

# Directory of Employability Services and Support in Moray

**1<sup>st</sup> April 2010\***

(Amended August 2011)

Produced and distributed by:

The Moray Fairer Scotland Fund Team  
in conjunction with the Moray Employability Action Group

*\*This document is updated annually.*

*Any changes to details should be submitted to  
[employabilitydirectory@moray.gov.uk](mailto:employabilitydirectory@moray.gov.uk)  
for inclusion in the next release. Please use the Proforma published alongside  
this guide.*

For alternative formats, languages or further information,  
please ask an English speaking friend or relative to:

Phone: 01343 563319

Email: [equalopportunities@moray.gov.uk](mailto:equalopportunities@moray.gov.uk)

Write to: Project Officer (Equal Opportunities)  
Chief Executive's Office  
High Street  
Elgin  
IV30 1BX

## Services by Target Group and type of service: A to Z

1. Public sector specialist agencies
2. Those funded to deliver employability services
3. Specialist support agencies with elements of employability

<b>A, B</b>	
<b>C Carers</b>	
1	Jobcentre Plus
2	Quarriers Moray Carers
<b>D, E, F</b>	
<b>G General</b>	
1	Skills Development Scotland Jobcentre Plus
2	Moray College Life Skills Centre TRiY Training SCVO – Moray New Futures Craighurst's The Loft Employability Service Volunteer Centre
3	Social Work CLD Youth Work Team Aberlour Childcare Trust Action for Children CHILDREN 1 <sup>st</sup> North East Workskills (NEWs) Project Findhorn Foundation Elgin Youth Development Group Give Kids a Chance
<b>General Health</b>	
1	Employment Support Service
2	Well North (Dufftown) Access 2 Health Occupational Therapy NHS Condition Management Programme Housing Support Findhorn Foundation
<b>Gypsy / Travellers</b>	
1	SCVO – Moray New Futures
2	Gypsy and Traveller Teacher CLD Youth Work Team
<b>H Health – see General Health</b>	
<b>Housing Issues and Homelessness</b>	
1	Housing Needs (Housing Support, Supported Accommodation) Turning Point – Studio 8 Guildry House SAMH Action for Children
<b>I, J, K</b>	
<b>L Literacy and Numeracy</b>	
1	Moray Adult Literacies Partnership (Essential Skills Service)

CLD Youth Work Team	
<b>Learning Difficulties</b>	
1	Jobcentre Plus
2	Employment Support Service
3	Housing Support CLD Youth Work Team Desktop Publishing Care Solutions Moray Reachout TEAM LEAD Scotland
<b>Looked After Children</b>	
2	Social Work Throughcare / Aftercare Action for Children CLD Youth Work Team
<b>M Mental ill-health</b>	
1	Employment Support Service SCVO – Moray New Futures
2	Occupational Therapy Integrated Mental Health Services Housing Support SAMH Turning Point – Studio 8 Guildry House Access 2 Health The Rowan Centre Action for Children CLD Youth Work Team Moray Anchor Project Desktop Publishing Young Persons Mental Health Social Work Service Findhorn Foundation
<b>O Offending Behaviour</b>	
1	SCVO – Moray New Futures
3	Criminal Justice Youth Justice MALP Essential Skills – Offender Literacies CLD Youth Work Team
<b>P Physical Difficulties</b>	
1	Jobcentre Plus
2	Employment Support Service LEAD Scotland
3	Housing Support Occupational Therapy CLD Youth Work Team Moray Sensory Project
<b>Q, R</b>	
<b>S Speakers of Other Languages</b>	
1	The Moray ESOL Project
<b>Substance Misuse</b>	
1	Jobcentre Plus

2	SCVO – Moray New Futures SCVO – Progress 2 Work
3	Integrated Mental Health Services Moray Integrated Drug and Alcohol Team Moray Council on Addiction YPAC Turning Point – Studio 8 House SAMH CLD Youth Work Team Findhorn Foundation
<b>T, U</b>	
<b>V Visual Impairment</b>	
1	Employment Support Service Moray Sensory Project incorporating Grampian Society for the Blind in partnership with the RNIB Work Focus Project
<b>W, X, Y, Z</b>	

## All Services: A - Z

<b>A</b> .....	<b>7</b>
Access 2 Health .....	7
Action for Children .....	7
<b>B</b> .....	<b>9</b>
<b>C</b> .....	<b>9</b>
Careers Scotland .....	9
Care Solutions .....	9
CHILDREN 1 <sup>st</sup> .....	9
Community Learning and Development Youth Work Team .....	10
Condition Management Programme (NHS) .....	11
Criminal Justice .....	12
<b>D</b> .....	<b>13</b>
Desktop Publishing .....	13
<b>E</b> .....	<b>13</b>
Elgin Youth Development Group .....	13
Employment Support Service .....	13
The Moray ESOL Project .....	14
Essential Skills .....	14
<b>F</b> .....	<b>14</b>
Findhorn Foundation .....	14
<b>G</b> .....	<b>15</b>
Give Kids a Chance .....	15
Grampian Society for the Blind .....	16
Guildry House .....	16
Gypsy and Traveller Teacher .....	16
<b>H</b> .....	<b>17</b>
Housing Needs .....	17
Housing Support Services .....	18
Integrated Mental Health Services .....	19
<b>J</b> .....	<b>19</b>
Jobcentre Plus .....	19
<b>K</b> .....	<b>22</b>
<b>L</b> .....	<b>22</b>
LEAD Scotland .....	23
Life Skills Centre .....	23
The Loft Employability Service .....	24
<b>M</b> .....	<b>25</b>
Moray Adult Literacies Partnership .....	25
Moray Anchor Project (Step Forward) .....	26
Moray Carers .....	26
Moray College (employability support) .....	26
Moray Council on Addiction .....	27
Moray ESOL Project .....	28
Moray Integrated Drug and Alcohol Team .....	28
Moray New Futures .....	29
Moray Reachout .....	29
Moray Sensory Project incorporating .....	30
Moray Youth Action .....	30

Mentoring Service.....	31
<b>N</b> .....	<b>31</b>
NHS Condition Management Programme.....	31
<b>O</b> .....	<b>31</b>
Occupational Therapy .....	31
Outfit Moray .....	32
<b>P</b> .....	<b>32</b>
Progress 2 Work.....	32
<b>Q</b> .....	<b>32</b>
Quarriers .....	32
<b>R</b> .....	<b>33</b>
RNIB Work Focus Project.....	33
The Rowan Centre .....	33
<b>S</b> .....	<b>34</b>
Sacro .....	34
SAMH.....	34
Scottish Council for Voluntary Organisations (SCVO).....	35
SkillForce Scotland .....	36
Skills Development Scotland .....	38
Social Work .....	41
Step Forward.....	42
Studio 8.....	42
<b>T</b> .....	<b>42</b>
TEAM.....	42
Throughcare / Aftercare.....	42
TRiY Training .....	43
Turning Point Scotland.....	44
<b>U</b> .....	<b>44</b>
<b>V</b> .....	<b>44</b>
Volunteer Centre Moray .....	44
<b>W</b> .....	<b>45</b>
Well North (Dufftown project).....	45
<b>X</b> .....	<b>45</b>
<b>Y</b> .....	<b>45</b>
Youth Justice.....	45
Young Person's Addiction Counselling (YPAC) .....	46
Young Persons Mental Health Social Work Service.....	46
<b>Z</b> .....	<b>47</b>

## A

<b>Access 2 Health</b>	
Based at The Loft, Keith: 86a Mid Street, Seafield Lane, Mid Street, Keith, AB55 5AF	
Target Group:	Age 11 - 19
Eligibility Criteria:	Referral by Schools or other Young People's services, self referral at drop ins.
Barriers Addressed:	Emotional and behavioural issues, mental ill-health, socially / geographically excluded.
Outline of Activities:	Early intervention preventative support to young people presenting with emotional and behavioural issues. Awareness raising / training sessions for practitioners and young people, group and one to one sessions for young people. Support of multi agency initiatives such as the rolling out of the Healthy Minds – Moray Mental Health Framework Project. Engagement with disadvantaged young people, involving young people in development and delivery of services, focusing on health improvement through education and raising awareness of health issues and making positive lifestyle changes.
Targets and Outcomes	Increase access to services, Increase availability of training and information. Promote positive mental health. Support multi agency initiatives. Develop new services and activities, improve integrated working.
Geographical location for delivery:	Across Moray
Engagement method:	Community points of access, one to one and group sessions, school drop-ins, Staff support of Mobile Information Bus.
Funding:	Big Lottery funded until January 2011.

<b>Action for Children</b>	
<a href="http://www.actionforchildren.org.uk">www.actionforchildren.org.uk</a>	
<b><i>Details of relevant services</i></b>	
<b>1. Housing Support Team: 01343 563517</b>	
Target Group:	Age 16 - 25
Eligibility Criteria:	Must be either homeless or under threat of homelessness and within Moray
Duration for client:	Flexible, on average about 2 years
Outline of activities:	Direct support to enable young people to live independently and manage their tenancies within the community. 1:1, flexible tailored support – dependent on needs. Signposting to employability services. Basic assessment through housing needs, further assessment. Attend meetings, paperwork.
Targets and outcomes:	20 Outcomes. Recorded on service plan and service paperwork. These are Action for Children, based on

<b>Action for Children</b>	
	GIRFEC
Engagement:	Referrals to this service come from Housing Needs.
Funding:	The Moray Council, £203K until 31 March 2010 Reviewed annually
Contracted delivery agents:	None
Duration of contracts:	N/A
<b>2. Residential Units</b>	
Target Group:	Age 11 – 15 on the point of entry, flexible depend on needs. Can stay on until required.
Eligibility Criteria:	Unable to be looked after in own family or where other possibilities exhausted, e.g. Care system, fostering, and where it would be a positive choice for the young person to be in the living situation.
Duration for client:	Ongoing based on needs.
Outline of activities:	4 residential units - Buckie (4 beds), Forres (2 beds), Elgin (4 beds) and Dyke (flexible, not open all time – max 2 young people, can support families). Undertaking Throughcare/Aftercare work rather than referring to local authority, up to point at which young person leaves support. Independent living skills, specific work around Pathways, linking in with Housing and Education, supporting choices around education, training and employment. Work with Careers Scotland.
Targets and outcomes:	Seven outcomes, based on GIRFEC and Action for Children outcomes. Looked After Child and Paperwork Process (LACP), Care Plan, e.g. work towards return home, work towards behaviours.
Engagement method:	A placement within a residential unit would be agreed within Social Work, through Service Manager Group (a strategic group that meets weekly to oversee planning for vulnerable children in Moray). Referral process, including assessment - requires to be meeting the needs of young person and others within unit. Involve young person in making choice.
Funding:	The Moray Council, £440k per annum per unit. Long-term contract in existence for The Moray Project overall. Reviewed annually.
Contracted delivery agents:	None used
Duration of contract:	N/A

