



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

**ARGYLL AND BUTE ALCOHOL AND DRUGS PARTNERSHIP**

**EXECUTIVE GROUP MEETING**

Monday 31<sup>st</sup> October 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
Martine Balkin	Police Scotland
Liz Strang	Children and Families, Argyll and Bute Council
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
Elaine Robertson	Co-Chair OLI Forum (VC)
Bev Ison	Co-Chair OLI Forum (VC)

**APOLOGIES:**

Marlene Baillie	Area Commander, MAKI, Police Scotland
Louise Long	Head of Children Services, Argyll and Bute Council
Derek Carr	Finance, NHS Highland
Lana Stewart	Police Scotland
Wendy Brownlie	Education, Argyll and Bute Council
Norman Firth	Criminal Justice
Stuart Mclean	Scottish Fire

**IN ATTENDANCE:**

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

	<p>John Owens (JO) the chair of Argyll and Bute Alcohol and Drug Partnership welcomed all partners to the meeting.</p>	
2.	<p><b><u>Previous Minutes/Matters Arising</u></b></p> <p>Agreed as an accurate reading of the meeting.</p> <p>Argyll and Bute Annual Report was approved by the CPP and sent to the Scottish Government.</p>	
3.	<p><b><u>Core Business Agenda</u></b></p> <p>Budget – GM went through the ADP budget with pages two and three having narrative on each line. The budget can be fully utilise and the NHS did top up the funds by 20% to bring it back to line and carry over will not be granted this year so any under spend will be lost. It was agreed at the next meeting for the budget line to be updated with spending plans.</p> <p>Training Needs Analysis – The TNA is out and will run for the next three weeks. George Burton who was running the TNA has now left SDF but has handed all the work over to his colleague.</p> <p>Argyll and Bute ADP Grant Funding – The process for the grant funding has now started with a closing date on the 4<sup>th</sup> of November. The process will be the same as last year which follows the early year’s collaborative process. CMN proposed that the ADP support team have a look at the bids before they go to the panel to check all meet the criteria, this was agreed by members. The panel will be LS, SS, LMK and CMN with DC attending for finance. No members of the panel are to be linked to any bid submitted. This should hopefully be fully completed by the 16<sup>th</sup> of December.</p> <p>Locality Issues – NM feels that Oban currently has an issue with Referral pathways at the moment involving service users and there CPO, which may need to be looked at. After a short discussion ER has agreed to speak to criminal Justice and get back to NM with an answer. CMN added in that Oban are one of the pilots for the ROSC and this will also involve looking at pathways.</p> <p>Service Planning – RS joins the group today as the newly appointed manager of ADDACTION. RS is looking forward to meeting everyone and working with all services in Argyll and Bute.</p> <p>LS asked the group about Clinical Care Governance groups and how they make a link with the ADP. EG sits on the group so she would be the link. We currently feed in to the CPP on an annual basis but JO would like reports</p>	CMN

	<p>done on a quarterly basis, this would mean more work for AN, it was agreed AN post is to be looked at with the possibility for full time hours.  NM is currently looking at starting a pilot with police in Oban to look at EHS in January; this is to help with child protection.</p> <p>Core Team – The revised job description for the coordinator is currently being looked at in Inverness to be re-banded and with the hope for it then to go to vacancy management. This would bring the Argyll and Bute ADP coordinator in line with other ADP’s in Scotland. NR raised that she has concerns about the line manager of the post as the last few coordinators have not been successful for more than two years, JO added in that the coordinator is part of the committee and everyone has to take responsibility for the past. NR would also like to request a copy of the job description on agreement it is for information purposes only.</p> <p>Performance – AN discussed the score card which is currently reported on, on a monthly basis. AN feels this is could be deliver on a quietly basis and the graphs would have much of a clearer difference. Waiting time target we met again this quarter also.</p> <p>ABI’s – CMN met with NR and LS to look at the ABI’s and how best to go forward with them. It has been suggested that this is now to be embedded in to the NHS and they should be helping meet the target also. Currently the ADP gives £70,000 to the ABI’s and the target its not being met. It was agreed for CMN to discuss with CW to see if the HSCP are willing to look at this target along with the ADP.</p>	
4.	<p><b><u>Argyll and Bute ADP Annual Report</u></b></p> <p>Agreed at the CPP and sent to partners for information purposes.</p>	
5.	<p><b><u>Care inspectorate Report</u></b></p> <p>To be presented at a future meeting with an action plan</p>	
6.	<p><b><u>Feedback from Strategic Groups</u></b></p> <p>IJB – EG attend the meeting and gave an update on alcohol mortality and mobility this was to show the work which is ongoing at this level. EG will also attend the next meeting.</p> <p>Housing First – NM to arrange another date</p> <p>ROSC – two pilots will be complete in Helensburgh and Oban. BI has been collating information on key partners in Oban to get started. Andy Perkins attended the</p>	

	<p>chairs meeting also and has been working with others to see what work is being carried out in Argyll and Bute. AP has also been working on further work with a University in Whales looking at remote and rural areas and would like Argyll and Bute to be considered as one of the areas. They currently have £30,000 and wondered if we would like to add on another £10,000 to be considered as part of this. After some discussion it was agreed for AP to attend the meeting on the 12<sup>th</sup> of December to give a presentation on what the money would be for and how the ADP would be involved.</p> <p>SFAD Report – The report has been finalised and is now on to the next stage. This is for the strategy for the Children and Young people and all information should be available on the next financial year. This will run parallel with the PSP, NM feels this is a duplication of work as they have years of information about what works and what doesn't work, yet they are being asked to look at work being carried about by external partners. CMN added that it was only a suggestion to look at these bits of work that we would more than welcome anything anyone had which was completed in this area as it would be a massive help.</p>	
9.	<p><b><u>AOCB</u></b></p> <p>None</p>	