



Your Moray

Moray Alcohol and Drug Partnership

RECORD OF MEETING

TASK GROUP NAME:	Moray Alcohol and Drug Partnership Meeting
CHAIRPERSON:	Sandy Riddell, Director of Community Services, TMC
DATE OF MEETING:	08 June 2009
LOCATION:	Room 308a, Council HQ, Elgin
APOLOGIES:	Andrew Fowlie, General Manager, MCHSCP (AF)
ATTENDING:	Sandy Riddell, Director of Community Services, TMC (SR) Sharon Milton, Grampian Police (SM) John Campbell, Alcohol and Drug Development Officer, TMC (JC) Eileen Bush, Chief Officer, SCVO (EB) David Abernethy, Governor of Inverness Prison (DA) Tracey Gervaise, Public Health Lead, MCHSCP (TG)
MINUTES:	Donna Matthew, MADP Administrator (DM)

AGENDA ITEM/TOPIC	ACTION POINT	ACTION BY
1. Apologies and Minutes from Previous Meeting	Apologies from Andrew Fowlie, Tracey Gervaise attended in his absence. Minutes from previous meeting ok.	
2. Appointment of Chair and Vice Chair	It has been decided that SR will hold the Chairs position for the MADP meetings and SM will hold the Vice Chairs position. As in the previous minutes SR informed the group that he would only be holding the post of Chair for the next 6 months and would then be standing down.	

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3. Constitution	<p>JC highlighted that SM would also be the Chair of the Finance and Commissioning Sub Group and asked if this would cause any problems for SM. SM commented that she was prepared to go with it for the next 6 months and see how she gets on. SR commented that the MADP and the Finance and Commissioning Sub Group would get busy at points and that the MADP Group would need to support SM in this.</p> <p>SM commented that there is no representation from Education in any of the Sub Groups. JC advised that Education will be represented in the Performance and Management Sub Group and that it was a misprint in the constitution.</p> <p>SR asked the group if they had any other queries regarding the constitution and if the quorum for the group was okay. All agreed that 3 is adequate for decisions to be made. SR commented that 3 was a more realistic quorum as everyone has busy schedules and would not be able to attend every Partnership meeting.</p> <p>SR asked JC if it would be advisable for the Healthier Strategic Group to sign off the Constitution at a future meeting. JC agreed that this would be a good idea.</p>	
4. SWIA	<p>SR informed the group that JC and himself were to be meeting with the Chairs of Public Health next week where Tom Leckie would also be attending. This has been cancelled but we would be getting the draft on the SWIA inspection on Friday 12th June. SR commented that he will be keeping the group informed on the outcome of the response.</p> <p>SR informed the group that he would be looking to feedback to all who were involved in the SWIA Inspection and that the MADP group would also be copied in on what is happening to take forward a debrief and a response. SR and JC to meet to take this forward.</p> <p>It was noted that the SWIA Report will be published on the 14 August on their website and that as far as we are aware there will be no press coverage.</p> <p>As there will be no follow up inspection to this, JC commented that it is important that he picks up on what is highlighted and feed in to the new MADP Strategy.</p>	
5. Funding	<p>JC informed the group that funding for drugs had increased by 13.5% and alcohol in the region of 33% for Grampian for the year 2009/2010. There is to be a meeting held on the 16th June to decide on how the money will be split between Moray,</p>	

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	<p>Aberdeenshire and Aberdeen City. At the time being there has been no decision if the money will be split 40/40/20. There had been some concern that Moray may not get due amount as we have no evidence to back up need at the moment due to the Draft Moray evaluation which is still not ready. AJ informed the group that the main cause of delay of the evaluation is due to SOA's. AJ to contact Anna Jermyn in regards to receiving a draft copy of the evaluation.</p> <p>JC informed the group that the Drug and Alcohol Clinical Team were falling behind in the reporting of data in which Catherine Quinn and Lynn Clark are currently helping admin with this process. This could possibly weaken our argument of the allocation of funds for Moray. TG suggested that JC should contact Lesley Wilkie to bring her up to speed in what is happening.</p>	
<p>6. Single Outcome Agreement</p>	<p>JC informed the group that there is 3 key action points that will help deliver the outcome target. JC wanted the group to have a look and decide today what they will be.</p> <p>They were as follows:</p> <p>Implementation of Substance Mis-use Strategy</p> <p>Qtr 1 – Restructure DAT to ADP Qtr 2 – Full Assessment/Evaluation – Baseline Draft Strategy and Delivery Plan Develop Performance Framework Qtr3 – Launch of new Strategy Qtr 4 – Report on the progress of the ADP/Annual Report</p> <p>SR commented that the Healthier Strategic Group would be expecting some sort of Annual Report at the end of the 4th Quarter.</p> <p>Review and Redesign of Local Substance Mis-use Services</p> <p>Qtr 1 – Identify gaps in services and how to fill them Qtr 2 – Survey to Clients/Service Users Guidance – Pathway for Alcohol and Drugs Structure of Partnership Qtr 3 – Event – Larger Group Client Pathways Work on commissioning Strategy Qtr4 – Implement commissioning Strategy</p> <p>TG suggested the Redesign of local substance misuse services</p>	

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	<p>should be re titled Review and Redesign as you need to review a service before you can redesign it.</p> <p>SR commented that we need to be engaging with service users/clients and service providers and asking what they think of the services in Moray so this can also be evaluated. JC informed the group that the Scottish Drug Forum are contracted to work within Grampian for 2½ days a week. Willma Easton (SDF) will be visiting Moray to discuss how this can be taken forward, as she has implemented this before.</p> <p>SR thought it would maybe be worth looking at what other ADP/DATs are doing and see if it can also help us in any ways.</p> <p>Evaluate Clinical/Social outcomes for Service Users</p> <p>Qtr 1 – Develop Structure for Performance and Management Map Services, Consultation Frame Work for tracking what is happening</p> <p>Qtr 2 – Working group in place and Strategic Progress</p> <p>Qtr 3 – Targeted Focus</p> <p>Qtr 4 -</p> <p>EB questioned if there should be a tracking tool to help us measure where we are going 3 months, 6 months, 12months etc. This can also give us the evidence to show the progress of these action points.</p>	
7. New Framework	JC informed the group that he had received a letter from the Scottish Government regarding the New Framework for local Partnerships. SR has responded to this letter and JC is the main contact for Moray.	
8. Evaluation/Strategy	JC informed the group that there has been concern over the time it has taken to receive a draft evaluation for Drug and Alcohol Services in Moray. SR advised that he would take forward with the appropriate department.	
9. Set up of Sub Groups	JC informed the group that he will be looking at setting dates for the all the sub group meetings. JC will also be liaising with SM for dates that she will be available to chair the Finance and Commissioning sub group. SR will attend the 1st Performance and Management sub group to give clear direction in where the partnership is going. JC will be sending out an email to all in the sub groups requesting nominations for Chair and Vice Chair positions.	
10. Date of Next Meeting	The next Partnership meeting will be held at the Heritage Centre, East End Primary School, Elgin on the 21 September 2009 at 9.30am.	

CHAIRPERSON'S NOTES/COMMENTS

ISSUES TO BE REPORTED TO MADP Administrator

CONSULTATION PROCESS – PARTICIPANTS/OUTCOMES (where relevant)

DETAILS OF EVIDENCE RETAINED AND LOCATION

252 High Street, Elgin, Moray, IV30 1BE