

**Regional Family Support Hubs Steering Group**  
**15<sup>th</sup> April 2015 2pm**  
**Lisburn Health Centre**

**Present:**

Colm McCafferty, SHSCT  
Dr. Michael Murray SEHSCT  
John Fenton NHSCT  
Karen Otley SEHSCT  
Shirley Ewart-Boyle SCIE

**In attendance:**

Helen Dunn  
Maurice Leeson  
Rachael Adams

**Apologies:**

Ciara McKillop NHSCT  
Gerry Largey BHSCT  
Karen Burns BHSCT  
Michael Hoy, SHSCT  
Pat Armstrong WHSCT  
Tommy Boyle, BHSCT

<b>What was Discussed</b>	<b>What was Decided</b>	<b>Who will take the Lead in Moving this Forward</b>
1. Welcome	ML welcomed members to the meeting this was followed by round table introductions.	
2. Minutes / matters arising	The group reviewed the minutes of the previous meeting and these were approved. All matters arising are tabled on the agenda.	

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<p>3. Report Card &amp; Quarterly Returns</p>	<p>HD updated members and shared the report card which now includes quarter 3. Quarter 4 is currently being collected and will be included on the next report card.</p> <p>There will hopefully be 26 Hubs up and running by the next regional steering group in June. CMcC asked if there was a possibility that the information contained in the Report Card could be broken down by Trust area.</p> <p>ML stated that this would be possible and will be shared with group. Initially this would only be for sharing internally as a group.</p> <p>HD reported that the ten standards included on the report are now being implemented by all hubs but they are at different stages.</p> <p>In terms of measuring outcomes there was discussion on the idea of taking a small sample each month of cases going through Hubs to give a measurement of how we are doing.</p> <p>JF and KO said they had been involved in similar exercises.</p> <p>HD will prepare a proposed regional approach to sampling.</p>	<p>ACTION- JF/KO to send details of the sampling approach used in NHSCT/SEHSCT to HD as basis of developing a proposal for a regional approach.</p> <p>.</p>

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4. Funding	<p>ML stated that OFMDFM funding for Hubs has been confirmed for another year. ML reported that funding won't be available prior to the next monitoring round. This is the last allocation from OFMDFM with their funding finishing in March 2016.</p> <p>SEHSCT have already made provision for sustaining their hubs when funding is withdrawn. WHSCT have made provision for most of the Hubs. NHSCT and SHSCT will be considering how to mainstream the approach.</p> <p>JF reported that there is hope from Trust that there will be savings made in child protection and LAC provision to allow for some funding for Hubs.</p>	ML will write to directors (and copy members in to communication) re amounts available to support Hubs going forward in 2015/16
5. EITP Update	<p>CMcC stated that SHSCT Outcomes Group has concerns about proceeding with the original design of EITP. Representations were made to PHA but we understand the design to be proceeding as originally set out by PHA.</p>	

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	<p>PHA is working up a specification.</p> <p>ML reported that it seems to be taking on some of the business of Hubs as offering sign posting and some of the initial criteria is not level 2. This has been passed on to PHA. Chairs of Outcomes groups should be able to comment on the specification.</p>	
6. Safeguarding	HD and ML Met with Paul McConville at DHSSPS re. Safeguarding and Hubs and agreed it would be a standing item on the agenda of the Regional Steering Group.	
7. SCIE Review/ CES Literature Review	<p>SE-B informed members that she is now back from sick leave and work is being continued where it was left off. She has met with SEHSCT and NHSCT. SHSCT is next in line. Engagement with WHSCT and BHSCT has been left to the end.</p> <p>The key aim is to gather intelligence around the provision of Hubs in NI, looking at geographical coverage, range of areas and process of how Hubs operate. This will include investigating membership,</p>	

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	<p>funding, staffing, ways of referrals and pathways for families. It will be a qualitative piece of work which will complement the OFMDFM work.</p> <p>MM asked if this would show if referrals had been directed away from Gateway.</p> <p>SE-B stated that the report will look at the relationship and links between the Gateway Service and Hubs.</p>	<p>ACTION- SE-B will have final report for stakeholder event in September.</p>
<p>8. User Feedback Study</p>	<p>HD told members that there are several similarities becoming obvious in the user feedback study. 6 mothers are on antidepressants and several of the children have ADHD. It has been raised that it would be good to have someone from housing and benefits on the Trust Hub Steering Groups as it is important that there are representatives from organisations who can provide information and support for the key issues families face.</p> <p>People who have taken part in the User Feedback Study have been very positive about services and the staff involved in helping their families.</p>	

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9. Service Provider questionnaire	<p>HD reported that the survey monkey questionnaire will be sent out in the next few weeks. ML asked if it was possible to break returns down by Trust area.</p> <p>Results will be reported at September Stakeholder Event in Mossley Mill which is provisionally booked for the 23<sup>rd</sup> September.</p>	
10. Communication Strategy	<p>HD reported that the strategy has been finished. 60-80 people have attended each Hub launch. The CYPSP website has been updated with new maps. This month's e-zine is Family Support Hub specific; this will be sent out at the end of April. There has been Hub mention on the TYC website and also social media.</p> <p>The package of work from SCIE/ CES/ User survey/ provider questionnaire will be reported on at the September event.</p>	
11. Hub Development update	<p>There are currently 24 Hubs taking referrals across the region with 2 new Hubs in Belfast in the development phase these are Inner North and Greater Falls.</p>	

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<p>12. Primary Mental Health Hubs</p>	<p>CMcC reported that the SHSCT development is in the early stages. There is agreement in principle that the Mental Health Hubs will co-locate with Barnardos and this will be the same building as the Family Support Hub host. The primary mental health Coordinator will sit on Family Support Hub group, and this will hopefully mean a reciprocal relationship.</p> <p>KO stated that SEHSCT Health and Wellbeing Hubs are due to start next month. KO will sit on an assessment panel and there will be 2 meetings a month.</p> <p>JF reported that in the NHSCT Frances Dundee is taking the lead in the Emotional Health and Wellbeing Hubs. Frances is a member of adult mental health and children interface group. Family Support and Emotional Health and Wellbeing Hubs need to have non- overlapping Terms of Reference.</p> <p>HD informed members that the Northern Steering E-HWB group have produced a directory of services. They plan to have their first community information and consultation day on the 23<sup>rd</sup> April in Carrickfergus.</p>	

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13. Information Sharing Protocol	The current Hub Family information sharing protocol was discussed.	ACTION- HD to circulate the current draft of the Information Sharing Protocol for feedback.  If areas are already using their own protocol it would be helpful if these could be shared with HD
14. Step up Step Down Protocols	HD reported that there had been a healthy discussion at the last meeting about a protocol and the existing guidance to Family Intervention Teams on closing cases that would Step Down to Hubs. It was decided there should be a Regional agreement on how to proceed in these instances to ensure clarity and consistency and this would be in line with the regional guidance.	JF to forward details to HD  MM/ JF to agree this with the Directors at CSIB
15. Bi-monthly service update	ML reported that this will be distributed on a bi-monthly basis to make people aware of any new services accessible to hubs.	HD and RA to put together update.



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16. AOB	There was no other business discussed.	
12 Date of next meeting	<b>The date of the next meeting is the 23<sup>rd</sup> June in Lisburn Health Centre at 2.00pm. Video-conferencing facilities will be available.</b>	