

MINUTE

Smarter Co-ordinating Group

August 27th 2009 [Meeting 1]

9:30 a.m. – 11:30 a.m.

Room 308a, Moray Council

Meeting called by agreement

Attendees:

John Carney	Head of Children & Families and Criminal Justice Services	john.carney@moray.gov.uk	01343563534	A
Sean Coady	NHS	Sean.coady@nhs.net	01343 567129	S
Susan Chalmers	Skills Development Scotland	susan.chalmers@careers-scotland.org.uk	0134354884	Y
Karen Delaney	CLD Team Leader (Youth Work)	karen.delaney@moray.gov.uk	01343563602	A
Richard Donald	Head of Educational Support Services	richard.donald@moray.gov.uk	01343563182	Y
John Ferguson	Community Planning & Development	john.ferguson@moray.gov.uk	01343563404	N
John Hammond	Reporter	john.hammond@scra.gsx.gov.uk		N
Graeme Jarvis	Community Development	graham.jarvis@moray.gov.uk	01343563405	Y
Anne Lindsay	Moray College	anne.lindsay@moray.uhi.ac.uk	01343576306	A
Hugh Mackie	Grampian Police	Hugh.mackie@grampian.pnn.police.uk		Y
Chris Wiles	The Rowan Centre	chris.wiles@nhs.net	01343 567399	A
Ian Wood	Aberlour	ian.wood@aberlour.org.uk	01343546214	Y

A= Apologies received; N= Non-attendance; S= Substitute; Y= Attendance

For Information:

Jeremy Akehurst	Jeremy.akehurst@moray.gov.uk	01343 563608	Invited to attend	Y
Jeanette Brown	jeanettebrown@nhs.net	01343567129	For Sean Coady	Y
Gill McGhie	Gill.mcghie@moray.gov.uk	01343 563053		
Anne Sim	Anne.sim@moray.gov.uk	01343 563183		
Lori McQuaker	Lori.mcquaker@moray.gov.uk	01343 563533		

09:30

Sederunt and apologies	
Approval of minute from 18 June 2009	The minute was approved
Matters arising from minute not included in Agenda	None

1. GIRFEC

Jeremy provided an update with particular reference to the first quarter audit. Part of the focus had been on why groups were not using the formal process. Indications were that where the process was being used properly then the outcomes were largely better.

It was very clear from discussions with the LISOs that there were a lot of other

	<p>feelings surrounding the process. The number of LIAPs undertaken was 27 which was about two thirds down on the number of LAPs undertaken during the same period. Most of the LIAPs had taken place in the west of Moray.</p> <p>There were a number of alternative processes being used. There was general acceptance from the group that there was a need for all agencies to develop some form of screening process to identify whether actions required were single agency actions or dual actions which would trigger the need for a LIAP. At any point where an action plan was required by agencies then a LIAP should be triggered. There would be other times when information and data should be shared but this would not always necessitate a LIAP.</p> <p>An e-mail was discussed. A LIAP had made a decision on a young person but it was discovered by chance that an another agreement had been arranged by the management of the school. It was acknowledged that this was an example of different people working independently of each other which would not be I the best interests of the young person/child.</p> <p>Part of the unwillingness to undertake LIAP was allegedly due to the difficulties associated with the administration of meetings. Noted that at no point in the guidance did it state that administration had to be undertaken by schools. It would be in order for LISOs to organise this aspect of the work though the interface between agencies must remain at a professional level. It was also acknowledged that with LISOs having a quality audit role they should be participating in LIAPs.</p> <p>It would be useful at this stage to produce a Learning Points paper and share this with all the people who had been trained. Jeremy undertook to draft an outline and circulate to the group by the end of next week.</p> <p>Training on the role of the Lead professional was now available and this may open up some debate and create greater clarity around the role.</p> <p>Relating to the paper presented on training needs and direction, it was felt that all six identified areas were important but some were linked and could be covered through joint training. Some development was required on impact statements and outcomes. It was felt that training should be undertaken in a mixture of large group work and small group work.</p> <p>Jeremy undertook to liaise with John on the lunchtime event.</p> <p>Noted that John had undertaken to provide a report on the need to continue the post of GIRFEC Development Officer. Richard would liaise with John regarding reports to STG and MCOG.</p>	<p>JA</p> <p>JA JC</p> <p>RD JC</p>
<p>Rationalisation of Commissioned Groups</p>	<p>The list of Commissioned Groups was noted and it was suggested that the groups should be cross referenced with the Local Action Plans. It might be possible that some of the groups could be merged and others could form sub groups of larger groups. Graham, Richard and John would undertake this.</p>	<p>GJ JC RD</p>
<p>Integrated Children's Services</p>	<p>LISOs were now meeting regularly with Graham and Richard and hopefully John on a six weekly calendar. Issues discussed had been LIAP, Self Evaluation, Lunchtime Seminar and Local Planning.</p>	