**B**

**C**

<b>Careers Scotland</b>
See Skills Development Scotland

<b>Care Solutions</b>	
Mary Madden (Learning Disability Day Services Coordinator) Telephone: (01343) 557218 <a href="mailto:mary.madden@moray.gov.uk">mary.madden@moray.gov.uk</a>	
Target Group:	Age 18+
Eligibility Criteria:	Learning disabilities
Barriers Addressed:	Learning disabilities
Outline of Activities:	Support to develop rural skills – building and maintaining paths, planting etc.
Targets and outcomes:	Progress to Employment Support Service
Geographical location for delivery:	Across Moray
Engagement method:	Referred by Community Care Officers
Funding:	The Moray Council, 3 year Service Level Agreements

<b>CHILDREN 1<sup>st</sup></b>	
<a href="http://www.children1st.org.uk">www.children1st.org.uk</a>	
<b><i>Details of relevant services</i></b>	
<b>1. 15 Forward</b>	
15 Forward, Highfield House Annexe, Northfield Terrace, Elgin, IV30 1NE Tel: 01343 564174, <a href="mailto:15forward@children1st.org.uk">15forward@children1st.org.uk</a>	
Target Group:	Age 15-16
Eligibility Criteria:	Vulnerable young people 1) Hard to spot because they quiet and disaffected 2) Faced with issues around motivation/confidence and soft skills 3) Having difficulties negotiating the boundaries from school to community 4) Making lifestyle choices that impact on their health and wellbeing 5) Identified as vulnerable but are less likely to be receiving specialist or targeted interventions.
Duration for client:	Flexible
Outline of activities:	The service supports young people to develop their self esteem and design personal plans to achieve their own goals for moving on in their lives. Building on their self confidence, they look at the key areas of employment, training and further education. The service work with both Moray College and Careers Scotland to help young people with barriers to education, employment or training.
Targets and outcomes:	Independent living, further education or employment
Engagement method:	Mainly self referrals by young people or referrals from

<b>CHILDREN 1<sup>st</sup></b>	
	school guidance, however open referrals.
Funding:	Big Lottery 4 year: June 2008 - 2012. £400k.
Contracted delivery agents:	None
Duration of contract:	N/A

<b>Community Learning and Development Youth Work Team</b>	
Karen J. Delaney - CLD Youth Team Leader 9 North Guildry Street, Elgin IV30 1JR Tel: 01343 557 261 <a href="mailto:karen.delaney@moray.gov.uk">karen.delaney@moray.gov.uk</a> <a href="http://www.moray.gov.uk/moray_services/page_40145.html">http://www.moray.gov.uk/moray_services/page_40145.html</a>	
Target Group:	Ages 12 – 25 (pre MCMC)
Eligibility Criteria:	None
Barriers Addressed:	All. Lack of low/qualifications, social skills, realisation of needs
Outline of Activities	Develop learning opportunities with young people to meet their needs and work along side them to build their skills in youth action projects. The team offers a range of accreditation opportunities, training plus assistance with literacy needs. Including Sports award, Arts awards, Youth Achievement Awards and Duke of Edinburgh award. Also post-16 groups 'Moving Forward' – part-time motivation and literacies training course with young people. This is carried out in different ways in different areas, based on their needs. There are drop-in sessions for support in rural areas.
Targets and Outcomes:	Identifying needs: create individual or group learning plans, renegotiate on that basis.
Geographical location for delivery	Across Moray. Focus on schools and community centre/village halls. May include youth cafes.
Engagement method	Two-way engagement. Referrals from schools/guidance, other partner agencies (health, SW), careers officer. Or Self Referral through Street worker, other agencies.
Funding:	Core staff costs - The Moray Council – figure to be revised with cutbacks. £163K per annum. Other costs through fundraising – criteria change, re-apply, multiple sources. Local fundraising and application to national funding bodies/trusts, e.g. Big Lottery, Cashback for Communities
Contracted delivery agents:	None
Duration of contracts:	None
<b>Details of relevant programmes/services</b>	
<b>1. Duke of Edinburgh Award Moray, including New Start</b>	
Target Group:	Ages 14-25
Eligibility Criteria:	Ages 14-25, opportunity to enrol individually or via schools/youth groups. Those with additional needs involved directly with New Start worker.

<b>Community Learning and Development Youth Work Team</b>	
Barriers Addressed	Duke of Edinburgh Award is designed to up-skill young people and involve them in their community. New Start addresses young people who don't naturally seek out accreditation for themselves - works in partnership with agencies.
Outline of Activities	The award consists of sections of work related to Fitness, Skills, Volunteering and an Expedition. The New Start Development Worker works with schools, Moray College, Moray Youth Action and Moray Youth Justice, among others in order to target individuals with additional needs.
Geographical location for delivery	Across Moray
Engagement method	Attends schools, Moray College, links with Moray Youth Action and Moray Youth Justice etc. Referrals accepted.
Funding:	The Moray Council. Moray Local Awards Committee, in partnership with The Moray Council, is specific to Duke of Edinburgh and meets 6 times a year to support/develop/access funding. Where Duke of Edinburgh can't get funding for equipment, first aid, outdoor courses etc through The Moray Council they try to access funding e.g. Big Lottery, Awards for All (e.g. £10K for volunteer training). Other funding via Catherine Smith memorial trust (specific to Duke of Edinburgh), Rotary club – e.g. £500 grant for equipment.
<b>2. Also: Sports Awards, Art Awards, Youth Achievement Awards</b>	

<b>Condition Management Programme (NHS)</b>	
Referrals via Jobcentre Plus	
Target Group:	Age 16+
Eligibility Criteria:	Claiming a health-related benefit and with a health condition considered as "mild to moderate" (at the practitioner/team leaders' discretion). The programme tends not to work with people who have a lot of involvement with other services eg CPN, occupational therapy.
Barriers Addressed:	The programme covers mental health, physical and cardio respiratory health barriers to work which are considered to be mild to moderate i.e., low mood, stress, back pain, M.E., asthma etc.
Duration for client	The programme can last for 13 sessions over 4 months, but flexible and have worked with people over a longer period of time to allow them to achieve their goals.
Outline of Activities:	Voluntary programme of guided self-help using cognitive behavioural therapy approach. The team includes nursing, physiotherapy and psychology and occupational therapy. The programme may signpost to other services in conjunction with the customers advisor at Jobcentre Plus to include Moray College, career advice services etc.

<b>Condition Management Programme (NHS)</b>	
Targets and outcomes:	Jobcentre Plus targets for referrals to programme. Improvements to quality of life ie, being more productive with their day, involved in social activity, sleeping better etc. Some become involved in further training and voluntary work. Outcome measures on the programme will be reviewed as the programme is evaluated.
Geographical location for delivery:	Operates from bases in Elgin, Forres and Buckie.
Engagement method:	The referral is made by the Incapacity Benefit personal advisor at Jobcentre Plus. People need to attend their work focused interview for a referral to be made. The service is voluntary and the individual is able to request to come onto the programme as well as the advisor suggesting it as being suitable.
Funding:	Condition Management Programme provided by the NHS but funded by DWP until March 2011.
Contracted delivery agents:	None
Duration of contracts:	N/A

<b>Criminal Justice</b>	
9 North Guildry Street, Elgin, IV30 1JR, Tel: 01343 557200 <a href="mailto:criminal.justice@moray.gov.uk">criminal.justice@moray.gov.uk</a> <a href="http://www.moray.gov.uk/moray_services/page_40166.html">http://www.moray.gov.uk/moray_services/page_40166.html</a>	
Target Group:	Age 16+
Eligibility Criteria:	To be referred from the Procurator Fiscal, Court or Prison Services. Voluntary Support Service available to ex-prisoners for 12 months after release from prison.
Barriers Addressed:	Offending behaviour
Outline of Activities:	Contribute to community safety by assisting individuals to address the attitudes and behaviours which contribute to their offending behaviour. Also aim to offer a range of robust alternatives to custody to the Courts, including Community Service which allows individuals an opportunity to 'payback' and make reparation to the community.
Geographical location for delivery:	Across Moray
Engagement method:	Clients are referred from the Procurator Fiscal, Court or Prison Services. Ex-prisoners can also request a voluntary support service for 12 months after release.
Funding:	Services funded via the Northern Community Justice Authority who distribute money received from the Scottish Government across seven local authority areas.
Contracted delivery agents:	Moray New Futures (SLA for specific employment service)
Duration of contracts:	12 months

**D**

<b>Desktop Publishing</b>	
Peter Wills 01542 832166	
Target Group:	Age 18 - 65
Eligibility Criteria:	Diagnosed acute mental illness or learning disabilities
Barriers Addressed:	Mental illness and learning disabilities
Outline of Activities:	Flexible IT training level set by capabilities. Includes graphics.
Targets and Outcomes:	Progression to Employment Support Service, employment
Geographical location for delivery:	Centre at Pinefield Industrial Estate, Elgin
Engagement method:	Referrals from Social Work
Funding:	The Moray Council: ½ mental health, ½ learning disabilities (to be reviewed 2011).

**E**

<b>Elgin Youth Development Group</b>	
Caroline Saunders/Fiona Birse, Elgin Youth Café, Francis Place, Elgin IV30 1LQ Email: <a href="mailto:office@elginyouthcafe.org">office@elginyouthcafe.org</a> <a href="http://www.elginyouthcafe.org">www.elginyouthcafe.org</a>	
Target Group:	All local young people of secondary school age
Eligibility Criteria:	None
Outline of Activities:	A free of charge Youth Café open 4 nights a week, offering a safe place for young people to meet and socialise; a wide range of projects and activities for young people during evenings, weekends and school holidays. Projects include a community group, dance group and outdoor activities.
Geographical location for delivery:	Elgin Youth Cafe
Targets and Outcomes:	<ol style="list-style-type: none"> <li>1. Building confidence and self esteem</li> <li>2. Breaking down barriers between different communities</li> <li>3. Improving young peoples' life skills</li> </ol>
Engagement method:	Open to all
Funding:	Local fundraising and applications to grant-making trusts

<b>Employment Support Service</b>
Units 1-3, Chanonry Business Centre, 2 Chanonry Road North, Chanonry Industrial Estate, Elgin, IV30 6NB, Tel: 01343 545158 <a href="http://www.moray.gov.uk/moray_standard/page_39818.html">http://www.moray.gov.uk/moray_standard/page_39818.html</a>

