



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

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

Monday 6th July 2015
Boardroom, Aros, Lochgilphead
10.30am – 13.00pm

PRESENT:

Craig McNally	Senior Health Improvement Officer (Addictions) (VC)
Carol Muir	Coordinator, Argyll and Bute ADP
Elaine Robertson	Chair of OLI Forum
Anne Ndlozi	Information, Research and Performance Officer, Argyll and Bute ADP
Cath Cakebread	ABAT Manager
Wendy Brownlie	Education rep (VC)
Martin Turnbull	Youth Services rep
Nona Ruesgen	Chair of Kintyre Forum
Lana Stewart	Local Authority Liaison Officer, Police Scotland
Derek Carr	Finance (VC)
Iain Angus MacDonald	Interim Third Sector Rep

Apologies:

John Dreghorn	Project Director (Mental Health Modernization)
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IN ATTENDANCE:

Sarah Marquis	ADP Admin
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Item	Subject	Action
1.	<p><u>Welcome/Present</u> Craig McNally (CMN) welcomed everyone to the meeting.</p> <p>Iain Angus MacDonald from the OASIS Board attends the meeting as interim third sector representative. IAM stated that he had been nominated by the Third Sector to stand in as the interim chair until a meeting had been called.</p> <p>CMN also reminds the group that he is also in as interim chair of the Resource group and would welcome nominations at the end of the meeting.</p> <p><u>Apologies</u> As above</p>	

2.	<p><u>Previous Minutes</u></p> <p>NR asked, for accuracy of the minute, for details of where the independent chair first originated from to be added as she feels this information could be important. This was discussed. CMN clarified that the idea of an independent chair originated from the discussion on the Development day on the 10th of March 2015.</p> <p>CC would also like to add that at the last meeting her concerns on the process of allocating the Children's and young people's money to meet the gaps were shared by other members of the group.</p> <p>The previous minutes were agreed as an accurate record with amendments.</p>	
3.	<p><u>Matters Arising</u></p> <p>ER updated the group with the progress on the questionnaires which were sent to all services in Oban to gather information on what youth services were being delivered. ER has all the information and will send on to the ADP office.</p>	ER
4.	<p><u>ABI's</u></p> <p>CMN sent round a paper to the members of the group on the figures for 2014/15 ABI's recorded. As this year's first quarter has just finished an update will be available at the next meeting. The GP's have a Local Enhanced Service agreement in place to delivery the ABI's and the money goes though the ADP. ER asked if CMN could add more information to the columns to help understand what each one was for. NR feels that in Kintyre the forms for the screenings are handed out in the waiting rooms and just left on the desk where there is no receptionist. CMN will follow up on this with the GP's in Kintyre.</p>	CMN
5.	<p><u>ADP Delivery Plan</u></p> <p>CM distributed the ADP delivery plan to group members seven days ahead of the meeting to allow time for consideration at today's meeting. The Scottish governments are aware that the document would be late and the deadline was the 15th of June 2015. CM explained that this is now a one year improvement plan for the ADP as we are going through significant change and the Scottish Government has tasked all ADPs to have completed an up-to-date needs assessment to help inform the new Delivery plan which will then be completed by 2016/17. ER asked about the Delivery Plans which are needed at a local level, CM will help each area with their Delivery plans once the ADP's improvement plan is completed. CC added that the councils funding contribution will also need to be added in, CM will receive this from DC. MT commented on the Youth Services sections, this will be collected by youth workers, CMN asks if it would be possible for MT to identify the diversionary work taking place across Argyll and Bute. MT will look at this.</p>	MT

<p>6.</p>	<p><u>Finance Report</u></p> <p>DC presented the finance report for the past two months spend. All spend is as expected two months in to the financial year. NR asks why the ADP funds are included in the integration budget. DC has not seen the report and assumes it will be stating all funds which are routed through the NHS, DC will confirm with GM. CM confirmed that all identified ADP alcohol and drug funding from the Scottish Government goes to the ADP and this is not the case in some areas. IAM has questions for DC regarding the funding but will email them to DC, CMN has requested that he and CM are copied in to the email, NR added to also include Christina West. NR also questioned the figure stated in the December minutes of the CHP meeting was much higher than the ADP budget. DC added he has also not seen these minutes but to remind the group last year the ADP had an under spend which was carried over to this years budget. IAM also questioned the £800 to the website which doesn't seem to be working, SM added she has been in contact with the website company and there are no inaccuracies with the website and all documents are available on the website to date. IAM will have a look at the website again. IAM also would like a break down of the spend to date, DC said this is what you have in front of you, as we are only two months in to the financial year there is not much to report on.</p>	<p>DC</p>
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Children and Young People's Funding

