

Outer Hebrides Alcohol & Drug Partnership

Executive Group Meeting

**28th June 2011
10.00am – 1.00pm**

Police Station, Church Street, Stornoway

Minutes of Meeting



Members Present:

**Gordon Macleod
Colin Gilmour
Mairi Bremner
John Edwards**

**Chief Inspector, Northern Constabulary
Health Promotion Manager, NHS Western Isles
Community Representative (by telephone link)
Head of Services Community Care, CNeS**

In Attendance:

**Wendy Ingledew
Suzanne Macaulay
Alasdair Macleod
Fiona Macdonald**

**ADP Coordinator
ADP Substance Misuse Development Officer
ADP Administrator
ADP Substance Misuse Information Research Officer**

Apologies:

**Emelin Collier
Sheila Scott
Donnie Mackenzie**

**Head of Planning and Development, NHS Western Isles
Director of Public Health, NHS Western Isle
Management Accountant, NHS Western Isles**

Agenda Item	Item/Discussion
	WELCOME:
1.	Apologies
	Emelin Collier Head of Planning and Development, NHS Western

	<p>Isles Sheila Scott Donnie Mackenzie</p> <p>Director of Public Health, NHS Western Isle Management Accountant, NHS Western Isles</p>														
2.	Funding Applications:														
	<p>To agree funding allocation guidelines Agreed if anyone has an interest in one of the applications they should declare it and drop out of the discussion for that application.</p>														
2.2	To consider funding applications against set criteria and marking sheet														
	<p>i. The group discussed the DTTO (Drug Testing Treatment Order) funding application.</p> <p>John Edwards left the room for the DTTO discussion due to a declared interest in the project.</p> <p>The Criminal Justice and Social Work Department along with the Sheriff previously initiated compulsory testing for criminals on bail who are not permitted to consume alcohol as part of their bail conditions and are looking for funding to operate their alcohol testing machine. The group agreed that this statutory service would be marked against the criteria and treated in the same way as all other Development Fund applications as it is not a requirement of the ADP to fund it.</p> <p>Each ADP member rated the service and the scores were added together to arrive at a total for the service.</p> <p>The DTTO funding application was discussed and the votes were as follows:</p> <table border="1"> <thead> <tr> <th>DTTO</th> <th>Votes</th> </tr> </thead> <tbody> <tr> <td>Gordon Macleod</td> <td>33</td> </tr> <tr> <td>Mairi Bremner</td> <td>29</td> </tr> <tr> <td>Emelin Collier</td> <td>34</td> </tr> <tr> <td>John Edwards</td> <td>n/a</td> </tr> <tr> <td>Wendy Ingledew & Suzanne Macaulay</td> <td>35.5</td> </tr> <tr> <td>Combined Score</td> <td>33.5</td> </tr> </tbody> </table> <p>The DTTO funding application received an overall score of 35.5.</p> <p>John Edwards re-entered the meeting.</p> <p>ii. The Group discussed the Barra Youth Café funding application. Wendy Ingledew stated that the ADP currently funds £3000 to Community Education in Uist and Barra and a percentage of the funding provides drug and alcohol workshop activities through Barra Youth Café; the ADP has also provided training to youth staff in the Café. The Barra Youth Café application states it aims to provides activities for young people in Barra and to raise the self esteem and improve the mental health of the young people who participate. The Group agreed there was a lack of evidence to show local need for these activities in the Need</p>	DTTO	Votes	Gordon Macleod	33	Mairi Bremner	29	Emelin Collier	34	John Edwards	n/a	Wendy Ingledew & Suzanne Macaulay	35.5	Combined Score	33.5
DTTO	Votes														
Gordon Macleod	33														
Mairi Bremner	29														
Emelin Collier	34														
John Edwards	n/a														
Wendy Ingledew & Suzanne Macaulay	35.5														
Combined Score	33.5														

section of the application which indicates a lack of participation in the application from young people to show what young people in the area are asking for.

The Barra Youth Cafe funding application was discussed and the votes were as follows:

Barra Youth Cafe	Votes
Gordon Macleod	24
Mairi Bremner	31
Emelin Collier	14
John Edwards	15.5
Wendy Ingledew & Suzanne Macaulay	19.5
Combined Score	20.75

The **Barra Youth Cafe** funding application received an overall score of **20.75**.

iii. The Group discussed the **Dochas** funding application.

The Dochas application states the project aims to provide support and advice for those whose lives are affected by substance misuse.

The Group agreed the application did not provide enough information on points such as local need and project monitoring in relation to how to evidence outcomes for clients and although it provided anecdotal evidence there was not enough evidence of local need. It was also agreed that there was not enough emphasis on partnership working and there is an opportunity for local agencies to work together to put in a joint bid rather than separate bids.

The votes were as follows:

Dochas	Votes
Gordon Macleod	14
Mairi Bremner	13
Emelin Collier	11
John Edwards	10.5
Wendy Ingledew & Suzanne Macaulay	11.5
Combined Score	12

The **Dochas** funding application received an overall score of **12**.

iv. The Group discussed the **Tagsa Uibhist** funding application.