<b>Employment Support Service</b>	
Target Group:	All people who have a disability as defined by the Disability Discrimination Act, including supporting school pupils and college students
Eligibility Criteria:	As defined by the disability discrimination act including Autism, Learning difficulties, physical or sensory disabilities, people who have or are recovering from mental health difficulties, or long term health conditions and are Resident in Moray.
Barriers Addressed:	All issues in relation to employability, retention of employment and issues related to disabilities as defined by the Disability Discrimination Act including Autism, Learning difficulties, physical or sensory disabilities people who have or are recovering from mental health difficulties and people with long term health conditions
Outline of Activities:	Support with the transition from school or college, Work preparation, career exploration, support for training and further education, work experience placements, work trails, voluntary work experience placements, work search, support with applications/CV's support with interview skills and support at interview, also support to maintain and retain employment including support for the employer.
Targets and outcomes:	To support people with a disability as defined by the Disability Discrimination Act to prepare for, search for, find, secure and maintain all forms of employment (part-time, full time, Supported Paid Permitted, Permitted work, work experience and voluntary work, in order to promote social inclusion
Geographical location for delivery:	Office in Elgin, supporting people in all areas of Moray
Engagement method:	Self referral / any agency
Funding:	Part of the Moray Council Community Services
Contracted delivery agents:	No
Duration of contracts:	No

<b>The Moray ESOL Project</b>
See Moray ESOL Project

<b>Essential Skills</b>
See Moray Adult Literacies Partnership

## **F**

<b>Findhorn Foundation</b>	
The Park, Forres IV36 3TZ, Tel: 01309 692560 <a href="mailto:building.bridges@findhorn.org">building.bridges@findhorn.org</a> <a href="http://www.findhorn.org/sociallyexcluded">www.findhorn.org/sociallyexcluded</a>	
Target Group:	Age 16+ /anyone transitioning from substance misuse back into society; generally socially

<b>Findhorn Foundation</b>	
	excluded/disadvantaged/vulnerable; those transitioning from mental health issues back into healthy social engagement.
Eligibility Criteria:	Preferably the people using this service would engage as a group after first working with a charity or government agency dealing with the above conditions - particularly for those transitioning back into a healthy life.
Barriers Addressed:	Emotional and behavioural issues, mental ill-health, social exclusion, lack of confidence, motivation and life skills, lack of practical skills.
Outline of Activities:	Begins with A Great Day Out at The Park as an introduction and then ongoing one day a week (for up to 12 weeks) experiential learning - working in the gardens with the gardeners, interacting with the community and developing a group project which includes learning organic gardening techniques/nutrition, and bringing project to completion. Can complete with one week residential, integrating, group dynamics/team building, non-violent communication, building more personal awareness and social skills, self-empowerment.
Geographical location for delivery:	The Park, Findhorn Eco village
Targets and Outcomes:	<ul style="list-style-type: none"> <li>* building life skills</li> <li>* increasing self esteem</li> <li>* learning practical skills for health, well-being and personal sustainability</li> <li>* positive shifts in attitude and behaviour</li> <li>* becoming aware of a broad range of life possibilities</li> </ul>
Engagement method:	Charity or government agency contacts Building Bridges Team at the Findhorn Foundation
Funding:	Applying for funding ongoing

## **G**

<b>Give Kids a Chance</b>	
Heather Wilson, Project Manager, telephone 01224 555224	
Target Group:	Vulnerable young people between the ages of 10 – 18 years.
Eligibility Criteria:	Referrals welcome from all areas of Moray but must be discussed with Local Integration Support Officers in first instance to check availability of places.
Barriers Addressed:	Isolation, exclusion, inability to access or sustain personal relationships, affected by parental/carer/sibling substance misuse, at risk of entering a cycle of anti-social behaviour.
Outline of Activities:	Give Kids a Chance is an early intervention that encourages and supports disadvantaged young people

<b>Give Kids a Chance</b>	
	<p>to develop and sustain interests or hobbies that will help to relieve boredom, raise self esteem, confidence and personal skills.</p> <p>Various individual and group activities are currently available in Moray. These include music tuition, martial arts, gymnastics, swimming, horse-riding, uniformed organisations and performing arts.</p>
Geographical location for delivery:	Throughout Moray
Targets and Outcomes:	<ul style="list-style-type: none"> <li>• Work in partnership with existing community networks and business partners</li> <li>• Provide a variety of activities and hobbies for vulnerable young people aged between 10 – 18 years.</li> <li>• Encourage young people to participate, raise self esteem and confidence levels</li> <li>• Provide young people with long-term hobbies or activities that they can further develop in adulthood</li> <li>• Provide young people with increased chances of employment</li> </ul>
Engagement method:	<p>Referral forms are available from each of the Local Integrated Support Officers covering the following areas:</p> <ul style="list-style-type: none"> <li>• Buckie, Keith and Speyside, Ivor Lee – <a href="mailto:ivor.lee@moray.gov.uk">ivor.lee@moray.gov.uk</a></li> <li>• Elgin &amp; Forres, Iain McDonald, <a href="mailto:iain.macdonald@moray.gov.uk">iain.macdonald@moray.gov.uk</a></li> <li>• Fochabers &amp; Lossiemouth, Susan Stronach, <a href="mailto:Susan.stronach@moray.gov.uk">Susan.stronach@moray.gov.uk</a></li> </ul>
Funding:	Moray Health Improvement Funding – reviewed on an annual basis.

<b>Grampian Society for the Blind</b>
See Moray Sensory Project incorporating Grampian Society for the Blind in Partnership with RNIB Work Focus Project

<b>Guildry House</b>
See Sacro

<b>Gypsy and Traveller Teacher</b>	
Teacher For Gypsy/Traveller Pupils, The Moray Council, Educational Services, High Street, Elgin, IV30 1BX, Tel: 01343 563127, <a href="mailto:eve.craib@moray.gov.uk">eve.craib@moray.gov.uk</a>	
Target Group:	Gypsy/Travellers aged 5-16
Eligibility Criteria:	Gypsy/Travellers with additional support needs

<b>Gypsy and Traveller Teacher</b>	
Barriers Addressed:	Interrupted learning of Gypsy/Travellers
Outline of Activities:	Supports all schools with attending Gypsy/Traveller children by offering specialist intervention. Referrals assessed and prioritised. Teaching delivered to meet assessed needs written in individual support plans. Has a degree of flexibility to respond to itinerant Gypsy/Traveller children passing through Moray and attending school for only a short period of time.
Targets and outcomes:	Service aims to provide support for learning for Gypsy/Traveller children with additional support needs and to bridge gaps in interrupted learning caused by periods of extended travel. Individual targets are set for children in core curriculum areas which are monitored and reviewed regularly in order to meet the additional support needs of Gypsy/Traveller children.
Geographical location for delivery:	Across Moray
Engagement method:	Information sharing between schools and other authorities' Gypsy/Traveller Teachers. Weekly school visits. Phone calls.
Funding:	The Moray Council

## **H**

<b>Housing Needs</b>	
Housing Needs Section, The Moray Council, 12-14 Greyfriars Street, Elgin, IV30 1LF, Tel: 01343 563597, <a href="mailto:housingneeds@moray.gov.uk">housingneeds@moray.gov.uk</a> <a href="http://www.moray.gov.uk/moray_services/page_46163.html">http://www.moray.gov.uk/moray_services/page_46163.html</a>	
<b>Details of services</b>	
<b>1. Housing Support</b>	
Supporting People Assessor, Council Office, High Street, Elgin, IV30 1BX Tel: 01343 563308, <a href="mailto:supporting.people@moray.gov.uk">supporting.people@moray.gov.uk</a> <a href="http://www.moray.gov.uk/moray_standard/page_1129.html">http://www.moray.gov.uk/moray_standard/page_1129.html</a>	
Target Group:	Age 16+
Eligibility Criteria:	Assessed need for support.
Barriers Addressed:	Any barriers, secondary to need for housing support.
Outline of Activities:	A range of support services with practical and emotional aspects of living. Tailored personal support, including assistance to make and attend appointments with employability services and to fill in paperwork.
Targets and Outcomes:	Sustaining accommodation
Geographical location for delivery:	Across Moray, with outreach
Engagement method:	Self referral or referral via agencies
Funding:	The Moray Council - Value of contracts: Aberlour CoveSea - £279,641 per annum Aberlour Community - £312,666 per annum Action For Children - £203,393 per annum
Contracted delivery	Action for Children, Aberlour Childcare Trust

<b>Housing Needs</b>	
agents:	(for age 16 – 24)
Duration of contracts:	Annual review
<b>2. Supported Accommodation</b>	
Contact via Housing Needs	
Target Group:	Age 16+
Eligibility Criteria:	Homeless or threatened with homelessness To be entitled to permanent accommodation, individuals have to meet the following four conditions which are set out by law; they must be homeless or be threatened with homelessness, they must be in priority need, they must have not become homeless or threatened with homelessness intentionally; they must have a local connection.
Barriers Addressed:	Homelessness, other barriers secondary to homelessness
Outline of Activities:	The Housing Needs section will help people who are homeless or are threatened with homelessness by arranging temporary or permanent accommodation.
Targets and Outcomes:	Sustaining accommodation
Geographical location for delivery:	Hostels in Elgin, Keith, Buckie, Forres Dispersed properties elsewhere in Moray.
Engagement method:	Referrals from Homelessness
Funding:	The Moray Council
Contracted delivery agents:	None
Duration of contracts:	None

<b>Housing Support Service</b>	
<b><i>Details of relevant services</i></b>	
Target Group:	Ages 16 - 24
Housing Support Team: 01343 563517 Outreach Support provided by Housing Support Team: 01343 563517	
Eligibility Criteria:	Vulnerable young people who have presented as Homeless with The Moray Council
Duration for client:	Up to 2 years
Duration of contract:	Ongoing service
Outline of activities:	
Targets and outcomes:	<ul style="list-style-type: none"> <li>• To enable young people to engage in the supports on offer in the service.</li> <li>• To enable young people to build on their capacity to access wider community supports.</li> <li>• To enable young people to confidently sustain and manage their accommodation.</li> <li>• To build confidence in young people's own abilities.</li> <li>• To enable young people to successfully manage the transition to living more independently within their</li> </ul>

<b>Housing Support Service</b>	
	communities.
Engagement:	Referrals are from Housing Needs at the Moray Council or any Partner Agency. Self referral is also possible.
Funding:	
Contracted delivery agents:	None
Duration of contracts:	N/A

**I**

<b>Integrated Mental Health Services</b>	
Telephone: 0845 456 6000	
Target Group:	All ages (split by services)
Eligibility Criteria:	Mental ill-health; criteria vary by service
Barriers Addressed:	Mental ill health
Outline of Activities:	A range of services for people with various severities of mental illness, including addictions/substance misuse. 1. Child and Adolescent 2. Drug and alcohol services 3. Adult mental health 4. Older adults 5. Clinical associate service 6. In-patient ward (Dr Gray's, Elgin) 7. Older adult ward (Buckie Seafield) Integrated work including Psychiatry, social work, occupational therapy, psychology, psychotherapy services
Geographical location for delivery:	Across Moray with outreach
Targets and Outcomes:	Person-centred
Engagement method:	Self referrals, referrals from GPs, referrals via agencies
Funding:	Moray Council/NHS ongoing

