



Moray Alcohol and Drug Partnership

RECORD OF MEETING

TASK GROUP NAME:	MADP Partnership	
CHAIRPERSON:	Joyce Lorimer – Service Manager (MC)	
DATE OF MEETING:	27 November 2017	
LOCATION:	Unit 9a, Southfield Drive, Elgin	
APOLOGIES:	<p>Jane Mackie - Emma Johnston Tracey Gervaise Kelly Donnachie Bruce Davidson Frank Brown</p> <p>Susan MacLaren Fiona Raeburn Willie Findlay Elidh Brown Kate Stephen</p>	<p>Head of Integrated Services - MC Service Co-ordinator - Quarriers Health & Wellbeing Lead – NHS Grampian Manager – SACRO Psychiatrist - MIDAS Team Elected Member Head of Children’s Services – MC NHS Grampian Community Safety Officer - MC TSi Moray Superintendent – Police Scotland</p>
ATTENDING:	<p>Paul Johnson David Munro Jen Upson Laura Sutherland Peter Adamson</p>	<p>MADP Lead Officer Housing Services Manager – MC SDF Acting HIT Lead & Advanced Area Public Health Co-ordinator Trading Standards Manager, Licensing Standards - MC</p>
MINUTES:	Louise McKenzie	MADP Administrator

AGENDA ITEM/TOPIC	ACTION POINT	ACTION BY
1. Welcome and Apologies	Joyce welcomed everyone to the meeting and apologies were noted as above.	
2. Previous Minutes & Matters Arising	The minutes of the previous were approved.	

AGENDA ITEM/TOPIC	ACTION POINT	ACTION BY
	<p>Actions from the previous meeting:</p> <ul style="list-style-type: none"> As the meeting with Arrows and Dr Gray's hospital is still outstanding Joyce suggested that the MADP own this task and nudge it along. Paul informed he has not received any comments back from members regarding the report SDF produced following the Development Day. 	PJ
<p>3. Repeat Hospital Admissions as a Result of Alcohol in NHS Grampian – Dr Tara Shivaji</p>	<p>The MADP received a report from Dr Tara Shivaji. 'Factors Associated with Repeat Hospital Admissions as a result of Alcohol in NHS Grampian' by Rebecca Scott to discuss and consider.</p> <p>It is an interesting report about alcohol frequent attenders. It highlights that ARFAs (Alcohol Related Frequent Attenders):</p> <ul style="list-style-type: none"> Are predominantly older client group with an age range 40 to 60 years; Are a complex client group characterised with a high incidence of physical and mental comorbidities; Are homeless or at risk of being so; and Have a history of high but sporadic use of a range of other services including primary care and addiction services. <p>In Moray there is a good front door into services and a clear pathway but what is stopping this group of people from getting onto this pathway? It was suggested that contact is made with Alan Paterson, General Manager at Dr Gray's inviting him to the next MADP meeting. He could suggest who the best person would be to link in with going forward looking at reducing the impact of this age group.</p> <p>Paul will cross reference this report with the A&E Alcohol Related Admissions to Dr Gray's report written by Gareth Williams. Also link in with Dr Tara Shivaji to see if she would like to come and talk about the report including data extraction from Dr Gray's.</p> <p>The MADP would like to thank Rebecca Scott for her time to write this report.</p>	PJ
<p>4. MADP Development Day Update</p>	<p>Paul and Jen met to draw up a draft of terms of reference which was circulated to the group prior to this meeting.</p> <p>Jen suggested looking at the first 3 items identified as priority areas which are:</p> <ul style="list-style-type: none"> Performance Management Framework MADP Constitution – The Role of the MADP MADP Membership – What it means to be a member of the MADP <p>This will give us a firm ground to take things forward in the new year.</p>	

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	<p>Following discussion about where the work should be done it was agreed to use time in MADP meetings to develop and move forward. There will possibly be a need for very short time fixed working groups to complete some tasks but ownership will remain within this group.</p> <p>The MADP meeting in January will be a development session as it was agreed to cancel the December meeting. Paul and Jen will meet to progress forward with this.</p>	
5. Alcohol and Drugs – Impact on Housing	<p>David Munro – Housing Services Manager met with Paul on 20 November and has prepared a briefing regarding the impact alcohol and drugs has on Housing department and colleagues. David will send Paul a copy of the briefing electronically and it will be circulated with the minutes from this meeting.</p> <p>David circulated the briefing and talked the group through it highlighting the main points and asked the group to note the recommendations on the last page.</p> <p>Joyce suggested having a further discussion about the Housing First model and explore further; looking at individuals to see if the numbers add up.</p> <p>Paul, David and Laura agreed to fix up at date to meet to agree actions to take going forward.</p> <p>For the next meeting it would be helpful to get more information from the MIDAS service about what they do.</p>	<p>DM</p> <p>PJ, DM & LS</p>
6. LOIP Update (Local Outcome Improvement Plan)	<p>Paul received a draft copy of LOIP (Local Outcome Improvement Plan) and took the opportunity to make comments on it. He felt it needed reviewed and revised.</p> <p>Paul received an email from Pam Gowans, Chief Officer Health and Social Care which he read out to the group.</p> <p>Following a short discussion Paul and Laura agreed to go through the document following the meeting to agree wording. The document will then be circulated to the group asking for comments/feedback urgently by Tuesday 28 November at 12 midday.</p>	
7. Feed from Sub-groups	<p>Time ran out for feedback from the sub-groups. This will be picked up at the next MADP meeting on 29 January.</p> <p>Finance/Commissioning/Management & Performance</p> <p>Children & Young People</p> <p>Workforce Development</p> <p>No feedback. Next meeting scheduled for 1 December 2017.</p>	
8. AOCB	None.	

AGENDA ITEM/TOPIC	ACTION POINT	ACTION BY
9. Date of Next Meeting	The next MADP Partnership meeting is scheduled for Monday 29 January 2017 10:00 – 12:00 in unit 9a, Southfield, Elgin	

Actions

- **MADP to arrange meeting with Arrows and Dr Gray's Hospital.**
- **Invite Alan Paterson, General Manager, Dr Gray's Hospital to attend a MADP meeting.**
- **Paul will cross reference the report by Rebecca Scott, Factors Associated with Repeat Hospital Admissions as a Result of Alcohol in NHS Grampian with Gareth Williams' A&E Admissions to Dr Gray's report.**
- **Paul will link in with Dr Tara Shivaji to see if she would like to come to the next MADP to talk about the report and about extracting data from Dr Gray's.**
- **Ask MIDAS to do present a briefing at the next meeting giving the group more information and knowledge of what the MIDAS service do.**
- **David to send Paul the briefing electronically.**
- **Paul, David and Laura to meet and agreed actions to take forward.**
- **Paul and Jen to meet to prepare for development session at January's meeting.**