



*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**

Thursday 1<sup>st</sup> September 2016

Three Villages' Hall, Arrochar

10:00am

**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
Lana Stewart	Police Scotland
Ronnie Mahoney	Children and Families, Argyll and Bute Council
Derek Carr	Finance, NHS Highland (PM meeting only)
Lesley McKay	ABAT Team Leader (PM meeting only)
Elaine Robertson	Chair OLI Forum (PM meeting only)

**APOLOGIES:**

Marlene Baillie	Area Commander, MAKI, Police Scotland
Nikki MacGillivray	Co-Chair of the Third Sector Group
Nona Ruesgen	Co-Chair of the Third Sector Group
Louise Long	Head of Children Services, Argyll and Bute Council

**IN ATTENDANCE:**

Sarah Marquis	ADP, Administrator
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Item	Subject	Action
1.	<b><u>Welcome</u></b>  John Owens (JO) the chair of Argyll and Bute Alcohol and Drug Partnership welcomed all partners to the meeting.	

2.	<p><b><u>Previous Minutes/Matters Arising</u></b></p> <p>Agreed as an accurate reading of the meeting.</p> <p>No matters arising</p>	
3.	<p><b><u>Core Business Agenda</u></b></p> <p>Budget – GM went through the ADP Budget which has been reduced by 20% which NHS Highland has picked up to bring it back to its fully amount. Not all health boards are doing this causing some ADP’s to make cuts. This is something that will be reviewed annually and sure to the ADP having under spent in previous years, discussions with partners on where savings can be made for next year’s budgets could be started now.</p> <p>Performance – AN presented the dash board table to the group for discussion. Waiting times targets are currently being met also. AN is to report on the reasons for long delays and merge the drugs table and the alcohol table together and move the reporting to quarterly. Pyramid access has been removed by Argyll and Bute Council, fortunately this does not pose to be a problem as AN has created a data base to hold this information.</p> <p>Locality Issues – The local forum chairs met on the 14<sup>th</sup> of July. This was well attended and the next meeting will be held in September. Recovery Café’s are being set up and established in Helensburgh, Dunoon and Oban and being lead by people in recovery. Two members of the chairs group will attend the Executive group, this will depend on the agenda items being discussed.</p> <p>Service Planning – LS is looking a data information to give to AN for the police statistics. This is sometimes a barrier. AN does use the police website to get some of the data.</p> <p>RM from a children and families point, services for children aged 14 to 18 years old are not always available, RM would like to be involved in the next stage of the SDF report.</p> <p>Core Team – EG welcomes AN back from secondment and also welcomes CMN as the new interim coordinator. EG is keen to get the job application looked at and changing it to a mangers position. JO, EG, GM and LL are to discuss this through email and get it out to advert as soon as possible.</p>	

4.	<p><b><u>Strategic Review and Action Plan 2016/17</u></b></p> <p>JO has been going round Argyll and Bute trying to visit as many services as possible and plans to continue to do this in the future. The groups will be merged in to one, which meet on the one day with the executive Members still meeting in the morning and the other member in the afternoon, this will now be called the ADP Committee. Ron Senior ADDACTION manager has also been invited to join the group as a regular member. The Third Sector group will need to have a re-launch with more members added in to the group to widen the remit, this allows for more voices to be heard and better partnership working. Also to look at putting together a practitioners forum with the lead professional taking the lead of this. Also to look at a date in January to have a self evaluation and the budget.</p>	
5.	<p><b><u>Feedback from Strategic Groups</u></b></p> <p>ADP Review Group – The Scottish Government pulled together a review group to look at the need for ADP’s across Scotland. Six ADP’s have been selected to attend this group, Argyll and Bute being one of them and meets on a regular basis.</p> <p>COGPP – Cleland Sneddon, Argyll and Bute Council has pulled together seven chairs to have a strategic meeting which allows the ADP to have more of a role in the Chief Officers Group.</p> <p>IJB – Currently under a new chair of Kieran Green, he is visiting everyone around the patch and is being well received by all partners.</p> <p>CPP – CMN attended the outcome 5 and 6 meeting which all partners have a roll in to improve partnership working.</p>	
6.	Lunch break	
7.	<p><b><u>Funding Plan 2016/17</u></b></p> <p>The funding strategy is a three year funding plan to deliver against key priorities and develop agendas. AN is to look at developing a funding grid which allows us to see where services receive in other funding from, this will allow better support and possible match funding from the ADP.</p> <p>The funding bids process will be the same as last year’s process, with maximum bids of £10,000, It will also be stated in the application that an Argyll and Bute wide bid will preferred as this allows for a more of a geographical spread.</p>	

8.	<p><b><u>Meeting Structure</u></b></p> <p>The future dates of the meetings were distributed to the group. Each meeting will have VC facilities available; if anyone requires VC they must contact SM one week prior to the meetings.</p>	
9.	<p><b><u>AOCB</u></b></p> <p>Housing First – Three services are currently working with housing first to look at homelessness in Argyll and Bute. This is in the very early stages but looks positive for development.</p> <p>PSP Proposal – This will help with future commissioning, a power point is available and will be sent out to the partners.</p> <p>SFAD – An executive summary is available and will be sent out for everyone to read. CMN, WB and LS met and compiled a list of recommendations which will also be sent out with the executive summary. This will now go to the next stage to develop services in Argyll and Bute.</p> <p>Annual Report – This is in draft form at the moment, it's to be at the Scottish Government by the 12<sup>th</sup> of September DC is to complete finance section and send to CMN. This will also be presented at the next CPP.</p>	