

**Changing Lives: Service Development Group
6 November 2006, Victoria Quay, Edinburgh**

Present:

Janet Birks – Chair
Nigel Henderson
Noni Cobban
David Cumming
Ronnie Hill

Scottish Executive
Catherine Rainey
Julie Haslett
Moira Hughes

Apologies

Apologies were received from Terry Finlay and Phil Robinson.

Welcome & Introductions

1. Janet thanked everyone for attending this initial meeting and for agreeing to join the Group. Janet explained that each member was chosen for their individual qualities that they could bring to the Group and not as representing their organisations/agencies.

Context, Background and Broad Remit

2. Catherine delivered a presentation setting out the key messages delivered in the course of Changing Lives and the different strands of activity and how this sits with the Public Service Reform agenda. Catherine also spoke about how the links are being developed across the Executive through a Scottish Executive policy network. There was brief discussion about the area of national priorities identified at the last National Social Work Services Forum meeting in September. The next meeting of the Forum will take place on 5 December. Brief discussion followed about the 12 member user/carer panel, facilitated by Scottish Council for Learning Disability (SCLD) and the work they are doing with regard to Citizen Leadership. The Group was informed that discussions had taken place between officials of Social Work Services Policy Division and SCLD with regard to identifying a way to explore the views of children and young people.

Operational Issues

Membership

3. The Group discussed membership and whether members had a view on extending the membership of the Group. Members were informed that Hans Rissman, Chief Executive of the Edinburgh International Conference Centre, would be approached to join the Group. Janet asked the Group if they thought anyone was missing from the membership. There was discussion as to how particular areas of expertise could be included as necessary e.g. finance and it was agreed that it may be better to call in experts from other fields to look at specific areas as and when required during the course of the Group's work. This may involve commissioning a piece of work and Catherine explained that each of the Change Programmes would need to present a business case to access funds for the commissioning of such work.

4. The Group had a lengthy discussion about user/carer involvement and considered whether to have users/carers represented on the Group itself. Both David and Ronnie said that their experiences of user/carer involvement had been invaluable and the Group agreed that the User/Carer perspective is essential. Janet explained that she and Nigel had thought that part of the Group's business would be about listening to people and taking evidence. This may provide opportunity to tap into SWIA and the Care Commission's contacts as well as other existing Forums and Networks of User and Carers. All felt it was important not to simply fit young people into the SCLD panel of users/carers. Rather than set up a separate forum it was suggested that the Group use existing networks e.g. Who Cares, Youth Link etc and to engage with representatives from the relevant groups. Noni gave examples of two organisations with which it may be useful to engage. These were Scottish Dementia Working Group and the Centre for Older People's agenda. Noni said that she would be happy to use her network contacts for both of these organisations.

5. Noni suggested that the commissioning of services was a critical area and made reference to the recent CSCL (Commission for Social Care Inspection) report on domiciliary care and issues re person centred services. Julie spoke about the contacts she had made with the Joint Improvement Team (JIT) re commissioning and their work with regard to community care and the partnership agenda. It may be useful to consider a more formal link with JIT. Julie also spoke about the links with the Change and Innovation Team who have looked at change programmes in a more defined way than Changing Lives. It would also be useful to engage with this group.

6. Nigel commented that he thought that the area of criminal justice was missing from the Group and we should ensure that links are made here. Catherine explained that membership of the SE Policy Network did include representation from criminal justice through Valerie MacNiven, Head of Criminal Justice Group but agreed the need to keep that constituency in mind.

7. The development of a link with the Scottish Consumer Council, (Martin Evans) was also viewed as being useful.

Regularity

8. Janet and Nigel suggested that the initial meetings of the Group would take place on a monthly basis for the first three months. From January to March these would be half-day afternoon meetings, thereafter the Group would meet for a whole day bi-monthly. Dates for future meetings were agreed and are listed at the end of this note. The Group discussed different ways of doing their business and thought it important to model things differently; this could perhaps be by organising virtual meetings, teleconferencing etc.

