

## APPROVED

### DUNDEE CHILDREN AND FAMILIES EXECUTIVE BOARD MEETING HELD ON THURSDAY 6 FEBRUARY 2020 AT 2.00PM IN ROOM 4.7, DUNDEE HOUSE

#### PRESENT

Paul Clancy	Executive Director (Co-Chair)	Children & Families, DCC
Ann Fitzpatrick	Associate Director Women, Children & Families Division (Co-Chair) <b>(Chair)</b>	NHS Tayside DCC
Peter Allan	Community Planning Manager	NHS Tayside
Elaine Cruickshank	Lead Nurse – Women, Children & Families Division	SCRA
John Cunningham	Locality Reporter Manager	Voluntary Sector representative
David Gardner	Senior Manager, Dundee Voluntary Action	Children & Families, DCC
Glyn Lloyd	Acting Head of Service	Voluntary Sector representative
Angie MacDonald	Operational Director, Action for Children	Children & Families, DCC
Audrey May	Head of Service / Chief Education Officer	Who Cares? Scotland
Nicki Matthews	Advocacy and Participation Manager	Voluntary Sector representative
Peter Nield	Assistant Director, Barnardo's	

#### APOLOGIES

Graham Binnie		Police Scotland
Evonne Boyd	Area Manager	Skills Development Scotland
Georgia Cruickshank	Councillor	DCC
Marie Dailly	Service Manager	Housing & Communities, DCC
Stewart Hunter	Councillor	DCC
Tamasin Knight	Consultant in Public Health	NHS Tayside
Kathryn Sharp	Senior Manager	Health & Social Care Partnership representative
Roisin Smith	Councillor	DCC
Elaine Torrance	Chairperson	Child Protection Committee
Elaine Zwirlein	Executive Director	Neighbourhood Services, DCC

#### ALSO IN ATTENDANCE

Joyce Thompson	Dietetic Consultant in Public Health Nutrition	NHS
Audrey White	Senior Officer (Health & Wellbeing)	Children & Families, DCC
Sophie Gwyther	Lead Officer	S&P, Health & Social Care Partnership
George Hosking	CEO and Research Director	WAVE Trust
Nicola Leddie	Project Coordinator - Dundee	What Matters 2 U
Lewis Reid	FORT Coordinator	
Joe McIntyre	FORT	
Pam Blacklaws	Admin Assistant (Minute)	Children & Families, DCC

#### 1 WELCOME AND APOLOGIES

Apologies noted as above.

#### 2 PREVIOUS NOTE AND MATTERS ARISING FROM LAST MEETING HELD ON 14.11.19

Minutes had been issued previously and slight amendments made. Minute now approved.

#### 2.1 Matters Arising

**Named person service** – at the last meeting suggested that named person service should be removed from documentation and replaced with something meaningful and that Tayside would have a common approach to this.

In terms of an update it would be best if this was looked at across the three Councils. Jackie Pepper is leading on a short-life working group and this could be looked at by this group. Also ask for the TRIG Directors Meeting to connect with the National Group who will be looking at that too.

#### ACTION

NHS Tayside have representation on the National Health Visitor Leadership Group and any changes to NHS documentation would require approval at that group and from Scottish Government.

In the interim, it will be called named person service.

**Guide for Joint Inspection of Services to Children in Need of Care & Protection**  
– This is on today's agenda.

**What Matters 2 U** – on the agenda for today's meeting.

**Independent Advocacy** – Initial discussions with Nicki Matthew re independent advocacy have taken place.

### **3 OVERVIEW AND UPDATE ON FORT SYSTEM** – Lewis Reid / Joe McIntyre

A paper outlining the progress of the implementation of the Fast Online Referral Tracking system (FORT) was issued prior to the meeting.

FORT is a partnership approach between the voluntary and statutory sectors who work with children and families. A Personal Information Sharing Agreement (PISA) for the referral system has been approved and sent out for signing to all voluntary sector agencies. It has been approved and signed by Dundee City Council.

