



Children, Young People and Families Citywide Forum Steering Group meeting Development Day

Agenda: Tuesday 20th February 2018, 9.30 to 12.30 – Albany Centre, Glasgow

Present: Carla Fyfe (A&M Scotland), Aileen McCusker (Children 1st), Liz Reid (Action for Children), Millie McLachlan (SCMA), Gillian Leslie (Home-Start Glasgow South), Michelle King (Rosemount), Lucy Gordon (CVO East Ayrshire), Jackie Tolland (Parent Network Scotland), Eddie Kane (Barnardo's), Linda Morris (Health Improvement).

In attendance: Suzie Scott (GCVS), Lisa Wright (GCVS).

Apologies: Isabel Dunsmuir (DRC Generations), Maxine Hawthorn (Aberlour), Sharon Colvin (3D Drumchapel), Lee Anthony (OPFS), Julie Dynes (NSPCC – leaving), Alison McIntyre (Barnardo's), Audrey Anderson (Early Years Scotland), Greg Gallagher (Stepdown).

1. Brainstorm session

Before Linda Morris (Health Improvement) arrived to do logic modelling, steering group members had a brainstorm session to think about what has gone well in the past year for the Citywide Forum and also how things could have been done differently.

a) What has gone well?

There was an in-depth discussion of what has gone well for the Citywide Forum (brainstorm notes in full attached below). This included:

- Raising in the profile of the Citywide Forum evidenced through Mike Burns and his team coming along to discuss the transformational change agenda
- Successful partnership events such as the SCR Event with the Child Protection Committee, beginning a good relationship with the CPC
- Development of sub-groups such as the early learning and childcare sub-group which has allowed for representatives from organisations out-with the steering group to become involved for a specific agenda, strengthening the wider membership of the Forum

b) What could have been done better?

i) Membership

There was discussion around steering group membership and ensuring a consistent group. Michelle said she felt it is important to get the right balance between a core group and also diverse representation.

As shown in the logic model, it was agreed that an aim for the Citywide Forum this year is to increase diversity of members within the Forum. It was agreed that this could be done at the AGM. **Action: AGM planning sub-group to be created – Lisa/Suzie to follow this up.**

ii) Feedback processes & GCHSCP Groups

There was discussion around the need to consolidate feedback/communication processes, especially when new, key GCHSCP groups are about to be set up. It was agreed that for the Citywide Forum to function well, feedback processes must be tightened up to ensure information is shared from groups back to the Citywide Forum and vice versa.

This led to a discussion around the capacity of smaller organisations to attend GCHSCP meetings and feed back. It was agreed that ideally the Forum could support smaller organisations, with sub-groups beneath the GCHSCP groups to ensure the responsibility doesn't depend solely on the capacity of one individual. It was agreed that the Forum should aim to have two representatives on each group, to support this.

Action: representatives for groups and creation of sub-groups to be finalised at the next meeting.

iii) New GCHSCP themed groups

There was discussion around the streamlining of groups by GCHSCP into themed groups, (see themes and groups attached) and the importance of ensuring the Citywide Forum is represented on all of these groups. Members discussed who is already on groups and who would be keen to join. **Action: representatives on groups to be finalised at the March meeting.**

The GCHSCP document with the groups that was being referred to was in draft format with groups for Raising Attainment missing. It was agreed that we should get in touch with Mike Burns for clarification re the groups.

Action: Eddie/Suzie to get in touch with Mike Burns to ask for an up to date version of the new GCHSCP group structures.

Eddie let the group know that he had been asked to move from the Children's Services Executive Group (CSEG) to the Lead Officers Group. This led to a discussion around whether this move would affect us negatively. It was agreed that Eddie should negotiate around this and ask whether remaining on the CSEG would be an option, considering the importance of being on this group for raising the profile of the Citywide Forum. Eddie added that Maureen McKenna chairs the CSEG, therefore is an important link to keep.

Action: Eddie to find out whether remaining on CSEG is an option.