**J**

<b>Jobcentre Plus</b>	
ELGIN - 21 Trinity Rd, Elgin, IV30 1RJ FORRES - Tytler Street, Forres, IV36 1EL BUCKIE - Shanks Lane Buckie, AB56 1AF Telephone: If you are looking for a job: 0845 6060234 To make a new or repeat claim to benefit: 0800 0556688 To enquire about an existing claim to benefit: 0845 6088749 Tax Credit enquiries: 0845 3003900 To apply for a National Insurance Number: 0845 6000643 <a href="http://www.direct.gov.uk">www.direct.gov.uk</a>	
Target Group:	Working age

<b>Jobcentre Plus</b>	
Eligibility Criteria:	People of working age
Outline of activities:	Jobcentre Plus is an executive agency of Department for Work and Pensions. It is responsible for assisting people of working age find jobs through its network of Jobcentre Plus offices. It is also responsible for administering some benefits for people of working age and for the administration of National Insurance numbers
Geographical location for delivery	Moray
<b>Details of contracted provision</b>	
<b>Work Choice</b>	
Target Group:	Individuals with disabilities or health conditions
Eligibility Criteria:	To be eligible, a customer must be of working age (ie over 16 with no upper age limit) and <a href="#">disabled as defined by the Equality Act 2010</a> .
Duration for client:	As long as required
Outline of Activities:	Work Choice helps people with disabilities whose needs cannot be met through other work programmes, Access to Work or workplace adjustments. This might be because you need more specialised support to find employment or keep a job once you have started work. If Work Choice is for you it will be tailored to meet your individual needs. It will focus on helping you achieve your full potential and moving towards being more independent.
Funding:	National
<b>Access to Work</b>	
Target Group:	Individuals with disabilities or health conditions
Eligibility Criteria:	In a paid job, unemployed and about to start work, or Self-employed and a disability or health condition prevents an individual from doing parts of their job. Can also provide communicator at job interview if person is profoundly deaf
Duration for client:	As long as required. Will be reviewed annually if support is ongoing
Outline of activities:	Advice and support for employee and employer with extra costs which may arise because of special needs.
Funding:	National
Contracted delivery agents:	Jobcentre Plus Contact: Access to Work Operational Support Unit – 0141 950 5327
Duration of contract:	N/A
<b>Get Britain Working Measures: Work Programme</b>	
Target Group:	Receipt of Job Seekers Allowance (JSA) or Employment and Support Allowance (ESA)
Eligibility Criteria:	For the vast majority of customers the Work Programme will

<b>Jobcentre Plus</b>	
	be mandatory, however it will depend on an individuals age and the duration of their claim
Duration for client:	Up to 2 years
Outline of Activities:	It is built around the needs of individuals, providing the support required. Providers will design support based on the needs of the individuals and target the right support at the right time
Funding:	National
<b>Work Clubs</b>	
Outline of Activities:	Provide a place to meet encouraging young people who are out of work to exchange skills, share experience, find opportunities, make contacts and get support to help them in their return to work. Participation is voluntary
Duration for client:	As long as required
Eligibility Criteria:	Open to all customers in receipt of out of work benefits ie Jobseekers Allowance (JSA) Income Support (IS) and Employment and Support Allowance (ESA) from day 1 of their claim until they are referred to mandatory provision.
Location:	Jobcentre Plus are currently working with local organisations/partnerships to support the development of Work Clubs in the Moray area
<b>Work Together</b>	
Outline of Activities:	Jobcentre Plus encourages people to look at volunteering as a way of building up their experience and skills to improve their chances of getting a job. Personal advisers will be responsible for promoting volunteering to customers from the start of their claim. Participation is voluntary
Duration for client:	As long as required
Eligibility Criteria:	Open to all customers in receipt of out of work benefits ie Jobseekers Allowance (JSA) Income Support (IS) and Employment and Support Allowance (ESA) ) from day 1 of their claim until they are referred to mandatory provision
<b>Work Experience</b>	
Outline of Activities:	Work Experience will enable JSA customers aged 18-24 who have little or no recent work history, to volunteer for a work placement. Placements will be hosted by local employers and will offer 25-30 hours per week of hands-on work experience. Participation in Work Experience will become mandatory once the customer has completed 1 week trial period in the placement
Duration for client:	2-8 weeks
Eligibility Criteria:	Aged 18-24 years in receipt of JSA
<b>New Enterprise Allowance</b>	
Outline of Activities:	New Enterprise Allowance (NEA) will help unemployed people who have an idea for a business with growth potential to become self employed or start their own business. NEA will give customers access to: <ul style="list-style-type: none"> <li>• A business mentor, for guidance and support as they</li> </ul>

<b>Jobcentre Plus</b>	
	<p>develop their business plan and prepare to start their business</p> <ul style="list-style-type: none"> <li>• Weekly allowance for up to 26 weeks of £65 for first 13 weeks and £33 for subsequent 13 week period</li> <li>• Loan finance to help with start up costs up to £1000</li> <li>• Continued support from the mentor for up to 6 months following commencement of trading</li> </ul>
Duration for client:	6 months
Eligibility Criteria:	People aged 18+ who have been claiming JSA for six months or more
<b>Work Trials</b>	
Outline of Activities:	Work Trial gives customers the opportunity to demonstrate to an employer that they are suitable for, and capable of doing, the job they are applying for.
Duration for client:	It is strongly recommended that the initial trial period should just be for a few days. This can then be reviewed and, if all parties are in agreement, extended on an incremental basis. In exceptional circumstances only, a trial can last up to a maximum of 30 working days (over a period not exceeding 6 calendar weeks)
Eligibility Criteria:	Customers on JSA for 6 months or more, however can be from day 1 of benefit claim dependant on an individuals circumstances – eg customers with a disability, ex offenders
<b>Rapid Response Service</b>	
Outline of Activities:	Rapid Response Service (RRS) is available to public, private and third sector employees who are affected by job losses that impact on the local community. Our aim is to work with employers to deliver support for them and their employees and help people secure a job quickly, ideally without the need to claim welfare benefits. Support can vary from issuing information about benefits through to providing funding and practical support to find a job
Duration for client:	RRS support can start when people are under threat of redundancy or during the period of notice. Where people have not found alternative work before they lose their job, RRS support can continue for a further 13 weeks whether they make a claim for benefits or not.
Eligibility Criteria:	RRS is available to any paid employee who is deemed to have lost their job or had their contract terminated as a result of workforce management measures. RRS is not applicable to voluntary workers.

K

L

<b>LEAD Scotland</b>	
c/o Moray College, Moray Street, Elgin, IV30 1JJ Telephone: 01340 871949, Textphone users: (18001) 01340 871949 Barbara Taylor, Learning Co-ordinator <a href="mailto:btaylor@lead.org.uk">btaylor@lead.org.uk</a> Roisin Taylor, Regional Development Manager North <a href="mailto:rtaylor@lead.org.uk">rtaylor@lead.org.uk</a>	
Target Group:	Age 16+
Eligibility Criteria:	Disabled young people, disabled adults and carers of disabled people. All disabilities including mental health.
Barriers Addressed:	Combat exclusion from learning. Inform and influence the development of policy and learning provision. Equal access, promotion of equality of opportunity and the elimination of discrimination.
Duration for client:	Flexible ongoing, dependent on project and funding.
Targets and outcomes:	Empower disabled people and carers of disabled people to make well informed choices and engage confidently in learning. Provide person centred, individualised support for learning.
Outline of Activities:	Supporting learners to reach their full potential through literacy and numeracy. In partnership with Moray College Lead Supports learners on a 1-1 basis towards their goal of further education. Volunteering opportunities are available for those who wish to share their skills and experiences with learners.
Geographical location for delivery:	Across Moray – outreach
Engagement method:	Referrals from other support agencies. Self referrals welcomed. Partner Organisations.
Funding:	Moray Adult Literacies Partnership (MALP) Moray College

<b>Life Skills Centre</b>	
126 High Street, Elgin, IV30 1BW. Tel: (01343) 550207	
Target Group:	Ages 16 - 65
Eligibility Criteria:	Mostly referred from contracting organisations
Barriers Addressed	All aspects of employability issues covered
Outline of Activities	Life Skills is contracted by Jobcentre Plus and Careers Scotland to prepare clients for work and help find them jobs. Activities include delivering courses, conducting basic skills assessments, arranging placements and mentoring.
Geographical location for delivery	Centre in Elgin. Outreach on demand – have worked in Keith and Forres.
Engagement method	Referrals from Jobcentre Plus or Careers Scotland. Also take referrals from other agencies and agree terms at that time.
Funding:	JC and SDS fund our programmes. Employability programmes delivered for other agencies, prices discussed directly.
<b><i>Details of programmes delivered</i></b>	

<b>Life Skills Centre</b>
<b>1. Get Ready for Work</b> (See 1 <sup>st</sup> Tier Services, for details)
<b>2. Skillseekers and Modern Apprenticeships</b> (See 1 <sup>st</sup> Tier Services, for details) Age 16 – 18 and occasionally 18 – 24 can get funding for specific Modern Apprenticeships. Cover Retail/Admin/Warehouse & Distribution.
<b>3. Gateway to Work</b> For Jobcentre Plus. A 2-week intensive job ready course for New Deal customers 18 – 24 and 25+, covering all aspects of employability i.e. spec letters. Any JC client with a disability.
<b>4. Mentoring and Basic Skills – (New Deal)</b>
<b>5. Work Preparation</b> (See 1 <sup>st</sup> Tier Services, Jobcentre Plus for details) A 6-week programme for people with disabilities which involves finding a suitable placement for people who have been unemployed long term because of a disability.
<b>6. Jobcentre Support (replaces Positive Moves)</b> A 6-week (2 days per week) job search course for non New Deal clients of Jobcentre Plus.

<b>The Loft Employability Service</b>	
86a Mid Street, Seafield Lane, Mid Street, Keith, AB55 5AF Tel: 01542 886630, <a href="mailto:info-loft@copperstream.co.uk">info-loft@copperstream.co.uk</a> TBA – employability <a href="mailto:Employability-loft@copperstream.co.uk">Employability-loft@copperstream.co.uk</a> Intensive support worker <a href="mailto:Jean-loft@copperstream.co.uk">Jean-loft@copperstream.co.uk</a>	
Target Group:	Ages 12 – 24
Eligibility Criteria:	Young people who reside in the Keith and Strathisla area or who are connected to it through social networks or employment.
Barriers Addressed:	Primarily social exclusion, lack of education/qualifications, Being unemployed and without other means of support.
Outline of Activities:	The Loft provides social and recreational opportunities through its weekly drop-in and other organised activities. It also provides formal and informal learning opportunities, linking through access to an Intensive Support Worker, team of volunteer youth workers and through support activities run by other agencies from within the Loft building.  Work to address issues of employability & to support the development of work related activities i.e. CV, personal statement, job search, interview prep.
Targets and Outcomes:	Evolving - but consistency and continuity are important elements for the clients leading to secure employment.
Geographical location for delivery:	Keith and Strathisla
Engagement method	Direct referral from the ISW or other related organisations or self referral
Funding:	William Grant Youth Opportunities Fund – Two year project ends August 2010 £35k over two years. Note Employability Support Worker post vacant from end

<b>The Loft Employability Service</b>	
	November 2009, board to decide future of post. Service maintained in the interim by Admin and Project Manager along with Board.