Role of Participants

9. Janet emphasised that this programme should not be paper driven. There will be a need for members of the Group to do some work outwith the main group. Notes of each of the Group's meetings will be posted on the social work website (www.socialworkscotland.org.uk) and a report of the Group's work will be fed into the National Social Work Services Forum.

Linkages to other Groups

10. Catherine explained that the analysis of the completed assessment returns from local authorities would help to identify the priorities for each of the Change Programmes. There is a need to be mindful of the links to the other change programmes, i.e. workforce development; practice governance; leadership & management and performance improvement and the importance of making connections, particularly when identifying the funding for the various projects. There will also be opportunity for joint meetings to discuss cross-cutting issues that emerge across the groups. Julie suggested that she and/or Catherine could help identify the links across other policy areas across the Executive.

11. Nigel informed the Group that he and Janet are meeting with Zoe Van Zwanenberg next week to discuss the Scottish Leadership Foundation's (SLF) support to the Group and how this fits with SLF leadership in general.

Reporting Mechanisms

12. The Service Development Group would report to the Chairs Group and the National Social Work Services Forum (all Chairs have been invited to be members of the NSWSF which is likely to focus on work of two of the Change Programmes at a time).

Use of Research

13. This item was discussed ahead of item 4 on the agenda. A paper was tabled which set out the existing research carried out during the course of the 21st Century Social Work Review. It was reported that if areas of good practice were to be shared across Scotland then this would need to be evidence-based.

Priority Areas for Action and Workplan

14. The workplan needs to be firmed up for the meeting with Ministers which takes place at the end of February.

Action – Janet/Nigel and SE officials to discuss and circulate initial workplan for discussion at the Group's January meeting.

15. In discussion the following priority areas were identified:

- Domiciliary Care
- Procurement and Commissioning issues in terms of the personalisation agenda
- Commissioning in respect of consumer choice and rights. Criminal Justice authorities should be included here too.

16. All agreed it would be useful to re-visit the area of personalisation and to use the January meeting to draw out the principles around personalisation and commissioning arrangements for the delivery of services. Catherine thought it would be useful to share this work across the other 4 groups.

Action – agenda item for January meeting.

17. Nigel thought that the principles set out in the Mental Health Care and Treatment Act could be used as a useful benchmark in relation to the discussion about underpinning service principles/values especially around:

- Self determination
- Reciprocity
- Advocacy

Look also at the financial issues around this too.

18. Julie agreed to speak to research colleagues and pull together information from the DEMOS report on personalisation and other work now available. It was agreed that it would be helpful to have some briefing prepared on the In Control model, including case examples, prepared for the January meeting though it was recognised that this was only one model.

Action – Catherine and Julie to pull together a paper on the In Control model and a paper on personalisation for the January meeting.

19. Ronnie also thought that community capacity building was an important issue for this group to look at.

Date of Next Meeting

20. The next meeting of the group would be held on 24 January in Room 1F57/58, Scottish Executive, Victoria Quay, Edinburgh EH6 6QQ from 2.00 p.m. until 5.00 p.m. with a light sandwich lunch available from 1:30.

Dates of Future Meetings

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| 21. | 24 January 2007 | – 2.00-5.00 p.m. , Victoria Quay, Edinburgh |
| | 20 February 2007 | - 2,00-5.00 p.m. , Victoria Quay, Edinburgh |
| | 28 March 2007 | – 2.00-5.00 p.m., Victoria Quay |
| | 25 April 2007 | – All Day meeting 10.00-4.30 – venue to be confirmed |
| | 20 June 2007 | - All Day meeting 10.00-4.30 – venue to be confirmed |
| | 26 September 2007 | – All Day meeting 10.00-4.30 - venue to be confirmed |
| | 28 November 2007 | – All Day meeting 10.00-4.30 - venue to be confirmed |