	<p>The issues arising from LIAP had been discussed at this meeting and would be shared with LISOs; Self Evaluation of LMGs forms part of Educational Services Improvement Plan and LISOs would be using LEAP Forms to carry to self-evaluation using inputs and impact assessment.</p> <p>The LISOs would be working with John to organise a lunch time event. They had already started drafting a programme. John would liaise with LISOs</p> <p>Richard had written to each of the LMGs asking them to start preparing for next year's local plan now. This should be based on the current Single Outcome Agreement and should be ready for April 2010. LMGs were asked to consider local issues and how their actions would contribute to the SOA.</p>	JC																											
Single Outcome Agreement	Richard had circulated [via e-mail] a set of Local Action Plans from the SOA which related to the Smarter Co-ordinating Group. These should be cross referenced to the Commissioned Groups. Members are asked to make themselves familiar with the Local action Plans	ALL																											
Child Protection	Noted John's apologies																												
AOCB	<p>SMARTER STRATEGIC GROUP meeting on 24th September 2009 in Committee Room</p> <p>Richard is not available on 24th, John would Chair</p> <p>Suggested reported items for Agenda</p> <table> <tr> <td>GIRFEC Post</td> <td>JC</td> </tr> <tr> <td>Corporate Parenting Update</td> <td>RD</td> </tr> <tr> <td>Early Years' Strategy</td> <td>JC</td> </tr> </table> <p>It was noted that a number of reports were still outstanding for this meeting.</p>	GIRFEC Post	JC	Corporate Parenting Update	RD	Early Years' Strategy	JC																						
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Date of next meeting	<p>The next meeting will take place at 9:30 a.m. on 08th October 2009 in Room 308a when refreshments will definitely be available.</p> <p>Future dates:</p> <table> <tr> <td>9:30</td> <td>Thursday 19th November 2009</td> <td>Room 308a</td> </tr> <tr> <td>9:30</td> <td>Thursday 17th December 2009</td> <td>Committee Room</td> </tr> <tr> <td>9:30</td> <td>Thursday 07th January 2010</td> <td>Room 101a</td> </tr> <tr> <td>9:30</td> <td>Thursday 04th March 2010</td> <td>Room 308a</td> </tr> <tr> <td>9:30</td> <td>Thursday 15th April 2010</td> <td>Room 308a</td> </tr> <tr> <td>9:30</td> <td>Thursday 27th May 2010</td> <td>Room 308a</td> </tr> <tr> <td>9:30</td> <td>Thursday 08th July 2010</td> <td>Room 308a</td> </tr> <tr> <td>9:30</td> <td>Thursday 16th September 2010</td> <td>Room 308a</td> </tr> <tr> <td>9:30</td> <td>Thursday 28th October 2010</td> <td>Room 308a</td> </tr> </table> <p>Please note the above dates in your diary.</p>	9:30	Thursday 19 th November 2009	Room 308a	9:30	Thursday 17 th December 2009	Committee Room	9:30	Thursday 07 th January 2010	Room 101a	9:30	Thursday 04 th March 2010	Room 308a	9:30	Thursday 15 th April 2010	Room 308a	9:30	Thursday 27 th May 2010	Room 308a	9:30	Thursday 08 th July 2010	Room 308a	9:30	Thursday 16 th September 2010	Room 308a	9:30	Thursday 28 th October 2010	Room 308a	ALL
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Additional Instructions:

Documents referred to in Agenda are attached after this point.