

Outer Hebrides Alcohol & Drug Partnership

Outer Hebrides ADP Executive Group Meeting

Date: Tuesday 13th December 2011

Venue: Clinical Skills Area, Western Isles Hospital, Stornoway

PRESENT:

Gordon Macleod
Michael Stewart
Emelin Collier

ADP Chair; Chief Inspector, Stornoway Police
Criminal Justice Service Manager - CnES
Head of Planning & Development, NHS WI

IN ATTENDANCE:

Wendy Ingledew
Suzanne MacAulay
Fiona Macdonald

ADP Co-ordinator
ADP Substance Misuse Development Officer
ADP Substance Misuse Information and Research Officer

NOTE TAKER:

Lorraine Gillies

Health Promotion Senior Administrator, NHS WI

1. APOLOGIES

Apologies were received from Mairi Bremner and Donnie Mackenzie

2. Minutes of Previous Meetings

2.1 7th September 2011

The notes were approved as a correct record.

2.2 9th November 2011

The notes were approved as a correct record.

3. Matters Arising

All matters arising are covered in Agenda Items.

4. Finance Update and Planning

4.1 Financial Update

All of the second payments have now gone through. The Drug Action/Admin budget is showing a £9,616 underspend; this is due to the Admin post being vacant, and the development Officer post being voluntarily reduced from 1wte to 0.8wte.

There is a £4,000 underspend in the Drug budget. Some of this will be spent on project boxes, which will contain resources and be placed in Barra, Uist, Harris and Lewis.

The current Northern Constabulary drug dog handler will be transferred to another area by the end of January. It has been agreed that the drug dog, Buddy, is too old to be re-trained to a new handler, so Gordon MacLeod proposed that ADP fund the buying and training of a new dog (approximately £10,000) and the police will fund the post and associated costs. In addition to this, the dog van provided by the ADP needs to be replaced and instead of replacing it with a new van, which has low mileage, they will purchase a dual purpose 4 x 4 vehicle, that will also fulfil adverse weather capability needs also to be funded by Northern Constabulary. The group agreed to this, and that a drug dog is a necessary prevention tool. It can be paid from the projected £ 27,363 underspend. Inspector Robbie MacDonald will write to the ADP to formally request this.

4.2 Monitoring Process 2011/12

As the Quarter end isn't until the end of December there have been no more submissions.

As Shona MacLeod has left her post as Substance Misuse Co-ordinator there has been discussion around managing her current workload: at present there are 21 active clients, but 20 of those have started treatment they are no longer on the waiting list, and the last client is being seen elsewhere. With regard to the Heat A11 Waiting times database ISD have recommended to either leave the database until there is a new person in post, or to discharge them from the database now. This post will now be advertised as an Alcohol Support Worker, (the post will also provide some drug support) rather than Substance Misuse Coordinator.

Interviews for the above post will take place after Christmas after it is hoped to have the post filled by February. It is hoped that the newly appointed Drug Support Worker will be in post by the end of January. His line manager will ask that the appointee introduces themselves to all relevant services.

There are possible savings on both posts, due to the time they have been vacant, but until all associated costs are identified (advertising, re-location etc.) the exact figure will not be known.

Both of the demitting staff have recently expressed concern in the drop-off in referrals from other agencies, so this issue needs to be monitored. It was agreed there should be clear referral pathways, to ensure no duplication in service and clarity on what each local service deals with. Michael Stewart intends to hold regular update meetings between services to address this issue and he has been in touch with Mike Hutchison and Mustapha Hocine in the first instance. It was suggested that the service provision could be commissioned to agencies either statutory or voluntary, possibly one for each area: Barra, Uist, Harris and Lewis. It was noted there have been instances where commissioning agencies to work

together has resulted in problems with partnership working and monitoring of quality of service being provided.

The Needs Assessments should highlight areas that need attention, and the proposed group can then work towards providing the solutions.

4.3 Finance 2012/13

4.3.1 Finance Update

The Scottish Government have not announced the final financial allocation for 2012 - 2013, but it has been proposed that it will remain the same and it is hoped that it will be confirmed shortly after the new year; and that they will also provide an indicative budget for 2013/14 and 2014/15.

