



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

**ARGYLL AND BUTE ALCOHOL AND DRUGS PARTNERSHIP
DELIVERY GROUP**

Monday 8th June 2015
Boardroom, Aros, Lochgilphead
10.30 -1.00pm

PRESENT:

Craig McNally	Senior Health Promotion Officer (Addictions)
Agnes Harvey	Chair of CADF
Carol Muir	ADP Coordinator, Argyll and Bute ADP
Cath Cakebread	ABAT Manager
Jennifer Goff	Third Sector Chair
Petra Pearce	Chair of IJSMF (Teleconference)
John Belton	Service manager, Criminal Justice
Isobel Strong	Chair of BADF
Jim Robb	Argyll and Bute Council
Nona Ruesgen	Co Chair KSMG
Les Ballam	Co Chair HLSMG (VC)
Steve Hunter	Chair of MASMG
Liz Strang	Lead Officer, Child Protection, Argyll and Bute Council
Lesley MacKay	Co Chair KSMG
David McCaughey	Fire and Rescue Service

Apologies:

Alex Purdie	Fire and Rescue
Wendy Brownlee	Education
Elaine Robertson	Chair of OLISMG
John Dreghorn	Project Director (Mental Health Modernisation)
Derek Carr	Financial Services Manager, Argyll and Bute CHP
Mike Tweddle	Co Chair HLSMG
Lloyd Wells	Co Chair IJSMG

IN ATTENDANCE:

Sarah Marquis	Admin to ADP
Winnie Burks	Care Inspectorates
Jim Paterson	Employability
Fiona McRoberts	Rape Crisis

Item	Subject	Action
1.	Welcome/Present Craig McNally (CMN) began by way of introductions and welcomed the group to the meeting. CMN introduced Winnie who has joined the meeting as an observer from the Care Inspectorate. The group all introduced themselves.	
2.	Apologies As above	

<p>3.</p>	<p>Presentation from Rape Crisis Fiona McRoberts joined the meeting to give a short presentation on training for the ADP service deliverers on sexual abuse and addictions. The training was first offered two years ago but there was little uptake due to lack of knowledge of what the training involved. Fiona would like to set out training for all service deliverers across Argyll and Bute and asked the group what would be the best possible way to get the biggest uptake. After a small discussion it was agreed that Rape Crises should look at offering a one day event in a central location aimed at front line workers.</p>	
<p>4.</p>	<p>Minutes Amendments were noted and the minutes were agreed as an accurate record</p>	

5.

Matters Arising

Employability – JP from Argyll & Bute Council Employability team spoke to the group about the service, most referrals come through the work programme and are people who have substantial barriers which include confidence, Mental Health issues and alcohol and drug problems. JP has put together a lottery first stage note of interest for funding to support people in chaotic lifestyles with employability before they enter into the work programme. This is only at stage one and is a direction of travel. CM added that JP is looking for the ADP to support any future application and for JP to become a member of the Delivery group.

NR stated that the contact was made in November with the ADP and asked why were members not brought in at that stage? JP stated that he made a quick phone call to the ADP to make the link in November, CM added that information about this opportunity was brought to the Resource Group, and then a complaint was received about CM working along with employability. It was made clear that this is a five stage process and its only at stage one which is about the direction of travel. AH asked if there was any reason not to support the application, NR stated that she is just looking for clarification and noted that the last minutes say the “bid” would be circulated, CM added this was a summary as its only stage one so this is it, the other stages will build upon it. NR has met with JP to discuss getting all partners who are currently involved in employability engaged in the process to avoid duplication. NR suggested that Audit Scotland clearly states that things are not to be rushed in to. JR stated that he is happy to endorse the “bid” in principle and for JP to become a member of the group. NR didn’t feel it was appropriate as the full “bid” was not circulated and as the information only came out on Friday and this is not enough time to read it. JP added this is to support the “bid”, it’s at stage one which is information being sent to the lottery funding and to involve a wide range of partners. CMN asked the group if everyone was happy to move forward endorsing the direction of travel (JR clarified that this was about closer partnership working) and JP becoming a member of the Delivery Group. No objections. JP explained that the stage one process was about working closer together with all partners involved.