FORT is simple to use, records actions on the system and is all recorded on one system. More importantly, it is early intervention. There can be monthly reporting on referrals coming in and where they are going. There will be a triage team to ensure that the actions are followed up. The triage team will be made up of voluntary sector agencies across children's services.

Both Management and Operational Groups have been set up to regularly monitor the progress of the system and deal with any issues which may arise. These multi agency groups will also ensure that the monitors and statistics are fit for purpose and measure effectiveness of the system.

There are ongoing meetings with Police and NHS regarding FORT.

Joe McIntyre gave a very helpful and informative demonstration of FORT and the 2 ways that referrals can be made – either directly to a specific agency via FORT or by submitting a referral and the triage team will forward to the most appropriate agency.

The system should provide an up to date map of services and is a broad platform so any agency which reaches a certain standard, could be on it.

With regard to links between Mosaic and FORT, Joe explained that they sit parallel but theoretically a button could be created in Mosaic to submit a FORT referral but work would need to be done on that.

With regard to agencies who are contracted eg Includem, and how the system will be able to handle this, Joe explained that the system is organic. It can show how many referrals go to an agency, or it can show an agency but no referrals are allowed to be submitted. Referrals can also be rejected. The FORT Management Group will have a role to play in gate-keeping. It gives an overview of what is happening but it is not about replacing other systems that are there.

When asked about consent, Joe explained that you have to have consent to make the referral.

The membership of the management group will be reviewed on a regular basis to ensure that the right people are on board.

Lewis and Joe were thanked for attending.

#### **4 WHAT MATTERS 2 U INITIATIVE – Nicola Leddie**

A report giving an update on the progress of the What Matters 2 U programme was circulated prior to the meeting.

Nicola has been working with SFDW and HTs from Ancrum Road, Camperdown and St Clements and engaging with parents/carers of children who are on the edge of care. This will develop to involve all 6 of the primaries, the secondary schools and the early year's nursery provision. Nicola gave an example of one mother she is working with at the moment who is a single parent of 7, is a domestic violence survivor and the children are on the Child Protection Register. This mother has been working with programme and she is actually feeling more confident with her involvement and experience with ANEW and TATC. She is attending meetings and feeling much more supported. They are using Columba 1400 to bring out the best in people with coaching conversations, what matters to them and they are feeling more empowered and confident.

There was a 3 day residential leadership and learning opportunity for staff across education, social work, health and the third sector in January. There was a good mix of staff there and it allowed all involved to connect across the different sectors, learn about each other's roles and take time to think about their values.

There is a secondment job opportunity for a facilitator to work alongside Nicola. This post has been advertised to staff within Dundee City Council.

Paul asked about evaluating the impact of the programme and how funding individual bespoke quick fire solutions has progressed. Nicola explained that there are similar stories such as a housing issues which have come up. She has taken these back to the funders and they are trying to come up with a response eg what is DCC responsibility and what they can do. Nicola has been asked to look at other fundings in the city as well eg Cash for Kids. She added there is a "make it happen fund" for these little fixes that would make a difference for these families.

In terms of measuring impact, What Matters 2 U has a Learning Partner whose role is to support everyone involved in the programme to learn from what we do together. They are working with Kerstin Jorna to obtain a baseline of data for all children in Dundee. They are hoping to do this at this time and then again at the end of the programme.

Nicola was thanked for attending. An update will be provided to the Board in 4 months.

#### **5 UPDATE ON CHILD HEALTHY WEIGHT – Joyce Thompson / Audrey White**

Report issued prior to the meeting which provided an update on the development of the Tayside Child Healthy Weight Strategy and also introduces the Whole System Approach which Scottish Government are working on with three early adopter sites across Scotland, and Dundee has the potential to lead the way on this approach across Tayside.

Joyce highlighted that the CHWS public consultation exercise was carried out last year and over 1400 people participated in this. Responses were generally supportive of the five key features but also clear they were looking for much more explicit information on actions. The CHWS is underway and a draft will be ready for consideration by end of the March this year.

Scottish Government are working with 3 early adopter sites across Scotland and bespoke training is being delivered by Leeds Beckett University to train them in local facilitation of the WSA.