## **M**

<b>Moray Adult Literacies Partnership</b>	
Ian Todd: - Community Support Manager. The Moray Council, Elgin IV30 1BX. Tel: 01343 557012. <a href="mailto:lan.todd@moray.gov.uk">lan.todd@moray.gov.uk</a>	
Target Group:	Age 16+, literacy and numeracy issues
Eligibility Criteria:	Literacy and numeracy issues
Barriers Addressed:	Literacy and numeracy issues, including addressing issues in offenders
Outline of Activities:	Main providers of adult literacies are the Council's Essential Skills Service. LEAD and Moray College also provide literacy and numeracy support with LEAD providing a supported transition service to other learning.
Geographical location for delivery:	Across Moray, with outreach
Engagement method:	Self-referral. Referral from agencies. Specific targeted groups. Promoted through The Big Plus, national publicity campaign.
Funding:	Funding: Moray Council £167K annually Scottish Government for Open Doors £18K per annum.
<b>Details of services</b>	
<b>1. The Essential Skills Service</b>	
<p><b>Elgin</b> - Moira Strathdee, Essential Skills Development Officer, New Elgin Primary School Annexe, Elgin, IV30 6DP, Tel: 01343 556212 or 07966120572 <a href="mailto:moira.strathdee@moray.gov.uk">moira.strathdee@moray.gov.uk</a></p> <p>Local services available in Keith &amp; Speyside, Lhanbryde and Fochabers, Buckie, Lossiemouth and Forres,</p> <p><b>Open Doors project (offender literacies)</b> – Rose Millett, Open Doors, c/o Moray College, Moray Street, Elgin, IV30 1JJ <a href="mailto:opendoors@moray.uhi.ac.uk">opendoors@moray.uhi.ac.uk</a></p> <p><b>Youth Literacies</b> – Helen Young New Elgin Primary School Annexe, Elgin, IV30 6DP, Tel: 01343 556212 or 07527 387507, <a href="mailto:youthliteracies@moray.gov.uk">youthliteracies@moray.gov.uk</a></p>	
Target Group:	Adults (post compulsory school age i.e. 16+) with literacy and numeracy issues
Eligibility Criteria:	Literacy and numeracy issues
Duration for client:	As long as required
Outline of activities:	Supports for adult to develop their existing skills in reading, writing, numeracy, problem solving and communication.
Geographical location for delivery:	Across Moray
Engagement method:	Self-referral. Referral from agencies. Specific targeted groups. Promoted through The Big Plus, national publicity campaign.

<b>Moray Adult Literacies Partnership</b>	
Targets and outcomes:	Increased levels of literacy and numeracy through delivery of literacies learning to 200 learners per year.
Funding:	Funded from The Moray Council Youth literacies funded through CLD Open Doors funded by the Scottish Government

<b>Moray Anchor Project (Step Forward)</b>	
Ali Mclvor 07748207488	
Target Group:	Age 18 - 65
Eligibility Criteria:	Diagnosed acute mental illness
Barriers Addressed:	Mental illness
Outline of Activities:	Woodwork, crafts, stores maintenance, computer skills
Targets and Outcomes:	Progression to Employment Support Service, employment
Geographical location for delivery:	Centre at Pinefield Industrial Estate, Elgin
Engagement method:	Referrals from Social Work
Funding:	The Moray Council (to be reviewed 2011).

<b>Moray Carers</b>	
227 High Street, Elgin, Moray, IV30 1DJ, Tel: 01343 540990	
Target Group:	Unpaid Carers of any age
Eligibility Criteria:	Individuals with caring responsibilities
Barriers Addressed:	Caring responsibilities
Outline of Activities:	Long Term Condition Management Training – specific to the illness that the carer faces in their caring role. Peer Support
Targets and outcomes:	Identify “Hidden Carers” in Moray
Geographical location for delivery:	Across Moray
Engagement method:	Advertising (Newsletters/Pharmacy Postcards) Drop-Ins at primary and secondary schools Referrals by other service providers (Social Work etc)
Funding:	Funded by The Big Lottery/MacRoberts Trust.Robertson Trust/Laidlaw Foundation/Other donations
Contracted delivery agents:	N/A
Duration of contracts:	N/A

<b>Moray College (employability support)</b>	
www.moray.ac.uk	
Target Group:	Age 14+
Eligibility Criteria:	Employability support is provided to students
Barriers Addressed	Guidance staff including the Employability Officer support students on a one-to-one basis to address any barriers to study.
Outline of Activities	Moray College deliver Scottish Vocational Qualifications,

<b>Moray College (employability support)</b>	
	courses awarded by the Scottish Qualification Authority and offer Personal Development Planning aimed at improving employability. The College also provides Skills For Life courses which aim to provide students with the skills and confidence to have a full and rewarding life. This may be securing employment, continuing with their studies at College or simply gaining more confidence and independence in the community. Courses can be studied on a full-time or part-time basis.
Geographical location for delivery	Moray College is located in Elgin. Learning centres in Buckie, Forres and Keith are predominantly for IT related training but can host other courses.
Engagement method	Moray College promotes courses through local newspapers, its own prospectus and many open events throughout the session. Students are also referred from a range of agencies.
Funding:	The majority of the College's funding is from the Scottish Government through the Scottish Funding Council.

<b>Moray Council on Addiction</b>	
<a href="http://www.moray.gov.uk/moray_services/page_40181.html">http://www.moray.gov.uk/moray_services/page_40181.html</a>	
Target Group:	Any age - substance misusers or those affected by another's substance misuse
Eligibility Criteria:	Substance misusers or those affected by another's substance misuse
Barriers Addressed:	Substance misuse
Outline of Activities:	A free confidential counselling and advisory service for people experiencing problems with alcohol and drugs.
Geographical location for delivery:	Across Moray, including primary care settings
Engagement method:	Referrals can come from any agency, or the client may self-refer.
Funding:	Moray Council/NHS/private £50-£100k/annum
<b><i>Details of services managed</i></b>	
<b>1. Young Person's Addiction Counselling (YPAC)</b>	
Part of Moray Council on Addiction and operated from The Loft Youth Project 86a Mid Street, Seafield Lane, Mid Street, Keith, AB55 5AF, Tel: 01542 886630 <a href="mailto:YPCP-loft@copperstream.com">YPCP-loft@copperstream.com</a>	
Target Group:	Age 12-24, Young substance misusers or those

<b>Moray Council on Addiction</b>	
	affected by another's substance misuse
Eligibility Criteria:	Young substance misusers or those affected by another's substance misuse
Duration for client:	6 weekly sessions minimum counselling offered
Outline of activities:	YPAC offer counselling to young people who need a confidential space to explore issues around addiction.
Targets and outcomes:	None
Geographical location for delivery	Across Moray, in Young Persons settings
Engagement method	Young Person Organisation Referral, Self and schools
Funding:	Big Lottery funding amount £500,000 5 years (until 2013)

<b>Moray ESOL Project</b>	
Target Group:	Speakers of other languages resident in Moray
Eligibility Criteria:	Speakers of other languages resident in Moray
Barriers Addressed:	Lack of confidence, competence in English & integration into receiving communities throughout Moray; literacy, numeracy, basic skills and IT skills of employees in low paid/low skills/low qualifications occupations within the food and fish processing, hospitality and tourism, and care industry sectors throughout East Moray. Develop the English language skills of significant number of migrant workers employed in those industries.
Outline of Activities:	Produce marketing materials; engage with employers; engage with learners; develop class programmes
Targets and outcomes:	Improved confidence and competence in English; 450 learners (inc. non-ESOL) from 2008-2011
Geographical location for delivery:	1. The Moray Council (ESOL) – Moray; 2. WEST Project (ESOL) – West Moray
Engagement method:	Marketing/Advertising; Community-based open day info stalls, e.g., ASDA, Libraries; employer engagement; Workplace-based info days engaging directly with potential learners; Publicity, telephone calls & face-to-face meetings.
Funding:	WEST Project (ESOL); £268K, European Structural Fund; Sept 2008 – Aug 2011

<b>Moray Integrated Drug and Alcohol Team</b>	
Target Group:	All ages
Eligibility Criteria:	Those with issues arising from drug and alcohol misuse
Barriers Addressed:	Drug and alcohol misuse
Outline of Activities:	The Moray Integrated Drug and Alcohol Team includes NHS Treatment services and Social Work services at Moray Council and supports people with issues arising from drug and alcohol misuse.

<b>Moray Integrated Drug and Alcohol Team</b>	
Geographical location for delivery:	Across Moray, with outreach
Engagement method:	Referrals can come from any agency, or the client may self-refer. Referrals for health services must come through a GP (however this is being looked at through review and redesign procedures).
Funding:	Scottish Government supply Drug and Alcohol Partnership with £334k per annum for alcohol services and £108k per annum for drugs. Funding separate for statutory services: NHS/SW
Contracted delivery agents:	Turning Point Scotland (Studio 8) – direct access Moray Council on Addiction – counselling/support
Duration of contracts:	Both until March 2010 No funding beyond March 2010 for Turning Point, result of council cutbacks Review and redesign procedures in operation – will result in re-tendering for services.
<b>Details of services</b>	
<b>1. Integrated Social Work and Health</b>	
Jean Sinclair / Mike Perera	
Target Group:	All Ages
Eligibility Criteria:	Those with issues arising from drug and alcohol misuse
Duration for client:	Drug and alcohol misuse
Outline of activities:	Social work and health services
Engagement method:	Referrals to social work through any means Referral to health through GP
Targets and outcomes:	Non-specific
Funding:	NHS / The Moray Council
<b>2. Turning Point Scotland- Studio 8</b>	
Direct Access Service See below for details.	
<b>3. Moray Council on Addiction</b>	
Counselling service. See below for details.	

