

## Moray Alcohol and Drug Partnership

### RECORD OF MEETING

<b>TASK GROUP NAME:</b>	MADP Early Years and Young People Subgroup
<b>CHAIRPERSON:</b>	Susan Maclaren, Head of Integrated Children Services, Education & Social Care
<b>DATE OF MEETING:</b>	9 <sup>th</sup> March 2015
<b>LOCATION:</b>	9 North Guildry Street, Elgin
<b>APOLOGIES:</b>	<p>Harry Gordon, Partnership Development Officer, Police Scotland          Iain MacDonald, Children’s Wellbeing Manager, Education and Social Care          Alan Johnstone, Acting Manager, Social Work          Susan Stronach, Partnership Officer GIRFEC, Education and Social Care          Laurence Findlay – Corporate Director, Education and Social Care          Tracey Gervaise – Health and Wellbeing Lead, NHS Grampian (joined the meeting at a later time)</p>
<b>ATTENDING:</b>	<p>George Flett, Service Manager, Aberlour Youthpoint-Moray          Sheena Duffus, Quality Improvement Officer Pre 5, Education and Social Care          Karen Delaney, Engagement Team Manager, Social Work</p>
<b>IN ATTENDANCE:</b>	<p>Paul Johnson, Team Lead, MADP          Amanda Ware, Research and Information Officer, MADP</p>
<b>MINUTES:</b>	Leah Wilson, Administrative Assistant, MADP

<b>AGENDA ITEM/TOPIC</b>	<b>ACTION POINT</b>	<b>ACTION BY</b>
<b>1. Welcome and Apologies</b>	The Chair welcomed the meeting and apologies were noted as above. It was noted that the meeting wasn’t quorate – however it was agreed to continue.	
<b>2. Minutes of Previous Meeting and Matters</b>	The subgroup discussed the previous minutes. In Item 6 there was an action regarding The Research and Information Officer looking into the reason for the rise in the amount of children excluded from schools in one incident from substance misuse. The Research and Information Officer	

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<b>Arising</b>	stated that the figures have decreased in this quarter (Q3) and gone down to 1 child. There has been no reason found as to why there was an increase in this in the previous quarters. It was suggested a possible error in figures.	
<b>3. Violence and Domestic Abuse Strategic Framework</b>	<p>The Chair drew attention to Page 12 in the Violence and Domestic Abuse Strategic Framework and stated that there were no actions that were relevant to Children and Young People. There was a discussion regarding the 5% reduction of Domestic Abuse in Moray. The Chair added we can identify the 5% reduction but raised concerns on how we would achieve this. It was agreed that we need to broaden our training and all staff in schools, including cleaning staff, should be fully briefed. The option of a Partnership Officer position was raised in order to help collect data. It was agreed that The Chair would discuss with Harry Gordon, Partnership Development Officer, of how to achieve the 5% reduction.</p> <p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>• Susan McLaren to discuss with Harry Gordon how to achieve the 5% reduction of Domestic Abuse in Moray.</li> <li>• Paul Johnson to feedback to Harry Gordon regarding actions.</li> </ul>	
<b>4. The Needs of Young People – Service Provision in Moray Brief</b>	<p>This agenda item was discussed without George Flett, Service Manager for Aberlour Youthpoint.</p> <p>The MADP Team lead has recently put together a contract for the Adult Drug and Alcohol Services to go out to tender. A discussion was had at the last MADP Partnership meeting regarding a gap in the Young People’s services after YPAC closes at the end of March. Some funding was identified and it was decided that a 3 year contract will be put together for the Young People Drug and Alcohol Services and will also go out to tender as a separate lot (Lot 2). Bob Sivewright, Finance Manager will be calculating the figures this week and will confirm the exact amount of funding for Lot 2. A specification for Young People Drug and Alcohol services needs to be written ideally before the next financial year; therefore the deadline is 31<sup>st</sup> March 2015. A decision needs to be made regarding who will support and be a more prominent role for Young People Services Lot (Lot 2).</p> <p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>• Leah Wilson to send Susan McLaren a copy of PRO8 form and Specification template that is being used for Adult Services (Lot 1).</li> <li>• Susan McLaren to write specification draft for Young People Services (Lot 2) as soon as possible.</li> <li>• Susan McLaren to speak with her team and decide who will take on the more prominent role for the Young People Services Lot (Lot 2).</li> </ul>	
<b>5. Early Years</b>	The MADP Team Lead updated the sub group regarding the recruitment of	

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<b>Collaborative – Drugs &amp; Pregnancy Post Update</b>	the Social Worker position and confirmed an excellent candidate had been appointed and is due to start in May 2015. The successful candidate is a midwife and is currently finishing her Social Work degree. The Social Worker position will be based at Hamilton Drive and is going to be funded by the MADP. The MADP Team Lead suggested the new Social Worker should link in with the 2 Family Support Workers from the Engagement Team for reporting and present this information to the Early Years Collaborative. Also a suggestion from the Early Years Collaborative was to set up a small reference steering group to learn and amend information and to develop work. A Chair would need to be appointed to this group and members of the MADP would be happy to attend the meetings. Also a colleague from Maternity and Antenatal Services would be beneficial to the group. The Chair advised this should be added to the Agenda for the next Early Years Collaborative Group.	
<b>6. Drug and Alcohol Strategy Update</b>	The Research and Information Officer is currently in the process of writing the updated Drug and Alcohol Strategy and aims to be out for consultation when she is back from Annual Leave in 2 weeks.	
<b>7. MADP Data Report</b>	The Research and Information Officer reported there is nothing concerning in the MADP Early Years and Young People Data Report, Quarter 3 2014/2015 and we are on target. The number of children who have contact with a service user has decreased again in the reporting quarter. It was pointed out that John Campbell is still stated as the lead officer for some areas on the delivery plan. These will be changed to Paul Johnson.	
<b>8. Updates from Agencies</b>	<p>The Engagement Team Manager gave the group an update on the SALUS Report. Information has been returned by most services. The reports from YPAC and Aberlour Youthpoint are due to be returned in the near future. It was discussed with The Quality Improvement Officer about whether inputting information into schools would be beneficial. It was agreed this would be suitable through the school bulletin. A discussion was raised regarding the level of knowledge being delivered in PSE lessons at schools in Moray and whether or not this is different in each one. It was decided it would be beneficial for either the Engagement Team Manager or the Service Manager for Aberlour Youthpoint would link in with either the Moray Secondary Head Teacher Group or the Health and Wellbeing Group to get more information regarding this.</p> <p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>• Susan McLaren to discuss with Head teachers regarding delivery of programmes for SALUS report</li> <li>• Karen Delaney or George Flett to link in with Moray Head Teacher Group or Health and Wellbeing Group.</li> </ul>	
<b>9. AOCB</b>	The Chair requested the Early Years and Young People subgroup meet again before the next scheduled meeting on the 8 <sup>th</sup> June 2015.	

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	<p><b><u>Actions:</u></b></p> <ul style="list-style-type: none"> <li>• Leah Wilson to schedule a meeting for the subgroup to meet prior to 8<sup>th</sup> June 2015.</li> </ul>	
<b>10. Date of Next Meeting</b>	The date of the next meeting is to be set by Leah Wilson, Administrative Assistant and the details will then be forwarded on to the subgroup members.	