They have specifically spoken about leadership of the programme and, from the training they have experienced so far, it is very clear that sustained and active leadership is an important element. We are looking for a commitment from all those with the ability to influence the system that determines an individual's obesity, to attend at least 2 facilitated workshops. The first workshop is due to be held on 26.03.20.

Glyn asked if the strategy will come with an action plan with clear roles and leads and targets. Joyce explained that the strategy will be focussed on the whole system approach and each of the 5 themes will have 2/3 goals to action.

Audrey explained that there will be a number of actions which come out of the whole system approach, and they will need to come back to this Board to report on these. Specifically there will be a number of actions re leadership around the whole systems approach.

Peter Allan noted Joyce will be retiring soon and he thanked her for the work and commitment she has done regarding this.

It was noted that there is a jointly funded post between NHS and DCC proposed to provide leadership within Children & Families Service. Funding requests from the Scottish Attainment Challenge and NHS Tayside Maternal & Infant Nutrition allocation have been made/secured to progress this post for one year in the first instance.

Elaine noted that they are in the middle of doing the next reiteration of the Tayside Children and Young Persons plan and CHW will continue to be a high priority in the new plan.

For the stakeholders event on 26.03.20, Board members to feedback to Audrey and Joyce regarding representation. Paul to feedback re representatives from DCC and Ann/Elaine to liaise re Health colleagues.

All

Audrey and Joyce were thanked for attending.

**6 TRAUMA TRAINING – Sophie Gwyther / George Hosking**  
Report re Trauma Training issued prior to the meeting.

Sophie explained they are in the process of developing a strategic approach to delivering the national trauma framework in Dundee. A needs assessment is being carried out. There is an NHS training strategy and implementation plan in place already which covers a number of workforce areas. Out of this we know that some operational teams and services within the local authority have taken initiative and organised their own trauma training. They are undertaking a mapping exercise at present, and also looking at which staff need to be trained at which level.

In December 2019, we had submitted a successful bid to the Scottish Government to pilot a focus on trauma training for our strategic and senior management teams. There were a number of reasons for this as outlined in the report. The initial resource offered by Scottish Government consists of training input and support from NHS Education Scotland to deliver Scottish Trauma Informed Leadership Training to Chief Officers Group and other strategic and senior personnel between January to March 2020.

Alongside this the Trauma Training Steering Group will build an action plan around

ongoing organisational change relating to trauma informed leadership. If subsequent funding was available for 2020/21 we would move into an implementation stage, supported by a request for additional resource to establish dedicated capacity in the Council's learning and organisational Development Service. This is in the early stages and quite an exciting project.

The following papers provided by George were issued at the meeting:



There are three aspects of ACES – 1) prevention; 2) concept of trauma informed community and 3) trauma informed training.

George explained that following a visit to the USA to see the work of the Trauma-informed State of Wisconsin, and trauma-informed practices in Chicago and elsewhere, and impressed by finding similar benefits to those described for Washington, Oslo decided to become a Trauma-informed City. Not only that, the former Director-General for the Department of Health and Social Affairs in Oslo, Endre Sandvik, decided to take this further. He approached the World Health Organisation to explore setting up a global network of trauma-informed cities, towns and counties.

WHO agreed to support such an initiative, recommending an initial network of European areas, to be expanded globally later. Because of their work in the UK, and because they are already a WHO partner in their global Violence Prevention Alliance, WAVE was invited to identify and co-ordinate potentially interested UK cities and areas. The current plan is for Oslo and WHO jointly to invite interested cities and areas to a meeting this autumn, probably in Oslo, to explore how this might be taken forward. There is a meeting in Bristol next week when 10 UK areas have indicated they will be taking part. It is with great sadness that not one is from Scotland. George said he would love Dundee to be the first trauma city in Scotland.

It is very important to spread it into the community. If the community works with this alongside statutory bodies, it is particularly successful.

Board members found the discussion helpful and interesting.

Board members acknowledged there is a lot of work going on at the moment but there was agreement in principal to Dundee becoming a trauma city. However, there needs to be further discussion regarding this and the options. A more detailed report will be prepared and presented to the Partnership and this group.