It was highlighted that this year the ADP had an extra £25,000, which was carried over from the previous year towards staffing costs. This essentially means that the expected overall underspend of £27,363 would almost be cancelled out by the £25,000 carry over, if financial budgets were to remain the same for 2012/13 and no carry forward was allowed.

There may be potential savings if a review of services shows up some duplication. In future the ADP will inform services of what services are required in accordance with the ADP strategic priorities, instead of a service telling us what they can give. The ADP will also provide very clear SLA's to address this issue. There have been issues with some services monitoring and recording systems which the ADP would need to address by ensuring clear requirements for reporting are included in services SLA's.

4.3.2 Draft Funding Timetable

A potential date for the development day is either 25th or 26th January, Suzanne MacAulay will confirm when Gordon Jamieson returns from annual leave.

In terms of future funding it was agreed that it is not an option to roll funding for another year to existing services. The ADP development day will offer the opportunity to look what services are required for the new financial year on order to offer an effective service. It was suggested that one model could be that one organisation could be allocated the money and be responsible for the management of it; possibly splitting it into Youth and Adult services. Previously, existing services could give inputs into what is currently being provided or deliver very similar types of service which it was felt could result in duplication. It was agreed that co-ordination is needed between services to look at provision and their target client groups and that this could be an item for further discussion at the development day to be held in January.

Concern was expressed regarding the capacity to organise the agreed actions in the ADP Finance Action Plan funding timetable for 2012 – 13 due to time constraints. However, it was agreed that once it is agreed by the ADP how to organise services in accordance with strategic priorities, an advert can be correctly worded at the development day meeting and placed immediately in the press, with applications to be returned by the end of February and an allocation meeting by the end of March.

4.4 Staffing

Suzanne Macaulay and Fiona Macdonald left the room for this item of discussion on ADP support staffing.

5. ADP Development Days

The development days proved very valuable in terms of feedback on substance misuse services from those who attended. Suzanne Macaulay has produced a report which is now available and will put on the ADP website.

6. ADP Needs Assessment

There were 224 responses to the General Survey (over 25 yrs), and 132 to the Youth Survey (under 25 yrs). There was a very low response from Barra initially, though this improved thanks to the Youth Café Worker going into the school to survey the young people. There were low responses from Harris and Scalpay.

Fiona MacDonald had prepared a preliminary summary of the key facts, which she will distribute to the group. Fiona and Suzanne Macaulay will look at the survey in more detail, possibly separating the under 25's into under 18's and 18's – 25's, and prepare a report for publishing. It was agreed this information will be useful when planning future service provision.

In the results, respondents gave a mixed response to the survey format; all comments will be used to inform future surveys.

It was agreed that a Survey monkey license be purchased for the ADP: CNES have a license which they let the ADP use for the Needs Assessment survey but the package above this provides more applications and would be more appropriate for the ADP work.

Suzanne Macaulay will arrange for a link to all future surveys to be placed on the ADP website.

Fiona and Suzanne were thanked for the excellent work that has been, and is being, done.

7. Training Programme

STRADA training is planned for March, but there is no set date yet.

Elizabeth Shelby has been contacted by a psychiatrist who wishes to pilot motivational training techniques to mental health workers through the ADP. Emelin Collier is to liaise with Anne Hutchinson to ensure there is no duplication of training already provided. Wendy to forward relevant information to Emelin.

8. CAPSM

The last meeting was cancelled but this is a piece of work they are keen to take forward. CNES Social Work staff have expressed interest in the STRADA Children and Families training.

9. AOCB

9.1 Cothrom

Cothrom are asking for support with recruitment of the Substance Misuse post they want to appoint: minimum qualifications, training level etc. Michael Stewart will discuss this with Suzanne Macaulay and forward any relevant information to them

9.2 Scottish Government Visit

Mike Massario, from the Scottish Government, will be visiting at the beginning of next year. Gordon MacLeod and Colin Gilmour have to set a date. It is expected that the meeting may focus on the Road to Recovery.

10. Date of Next Meeting

TBC