<b>Moray New Futures</b>
See SCVO

<b>Moray Reachout</b>	
Mary Madden (Learning Disability Day Services Coordinator) Telephone: (01343) 557218 mary.madden@moray.gov.uk	
Target Group:	Age 18+
Eligibility Criteria:	Learning disabilities
Barriers Addressed:	Learning disabilities

<b>Moray Reachout</b>	
Outline of Activities:	Support to develop manual labour skills and retail skills (recycling aluminium, Start 2 and Buckie Training). Participants work towards units of SVQs (not full qualifications)
Targets and outcomes:	Progress to Employment Support Service
Geographical location for delivery:	Across Moray
Engagement method:	Referred by Community Care Officers
Funding:	The Moray Council, 3 year Service Level Agreements

<b>Moray Sensory Project incorporating Grampian Society for the Blind (GSB) in partnership with the RNIB Work Focus Project</b>	
GSB, Elizabeth House, Victoria Centre, 10 Victoria Crescent, Elgin IV30 1RQ Tel: 0845 2712345, Textphone: 0207 490 8913 opt. 09 Fax: 01343 547167, <a href="mailto:moray@grampianblind.org">moray@grampianblind.org</a>	
Work Focus Project Liz Redpath, <a href="mailto:liz.redpath@grampianblind.org">liz.redpath@grampianblind.org</a> Ruth Morrell <a href="mailto:Ruth.morrell@grampianblind.org">Ruth.morrell@grampianblind.org</a> (based in Aberdeen but hotdesk in Elgin)	
Target Group:	Working age
Eligibility Criteria:	Those with a significant sight loss, usually registered blind or partially sighted
Barriers Addressed:	Visual impairment
Outline of Activities:	One to one support, confidence building, support with accessing college, skills development, e.g. interview techniques, etc
Geographical location for delivery:	Grampian Society for the Blind (GSB) cover all of Grampian and this service is delivered in partnership with RNIB (The staff for Moray on the employment service are employed by RNIB under an agreement with GSB)
Engagement method:	Self referrals, or referrals through other agencies
Targets and Outcomes:	Employment
Funding:	Funded by RNIB charitable income till June 2010.
Contracted Delivery agents:	None
Duration of contract:	N/A

<b>Moray Youth Action</b>	
Jodi Glowacki, Service Manager 01343 546214	
Target Group:	Age 12 – 16
Eligibility Criteria:	Disadvantaged, excluded and vulnerable young people and their families.
Duration for client:	Flexible ongoing.
Outline of activities:	Provides disadvantaged, excluded and vulnerable young people and their families with flexible support.
Targets and outcomes:	Retain control of their own lives and remain in their own homes and communities.
Engagement method:	Referrals through Social Work

Funding:	The Moray Council Community Services
Contracted delivery agents:	None
Duration of contract:	N/A
<b>Mentoring Service (Substance Misuse)</b>	
Anne Grant, Project Coordinator 01343 546214, Anne.grant@aberlour.org.uk	
Target Group:	Age 13 - 18
Eligibility Criteria:	Referrals from any source
Duration for client:	Ongoing
Outline of activities:	Volunteer support for individuals affected by substance misuse. Person-centred, needs led approach. Estimated 3-6 months mentoring period.
Targets and outcomes:	To improve quality of life for young people in Moray affected by cigarettes, drugs and alcohol problems. Outcomes: <ul style="list-style-type: none"> <li>• Reduce young people's substance use</li> <li>• Increase young people's self esteem and confidence</li> <li>• Increase social inclusion in young people in their own community.</li> </ul>
Engagement method:	Referrals from any source.
Funding:	Lloyds TSB - 3 years 2009-2012
Contracted delivery agents:	None used
Duration of contract:	None

## **N**

<b>NHS Condition Management Programme</b>
See Condition Management Programme

## **O**

<b>Occupational Therapy</b>	
Tel: 01343 559461	
Target Group:	All ages
Eligibility Criteria:	Assessed need
Barriers Addressed:	All functional abilities Physical health, learning disabilities, mental health
Outline of Activities:	Assistance with activities of daily living. An occupational Therapist is currently seconded to the NHS Condition Management Programme as a General Practitioner. (see Condition Management Programme)
Targets and outcomes:	Based on individuals' needs
Geographical location for delivery:	Across Moray, with outreach. Condition management programme operates from bases in Elgin, Forres and Buckie.
Engagement method:	Self referral or referrals from other agencies

<b>Occupational Therapy</b>	
Funding:	Occupational Therapy - The Moray Council & NHS Grampian Condition Management Programme provided by the NHS but funded by DWP until March 2011.
Contracted delivery agents:	None
Duration of contracts:	N/A

<b>Outfit Moray</b>	
Ross Boardman; Tel 01343 549571; e-mail <a href="mailto:ross@outfitmoray.com">ross@outfitmoray.com</a>	
Target Group	Young people 8 to 25
Eligibility Criteria	Young people who are disadvantaged in some way. Holiday, evening and weekend activities for any young person.
Outline of Activities	Provision outdoor learning and adventure. Menu of 25 outdoor activities e.g. mountain biking, climbing, canoeing, kayaking, archery and surfing.
Geographical location for delivery:	Moray
Targets and outcomes	Increase self esteem Improve communication skills Increase awareness of responsibility Improve capacity to work with others in a team Improve educational engagement
Engagement method:	Referral by schools and youth agencies
Funding:	Programmes are subsidised but groups are asked to make a contribution to costs.

## **P**

<b>Progress 2 Work</b>
See SCVO

## **Q**

<b>Quarriers</b>	
25 Batchen Street, Elgin, Moray, IV30 1BH Telephone 01343 556031. Helpline: 01343 555031 <a href="http://www.quarriers.org.uk">www.quarriers.org.uk</a>	
Target Group:	All ages
Eligibility Criteria:	Individuals with caring responsibilities
Barriers Addressed:	Caring responsibilities
Outline of Activities:	Helpline service, Information and advice, Formal and Informal assessments, training for carers

<b>Quarriers</b>	
Targets and outcomes:	Completion of 5 formal assessments per week, provide training for carers across Moray.
Geographical location for delivery:	Across Moray – with outreach
Engagement method:	Advertising, Referrals
Funding:	Moray Council £226,000 for the present financial year. Funded for a 3 year period.
Contracted delivery agents:	None
Duration of contracts:	N/A

## **R**

<b>RNIB Work Focus Project</b>
See Moray Sensory Project incorporating Grampian Society for the Blind in Partnership with RNIB Work Focus Project

<b>The Rowan Centre</b>	
Glassgreen Centre, 2 Thornhill Road, Elgin, IV30 6GQ Tel: 01343 553111	
Target Group:	Age 0 –18 years if still at school in Moray, 0-18 for those registered with a Banff GP with mental health issues.
Eligibility Criteria:	Mental ill-health difficulties for children and young people.
Barriers Addressed:	Mental ill health
Outline of Activities:	A support service for all agencies working with children and young people around mental health issues and a multi-disciplinary assessment and treatment service for children and young people, their families and carers. Work with Employment Support Service and Careers Scotland where young people are in transitional stage.
Geographical location for delivery:	Moray and Banff
Engagement method:	CALM (Consultation, Advice and Liaison in Moray) Process – advice and support to all agencies concerned about a young person’s mental health. Can lead to direct support or a referral. Referrals taken from GPs, school doctors, paediatricians and colleagues working in the adult mental health services, Social Work, Education and the Children’s Hearing System.
Funding:	Core funding NHS Grampian Mental Health Directorate CALM Process is supported from £140k p/a from Moray Council (Previously the Changing Childrens Services Fund) ongoing subject to review.

**S**

<b>Sacro</b>	
<a href="http://www.sacro.org.uk">www.sacro.org.uk</a>	
Housing Support Team: 01343 563517	
Target Group:	Age 16+?
Eligibility Criteria:	Sacro provides services to people 16+ who may suffer as a result of their learning disability, mental health, homeless, acquired brain injury or their drug or alcohol addiction.
Barriers Addressed:	Substance misuse, homelessness, mental health, learning disability, acquired brain injuries.
Outline of Activities:	See below
Geographical location for delivery:	Services located all over Scotland.
Engagement method:	Referral through Housing Needs section.
Funding:	Funding differs from authority to authority and service to service.
<b>Guildry House</b>	
<a href="http://www.sacro.org.uk">www.sacro.org.uk</a>	
Housing Support Team: 01343 563517	
Target Group:	Age 16+
Eligibility Criteria:	Those dealing with homelessness, some of whom will have drug and alcohol and/or mild mental health issues.
Duration for client:	Flexible, ongoing. Each service user given a six month occupancy agreement which can be extended if necessary.
Outline of activities:	Opportunity to learn how to cope with budgeting, social skills, housekeeping skills, addiction issues, etc.
Engagement method:	Homeless and referred from Moray Council Housing Needs Dept.
Targets and outcomes:	Temporary supported accommodation giving skills needed to maintain a tenancy in the community once they have moved on.
Funding:	All funding provided through Moray Council.

<b>SAMH</b>	
35 and 37 North College Street, Elgin, IV30 1ET, Tel: 01343 542781	
<a href="http://www.samh.org.uk">www.samh.org.uk</a>	
Target Group:	Mental health issues, aged under 65
Eligibility Criteria:	Mental health issues, aged under 65 with chronic enduring mental illness. Also need to be referred direct from Community Mental Health Team.
Barriers Addressed:	Mental ill health, homelessness, addictions and other forms of social exclusion also employability.
Outline of Activities:	SAMH provide direct services, including accommodation, support, employment and rehabilitation, and actively campaign to influence policy and improve care services in Scotland. The service in Moray operates a Care Home and

<b>SAMH</b>	
	an outreach service and provides flexible support with employability skills such as CV writing and interview techniques. Support staff would also accompany clients to training sessions and to Jobcentre Plus as required. Also provide rural drop in services in Keith, Aberlour, Buckie and Forres.
Geographical location for delivery:	Moray
Engagement method:	Community Mental Health team – Social Work
Funding:	£776,543 funded by Moray Council and supporting people (reviewed annually) across outreach, housing support, residential rehab services 8 and at present 12 residential long stay places. Services due to change registration status from Care Home to Care at Home following consultation and redesign with Moray Council. Contracts have not yet been finalised due to redesign.