The Tagsa Uibhist application states it will work with service users on a social and horticultural project.

During discussion, it was agreed that the application required greater explanation of the client outcomes being worked towards and not clear enough on how it would tie in with recovery for service users and assist clients to move on and work in partnership with existing substance services.

The votes were as follows:

Tagsa Uibhist	Votes
Gordon Macleod	12
Mairi Bremner	11
Emelin Collier	18
John Edwards	13
Wendy Ingledew and Suzanne Macaulay	14.5
Combined Score	17

The **Tagsa Uibhist** funding application received an overall score of **17**.

- v. The Group discussed the **An Caladh** funding application.

Wendy Ingledew informed the Group that An Caladh already receives £30,000 of funding from the ADP.

John Edwards and Emelin Collier queried the lack of partnership working in this application and whether this is a priority service for the ADP or whether it could taken forward by partnership working with local agencies.

The votes were as follows:

An Caladh	Votes
Gordon Macleod	17.5
Mairi Bremner	33
Emelin Collier	25
John Edwards	11.5
Wendy Ingledew and Suzanne Macaulay	18
Combined Score	21

The **An Caladh** funding application received an overall score of **21**.

- vi. The Group discussed the **Young Peoples Needs Assessment** funding application

Wendy Ingledew informed the group that the funding proposal had been submitted jointly by the Bridge Centre and Community Education.

John Edwards stated that he liked the proposal because it was short term and value for money.

Emelin Collier raised concerns that there would be duplication with the mental health needs assessment carried out by the Health Board a few years ago.

Suzanne Macaulay stated that she believes that this proposal is a good piece of

work and that we need to keep asking the young people what they want as what they wanted is not necessarily what they want now. Gordon Macleod stated that we need to be sure of what the kids want, but stated this should be carried out across the whole of the Western Isles and not just not in Lewis, although aware that these projects only have a Lewis wide remit so an alternative way of carrying out a needs assessment may need to be looked at by the ADP at a later date.

The votes were as follows:

Young Peoples Needs Assessment	Votes
Gordon Macleod	18
Mairi Bremner	17
Emelin Collier	18
John Edwards	24.5
Wendy Ingledew and Suzanne Macaulay	26
Combined Score	20.7

The **Young Peoples Needs Assessment** funding application received an overall score of **20.7**.

vii. The Group discussed the **Young Mums** funding application. John Edwards stated that he thought that it was a good application but did not consider it to be fully developed; this view was shared by the Group.

The votes were as follows:

Young Mums	Votes
Gordon Macleod	20
Mairi Bremner	21
Emelin Collier	17
John Edwards	20.5
Wendy Ingledew and Suzanne Macaulay	18
Combined Score	19.3

The **Young Mums** funding application received an overall score of **19.3**.

viii. The Group discussed the **Action For Children** funding application.

The Group agreed the application was very strong and met the ADP strategic priorities and outcomes aimed for.

John Edwards stated that he believed that the proposal was well presented and that it covers some of the same area as the Young Mums proposal.

The votes were as follows:

Action for children	Votes
Gordon Macleod	23
Mairi Bremner	23
Emelin Collier	26
John Edwards	26
Wendy Ingledew and Suzanne Macaulay	29
Combined Score	25.8

The **Action For Children** funding application received an overall score of **25.8**.

ix. The Group discussed the **Cothrom** funding application.

The application stated that, if successful, the project would employ a project worker. The issue of temporary posts was discussed and Wendy Ingledew emphasised that it is stated clearly in the SLA that the employees are the services responsibility and not the ADP's. The concern was also raised that although there are substance services in the Outer Hebrides and there may be duplication which must be addressed by better coordination of the groups and multi partnership working.

Gordon Macleod raised a query regarding the exit strategies for clients from this project.

The votes were as follows:

Cothrom	Votes
Gordon Macleod	14
Mairi Bremner	n / a
Emelin Collier	14
John Edwards	10
Wendy Ingledew and Suzanne Macaulay	19
Combined Score	14.25

The **Cothrom** funding application received an overall score of **14.25**.

x. The Group discussed the **Foyer** funding application.

Suzanne Macaulay explained the three parts of the Foyer application. The Group agreed the part relating to support the Lifeshaper programme was strong but the other two lacked detail and relevance to the ADP criteria.

The votes were as follows:

Foyer	Votes
Gordon Macleod	22
Mairi Bremner	30

Emelin Collier	24
John Edwards	23
Wendy Ingledew and Suzanne Macaulay	26.5
Combined Score	25.1

The **Foyer** funding application received an overall score of **14.25**.

xi. The Group discussed the **Counselling & Family Mediation Service Western Isles; Children Contact's Centre** funding application.

John Edwards declared an interest in the project and left the meeting room.

The Group agreed this is a strong application but lacked detail in areas relating to activities planning.

