



*Working in partnership to prevent, and support recovery from
the harmful use of alcohol and drugs.*

ARGYLL AND BUTE ALCOHOL AND DRUGS PARTNERSHIP

ADP Committee MEETING

Monday 12th December 2016

J03, 05, 07, Mid Argyll Hospital, Lochgilphead

10:30am

PRESENT:

John Owens	A&B ADP Independent Chair
George Morrison	NHS Finance Manager, Argyll and Bute
Elaine Garman	Public Health Specialist
Craig McNally	Interim ADP Coordinator
Anne Ndlozi	ADP Information, Research and Performance officers
Lesley McKay	ABAT Team Leader
Nikki MacGillivray	Co-Chair of the Third Sector Group
Nona Ruesgen	Co-Chair of the Third Sector Group
Ron Senior	Manager ADDACTION
Bev Ison	Co-Chair OLI Forum (VC)
Marlene Baillie	Area Commander, MAKI, Police Scotland
Derek Carr	Finance, NHS Highland (PM Only)
Louise Long	Head of Children Services, Argyll and Bute Council
John Dreghorn	Locality Manager
Barrie McCutcheon	Scottish Fire and Rescue Service

APOLOGIES:

Lana Stewart	Police Scotland
Wendy Brownlie	Education, Argyll and Bute Council
Norman Firth	Criminal Justice
Stuart Mclean	Scottish Fire
Liz Strang	Children and Families, Argyll and Bute Council
Elaine Robertson	Co-Chair OLI Forum

IN ATTENDANCE:

Sarah Marquis	ADP, Administrator
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Item	Subject	Action
1.	<u>Welcome</u>	

	John Owens (JO) the chair of Argyll and Bute Alcohol and Drug Partnership welcomed all partners to the meeting.	
2.	<p><u>Previous Minutes/Matters Arising</u></p> <p>Agreed as an accurate reading of the meeting.</p> <p>ADP Coordinator Post – The job description has been sent to the HR panel in Inverness, still awaiting a response. The Job description is now in line with the other ADP’s across Scotland.</p> <p>Information, Performance and Research Post – The job description is to be look at with the idea of making this a full time post for next years budget. This would allow for the post to be fully utilised and support the introduction of DAISY.</p> <p>ABI’s – HSCP and happy to take over the management of ABI’s. CMN is to meet with AS, LP and NR to discuss in detail. Initial conversations will happen by email.</p>	<p>EG</p> <p>CMN</p> <p>CMN</p>
3.	<p><u>Finance Report</u></p> <p>A finance report was present to the group. Some lines have still to be utilised and more information is also needed on how they are going to be utilised. There will be no carry over for next year.</p> <p>Budget line 17 is for Children and Young People’s Resilience, LL and LS have been looking at using this money for a project called Cool to Talk which is currently hosted by NHS Tayside and this would be for a 3 year project. LL will have more information at the next meeting.</p> <p>External Funding Bids – Applications were received in to the ADP support team, redacted and sent out to the panel members. The panel had questions surround the bids and invited the applicants to attend a short meeting to answer the specific questions to the bids. Some support was offered to applicants who needed it and these applications will be looked at again in January 2017. It was agree all supporting documents must be sent it before any money is realised. Gael Ghal also sent in a bid by the correct time and date which was not received by the ADP Support team, as they showed that the application was sent in on time it was agreed for this to also go through the same process as above.</p> <p>Lloyds PDI – The PDI bid has successfully got through to the second stage. This bid was pulled together after discussing how to take the work being done in the schools forward. Children’s 1st are also part of the bid and will be able to help support the current organisations who are doing the schools work. This would also increase the available budget for the work being completed. A meeting will be set up with Children’s first and the current</p>	<p>LL</p>

	<p>providers to look at the second stage of the bid.</p> <p>Scottish Government Review - The review is ongoing at the moment and once completed the report will be sent to all partners.</p>	
4.	<p><u>Performance Report</u></p> <p>AN reported the quarter from July – September. There are some long waits recorded but this could be a reporting issue as some clients could be in Jail ect and it is not possible to record unavailability. Reminders are sent out for these to be completed but that doesn't always happen.</p>	
5.	<p><u>Coordinators Reports</u></p> <p>CPP – CMN attended for outcomes 5 and 6. Outcomes 5 is on track which are linked to the ADP and outcome 6 looking at referral pathways and widening referral pathways which are linked with ROSC are also on track for the ADP.</p> <p>PSP – A meeting will be scheduled to look at the joint work with Children's first.</p> <p>Contract and Compliance – The meeting is scheduled to take place on the 19th of December.</p>	
6.	<p><u>Lead Professional Reports</u></p> <p>Drug Related Deaths – The group met up at the beginning of December to look at seven deaths. A resident from Argyll and Bute died outside the area so the information has been requested so we can also look at it.</p> <p>Clinical and Care Governance Issues – LM and RS have scheduled a meeting to look at the quality principles.</p> <p>Referral Pathways – Bruce Thomson from SDF is linking this in to the ROSC work being completed.</p> <p>Practitioners Forum – No Update</p>	
7.	<p><u>Locality Chairs Report</u></p> <p>It was raised at the last meeting the sensitivity of workers going into the schools in Argyll and Bute and to make sure all training is up to date and that all workers are up to date on their child protection.</p>	

8.	<p><u>Third Sector Report</u></p> <p>An update from the third sector has to be sent in to the ADP support team and to be circulated to partners.</p>	NM+NR
9.	<p><u>Service User Voice/Recovery Communities Report</u></p> <p>Andy Perkins from Figure 8 joined the meeting to give an update on the Progress of the Service User Involvement. First draft will be due on the 25th of January. Andy Perkins is also hoping to involve the ADP with Alcohol Research UK, if we are shorted list we would match fund £10,000 to be part of the project. This will also be discussed on the 25th of January at the ADP Self assessment day.</p>	