementation across Tayside, including training and support; referral processes; and specialist roles such as LAC Nurses, Health Visitors and School Nurses.

Jane commented that, as a local authority, we continue to provide funding to a LAC Nurse post and would be very keen for a representative to be involved in any discussions. She also queried how this fits with the medical advisers for the Adoption and Fostering Panels. In terms of School Nurses, she enquired if there was one at Rockwell Offsite provision. Diane confirmed Glyn (Lloyd) is on the working group.

Paul noted there are 8 newer Health & Wellbeing posts within the schools and that it would be important to ensure their work and approaches were aligned with that of the School Nurse.

Glyn said that a short life working group has been asked to work on details and suggested they bring a paper back to the Executive Board to answer questions raised and hopefully give some reassurance. This was agreed.

Diane

- 6 **PLAY FRAMEWORK** – Audrey White, Gary Robertson and Cherie Morgan Presentation on the Play Framework. Play is part of Dundee Physical Activity Strategy with Dance, Sports & Recreation and Active Living being the others.



The Board suggested that the team start thinking about engaging with eg Families Outside, to engage with the harder to reach parents. Also future parents.

Paul noted that there will be no change in terms of Governance – link will be via Strategy & Performance Team to the Children & Families Executive Board. Elaine Cruickshank and Audrey to ensure that the Play Framework links to the Health strategies. The key messages to be kept.

Elaine /  
Audrey

Paul added it would be helpful to present a report to Committee in due course.

Audrey/  
Glyn

Elaine Cruickshank enquired about the 3 other frameworks (Dance, Sports & Recreation and Active Living) and where these are reporting to. Gary will follow this up with the Physical Activity Leadership Group.

Gary  
Robertson

Audrey, Gary and Cherie were thanked for attending.

- 7 **SECURE CARE** – Martin Dey  
Papers issued prior to the meeting.



Secure Care Report  
November 2017.doc



CSWO approaches  
to high risk and seci

The Chief Social Work Officer (CSWO) has responsibilities in relation to decision making and secure care placements. Even though a Children's Panel makes a decision of secure placement, the final decision is with the CSWO with consent of the Head of the Secure Centre.

Secure use has changed over the years. In 2013, there were more males in secure due to offending behaviour but in 2015/16 there was only 1 male and 9 females and this was due to high degrees of vulnerability, extreme self-harming and at risk of sexual exploitation.

Paul suggested it would be beneficial to undertake an exercise to look at 2/3 cases in-depth to see what decision was made, the different options, the barriers, the timing of it etc.

Nicki commented it would also be helpful to hear the voice of the young person involved and take that into account.

Norma added it would be helpful to have input in terms of what we are calling trauma informed practice.

Report back to the Executive Board in June if the exercise has been carried out before then. If not, report back in September.

Martin

- 8 INTEGRATED PROTECTING PEOPLE FRAMEWORK** – Kathryn Sharp  
Due to time constraints and the number of items on today's agenda, it was agreed Kathryn would issue a paper to Board members instead. These are below:



PP Structures.pptx



180206 Item 5c  
Integrated PP Frame

- 9 AOCB**  
The latest edition of the Children and Families Executive Board newsletter had been issued.

- 10 DATE OF NEXT MEETINGS**  
Thursday 21 June 2018  
Thursday 13 September 2018  
Thursday 15 November 2018  
All meetings at 2.00pm in Room 4.7, Dundee House