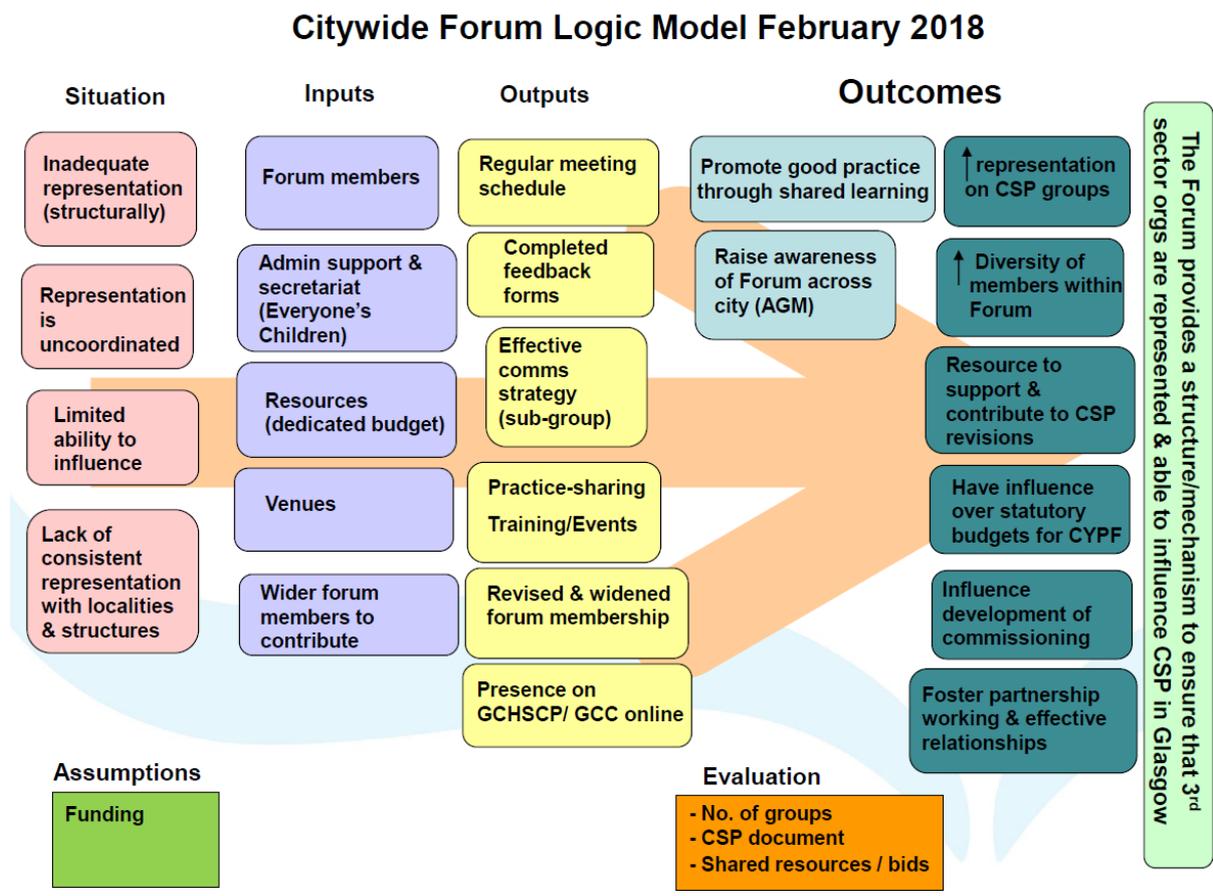
It was agreed that names of representatives on groups/wanting to join could be taken to the AGM. The AGM will provide the opportunity to gain new Forum members to be representatives on the groups, particularly any which aren't filled by current members.

2. Logic Modelling session, Linda Morris (Health Improvement)

i) Logic Modelling

Linda Morris gave a presentation to the group on logic modelling and the benefits of mapping needs and outcomes in this format. Following this, Linda worked with the group to

create a logic model addressing needs of the Citywide Forum, covering a wide range of functions of the Forum as identified in the Terms of Reference:



ii) Raising awareness of the Forum

There was discussion around raising awareness of the Forum. Linda said she felt there may be several other sectors (e.g. health, education) working in the children's sector/services that aren't aware of the Forum and that she would be able to help in raising awareness. The steering group welcomed this input in raising awareness and allowing the Forum to be seen as how to consult third sector organisations working with children young people and families.

Eddie emphasised that although there may be a wide range of agencies unaware of the Citywide Forum our aims must be achievable and at present it is important to ensure we are influencing Children's Services in Glasgow, focussing on representation at GCHSCP groups – particularly so with the upcoming transformational change agenda.

iii) Communications strategy

There was discussion around tightening the communications strategy as part of raising awareness of the Forum. It was agreed that a generic presentation on the Citywide Forum, as the means to consult with the third sector, should be created for members to deliver at potential opportunities.

3. Date of next meeting

A date for the March meeting has not yet been decided. It was agreed that Lisa would send out a Doodle poll for the last two weeks in March to check people's availability.

Brainstorm Notes

What has gone well?

- Sub-groups -> e.g. ELC sub-group with members getting involved in topic of interest rather than steering group.
- Representation on groups – raising profile of the Forum
- > participation led to personal development & significant products e.g. Neglect template / SCR Group
- SCR Event -> recognised by GCC
- Jan 19th -> Forum promised representation on key themed groups
- Strong connections
- More recognition, spoken about positively
- More opportunities
- Everyone's Children support
- Events/reports -> evidence

Even better if...

- More connection with wider membership -> events, newsletter
- Consolidate steering group membership
- Communications & feedback processes need to be tightened up -> representing Forum not organisation
- 2 reps on each group to solve capacity issues -> with sub-groups to ensure transparency/information sharing/feed back
- Support for smaller orgs -> consortium models (learn from NE Consortium -> feed in to Citywide Forum)

Structure

- Prioritising what we want to achieve
- Time commitment/frequency of meetings
- Clear expectations of each group/sub-groups
- Code of Conduct tightened up (3 strikes and you're out? Organisation vs. individual?)

AGM

- New members – sub-groups to spread workload
- Relaunch

Membership & groups

- Membership on groups -> keep momentum vs. change reps? Decide reps for new groups?
- Education structure/groups -> PEF, raising attainment -> need to get involved / linked in
- Need to consolidate what groups are what & where we link in (find out from GCHSCP/GCC) -> how many reps?
- Any TS orgs on groups not on Citywide Forum? Get them feeding back
- Summary of each group & where it is at -> some momentum lost/cancelled meetings
- No longer rep on CSEG – are we losing out? This should be negotiated. Good for raising profile.