



*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

Tuesday 17th February 2015
Boardroom, Aros, Lochgilphead
10.30 -1.00pm

PRESENT:

Agnes Harvey	Chair of CADF
Craig McNally	Senior Health Promotion Officer (Addictions)
Carol Muir	ADP Coordinator, Argyll and Bute ADP
Elaine Robertson	Chair of OLISMG
Cath Cakebread	ABAT Manager
Nona Ruesgen	Chair KSMG (VC)
John Dregghorn	Project Director (Mental Health Modernisation)
Derek Carr	Financial Services Manager, Argyll and Bute CHP (VC)
Jim Robb	Argyll and Bute Council (VC)
Liz Kennedy	Third Sector Rep (VC) (from item 5 onwards)

Apologies:

Isobel Strong	Chair of BADF
Alex Purdie	Fire and Rescue
Wendy Brownlee	Education
Lloyd Wells	Chair of IJSMG
Les Ballam	Chair HLSMG
Peter Garrett	Chair of MASMG
Jennifer Goff	Third Sector Chair
John Belton	Service manager, Criminal Justice
David Greenwell	Lead Professional (Addictions)


Guests:

Iain Angus MacDonald	Councillor OLI, Argyll and Bute Council
Laura Stephenson	Senior Health Improvements Specialist Sexual Health

IN ATTENDANCE:

Sarah Marquis	ADP, Administrator
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Item	Subject	Action
1.	Welcome/Present Agnes Harvey (AH) began by way of introductions and welcomed the group to the meeting.	
2.	Apologies As above	
3.	Minutes AH would like the fourth line from the bottom removed as this is not what was said. JR commented that there was scrutiny from other parties regarding the commissioning process but not the involvement of AH. Minutes were approved with changes.	SM
4.	Matters Arising AH asked under AOCB had NR received the tender document that was requested? CM commented that as the tender submission document from Addaction had commercially sensitive information on it, this would not be appropriate to share. NR was asked if that it is the tender specification (ITT) that she would like a copy of. CM will send this to her.	CM

5.	<p>Presentation from Sexual Health – Laura Stephenson</p> <p>Laura Stephenson, Senior Health Improvement Specialist for Sexual Health Joined the group to give a short presentation regarding the links between Sexual Health, Drugs and Alcohol.</p> <p>ER would like to request that LS come to the OLI Forum with the presentation also. ER feels that there are many partners who sit around the forum table and it would be beneficial to raise awareness with members.</p> <p>CMN added that we should all consider our roles and communications to involve all partners. We have scoping and training on our agenda and to take Sexual Health in to consideration.</p> <p>JR asked if we are driving our own agenda or are there best practice models out there that we would like to uptake? CMN, we have experts in Sexual Health and we would be best to use them and best models of practice, we should be working with them. LH, BASH reports gives examples of holistic and seamless services. Starting small with training and up to date resources being made available in all services.</p> <p>Members were informed that the ABAT Harm Reduction Nurse has a post graduate qualification in sexual health, is active in developing sexual health services within ABAT and can provide advice and information to all agencies.</p> <p>The group agreed that a short term working group could look at this alongside other aspects of the sexual health strategy and required links to the ADP.</p>	 Microsoft PowerPoint
6.	<p>Development Day</p> <p>CM, The Development Day will be on the 10th of March and is a follow on from the Drug and Alcohol Improvement Game, including workshops to look at the best way forward for the ADP and with partnership working and also looking at Recovery Oriented Systems of Care (ROSC). The Scottish Government framework is set clear and this is what we should be working towards. AH has requested if it would be possible to have information packs sent out before the 10th of March and include the Framework? CM has a summary and will be sending this out.</p> <p>IAM, it is nice to see someone who is as excited as him about moving forward in the future, and would like to know where the Service User Involvement comes in? CM answered that Service Users and more than welcome to attend on the 10th of March, and there is a tender specification being completed at the moment to have the involvement of Service Users in the ADP and to develop a Service user involvement strategy. CM also advised that The Scottish Recovery Consortium delivers many activities and workshops such as Recovery Café events which enable service user involvement.</p> <p>AH is aware that we are tight for time, CMN has requested that item 15 is moved up the agenda, AH agrees to move this to item 10.</p>	CM
7.	<p>Executive Group</p> <p>CM, The Executive Group was held on Tuesday 27th of January. It was agreed for an advert to be placed in the local papers. Regular complaints are still being looked in to at the moment which is taking up a lot of time. NR asked if it was discussed at the Executive Group about the ADP being disbanded; a concern is that all the information discussed at the Delivery Group is not getting fed up to the Executive Group, AH commented that all the information was presented to the chair prior to the Executive Group meeting and at the meeting. NR will email the Executive Group again about the correct information being received to the Executive Group, draft minutes were sent out in error from the Executive Group and NR has concerns that accurate information is not being sent through and communication is not clear. CMN, would agree there is nothing clear on communication, the Executive Group are meeting on a monthly basis at the moment and this is not the case for the Delivery group.</p> <p>DC stated at the meeting that the minutes were sent out in error and they should not be getting discussed as these are draft minutes. AH added, communication has been highlighted and is on the agenda for the Executive Group on Thursday 19th of February.</p> <p>CM would also like to discuss confidentiality, after the last Delivery Group, confidentiality was discussed in great length, and then the content of the meeting was on the For Argyll website less than four hours later.</p> <p>IAM commented, trust needs to be rebuilt, which is hard to do when a lack of communication and misleading information is involved. If people breach confidentiality then action should be taken.</p>	