<b>Scottish Council for Voluntary Organisations (SCVO)</b>	
<a href="http://www.scvo.org.uk">http://www.scvo.org.uk</a>	
Target Group:	All vulnerable groups, age 16+
Eligibility Criteria:	16+, unemployed, living in Moray
Barriers Addressed:	Any significant
About:	The Scottish Council for Voluntary Organisations (SCVO) is the national body representing the voluntary sector.
Geographical location for delivery:	Elgin office and outreach services
Engagement method:	Self/agency referrals
Funding:	Varies for programmes, see below
<b>Details of programmes managed</b>	
<b>Progress2Work</b>	
Target Group:	Drug mis-users
Eligibility Criteria:	Ex drug-users only or those on a treatment programme(s) at point of referral
Duration for client:	As required.
Outline of activities:	Tailored guidance and support for the individual to progress into employment, training, further education and other mainstream employability provision.
Targets and outcomes:	Progress into employment, training, further education and other mainstream employability provision.
Engagement method:	Referrals can be made by agencies, family, friends or self referral. Referrals are made through the SCVO office located in Elgin however outreach provision is offered.
Funding:	DWP, until October 2010

<b>SkillForce Scotland</b>
<b>Dave McCallum, Tel: 01343 567449 or 07962706995, Email:</b>

<b>SkillForce Scotland</b>	
<b>dave.mccallum@skillforce.org</b>	
Target Group:	SkillForce is an educational charity working in partnership with schools and local authorities to deliver a uniquely successful curriculum to 14-19 year old young people who may not achieve traditional “academic” qualifications. We deliver a curriculum and activities that provide skills, experience, personal support and most importantly, the self-belief to aspire and achieve. Our vision is a future where every young person, whatever their background or ability, is given the chance to fulfil their true potential and become a valued member of their community. We do this by facilitating positive and permanent change in young people’s lives.
Eligibility Criteria:	14-19 year old young people who are at risk of disengaging or have disengaged from education.
Barriers Addressed:	<p>As SkillForce is based in schools and upon well defined national needs and outcomes the barriers to access should be minimal.</p> <p>However:</p> <p>Schools and specialists may not have a full understanding of the aims of SkillForce</p> <p>Schools and specialists may not have a full understanding of the methodologies of SkillForce.</p> <p>Young people may not be aware of the outcomes and opportunities provided by SkillForce</p> <p>Parents may not be aware of the outcomes and opportunities provided by SkillForce</p> <p>How we address the barriers:</p> <p>SkillForce is totally inclusive and is specifically designed to ensure that every young person who could benefit is given an opportunity to participate.</p> <p>Presentations will be given to key staff as directed by the Authority.</p> <p>Presentations will be given to students to increase their awareness of SkillForce.</p> <p>The young people will be identified by specialists who have a close working relationship and have an understanding of the needs of the young people.</p>

<b>SkillForce Scotland</b>	
	<p>Parents and guardians will be communicated with to ensure that a full understanding is gained and a collegiate approach is taken.</p>
Outline of Activities:	<p>The young people after consultation are selected to take part in SkillForce. SkillForce may then be timetabled into the schools system or we may work with small groups/One on Ones outside school.</p> <p>The students are supported in completing the SkillForce C3 course:</p> <p>C3</p> <p><b>Learning Area One: My Community</b> Young people completing 'My Community' will understand their community and how they can make a positive contribution to it.</p> <p><b>Learning Area Two: My Character</b> Young people completing 'My Character' will be able to make informed decisions and choices by understanding the options and opportunities open to them.</p> <p><b>Learning Area Three: My Contribution</b> 'My Contribution' provides young people with the opportunities and support to put their ideas into action, transforming their aspirations into achievements as a good role model and a responsible local, national and global citizen.</p> <p><b>Challenge</b> Successful completion of the Award will provide an opportunity to participate in a Challenge designed to explore further the learning and skills developed.</p> <p><b>Those who succeed in this Challenge will be considered for a "Prince's Award" for exemplary achievement, supported by our Royal Patron, HRH Duke of Cambridge KG.</b></p> <p>In Support of our C3 award the following qualifications and awards may be used:</p> <p style="padding-left: 40px;">a. <b>SQA Employability Awards.</b> By the start of Academic Year 2011 we will be in a position to deliver the SQA Employability Award and SQA Steps to Work Award.</p>

<b>SkillForce Scotland</b>	
	<p>b. <b>ASDAN Certificate of Personal Effectiveness.</b> This award which is equivalent to a Standard Grade requires students to demonstrate their ability to carry out a number of different life skills over 12 different challenges such as:</p> <ol style="list-style-type: none"> <li>1. Working with others, producing a group presentation and participating in group discussions.</li> <li>2. Financial budgeting for life in their own home, researching job vacancies, applying for a job, uses the local job centre and filling out a CV.</li> <li>3. Research into the environment and the impact of natural disasters.</li> </ol> <p>c. <b>Duke of Edinburgh Bronze Award.</b>  d. <b>Emergency First Aid.</b>  e. <b>Sports Leadership Award.</b>  f. <b>ASDAN Silver.</b>  g. <b>ASDAN Bronze.</b>  h. <b>Heart Start.</b>  i. <b>The John Muir Award.</b> An award for students who take part in nature conservation and development work.</p> <p><b>All the above courses can be tailored to run as short courses over varied timescales.</b></p>

<b>Skills Development Scotland</b>	
Skills Development Scotland: Careers Scotland, 7 Commerce Street, Elgin, IV30 1BS, Tel: 01343 548884 Call centre [0845 8502502] <a href="http://www.skillsdevelopmentscotland.co.uk">www.skillsdevelopmentscotland.co.uk</a>	
Target Group	Enabling individuals of all ages to fulfil their working and learning potential, making skills work for employers and working with partners & stakeholders to be a catalyst for positive change in the labour market
Eligibility Criteria:	Dependant on service – see below
Outline of activities:	Careers Scotland, national training programmes [see below] learndirect Scotland, PACE, National Learning Opportunities Database, ILAs [see websites]
Geographical location for delivery	National service delivered across Moray from an area office in Elgin

<b>1. Skills Development Scotland direct services</b>	
<b>Careers Scotland - Careers Advisers and Personal Advisers</b>	
<a href="http://www.careers-scotland.org.uk">www.careers-scotland.org.uk</a>	
Target Group:	All ages, but focussed on those who aren't working or studying fulltime, are at risk of redundancy or are in work but seeking to improve their skills and employability
Eligibility Criteria:	None
Duration for client:	Flexible, ongoing
Outline of activities:	Working 1:1 and in groups, Advisers assist people to plan for their future by giving information, advice and guidance and helping them develop their career management skills to make decisions about learning, working, volunteering and personal development. Works closely with schools, colleges and other learning organisations, Jobcentre Plus and services which support people facing barriers to employment.
Targets and outcomes:	Positive and sustained destinations in further or higher education, training or work
Funding::	Scottish Government non-departmental public body
Contracted delivery agents:	none
Duration of contract:	n/a
<b>Careers Scotland Key Worker Service</b>	
Target Group:	Age 15-19, More Choices More Chances group
Eligibility Criteria:	Supporting those who face barriers to employment such as lack of or low qualifications, learning difficulties, homelessness, mental ill health, physical disability, anti-social or offending behaviour, substance misuse, etc. with a view to enabling them to find and sustain work, training or further learning.
Duration for client:	Flexible, ongoing
Outline of activities:	Key Workers provide intensive 1:1 mentoring and support based on the client's needs, including advocating on the client's behalf, coordinating inter-agency support, self awareness and confidence building activities, sign-posting to specialist agencies e.g. housing, mental health, drug and alcohol.
Targets and outcomes::	Positive and sustained destinations in further or higher education, training or work
Funding:	Scottish Government non-departmental public body
Contracted delivery agents:	none
<b>2. Details of Skills Development Scotland contracted provision</b>	
<b>Work Preparation</b>	
<b>Get Ready for Work</b>	
<a href="http://www.skillsdevelopmentscotland.co.uk/our-services/services-for-individuals/national-training-programmes/get-ready-for-work.aspx">http://www.skillsdevelopmentscotland.co.uk/our-services/services-for-individuals/national-training-programmes/get-ready-for-work.aspx</a>	
Target Group:	Age 16 – 19
Eligibility Criteria:	Not at school, college, employed or in training. Need to be referred by an SDS Careers Adviser or Personal Adviser
Duration for client:	Intervention tailored to individual needs, up to a maximum of 20 weeks

Outline of activities:	Support to move into a job, further training or college with a tailored, individual training plan and work placement.
Targets and outcomes:	Positive and sustained destinations in further or higher education, training or work
Funding:	Scottish Government non-departmental public body – national training programmes
Contracted delivery agents:	Lifeskills Central Scottish Council for Voluntary Organisations (SCVO)
Duration of contract:	Annual (1 <sup>st</sup> April renew date)
<b>Training for Work</b> <a href="http://www.skillsdevelopmentscotland.co.uk/our-services/services-for-individuals/national-training-programmes/training-for-work.aspx">http://www.skillsdevelopmentscotland.co.uk/our-services/services-for-individuals/national-training-programmes/training-for-work.aspx</a>	
Target Group:	Age 18+, unemployed or under notice of redundancy
Eligibility Criteria:	Unemployed clients must be referred from Jobcentre Plus. Clients under threat of redundancy can be referred by an SDS Careers Adviser. Normally need to be unemployed for 13 weeks, but early entry is available to target groups and those under notice of redundancy.
Duration for client:	Maximum of 12 weeks
Outline of activities:	The programme is individual to the candidate, and can include such topics as interview techniques, suitable work experience placements, job specific skills, confidence building and communications. Discretionary short course training is also available for those who meet the above criteria and who require a specific occupationally related training course to gain employment. Trainees must have a guaranteed job, the offer of a job interview or other evidence of demand from employers.
Targets and outcomes:	Job Outcome
Funding:	Scottish Government non-departmental public body – national training programmes
Contracted delivery agents:	Moray Training Moray College
Duration of contract:	Annual (1 <sup>st</sup> April renew date)
<b>3. In-work Training</b>	
<b>Skillseekers &amp; Modern Apprenticeships</b> <a href="http://www.skillsdevelopmentscotland.co.uk/our-services/services-for-individuals/national-training-programmes/skillseekers.aspx">http://www.skillsdevelopmentscotland.co.uk/our-services/services-for-individuals/national-training-programmes/skillseekers.aspx</a> <a href="http://www.skillsdevelopmentscotland.co.uk/our-services/services-for-individuals/national-training-programmes/modern-apprenticeships.aspx">http://www.skillsdevelopmentscotland.co.uk/our-services/services-for-individuals/national-training-programmes/modern-apprenticeships.aspx</a>	
Target Groups:	Age 16 – 19 and 20+
Eligibility Criteria:	Aged 16-19 and in a job Aged 20+ and working in a targeted industry sector
Duration for client:	Normally between 1 and 2 years for Level 2, and up to 5 years for Level 3 or 4
Outline of activities:	Training for a Vocational Qualification (VQ), whilst working. Skillseekers learn at VQ Level 2 or 3; Modern Apprentices train at Levels 2,3 or 4. Training will be delivered on the job, or may involve day or block release to College.
Targets and outcomes:	Achieve a Vocational Qualification and sustained employment
Funding:	Scottish Government non-departmental public body –

	national training programmes
Contracted delivery agents:	Construction Skills, Floral Hall, Glasgow Training Group Goal Training, Health & Social Care Training Consortium HiMATS, In Training [NTP] Ltd, Inverness College, ITP Solutions, LAGTA Group Training Ltd, Lifeskills Central Microcom Training, Moray College, Moray Firth Training Group, Moray Training, Muir Slicer Associates, Oatridge College, Polaris Training Ltd, ReMit Ltd, Scottish Meat Training, SECTT, SNIPEF training Services, Success Training Ltd, Varis Engineering Ltd
Duration of contract:	Annual (1 <sup>st</sup> April renew date)