NPS – CC now has full report ready and will circulate to the group.

GOPR – The draft is now completed, needs some work on it and will be sent to the CPC in August for sign off, following this training will be launched.

6.

Audit Scotland Report

The Audit Scotland report was brought to the Delivery Group to give the group a chance to put any comments to CMN in order that they can be presented to the Executive Group.

Page 20 Action one – *To demonstrate accountability on this contract, the ADP/council have agreed that this report should be considered by the ADP Executive Group, the CPP Management Team and the Councils Audit Committee with a formal response minuted and monitored. The recommendations are not only relevant to the ADP contracts. They should be considered for all council contracts procurement exercises.*

The Delivery Group is not being asked to formally put in a report but the Executive Group have asked for comments.

NR added that the Audit Committee will meet in June, and asked if the report has been to the Performance Review Scrutiny Committee? NR understands it has been to the PRS where, in discussion, more questions were raised with the result that it is to be discussed at the next PRS meeting in August. CMN stated that he is not aware of that meeting so can't comment.

JR commented that all actions and recommendations have been taken on board, external legal advice has been sought and has come back indicating that the process is competent and legal. AH added that it would be a rare occasion for the Audit Scotland to not make recommendations, there was no surprises in the report and some people around the table will be aware that AH was subject to some of the allegations made which were found to be inaccurate. AH was surprised to learn that all four bidders had been in contact with the previous providers as stated in point 45 of the document. NR was also surprise to learn this and thought it to be an error in the document, CMN asked NR is she would like him to highlight this to the Executive Group NR agreed this could be helpful, AH added it was an interesting point since we were never given the information as to who the four bidders were.

IS added that the time frame was also very tight on the hand over as well and probably not the most appropriate time of the year. CC stated that the report presented nothing we didn't already know and there were no major issues that cannot be sorted. There was also a number of positives within the report, small businesses could have been in a position to tender for the work as help and support was made available via the business gateway. In addition no conflict of interest was found. JR added that the ADP was a customer to the council for the contract and at any point could have said the time scale was not appropriate. AH attended training from business gateway and found the information very useful. AH felt that this training could be something for the ADP to look at arranging for partner organisations in the future. CC thought difficulties had arisen as a result of there being no clear lead to oversee the process, only people in charge of certain parts. PP added that responsibility should be accepted and the ADP should move forward.

7.	<p>Service Mapping</p> <p>CMN updated the group on the progress of the service mapping. One organisation had not returned the form despite having three deadlines sent to them. NR indicated that it was KADAS who had not completed the form; NR was waiting for the council to get back to KADAS board to with information to guide the direction KADAS will be taking in the future. CMN suggested that NR could add appendix to the form showing the options; NR agreed and stated it would be sent in by the end of the week.</p>	CMN CM SM
8.	<p>CPC Update</p> <p>LS stated that she is currently looking at community engagement and working with the communications team to look at internet seminars. The relevant information will be sent out to partners when available. LS has also sent in a written update to the group. It was also agreed that Rebecca Barr for the Adult Protection Committee would be invited to attend the Delivery Group; CMN will contact the chair of the group Bill Brackenridge to invite Rebecca Barr along.</p>	CMN
9.	<p>ABI Meeting</p> <p>CMN, CM, CC and NR met to discuss the deliveries of the ABI's across Argyll and Bute. Last years target wasn't met. The target for this year has been reduced from 1066 to 1029, based on the reduction in population in Argyll & Bute, and will be split equally across the four localities. CMN will bring a report to the Delivery Group every quarter to monitor the progress.</p>	CMN
10.	<p>Executive Group Update</p> <p>CM updated the group on the last Executive Group meeting which took place on the 19th of May,</p> <ul style="list-style-type: none"> • they have asked for a more detailed spend on the budget and to see the Delivery Plan. • The Independent Chair is now being lead by Lousie Long and will go out to advert shortly. • The structure was also to be looked at. By way of starting this process CM has sent out six options for the new structure of the ADP and would welcome comments. AH feels that it is a bit over whelming and would like to see more detail on the pictures. It was agreed that there are currently too many meetings and brining back the Fora chairs meeting would be beneficial. JR suggested looked at the strengths and weaknesses of each one, adding more information and either bring back to the next meeting with a big chunk of the agenda set aside for discussion or bring the Delivery Group together for the purpose of this discussion. The group agree that this would be more effective. 	CM SM CMN CC JG

11.