The four original successful bids were reviewed and agreed that there is still a need for these projects. MAYDS (Mid Argyll)- fully funded, Route 81 (H & L) – fully funded, LADS' Group (BUTE) – fully funded. MAYDS, Route 81 and LADS' Group have sent in due diligence and have been paid in full. With regards to Argyll & Bute Education Dept bid they have received due diligence documentation from eight of the ten delivering organizations. Wendy Brownlie stated that two providers are not satisfied with the process of payment being made monthly and not all at once. WB is working to resolve this issue. Three areas were identified as having gaps, Kintyre, OLI and Dunoon. The local children and young people's executive groups were tasked to identify the preferred local provider to fill the gaps for six months with the possibility of a further six months being available if the project was successful. OLI have identified a provider and we are still waiting on information from Kintyre and Dunoon. NR would assume the chairs would be following there local children and young people's plan which would give them an indication of the preferred provider to the work needing completed. CC added that some of the local children and young people's plans are out of date so that may be the issue. NR added that Kintyre's plan is fully up to date. CC had spoke to a member of that group who has indicated their plan was not up to date and a needs analysis was to be undertaken in that area.

CM presented a proposal from SFAD for joint working with youth services and the ADP to help map out what provision is available in Argyll and Bute. This would start with a questionnaire being available at the Big Day Out in Inveraray on the 23rd of July, followed by workshops with youth groups using a peer lead approach over an 8 week period then followed on by a weekend residential workshop ran by SFAD and youth services. NR has concerns that young people are not being involved in the planning of this and that the most vulnerable could be missed. CM said that all the youth groups will be engaged at stage one in Inveraray and then again at stage two where it is about involving all the children and having them put their ideas on the table of what they would like to see. NR feels CM is working in isolation, CM states that Martin Turnbull, Wendy Brownlie and Liz Strang have all been involved in this. CMN also added that as some partners will be potentially commissioning for the Children and Young peoples tender next year it would not be correct for them to be involved. WB feels this is a good process and will be directed by the young people, this will also reach all the children in the local schools. The possibility of involving social work as well and getting the costs added in for the residential weekend was discussed. NR stated that she has seen no information regarding the Big Day Out. MT added it has been advertised all over the local areas, youth groups, buses will be available and up to 120 young people. NR stated that feels that, as the starting point is in two weeks it is getting pushed through today or we miss out. MT explained that the Big Day out is not an ADP event, this is simply a good opportunity for the ADP to attend and start with the questionnaire with the youth groups this is just stage one. NR still has concerns about the residential weekend, what the cost will be and feels it might not reach all the children. CMN asks NR for her thoughts on how we could then engage the most vulnerable? NR will get back to CMN on this but wants a hold put on stage two. The ADP will attend the event on the 23rd of July to start the questionnaire.

NR

8.	<p><u>ROSC</u></p> <p>SDF have put a paper together to help support the training of the ROSC. This will be a possible three day event with the only cost being the travel, accommodation and venue. There is no date set yet but will be at the end of the summer hopefully. NR asked how these days were planned. CM stated that this is part of a multi layered approach, day one will be for the commissioned providers, day two will be for all partners to engage in and day 3 will be a follow-on day on the progress being made. NR was concerned that having a separate day for commissioned providers may create barriers.</p>
9.	<p><u>Training Programme</u></p> <p>The ADP support team has been putting together a training calendar for all partners (including services user involvement). SFAD will run a program which, as previously discussed, will help inform the ADP what service is currently available within Argyll & Bute. SDF have 3 different training courses available, basic drug and alcohol, stigma training and NPS training, we will also have motivational interviewing and fire safety. We are waiting to hear back from Waverley Care to see what training they can offer. NR asked if there is still money available in the training budget? CM clarifies that, yes, at the moment, there is.</p>
10.	<p><u>AOCB</u></p> <p>CMN opened up to the group about the chair nominations and what would be the best route for the group to go down? IAM suggests as the ADP is going through significant change at the moment the CMN stay as chair. Group agreed.</p> <p>It was suggested by members to cancel the August meeting, as it is too soon after this meeting, and meet again in September. Agreed.</p>
11.	<p><u>Date of Next Meeting</u></p> <p>Tuesday 1st of September 2015, 10:30am, Boardroom, Aros, Lochgilphead.</p>

Action	By Who	Completion Date	Notes
ABI Quarter Report	CMN	September 2015	
How best to engage Vulnerable young people	NR	September 2015	
Identify Diversionary activities	MT	September 2015	
Confirm ADP monies in Integrated budget	DC	September 2015	

