



Western Isles Alcohol Drug Partnership

ALCOHOL DRUG PARTNERSHIP MEETING

8 December 2010 at 1.00pm – 3.00pm

Police Station, Church Street, Stornoway

MINUTES

Members Present

Gordon Macleod
Emelin Collier
Mairi Bremner
Andrew Girvan
Michael Stewart

Area Commander Northern Constabulary
Head of Planning and Development NHS Western isles
Community Representative
Interim Head of Children's Services - CnES
Criminal Justice Department - CnES

In Attendance

Wendy Ingledew
Suzanne Macaulay
Alasdair Macleod
Fiona Macdonald

ADP Coordinator – NHS WI
ADP Development Officer – NHS WI
ADP Administrator – NHS WI
ADP Substance Misuse Information Research Officer

Mr. Gordon Macleod took the chair and welcomed colleagues to the meeting. The following apologies were noted:

1. APOLOGIES:

Gordon Jamieson
Sheila Scott
Isobel Mackenzie
Morag Munro

Chief Executive – NHS WI
Director of Public Health - NHS WI
Housing Strategy and Development Officer
Harris Voluntary Service

2. APPROVAL OF MINUTES

2.1 ADP Development Day 14/09/10. The Minutes of the ADP Development Day 14/09/10 Minutes were approved with the following amendments:

- On p.2 change 'children's panel' to read 'children's summit'.

2.2 Alcohol Drug Partnership Meeting – 15/09/10. The Minutes of the ADP Meeting 15/09/10 were approved with an amendment to the apologies for Mairi Bremner.

3. Matters Arising

Gordon Macleod raised the issue of the ADP Licensing Forum representative and Michael Stewart requested that this Action Point be carried forward as he had not yet contacted them about becoming the representative. Wendy Ingledew informed the group that she had written and sent a letter to the appropriate people. Michael Stewart also stated that if there are any information requests for the council he will deal with them for the group. Michael Stewart agreed to act as the representative for the ADP on the Licensing Board.

Gordon Macleod informed the group that he had met with Gordon Jamieson but at the moment he cannot guarantee that the ADP will be able to carry forward this years under spend but there is another meeting arranged for 21/12/10 and he will seek clarification then.

Suzanne Macaulay informed the group that she had met with Streetwork as was proposed at the previous ADP meeting and reviewed the projects monitoring and evaluation processes which Sharon Reid will now update accordingly.

Fiona Macdonald updated the group on progress; she has not met with Colin Gilmour but has updated statistics on hospital admissions.

Michael Stewart, as discussed previously, agreed that he will deal with any information requests from the CnES, where required.

Alasdair Macleod informed the group that he had received copies of the Integrated Care document from Shona Macleod and distributed them to the group.

4. ADP MEMBERSHIP & GOVERNANCE:

4.1 To update members re representative from Licensing Board

Gordon Macleod updated the group concerning the issue of a Licensing Board representative attending ADP meetings but has not received a response to date from the Licensing Board.

4.2 To consider changing name of ADP from Western Isles to Outer Hebrides

The Group considered whether to change the name of the group from Western Isles ADP to Outer Hebrides ADP. Gordon Macleod informed the group of a 2004 joint decision in by the Community Planning Partnership to change their name from Western Isles to Outer Hebrides and to promote the use of the name 'Outer Hebrides'. After a short discussion the Group decided to change from Western Isles ADP to Outer Hebrides ADP to conform with the 2004 decision.

Action Point: Suzanne Macaulay and Alasdair Macleod to arrange to change the ADP letterheads, logos, publicity and the website accordingly.

5. Executive Group – MINUTES & REPORT:

5.1 Executive Group Meetings– 15/09/10, 27/10/10, 23/11/10: For noting/approval.

The Minutes of the previous ADP meetings from 15/09/10 and 23/11/10 were considered and approved by the group.

5.2 Executive Sub Group Meeting – 8/12/10: To receive verbal report from Executive sub group held on 8 December.

Gordon Macleod updated the Group about the decisions made at the ADP Executive Group meeting from 08/12/10. The Group have agreed to fund An Caladh an additional £10,000. There is currently a £74,000 under spend. The Group has also agreed to fund £10,000 for the provision of 4 Hi-Fires Training courses to identify vulnerable young people in the Western Isles. The funding of a STRADA 'Train the Trainers' course is also being progressed but there is a need to establish how many trainers are needed in each area.

Gordon Macleod also informed the group that there was still no confirmation of funding for the next financial year except for the Drugs Treatment budget which is to remain the same for 2011 - 2012

The group was also informed that there has been no confirmation that this years under spend will be allowed to be carried forward to next years budget, but that Gordon Macleod is scheduled to meet Gordon Jamieson on 21/12/10 to discuss funding issues.

6. Future Planning ADP Strategy & Partnership Responsibility: to consider draft strategy, action plan and consultation process.

