

Western Isles Alcohol Drug Partnership ALCOHOL DRUG PARTNERSHIP MEETING **Minutes of Meeting**

Date: 24 March 2010
Venue: Police Station, Stornoway

PRESENT:

Gordon Macleod, Emma Campbell Macleod, Mary Macinnes, Steven Dalton, Mairi Bremner, Michael Stewart, Andrew Girvan, Colin Gilmour

IN ATTENDANCE:

Wendy Ingledew, Alice Spencer, Katrina Maciver

WELCOME

Chair welcomed all members to the meeting and he welcomed M Bremner, M Macinnes and E Macleod to their first meetings of the ADP.

PRESENTATION

Steve Dalton the National Support Coordinator presented to the members

The aim of the National Support Co-ordinator is to support and help the ADP, working on service reviews and helping links with Child Protection, local Community Planning Partnerships and Scottish Government. The team are hoping to develop a website and S Dalton informed the members that the outcomes toolkit has been revamped. S Dalton informed the members that his role also is to pass on the collective information

Action: S Dalton to send on biographies to the ADP

Some questions were discussed as noted below.

WI – implementing national quality standards – government supposed to supply templates, help is still required and it hasn't seemed to have moved forward, added to their workplan as for the same reason it did not seem to move on, so they are hoping to follow on with it.

WI – Measuring the outcome in monitoring forms for consistency, is there a tool or training which can be provided to the services, how can they measure to the same standard. Currently talking to ISD on monitoring, will focus on this topic

CG – Finance & ADP support – Receiving info from government regarding funding received, basic understanding

MS – the importance of taking into account the geographical area. Sympathetic to the situation

AG – Process and timescales of decisions

CG – Self Assessment - Any pointers on what needs to be worked on. Examples of SLA's, Links, access to worker.....missed a lot of them

Visit twice a year to keep the WI ADP informed.

AG – Questioned communication

WI – SAADAT meeting – attendance at meetings

The Chair thanked S Dalton for his presentation

1. APOLOGIES

Apologies were received from Emelin Collier, Gordon Jamieson, Morag Munro, Isobel Mackenzie

2. APPROVAL OF MINUTES

ADP – 9 December 2009

Point 3 – Head of Education and Children’s Services to be changed.

Letter to M Hutchison has been sent but no response received.

Accommodation Support – 19 January 2010

The minutes of the Accommodation Support meeting of 19 January 2010 were noted.

3. MATTERS ARISING

3.1 – The Road To Recovery

W I informed the meeting that the Road To Recovery document was sent to partnership requesting more information for the document. All changes received have been incorporated in the document. The document was ratified and will be added as an appendix to the ADP Strategy document. W Ingledew informed the member that the progress on the report was reviewed annually.

Action: W Ingledew to feedback to Gordon Macleod on ??????

4. ADP MEMBERSHIP

4.1 – Appointment of Vice Chair

G Macleod informed the members that at the ADP meeting on 9 December 2009 a new chair was appointed. A discussion took place at this meeting regarding appointment a vice chair and G Jamieson was nominated. G Jamieson was ratified as vice chair.

4.2 – Appointment of Finance Subgroup Members

M Stewart passed on from A Girvan that he declared an interest in this. No rep from CNES, or voluntary sector. Check previous minutes for governance details. Nominations required from CNES and voluntary sector

Action: M Stewart – to discuss with CNES suitable nomination for CNES – Inform K Maciver of decision.

In the event of M Bremner’s absence at meetings her named nominee will be Mary Macinnes.

5. SUPPORTED TENANCIES

The Supported Tenancies paper was noted. No conclusion available until we have confirmation on funding.

6. FINANCE REPORT

6.1 – Finance Subgroup Meeting – 24 March 2010

Underspend within ADP budget, notified that they are taking some of the money from the budget for the overspend for this current year. £63k alcohol has been cut to £33. £26k taken out to be offset against the budget,

£56k underspend, not certain monies can be carried over to next year, which will be problematic as if it is not carried back the supported tenancies project will not be able to take place. G M to write to Chief Executive regarding the situation and seeking clarification from Scottish Government.

Monitoring forms have been sent out to all services and forms are due to be returned on (check previous email for info).....

Voluntary groups are struggling for finance and there is a problem re funds getting paid out the services. When agreement made about monitoring forms monies should be paid out within 5 working days. (

Action – K Maciver to send out reminder to services be sent out regarding submission date for End of Year Monitoring form

Action: G Macleod to email Scottish Government , clarification whether monies are ringfenced, Look at taking it forward to the Community Planning Project.

7. SUBROUP MINUTES

7.1 – Uist & Barra – 2 December 2009

The minutes of meeting

Mary not Mairi,

Change 'too' to 'to'

Home Detox Service to be changed.

Mairi Macinnes was also in attendance omitted from the minutes

W Ingledew is able to report back to Uist & Barra/A Spencer to report to Lewis & Harris Meetings

7.2 – Lewis & Harris – 17 February 2010

Requesting information from co-ordinator about uniform outcome measuring arrangements has not been actioned. Agreed to talk to S Dalton regarding training. It was agreed that A Spencer and W Ingledew would discuss training on outcomes

8. ADP REPORTS

8.1 – Co-ordinator

W Ingledew thanked the staff for their work.

8.2 – Substance Misuse Development Officer

9. ANY OTHER BUSINESS

The Drug Dog handler has been transferred. The dog is still here awaiting a new handler.

The Chair thanked W Ingledew, A Spencer and K Maciver for their work throughout the year.

Emma Campbell Macleod presented her report and statistics to the members. M Stewart informed E Macleod that Frank Creighton could be a useful link. E Macleod informed the meeting that she is looking at setting up a database.

C Gilmour requested that it was noted the he met with government, grateful that SMIRO (Emma) had been appointed.

Discussion regarding finance changing to commissioning (check previous email) to note.

C Gilmour informed the members of discussion regarding the Single outcome agreement and the importance of all partnerships working together.....

Action: W Ingledeu to have copy for next meeting and look at having a presentation of the 'Information to members' document.

C Gilmour informed the meeting of stats and the effects of employing Alcohol Liaison nurse and it has made an improvement.

Copy of media strategy – S Dalton to forward on./check if press release pending for methadone.

Methadone

There was a recommendation to Classify (B) this drug which has just become prevalent in the press. A Spencer produced a press release and fact sheet which will not be circulated.

10. DATE OF MEETINGS

W Ingledeu presented the ADP with possible dates for the next round of Alcohol Drug Partnership meetings.

The possible dates were 16 June, 8 September and 8 December 2010.

Action: K Maciver to circulate dates to members.