Forum Updates

Helensburgh update - Forum met on the 24th April and was pleased that our colleague from Police Scotland agreed to take role of Treasurer once the account has been audited. Colleagues are currently organising audit and transfer of signatories so that invoices can be settled. We look forward to local input into the forthcoming developments and to welcoming a representative from Addaction to our next meeting.

Cowal Update - Cowal Forum met on the 20th May and there was representation from Fire Service, Police Scotland, Addaction, ADP Co-ordinator, Health Promotion, interested members of the public although we had quite a lengthy list of apologies for a variety of reasons. We discussed the full range of developments that the ADP is currently progressing. There was general support from those in attendance. Members had a particular interest in the progress being made to address the support needs for young people and generally pleased with the direction of travel. A number of ADP development documents were shared by the Co-ordinator and although members need to give more consideration to the detail there was general support. There was support for the strengthening of the criteria for the use of ADP funds being devolved to Forums. The next meeting will be held on 29th July 2015.

Oban – Met on Friday and they have also decided to have co chairs which will be Elaine Robertson and Bev Ison. The group was well attended and many partners were round the table.

Islay – Had a guest speaker from SFAD Karen Brown, lots of useful information. PP is also now the co chair along side Lloyd Wells and Jean Knowles is the treasurer. Also got the constitution signed off.

Kintyre – Lesley MacKay and None Ruesgen are co chairs of Kintyre. Constitution has not yet been signed off as some of the members have not yet seen it; this will be sent out again.

Mid Argyll – Peter Garrett has stood down as chair and Steve Hunter has now taken over, Steve is a member of the ABAT team and works in Mid Argyll area. Colin Ferguson has stayed on as Vice Chair and Peter will become secretary

Bute – Isobel Strong and Caroline Gorman are now co chairs of Bute and the constitution was signed off.

12.	<p>Joint Health and Social Care and Inspection of Older People's Services Q and A</p> <p>Winnie joined the group from the Care Inspectorate and Health Improvement Scotland and is currently undertaking a joint inspection of the Health and Social Work Services for Older People in Argyll and Bute. Winnie was glad to see that older people's care was on the agenda even though not high up on the priorities list with the commissioning and Audit Scotland ongoing which they are aware of. It was good to see better pathways too. Winnie would like to know what the biggest achievements are with regards to partnership working and what has been difficult. CM started with the local forums receiving money from the ADP, Bute forum used their money to support counselling in their school which has had a huge impact and is now Argyll and Bute wide across ten different schools. AH spoke about the commissioning process, it was a huge take to get equal access across the patch and consistency, hopefully everyone will start to see the benefits and have integration working. CMN stated that since 2008 ABAT have been an integrated NHS and Social Work team and it has been hugely successful, CC added that she is the service manager for ABAT but employed by the council, CC feels this allows for a holistic approach and involving social workers who have great skill to bring to the team, also ABAT had an independent review from SDF and received a very positive feedback report. Winnie thanked everyone for their input. She explained that this is a long process and the ADP is only one small part, the final report will not be available for a while.</p>	
13.	<p>AOCB</p> <p>JR informed the group that the 26 of June will be his last working day, and will find out who his replacement for the meeting will be. CMN thanked him for his input and all his hard work over the years. AH added thanks and also to thank PG for his work also.</p> <p>DM from Scottish fire and Rescue would like to send a presentation round the group for their three year plan for discussion at the next meeting.</p> <p>JB would also like to discuss the links for criminal justice at the next meeting.</p>	
14.	<p>Date of Next Meeting</p> <p>Tuesday 7th of July at 10.30am, Lorn Room 2, Argyll and Bute Hospital, Lochgilphead.</p>	