



RECORD OF MEETING

TASK GROUP NAME:	Early Years and Young People Sub-group
CHAIRPERSON:	Susan MacLaren, Head of Integrated Children's Service, TMC
DATE OF MEETING:	02 December 2014
LOCATION:	Meeting Room 7, The Annexe, Elgin
APOLOGIES:	Iain MacDonald, Children's Wellbeing Manager, TMC Tanja Mehrer, Family Support Development Officer, Scottish Families Affected by Drugs Laurence Findlay, Director of Education & Social Care, TMC Alan Johnstone, Senior Social Worker, Moray Youth Justice, TMC Willie Findlay, Chief Inspector, Police Scotland
ATTENDING:	Susan MacLaren, Head of Integrated Children's Service, TMC Emma Johnston, Service Manager, Quarriers Carers Support Service Karen Delaney, Early Engagement Team Manager, TMC Sheena Duffus, Quality Improvement Officer, Education, TMC Tracey Gervaise, Public Health Lead, MCHSCP, NHS Susan Stronach, Local Integration Support Officer, TMC Harry Gordon, Partnership Development Officer, TMC George Flett, Service Manager, Aberlour Child Care Trust
IN ATTENDANCE:	Amanda Ware, Research and Information Officer, Moray ADP Joanne Lynham, Development Officer, Moray ADP Paul Johnson, Team Co-ordinator, Moray ADP
MINUTES:	Donna Philip, Administrator, ADP Support Team

AGENDA ITEM/TOPIC	ACTION POINT	ACTION BY
1. Welcome &	The Chair welcomed the group and apologies were noted as above.	

AGENDA ITEM/TOPIC	ACTION POINT	ACTION BY
Apologies		
2. Minutes Approval	The minutes were approved by the group.	
3. Matters Arising	<p>Social Worker Post The Chair updated the group on the Social Work post. There has been a delay in getting this post advertised. HR had requested to know where the funding for this post was coming from and confirmation was given by the Partnership. Iain MacDonald is currently chasing up the progress of the post but due to changes within the new job portal site for The Moray Council it will not be advertised until the beginning of 2015.</p> <p>Support Worker Post The business support plan for the Support Workers posts will be distributed to the group for the next meeting.</p>	
4. Briefing on possible areas of work	<p>After discussions with colleagues, the ADP Team Co-ordinator drew up a draft copy of a work plan. He has not included any timescales or put names to each task until it has been discussed with the group. The Team Co-ordinator has asked the group to consider the work plan and to add or make any further suggestions and have them back to him by the 19th December. It is hoped that by the next EYYP Sub-group meeting on the 9th March that timescales will be made against each action.</p> <p>The Chair suggested that the work plan needs to ensure that it is cross referencing various other documents such as the 2023 Plan and Integrated Children's Service plan.</p>	
5. SALSUS Data Report	<p>The report shows that there has been certain areas of improvement in this year's SALSUS and that it is generally a good report. It was agreed that the positives and negatives with the risks highlighted would be picked out and compiled into a summary paper for the Children's Partnership group before being submitted to the Planning Board in the new year.</p> <p>It was agreed that the ADP Research and Information Officer will pull the data from the report and the ADP Team Co-ordinator and the Early Engagement Team Manager pull together the positives and negatives from the report.</p>	
6. Early Years ad Young People Report	The Research and Information Officer pulled together a report on early years and young people data. The data collated is what is brought to the table at the Management and Performance Sub-group. Currently the delivery plan is sitting at amber. There has been a rise in the amount of service users reported to have contact with young people under the age of 16. The majority of service users have children living elsewhere. It was also noted that there has also been a rise in the amount of children excluded from schools in one incident from substance misuse in quarter 2. The Chair has asked that the Research and Information Officer looks into	

AGENDA ITEM/TOPIC	ACTION POINT	ACTION BY
	the reason for this rise further.	
7. Substance Misuse Evidence Summary	<p>The Team Co-ordinator compiled a brief report on the Interventions detailed in the Substance Misuse Evidence Summary and the implications for practice and recommendations to be considered by the EYYP Sub-group. The group need to ensure that the action plan reflects the recommendations and to cross populate with the various strategy's and reports already set. It was agreed that this report would be taken to all the Early Year groups, Domestic Abuse Forum, GIRFEC and Community Safety.</p> <p>The Team Co-ordinator will look into any funding that can be applied for from the ADP to fund and support a research project for young people to research what drug and alcohol education they would like to see in schools and what is effective etc. The EYYP group will look at the ASG area with the highest prevalence and bring back to the table for the next meeting.</p>	
8. AOCB	There was no AOCB.	
9. Next Meeting	The next meeting is being held on 9 th March 2015 at 9.30am in 9 North Guildry Street, Elgin.	