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

Tuesday 29th March 2016

Boardroom, Aros Lochgilphead

10:00am

PRESENT:

John Owens	A&B ADP Independent Chair
George Morrison	NHS Finance Manager, Argyll and Bute
Carol Muir	A&B ADP Coordinator
Elaine Garman	Public Health Specialist
Craig McNally	Chair of the Delivery Group
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

APOLOGIES:

Marlene Baillie	Area Commander, MAKI, Police Scotland

IN ATTENDANCE:

Sarah Marquis	ADP, Administrator

Item	Subject	Action
1.	**Welcome** John Owens (JO) the chair of Argyll and Bute Alcohol and Drug Partnership welcomed all partners to the meeting.	
2.	**Apologies** As above	

3.	**Previous Minutes** Agreed as an accurate reading of the meeting.	
4.	**Matters Arising** • SFAD Report – John Holleran from Scottish Families Affected by Drugs and Alcohol is to be invited to the next Executive Group meeting to discuss the report with the group. The working group met to discuss the report and had made some changes which have been submitted to JH. • Discussing Drugs and Alcohol with Young People – The training will take place on the 26th of April in Inveraray. There was not enough interest across the patch in the training for trainers so they have agree to come and deliver the training in Argyll themselves. • Social Prescribing – Carr Gormm won the tender for the Social Prescribing.	
5.	**Budget Report** GM presented the budget report to the group for 15/16. Some of the invoice are outstanding and being processed for payment at the moment and will get accrued for the year end. The budget for 2016/17 has been reduced by 20% and the short fall for this has been picked up by NHS Highland. GM has set out the budget with four specific allocations, ADP Support Team, ABAT three year SLA, ADDACTION and the Independent Chair. That leave £214,00 available with under spend to still be added on, this will then be allocated to the Resource Group to delegate out. LL would like to see some of the money being allocated to Children and Young people as this is a big area with not a lot of spend put towards it. JO proposed that a date is set for six weeks time to have an Executive Resource group which is a whole day event for the partners to discuss and set the budget. The members of the group agreed.	
6.	**Innovation and Improvements** Choose Wisely will be in Kintyre on the 30th of March, the hope is that this event will take place in all Schools across Argyll and Bute and its to support helping young people make the wise choices. An update will be available at the next meeting. Andy Perkins from Figure 8 consultancy joined the meeting to give a short presentation for what he is planning to do over the next few months with	

	the engaging of service user involvement. AP will be setting up an advisory group and has four days across Argyll and Bute which all partners and services users are invited to attend.	
7.	**Core Business Agenda** • Quality Principles – Two dates have been set, the file reading is on the 14th of April and the onsite visit will be on the 21st of June. NR has requested to see the Position statement that was sent to the Care Inspectorate. It was agreed that the Executive Summary could be sent to all partners but the larger document would need to be read in the meeting by the Executive Group members only as this information is confidential and could not be emailed out. • Drug Related Deaths – The meeting was attended by everyone where 8 deaths in Argyll and Bute were looked at. Dates have to be sent for the rest of the year and these are to be quarterly. It was also agree that if the third sector are aware of a drug related death within their service the information should be sent to the ADP support team as soon as possible. • Contract Monitoring – The meetings have all taken place and the information is up to date.	
8.	**Strategic Planning and ADP Action Plan** JO presented a one page document to the Executive Group members. Due to other things JO has currently only managed to visit four localities. It was proposed to re-instate the FORA Chairs meeting over the next few months and then work around the other sub groups from there.	
9.	**AOCB** None	
10.	**Date of Next Meeting** To be arranged	