The Group considered the ADP Strategy and Gordon Macleod raised the proposal that the ADP Strategy be run from 2011 – 2015, as there may be a situation where funding is allocated for one year then in a three year block then a further three year block. The group discussed the possibility that the 1 year funding period could be used to work with local services to ensure that their work complies with the new strategy and to ensure agencies provide services which meet the needs of the Outer Hebrides. It was agreed that the Strategy will run from 2011 – 2015.

A number of amendments to the Strategy were highlighted:

- Michael Stewart informed the group that most drug users coming through the courts just now were using benzodiazepines, asked that the Strategy be checked that it accurately reflects reported updated usage.
- Wendy Ingledew updated the group that the vision and aims were agreed at the ADP Development Day therefore any changes need ADP approval.

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- The group agreed to change 'substance use' in the aims and objectives instead to 'substance misuse'.
- The group also agreed to make a change in the 'Early years' section of the Strategy; change 'children and adults' to 'Families and young people'
- It was agreed that the Heat Targets should be linked into p.12 of the Strategy and that on p.14 the alcohol cross contributors should be amended to coincide with the alcohol cross contributors in the Action Plan which was also amended.
- Michael Stewart suggested that it be stated in the strategy that ADAT was now ADP.
- Andrew Gilmour suggested that where it says on p.14 in the 2nd column 'children and family' it should instead say 'adults, children and family'.
- Michael Stewart highlighted that it was Criminal Justice Service that he worked for and not Criminal Service.

Action Point: Wendy Ingledew and Suzanne Macaulay to make agreed changes.

Action Point: Wendy Ingledew to change from black to blue 'the vision' in the strategy on p.6.

Action Point: Suzanne Macaulay and Alasdair Macleod to change Western Isles to Outer Hebrides in all documents.

Action Point: Fiona Macdonald to provide the NHSWI 2010 target for p.12 of the strategy.

Action Point: Wendy Ingledew to speak to Colin Gilmour about p.14 of the Strategy particularly about the possibility of removing/amending it.

Action Point: Suzanne Macaulay to look into consultation process. ADP members to follow the consultation process in their own organisations once the document is forwarded to them by S MacAulay.

7. INTEGRATED CARE: To receive update on:

The Group received an update on the Integrated Care Document and considered it. The Group acknowledged the work that Shona Macleod had put into the document and the fact that it needs to be a living document and a starting point so that it can be updated in the future. It was also noted that this copy of the document is the final draft and will be sent round once more for consultation.

Action Point: Wendy Ingledew to contact Shona Macleod and to agree with this draft of the document in principal prior to the final consultation.

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Action Point: Emelin Collier to check that the ICP document went through the proper procedures.

Action Point: Wendy Ingledew to write a letter to Shona Macleod on behalf of the ADP thanking her for the work that she has done.

8. ADP REPORTS: 8.1 To receive and note support officers reports.

Wendy Ingledew took members through her report and expressed her thanks for the support team's work.

Mairi Bremner expressed her thanks to Wendy for the work that she has done.

Suzanne Macaulay updated the group on her work to date. She has delivered drugs and alcohol inputs with various schools and young groups from Ness to the Southern Islands; has been working on the draft Strategy and Action Plan; produced a Christmas Campaign Advert in the local press; conducted a joint piece of work with the Community Safety Partnership on 'Act Your Age' posters. She advised she has been working on the ADP website which is now up and running and there is a Service Directory listing all the services in the Western Isles. Suzanne asked the group to let her know if they had anything that they wanted placed on the website. Suzanne also informed the group that she had done work in Barra, and that two presentations at the youth cafes in Leverburgh and Harris had had to be cancelled twice because of the weather. She is also doing a regular weekly drugs and alcohol educational input to an Action For Children group.

Wendy Ingledew expressed a special thanks to Suzanne Macaulay for the work that she has done.

Fiona Macdonald updated the group on her work to date.

Fiona attended training in Edinburgh which is currently cascading to local services and circulating the SLA's. Most of the service training has been completed. Fiona is going to the Uists next week to meet with the Substance Misuse Counsellor Mustapha Hocine. Fiona Macdonald has also audited the April to June data and it has received good feedback so far. She has discussed with Suzanne the possibility of putting the data on the ADP website. Fiona Macdonald has also talked to Colin Gilmour about patient referral, with the aim of organising a way that GPs can record referral information. Fiona has also compiled a list of the statistics reports that she has completed and will include them on the ADP website in the future. Suzanne and Fiona are working together to create a statistics section on the ADP website.

Michael Stewart commented that having the data on the website will help greatly with Freedom of Information requests when they arise.

Gordon Macleod, as chair of the ADP, expressed his thanks to the support group for all the work that has been done.

AOCB Gordon Macleod informed the group that Caraidean Uist have asked that ADP write a letter on their behalf that says that the service that they provide fits the criteria of the ADP and that the ADP is satisfied with the work that is done for a potential funder.

- 9. DATE AND TIME OF NEXT MEETING:**
Date: 16/03/2011
Time: 12pm – 2pm
Venue: To be confirmed.