<b>Social Work</b>	
<b>CHILDREN'S SERVICES:</b> Four area teams: Central Moray (Elgin), North Moray (Elgin), Buckie, Forres. Contact for each details at <a href="http://www.moray.gov.uk">www.moray.gov.uk</a>	
<b>ADULT SERVICES: Referrals are made to different areas of specialisation</b> Moray Integrated Drug and Alcohol Team Criminal Justice Integrated Mental Health Services Learning Disability Social Work Generic Social Work	
Target Group:	All ages
Eligibility Criteria:	Children's Services: Any child aged under 16 Adults' Services: Ages 16+
Barriers Addressed	Wide range of barriers
Outline of Activities	<b>CHILDREN'S SERVICE:</b> Area social work teams specialise in providing a children and families service. Work with parents to improve their life circumstances, which may include moving into employment. Support is provided on an individual basis, agreed as part of action / care plan with a primary focus on the child. This may include signposting for further support / advice connected with employability, but only as a secondary focus. This would not be required in all situations. Accommodated children move into Throughcare/Aftercare services, whose work is more relevant for employability of young people. <b>ADULT SERVICE:</b> Adult services operate by area of specialisation, i.e. Drug and Alcohol, Criminal Justice, Mental Health, Learning Disabilities and Generic – these are separate teams. Social Workers generally refer unemployed adults to the <b>Employment Support Service.</b>
Geographical location for delivery	Across Moray
Targets and	<b>CHILDREN'S SERVICES:</b> Meeting and securing care and

<b>Social Work</b>	
Outcomes:	protection needs of children in the community. <b>ADULT SERVICES:</b> Dependent on individual's needs. Dependent on individual's needs.
Engagement method	Referrals from any source.
Funding:	The Moray Council (statutory services)

<b>Step Forward</b>
See Moray Anchor Project

<b>Studio 8</b>
See Turning Point Scotland

## I

<b>TEAM</b>	
Mary Madden (Learning Disability Day Services Coordinator) Telephone: (01343) 557218 mary.madden@moray.gov.uk	
Target Group:	Age 18+
Eligibility Criteria:	Learning disabilities
Barriers Addressed:	Learning disabilities
Outline of Activities:	Support to develop manual labour skills (recycling wood)
Targets and outcomes:	Progress to Employment Support Service
Geographical location for delivery:	Across Moray
Engagement method:	Referred by Community Care Officers

<b>Throughcare / Aftercare</b>	
Moray Throughcare & Aftercare Team, The Moray Council, 6 Moss Street, Elgin IV30 1LU, Tel: 01343 563578, <a href="mailto:through.aftercare@moray.gov.uk">through.aftercare@moray.gov.uk</a> <a href="http://www.moray.gov.uk/moray_standard/page_50208.html">http://www.moray.gov.uk/moray_standard/page_50208.html</a>	
Target Group:	Ages 14-21 (can be extended to 25 if in further education/or at university)
Eligibility Criteria:	Looked After and accommodated on their 16 <sup>th</sup> birthday and school leaving date. The service provides finances to those aged 16 or 17 who are care leavers. This does not include those who have children or those with disabilities.
Barriers Addressed:	Looked after children. Flexible – dependent on young person.
Outline of Activities:	Throughcare is the on-going preparation and support for young people who have been looked after and may soon be making the transition to live more independently.

<b>Throughcare / Aftercare</b>	
	<p>Aftercare is the continuing support, planning and guidance for a young person who has left care or a supported living environment.</p> <p>The service provides support to access employment, education and training, including mock interviews, searching for jobs online and providing advice and support for making job-related phone calls. The service would attend careers appointments and DWP appointments as appropriate. There is partnership working with employability agencies where the young person allows it. The focus is on helping the young person make their own informed choices.</p>
Targets and outcomes:	Flexible based on young person.
Geographical location for delivery:	Across Moray with outreach for young people accommodated out of area.
Engagement method:	Automatic referral aged 14 for Looked After Children. May be referred from other local authorities. Finances provided by service are key engagement tool.
Funding:	Quality of Life £212,748 per annum ongoing
Contracted delivery agents:	Action for Children – pilot project young people accommodated for 3 years with provision of throughcare and aftercare.
Duration of contracts:	3 years 01 Sep 2009 – 01 Sep 2012

<b>TRiY Training</b>	
13 Harrow Inn Close, Elgin, IV30 1BP, Tel: 01343 556680 <a href="mailto:info@triytraining.co.uk">info@triytraining.co.uk</a> , <a href="http://www.triytraining.co.uk">www.triytraining.co.uk</a>	
Target Group:	Any age, generally over 15 (usually school-leaver)
Eligibility Criteria:	Clients referred through employers, Jobcentre Plus. Also commercial marketing for clients.
Duration for client:	As per programmes.
Barriers Addressed	Unemployment, lack of education/qualifications
Outline of Activities	TriY Training delivers recognised certificated courses as well as customised packages. TRiY can offer support on a variety of employability skills including: personal presentation, getting the job, application forms and letters, effective job search techniques and interview skills.
Geographical location for delivery	Training is delivered at the learning centre in Elgin, off site or online.
Engagement method	Referrals through employers, through Jobcentre Plus. TRiY also market for commercial clients.
Funding:	Programmes funded through SDS Registered as Learndirect centre – so clients can use ILAs Also commercial organisation
<b><i>Details of programmes delivered</i></b>	
<b>Work Preparation</b>	

<b>TRiY Training</b>
<b>1. Training for Work</b> See 1 <sup>st</sup> Tier, <b>Error! Reference source not found.</b> for details
<b>In-work Training</b>
<b>2. Skillseekers and Modern Apprenticeships</b> See 1 <sup>st</sup> Tier, <b>Error! Reference source not found.</b> for details
TRiY currently deliver MAs in the sectors of Business & Administration, Hospitality & Catering and Management.

<b>Turning Point Scotland</b>	
<b>Details of services</b>	
<b>Studio 8</b>	
Studio 8, Direct Access Service, 7 North Guildry Street, Elgin, IV30 1JR Tel: 01343 543792 <a href="mailto:studio08@turningpointscotland.com">studio08@turningpointscotland.com</a> <a href="http://www.turningpointscotland.com/studio_8">http://www.turningpointscotland.com/studio_8</a>	
Target Group:	Age 16+
Eligibility Criteria:	People who are affected by their own or another's substance misuse
Duration for client:	As required.
Outline of activities:	A direct access service, a 'drop-in' facility, a needle exchange, arrest referral and group work.
Engagement method:	Advertising, leaflets, external agencies, self-referrals.
Targets and outcomes:	To increase the amount of people attending substance misuse services, to reduce waiting times in Moray and to widen and improve the range of services available in Moray.
Funding:	Moray Drug and Alcohol Action Team

**U**

**V**

<b>Volunteer Centre Moray</b>	
Lhanbryde Community Challenge, Robertson Road, Lhanbryde, Moray IV30 8QQ. Tel: 01343 843705 <a href="mailto:helen.milnes@volunteermoray.org.uk">helen.milnes@volunteermoray.org.uk</a>	
Target Group:	All ages
Eligibility Criteria:	People of all ages are encouraged to become involved in some aspect of volunteering
Barriers Addressed:	Support on a one to one basis, including people and young people who have barriers to volunteering eg higher support needs as a result of ill health, disability, life experiences; homelessness, drug use.
Outline of Activities:	All prospective volunteers receive an initial interview to identify the volunteering opportunity best suited to them. Once placed, volunteers receive follow up contact; at 3 months, 6 months and annually. For those people requiring extra support, personal plans are put in place

<b>Volunteer Centre Moray</b>	
	with objectives to work towards.
Geographical location for delivery:	Moray wide
Targets and Outcomes:	To provide volunteering opportunities and support to take up and maintain a volunteering opportunity.
Engagement method:	Self referrals mainly. Also receive referrals from Occupational Therapy, Careers Scotland, Social work etc.
Funding:	Scottish Government

## W

<b>Well North (Dufftown project)</b>	
Target Group:	Age 16- 65, 3 target groups: 1) At risk of cardiovascular (CV) disease (e.g. overweight, smoker) 2) Long term condition (e.g. asthma, depression, Chronic Obstructive Pulmonary Disease [COPD]) 3) Well people
Eligibility Criteria:	Member of Dufftown Medical Group, fall into three Target Groups
Barriers Addressed:	Risk of cardiovascular disease, remote/rural health inequalities
Outline of Activities:	The practice are identifying people in target groups 1 & 2 to invite for health checks, where they are given information and advice on making lifestyle changes, local activity groups and may be referred to specialist services (e.g. smoking cessation, condition management programme ). The project overall is aiming to help clarify key rural issues, barriers and gaps and to provide recommendations to inform and support primary care re-design.
Geographical location for delivery:	Dufftown area
Engagement method:	Send out flyer about project to individuals to inform them that the practice will be getting in touch. This is followed up by telephone call to invite them to attend for a health check. Followed up after 6 months. Promotion at local events.
Funding:	Funded for 2yrs from NHS Health Scotland

## X

## Y

<b>Youth Justice</b>
31 Clifton Road, Lossiemouth, Tel: 01343 811134 <a href="mailto:youthjustice.admin@moray.gov.uk">youthjustice.admin@moray.gov.uk</a>

<b>Youth Justice</b>	
<a href="http://www.moray.gov.uk/moray_standard/page_55169.html">http://www.moray.gov.uk/moray_standard/page_55169.html</a>	
Target Group:	Age 8 – 16
Eligibility Criteria:	Young offenders. Early intervention. Intensive support as alternative to custody. Assessing high risk behaviours
Barriers Addressed:	Anti social behaviour , Offenders, Inappropriate interpersonal behaviour
Outline of Activities:	Statutory service. The service utilises a variety of intervention techniques - restorative justice, acceptable behaviour contracts, parenting programmes, cognitive behavioural programmes addressing the problems identified during assessment. The team is also delivers intensive support and mentoring support orders via the children's hearing system.
Targets and outcomes:	Reduce and prevent youth offending. Managing risk.
Geographical location for delivery:	Across Moray
Engagement method:	Referrals from social work teams, the police, education, Children's Reporters office and the Young Offenders Review Group.
Funding:	Core funding.
Contracted delivery agents:	None
Duration of contracts:	N/A

<b>Young Person's Addiction Counselling (YPAC)</b>
See Moray Council on Addiction

<b>Young Persons Mental Health Social Work Service</b>	
Jayne Gerrard 01343 567973	
Target Group:	Young people with issues which affect their mental wellbeing at risk of suicide or self-harm
Eligibility Criteria:	Age 16 – 22 in need of crisis intervention for mental wellbeing reasons but not with acute/severe or enduring Mental Illness
Barriers Addressed:	Assisting young people to improve their coping skills and seek appropriate confidence building opportunities enhancing training and employment chances and choices
Outline of Activities:	Crisis work with young people looking at any issues which have caused low mood or suicidal ideation/ support and sign posting.
Geographical location for delivery:	Moray-wide
Targets and Outcomes:	Prevention of young people entering the mental health system unnecessarily/ 'The National Programme of Improving MH and Wellbeing '2003
Engagement method:	Referral via mental health teams/ Liaison following mental health assessment / also work alongside other

<b>Young Persons Mental Health Social Work Service</b>	
	agencies working with young people
Funding:	The Moray Council

Z