



RECORD OF MEETING

TASK GROUP NAME:	Workforce Development Sub-group
CHAIRPERSON:	Garry Sutherland, Operations Manager, Turning Point Scotland
DATE OF MEETING:	26 August 2014
LOCATION:	Studio 8, 73 High Street, Elgin
APOLOGIES:	Emma Johnston, Acting Service Manager, Quarriers Carers Support Service Susan Thom, Public Health Co-ordinator, NHS Grampian Jackie Hothersall, Director of Children and Families, Aberlour Child Care Trust
ATTENDING:	Garry Sutherland, Operations Manager, Turning Point Scotland Jo Fergusson, Social Work Training Manager, The Moray Council George Flett, Service Manager, Aberlour Child Care Lynn Geddes, Director, MCA Harry Gordon, Partnership and Development Officer, Grampian Police Jo McLeod, Manager, Guildry House, SACRO
IN ATTENDANCE:	Paul Johnson, ADP Team Manager Amanda Ware, Research and Information Officer, MADP Joanne Lynham, Development Officer, MADP
MINUTES:	Donna Philip, Support Team Administrator, MADP

AGENDA ITEM/TOPIC	ACTION POINT	ACTION BY
1. Welcome & Apologies	The Chair welcomed the group. Apologies noted as above.	
2. Minutes from previous meeting and Matters Arising	The Chair gave an overview of where we currently are with the Workforce Development sub-group. It was agreed that a workforce development plan would be developed and a draft proposal tabled. All ADP's received a letter from STRADA stating their plans for the future. STRADA are looking to move away from front line training to work on a more strategic level	

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	<p>with ADPs. The Chair is meeting with the Director of STRADA to negotiate STRADA's input to the workforce development in Moray. Once the plan has been fully developed it will be brought to the Partnership table for approval.</p> <p>The Chair spoke to Richard Anderson (Head of Housing) in regards to a member of the housing team attending the meetings. Richard has nominated David Munro who will be attending the meetings.</p>	
<p>3. Interim Development Plan</p>	<p>Social Work The Social Work Training Team produces a wide range of training from introduction to higher level for Social Work staff in The Moray Council. Drug and alcohol is featured in the training. The Social work Training Team can contribute support and advice to the ADP in the development of the work plan. They can also help deliver training.</p> <p>Police Scotland The officers complete the basic training that is rolled out nationally. When officers come into contact with someone who has drug and alcohol issues they will contact the central unit in Aberdeen who will then sign post to the correct agency.</p> <p>MCA MCA looked at the secondary issue of drug and alcohol counselling. All MCA staff are trained on substances and the technical areas of drugs and alcohol. They are currently undertaking a skills capacity audit. MCA have their own work plan. They also have the skills to deliver training depending on what the ADP needs. They are also in touch with the national agenda i.e legal highs, naloxone.</p> <p>SACRO SACRO are a housing support accommodation. They currently have no baseline training in drugs and alcohol and would be looking for training on harm minimisation, motivational interviewing, spotting the signs and dealing with residents who are under the influence. There are currently no local implementation of policies and procedures.</p> <p>Turning Point Scotland Turning Point Scotland currently run 2 services in Moray. There has been few issues with drug and alcohol in the Greyfriars service but when there has been they are signposted to Studio 8. They do have a training department locally which covers Scotland. A new Workforce Development Strategy has recently been compiled. Studio 8 will indentify any training they require and see if they have the skills to deliver. They also offer training out to other services if it is viable.</p> <p>Aberlour Aberlour role is not directly recovery but working with young people who are affected by another persons use. When required they will signpost young people to Social Work. They look at what training they need and see if this is something that can be delivered by themselves. It was suggested that we look at training being co-ordinated across services rather than training being delivered individually. Aberlour have their own work plan in place.</p>	
<p>4. Actions</p>	<p>It was agreed that there were no actions for members of the group at the moment</p>	

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	until the minutes had been approved by the Chair. The questions sent out on the agenda will be relooked at and modified where fit.	
5. Date of next meeting	The next meeting will be held on the 4 th December at 10am in 9 North Guildry Street, Elgin (ADP Office)	

CHAIRPERSON'S NOTES/COMMENTS

Issues to be reported to: Moray Alcohol and Drug Partnership

Details of evidence retained and location: 252 High Street, Elgin, IV30 1BE