	ABAT SLA - The Commissioning Group are meeting on Wednesday 18 th of February to discuss in more detail and a response will be at the Delivery Group Meeting on Wednesday 1 st of April.	
8.	Resource Group Update A) Budget Setting – A meeting will be held on Thursday the 19 th of February to help set the budget for 2015/16. A proposal for the budget spends will be presented at the Executive Group on the morning of the 19 th and then discussed at the Resource Group in the afternoon. B) Children and Young Peoples funding – The complaint regarding the process was not upheld; however concerns relating to the overall governance of the ADP were highlighted in the final report. It was noted that only a limited number of people have had access to the report. The Resource Group met to discuss the allocations of funding to ensure the safe guarding of children and young people was in place. It was requested a specific aim of safeguarding children and young people, focussing on intervention work and meeting the priorities identified in the Children's service plan. It was felt that carrying this money into next year and delaying the process would create risk for children and young people. The Resource Group have made recommendations to be presented at the Executive Group on Thursday 19 th of February 2015. C) STRADA – The letter was received from STRADA stating they will not be going ahead with the Training analysis.	
9.	Forum Constitution A short term working group was set up to look at the forum constitutions so they all have continuity. CMN would like to thank everyone for the feedback he received and is looking for draft five to be agreed today at the meeting. LK added a comment, it was her understanding that at the last Kintyre forum a concern was raised about one agency, one vote and it was agreed CM would take this to the Executive Group for discussion and it would then be discussed again at the next forum. CM added this was not her reflection of the last forum meeting. CMN stated that different departments in one organisation would have a vote each and this was reflected in draft five, it has been discussed at all the forums and changes were made to reflect this and back out to forums. AH, confirmed it had been presented at the Cowal forum three times and that members indicated that they would not like to have consider a further version and would now like to see it approved. NR does not agree and LK and CM are saying two different things. CMN would like this to be agreed, and it was seconded by ER. CC added that although she does not disagree she feels it is unhealthy to see the same chair for a number of years, it is good for a forum to have a new chair, but his is just a comment. After some discussion it went to vote, with 6 for and 2 against. Final Constitution to be sent to all forums. Document to be reviewed in a year.	CMN
10.	Planning for Election of Office Bearers for the Delivery Group The chair and vice chair positions are up for election in May of this year to follow the alternative year from the Executive Group as per the constitution. A Delivery Group is not scheduled for May so the election could either be in April of June. CMN would like it to be in April to bring it in with the new financial year for a clear handover. This was agreed by the group. Nominations can be made prior to the meeting to ADP support or on the day. JR informed the group he has to leave to attend another meeting, NR would like to ask JR a couple of questions before he leaves, Peter Garrett had emailed JR about Housing Support and NR wondered if he would be responding, AH stated that this conversation should be taken outwith the meeting. JR requested that the specific questions be emailed to him and he will respond.	
11.	ORT Feedback Next ORT meeting will be held on the second of April 2015. A repeat exercise will be completed to compare and get a baseline for data.	
12.	Naloxone Feedback Overall we are ahead but under in some areas for numbers, Kirsteen Menzies is going to look in to this. Not all training is being given out, only in Kaleidoscope at the moment so Nichola McGillivray was going to follow this up and report back to the next meeting.	
13.	New Psychoactive Substances	

	The conference day will be help on the 30 th of April, SDF will be training on the day. Invites will be sent out.	
14.	Date of Next Meeting Wednesday 1 st of April 2015 at 10.30am, Boardroom, Aros, Lochgilphead.	