The votes were as follows:

Counselling & Family Mediation Service	Votes
Gordon Macleod	18
Mairi Bremner	24
Emelin Collier	24
John Edwards	Declared an interest so did not vote
Wendy Ingledew and Suzanne Macaulay	23.5
Combined Score	22.3

The **Children & Families** funding application received an overall score of **22.3**.

xii. The Group discussed the **Hi-Fires** funding application.

John Edwards re-entered the meeting.

The ADP previously awarded HiFires £10,000 in 2010 – 2011 for four courses across the Outer Hebrides. Gordon Macleod informed the group that all the skills acquired on the Hi-Fires course are transferable and that it is a positive course for young people to attend, Wendy Ingledew raised the point that the drug and alcohol content should be delivered on every course and because the Hi-Fires course previously received funding from sexual health there should also be sexual health content in each course. The Group agreed there was a lack of detail in the application in relation to drugs and alcohol content and outcomes and targeting young people affected by substances.

John Edwards gave his apologies and left the meeting due to a prior commitment.

The votes were as follows:

Hi-Fires	Votes
Gordon Macleod	27
Mairi Bremner	28
Emelin Collier	21
John Edwards	13
Wendy Ingledew and Suzanne Macaulay	18.5
Combined Score	21.5

The **Hi-Fires** funding application received an overall score of **21.5**.

xii. The **Caraidean Uibhist** funding application was discussed.

The Group agreed this is a strong application with clear links to the ADP strategic priorities and clear outcomes stated with partnership working at the “core” of the project. Discussed the application being written following consultation with stakeholders and agreed the Needs section is well evidenced.

The votes were as follows:

Caraidean	Votes
Gordon Macleod	25.5
Mairi Bremner	29
Emelin Collier	27
John Edwards	
Wendy Ingledew and Suzanne Macaulay	28
Combined Score	27.375

The **Caraidean** funding application received an overall score of **27.375**

3 3.1 To agree and allocate funding re-successful bids based on above

The ADP Executive Group has a fund of £40,000 to allocate to successful funding bids.

It was agreed the filtering process would begin by removing any bids that had a total score of 18 or less out of a possible total score of 36.

On this basis Dochas, Tagsa Uibhist and Cothrom were removed based on the above criteria.

Suzanne Macaulay listed the groups in order of their scores.

Service with score above 18	Actual Score	listed according to score	Amount received
Young Mums	19.3	10	£0
Young Peoples Needs Assessment Com Ed.	20.75	9	£0
Barra Youth Cafe	20.75	8	£0
An Caladh	21	7	£0
Hi-Fires	21.5	6	£0
Contact Centre	22.3	5	£0
Foyer	25.1	4	£3744
Action For Children	25.8	3	£18,000
Caraidean	27.5	2	£6080
DTTO	32.5	1	£6510

ACTION

On the basis of the scores, the Group agreed to fund the DTTO, Caraidean Uibhist, Action For Children and Foyers application in relation to support for the Lifeshaper programme according to the percentage system. The money allocated to the successful bids would be the same percentage of the total sum requested as the percentage of their total score was to the total possible score (36).

ACTION

Wendy Ingledew and Suzanne Macaulay to email and write to the Criminal Justice Department (DTTO), Caraidean Uibhist, Foyer and Action for Children informing them that their funding applications have been successful. Inform CJD that they will be funded £6,510, Caraidean Uibhist that they will receive £6,080 and Action For Children that they will receive £18,000. These sums were awarded based on the scores which they received for their funding applications. £5500 will be kept from the ADP funding pot to finance a Young Peoples Needs Assessment in the Outer Hebrides.

ACTION

Wendy Ingledew and Suzanne Macaulay to write a letter to and email Foyer informing them that they have been partly successful in their funding application. They will receive £3,744 for their Healthy Eating Project based on the score that they received for their funding application.

ACTION

Wendy Ingledew to draw up memo for approval by the Finance Dept for the sums agreed on to fund the successful applications on behalf of the ADP.

Wendy Ingledew and Suzanne Macaulay to write to the Family Mediation Western Isles (Contact Centre), Hi-Fires, An Caladh, Barra Youth Cafe, Community Education Young Peoples Needs Assessment, Community Education (Young

<p>ACTION</p> <p>ACTION</p>	<p>Mums), Dochas, Tagsa Uibhist and Cothrom to inform them that their funding applications have been rejected. Explain to Hi-Fires that the ADP will consider future funding applications.</p> <p>The Group also decided to carry out their own Needs Assessment of the Outer Hebrides in relation to alcohol and drugs and will link in with the Community Planning Partnership and other available resources to identify what local needs are. It was decided that £5,500 would be kept from the fund in order to finance this piece of work.</p> <p>Suzanne Macaulay and Fiona Macdonald to develop the Needs Assessment.</p> <p>Wendy Ingledew and Suzanne Macaulay to possibly contact Gareth Davison regarding possible support for the Needs Assessment throughout the Outer Hebrides.</p>
<p>4.</p>	<p>A.O.C.B.</p>
<p>5</p>	<p>Date of Next Meeting:</p>
	<p>7th September 2011</p>

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