It was agreed that the Trauma Steering Group would be expanded to include other representatives eg Health, Third Sector, Police, Housing etc. Steering Group to prepare a more detailed report and present to Dundee Partnership and to the Executive Board in June.

George and Sophie thanked for attending.

**7 CITY PLAN ANNUAL UPDATE AND LAC/CP SELF-EVALUATION – Glyn Lloyd**  
Reports issued prior to the meeting.

Update on the City Plan was provided for information. Glyn outlined the progress made in the Children & Families Section of the City Plan and highlighted some performance headlines. The report had been shared with Dundee Partnership and a positive response received from them.

Peter Allan advised the Partnership were grateful for the update and had highlighted the good work. The primary purpose of this group is driving forward everything in the City Plan for children and families. There is an expectation that Children & Families Board is scrutinising all of this to ensure it is being delivered on. Glyn and Peter to liaise regarding this.

With regard to the LAC/CP Self-Evaluation, an event was held on 24.01.20 which some Board members attended. The Link Inspector also attended. Glyn provided a quick recap of the presentation given at the event and explained that further meetings will be held. It seems likely that the Care Inspectorate will be carrying out an inspection either this year or next year.

## **8 NHS TAYSIDE HEALTH VISITING SERVICE – Elaine Cruickshank**

Report provided prior to the meeting. Elaine explained that the national transformational programme for Health Visiting services during 2015-2019 was a significant plan of action for change and development. Within NHS Tayside, the Health Visiting workforce trajectory, identified through application of the national Caseload Weighting tool, was achieved in early 2018 and work has been going from them to both maintain this workforce level and fully implement the Universal Health Visiting Pathway (UHVP).

During the period of transformation, Health Visiting Services in Tayside transitioned into NHS Tayside's Acute Services structure and to new management arrangement. The new structure and management arrangements for Tayside Health Visiting service came into effect in January 2019 from when the service has been part of the NHS Tayside Women Children & Families Division and managed as a Tayside wide service.

A new national job description for Health Visitors was approved and implemented in Tayside in early 2019. There is also a new level of governance and quarterly monitoring, performance measuring and reporting on Health Visiting workforce levels and UHVP delivery. This includes bi-annual/annual Scottish Government visits to Board areas. Work has also commenced between health Visiting service and NHS Tayside's Business Unit to develop UHVP implementation reporting.

Health Visitors continue to be based in Health Centres and GP surgeries across Tayside so working relationships with partner colleagues based in communities can continue to grow.

Following the announcement in relation to the repeal of Parts 4 and 5 of the Children & Young People (Scotland) Act 2014, the Tayside Health Visiting workforce has continued to offer the full UHVP to all families in Tayside, to work to the new nationally agreed job description and to practice in line with the GIRFEC national practice model.

With regard to the FNP, this sits within a different structure and under operational management but is not yet fully in place. At a future Board meeting, Elaine will provide a similar update on FNP.

In terms of recommendations, Elaine asked that the relevant information is shared across services in order to update colleagues.

## **9 AOCB**

**9.1** The C&YP Mental Health Programme Board met in December last year and there were three key items stressed to all:

1. Improvements in children and young people's mental health should be considered and progressed as a whole systems improvement, that the

Programme Board work is expected to be a visible priority in the new Children's Services Plan and the C7YP mental health required to be driven and progressed separately from, but in alignment with, adult mental health services.

2. The Programme Board wants each Community Planning Partnership (CPP) to ask itself 5 key questions in relation to C&YP mental health improvement work/services:
  - i. Does the CPP have one governance forum i.e. one place where all partners sit down and plan/agree mental health actions/improvements?
  - ii. Does the CPP have a plan for moving forward mental health services?
  - iii. Does this plan include the management of change and risks?
  - iv. How does the CPP know that changes happening are an improvement?
  - v. How will the CPP measure the impact of change in future planning and responding to need?
3. There is money available to support CPPs and need to be mindful of C&YP mental health.

**9.2** Independent Care Review

**10 DATE OF NEXT MEETINGS**

Thursday 18 June 2020 at 2.00pm in Committee Room 2, 14 City Square

GL/PSB