



Moray Alcohol and Drug Partnership

RECORD OF MEETING

TASK GROUP NAME:	MADP Partnership	
CHAIRPERSON:	Jane Mackie – Head of Integrated Services (MC)	
DATE OF MEETING:	29 January 2018	
LOCATION:	Unit 9a, Southfield Drive, Elgin	
APOLOGIES:	Emma Johnston Tracey Gervaise Frank Brown Susan MacLaren Peter Adamson	Service Co-ordinator - Quarriers Health & Wellbeing Lead – NHS Grampian Elected Member Head of Children’s Services – MC Trading Standards Manager, Licensing Standards – MC
ATTENDING:	Willie Findlay Elidh Brown Paul Johnson David Munro Laura Sutherland Bruce Davidson Elaine Logue Joyce Lorimer	Community Safety Officer - MC TSi Moray MADP Lead Officer Housing Services Manager – MC Acting HIT Lead & Advanced Area Public Health Co-ordinator - NHS Psychiatrist - MIDAS Team Police Scotland Service Manager - MC
MINUTES:	Louise McKenzie	MADP Administrator

AGENDA ITEM/TOPIC	ACTION POINT	ACTION BY
1. Welcome and Apologies	Jane welcomed everyone to the meeting and apologies were noted as above.	
2. Previous Minutes & Matters Arising	<p>The minutes of the previous were approved.</p> <ul style="list-style-type: none"> MADP are still pursuing contact with Alasdair Pattinson, Dr Gray’s to attend a meeting. Dr Tara Shivaji has confirmed her attendance at the February meeting to go through the Alcohol Related Frequent Attenders Report. 	PJ

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	<ul style="list-style-type: none"> • Impact on Housing – The meeting with David, Laura and Paul has been rescheduled to 19 February. • MADP Development Day – Paul informed the group that Jen Upson, SDF is currently off work. Paul has been in touch with Neil Stewart at SDF to discuss the way forward. 	
3. Moray Delivery Plan: Summary of Achievements & Challenges	<p>Paul tabled the Delivery plan highlighting the achievements made and the challenges faced to help take work forward for 2018/21 delivery plan. This will help with future commissioning of services and follow on from the MADP Development Day.</p> <p>Paul advised he is looking at a completion date of April 2018 for the 2018-21 Delivery Plan as the MADP should have a clear idea of what the priorities will be by then from Scottish Government.</p> <p>Following discussion about the document it was agreed that:</p> <ul style="list-style-type: none"> • Paul will table a summary focusing on higher risk areas. • Names of organisations/lead officers will be pencilled in against Performance Indicators and taken back to the group to discuss and agree. 	
4. Briefing: Lead Officers Post	<p>Jane set out the benefits of having the MADP's Lead Officer being increased to a full time post.</p> <p>Following a short discussion members agreed that the post should be increased to full time, fully funded from the MADP.</p>	
5. Service & Budget Planning 2018/19 & 2019/20	<p>Paul presented a briefing regarding the budget to bring the group up to date in order to start planning for the 2018/19 and 2019/20 budget.</p> <p>No confirmation of the 2018/19 budget has been received as yet but it is anticipated that it will remain similar to 2017/18, £611K.</p> <p>With some current funding streams due to end this year now is a good time to think about what our priorities should be and start planning.</p> <p>Paul suggested some of the key areas to consider when planning the budget is:</p> <ul style="list-style-type: none"> • The Scottish Government's new Drug & Alcohol Strategy 'Seek, Keep & Treat' due to be launched this year. • Whole Family Approach. • Improving the Needle Exchange. • Naloxone. 	
6. MADP Development Day Update	<p>Paul and Jen Upson, SDF were scheduled to meet in December to prepare a development session for today's meeting. Due to Jen currently being off work sick the meeting did not go ahead as planned.</p> <p>Paul received an email from Neil Stewart, Head of Quality and Workforce Development at SDF informing that SDF will link in with MADP but the dates will be moved forward. Paul will be having more</p>	

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	<p>detailed discussions with SDF in the near future.</p> <p>Following a short discussion about the risk of work slipping it was agreed that Paul will take the lead with this work with support from SDF and also from Elidh at TSi.</p>	
7. LOIP	<p>Following the last MADP meeting in November Paul and Laura did some work on LOIP document and returned it to Bridget Mustard. Paul tabled the final draft today to keep the group up to date. He informed he has no information on where the LOIP is up to nor the timescales. Laura informed that comments on this draft need to be submitted by tomorrow prior to the next CPP meeting on 7 February. Paul stated he was unaware of this as the MADP have not been kept in the loop.</p> <p>It was noted that on the last page of the document all the indicators are what we currently collect and will continue to do so in the future. The remit of the indicators sits with the MADP and Paul has not been informed of any additional indicators being passed down.</p>	
8. Feed from Sub-groups	<p>Finance/Commissioning/Management & Performance</p> <p>Children & Young People</p> <p>Workforce Development No feedback as the last meeting on 1 December was not quorate and Joyce took to decision not to proceed.</p> <p>Joyce stated the Workforce Development Sub-group is not working as the meetings are infrequent and the impact is minimal. This will require to be looked at.</p> <p>The next meeting scheduled for 7 February 2018.</p>	
9. AOCB	None.	
10. Date of Next Meeting	The next MADP Partnership meeting is scheduled for Monday 26 February 2018, 10:00 – 12:00 in unit 9a, Southfield, Elgin	

Actions

- Contact Alasdair Pattinson, Dr Gray's inviting him to attend the February MADP meeting.