

SOUTHERN AREA OUTCOMES GROUP

Minutes of meeting held on Tuesday, 13 December 2011 at 2.30 pm in the Boardroom, Craigavon Area Hospital.

PRESENT

Paul Morgan, Director of Children & Young People Services (Chair)
Anne Hardy, HCSB
Colm McCafferty, SHSCT
Marie Cavanagh, Gingerbread NI
Julie Patton, CINI
Andrew Hawthorne, HSCB
Lorraine Campbell, NIHE
Ruth Bell, SELB
Una Walsh, Women and Family Health Initiative
Mary Haughey, Project Manager, Interreg IVA Outcomes for Children Project
Gerard Houlahan, Armagh & City District Council
Eddie Wallace, Voypic
Jacinta Linton, South Down Family Health Initiative
Gerry Bleakney, PHA
Sam Cordner, PSNI
Jackie Valentine, Parenting NI
Valerie Maxwell, HSCB
A McNulty, Parenting NI (for part of the meeting)
S Smith, Craigavon Intercultural Programme
M Heaney, Youth Justice Agency

APOLOGIES

David Douglas, SHSCT
Geraldine Maguire, SHSCT
Maurice Leeson, Barnardos

MINUTES

Ann Irwin, SHSCT

Paul commenced by welcoming members to the meeting and a round of introductions followed.

Paul confirmed that the last meeting of the Outcomes Group took the form of a workshop and that the four outcomes which were agreed have since been circulated to members.

1.0 Southern Outcomes Action Plan/Performance Indicators

Paul referred to the above action plan which has been shared with members. Paul confirmed that he and Anne Hardy have recently been working on populating sections of the action plan including section four which relates to agreed outcomes. Paul continued to explain that some thought needs to be given to identifying performance indicators and how they fit under the four outcomes. The meeting noted that another critical area which needs to be considered is awareness raising and engagement with parents and young people and the importance of having systems in place to allow this to happen.

At this stage in the meeting Alison McNulty gave a presentation regarding the model for ensuring parental participation in the planning of supports and services for Children and Young People. Alison reported that a three tier model for parental participation is proposed as follows:

- (1) Locality Groups – will be two per Trust.
- (2) Regional Themed Groups – two groups of parents from across NI who meet up to six times per year.
- (3) Outcomes Groups – in WHSCT, NHSCT and SHSCT. Fifteen parents in each group and meets 3 times per year.

Alison continued to advise that new Parent Advisory Groups are to be set up in Northern Ireland and expression of interest/nomination forms are to be returned to Alison by the end of January 2012. Alison asked that members of the Outcome Group support the recruitment of parents and assist with raising awareness amongst groups they are involved with. Alison concluded by reporting that the meeting of the first group will meet at the end of February 2012 and action plans will be shared with members. It is hoped that parents will identify gaps and will feed into the overall planning process.

Paul thanked Allison for attending the meeting and that the group welcomed this very informative presentation.

With regards to the Consultation Action Plan for the CYPSP Outcomes Groups, Anne reported that Julie Patton and Mary Haughey will complete details regarding locality planning. Andrew Hawthorne will complete the equality impact statement. Anne asked that Colm McCafferty provide information regarding the establishment of the family support hubs in the Southern Trust area. Colm explained that this is a development process and he agreed to forward an up to date position to Anne by early next week.

Discussion followed and it was agreed that Outcomes Group members should:

- Identify databases of contacts their organisation would use to consult and issue through these channels.
- Bring into their own organisations – using staff forums to raise awareness
- Bring to the attention of other partnerships they are involved with
- Community reps to link with local communities with locality groups where possible.
- Look for opportunities where they already work with young people and parents or set up opportunities where possible.

Paul asked that members forward any responses from their respective Organisations to himself within the consultation period.

Anne explained that there is a possibility that resources may be identified to assist each Outcome Group with the collation and analysis of information. Anne agreed to keep members updated.

Michael stated that he is happy to collate responses from within his own organisation, however, he would not be totally happy taking responsibility for managing responses received from other organisations on his database.

Discussion followed regarding expectations from the consultation and it was agreed that responses should ideally inform the performance indicators. Paul stated that people should be

identifying what will make a difference and what they would like to see in place in each area.

Valerie suggested including a paragraph regarding the process and that the information is based on quantitative and qualitative information received.

Discussion took place regarding timescales and it was noted that the consultation will be 12 weeks from December 2011 to March 2012 and that the consultation document will be placed on the Board's website.

2.0 Agreeing Performance Indicators

Paul reiterated that performance indicators can be included under the four outcomes which have been agreed by the group. E-mail from Valerie Maxwell to Paul was noted and Paul agreed to circulate to new members of the group. Paul asked that members forward potential performance indicators to him by the end of December 2011. Paul suggested that Performance Indicators be a single agenda item at the February meeting of the Outcomes Group.

3.0 Governance Arrangements (CYPSP paper)

Paul referred to the above paper which has been circulated to members. Discussion followed and it was agreed that members should forward any comments directly to Paul or Anne by lunch time tomorrow.

Anne referred to the presentation which she and Ann Godfrey gave at the first meeting of the Outcomes Group. Anne explained that this presentation gave an outline of the purpose of the group and the work the group would be bringing forward. Anne suggested that it might be useful for the group to revisit this, and there may be an opportunity to hold a workshop in January /February 2012. Anne stated that this would be particularly beneficial to any new members of the group. Paul stated that the group can consider this further in early 2012. Gerry Bleakney stated that Chief Executives of organisations are also reviewing

this governance paper and the meeting agreed that it is somewhat confusing as several consultations are ongoing at the same time.

4.0 Allocation of Non-Recurring monies (£100K)

Discussion took place regarding the above allocation of non-recurring funding and Paul advised that he, Anne Hardy, Maurice Leeson and Mary Haughey met last week to agree a process for taking this forward. It was noted that successful Organisations must be in a position to spend the monies before 31 March 2012. Paul referred to a draft letter, proposal form together with criteria and guidance for applications which have been devised and he welcomed any comments/suggested amendments.

The following was agreed by the group:

- The letter states that Organisations must be currently contracted with the Health & Social Care Board and the Southern Health & Social Care Trust. Gerry Bleakley asked that the Public Health Agency also be included. Tick Box for PHA to be added to the application form.
- Closing date for applications is Thursday, 22 December 2011 and completed typed/electronic applications should be returned to Paul Morgan.
- Breakdown of overall cost for each intervention to be added as a separate column on the application form. Gerry agreed to forward an additional proforma which organisations should be asked to complete in relation to a detailed breakdown of costs
- Criteria – no amendments required.
- Organisations can submit applications up to £10K. However, the Panel will reserve the right to consider applications over £10K.
- Colm McCafferty, Julie Patton, Eddie Wallace and Mary Haughey to form the panel to consider applications received. Panel agreed to meet on 29 December 2011 at 11.00 am in Colm McCafferty's Office, Lisanally House, Armagh. Applications to be e-mailed to panel members in advance of meeting on 29 December 2011.

5.0 Date of Next Meetings

Meeting dates for 2012:

29th February 2012, 9.30am Boardroom Trust HQ Craigavon Area
Hospital

25th April 2012, 9.30am, Venue to be arranged

20th June 2012, 9.30am, Boardroom, Trust HQ, Craigavon Area
Hospital