

Outer Hebrides Alcohol Drug Partnership

Executive Group Meeting

**7th September 2011
10.00am – 11.30am**

Police Station, Church Street, Stornoway

Minutes of Meeting



Members Present:

**Gordon Macleod
Emelin Collier
Michael Stewart**

**Chief Inspector, Northern Constabulary
Head of Planning and Development - NHS Western Isles
Criminal Justice Service Manager – CnES**

In Attendance:

**Gordon Jamieson
Wendy Ingledew
Suzanne Macaulay
Alasdair Macleod
Donnie Mackenzie
Fiona Macdonald**

**Chief Executive, NHS Western Isles
ADP Coordinator
ADP Substance Misuse Development Officer
ADP Administrator
Management Accountant, NHS Western Isles
ADP Substance Misuse Information Research Officer**

Apologies:

**John Edwards
Mairi Bremner
Sheila Scott**

**Head of Services Community Care
Community Representative
Director of Public Health - NHS Western Isle**

Agenda Item	Item/Discussion
	WELCOME: Gordon Macleod welcomed everyone and opened the meeting
1.	Apologies
	Apologies were noted from John Edwards, Mairi Bremner and Sheila Scott.

	Michael Stewart attended the meeting in place of John Edwards and Emelin Collier attended the meeting in place of Sheila Scott.
2.	Minutes of Meetings
2.1	To approve minutes of 8 June 2011
	The minutes from 8 th June 2011 were approved.
2.2	To approve minutes of 28 June 2011
	The minutes from 28 th June 2011 were approved
3.	Matters Arising
4.	Finance Update 2011/12:
4.1	Financial Update:
	Donnie Mackenzie updated the Executive Group with the ADP financial update for 2011/2012. The Month 4 finance report shows that the OHADP have spent half of the £300,000 allocation. There were queries over the payments to the CnES Drug Support Worker and the Action For Children payments and after discussion it was decided that Donnie Mackenzie would update the finance sheet and redistribute it to the ADP Executive Group.
ACTION	Donnie Mackenzie to update the finance sheet 07.09.2011 with corrections and send round ADP Executive.
ACTION	Wendy to check the amount stated on memo and paid to Action for Children through the Development Fund.
	Gordon Macleod informed the group that Alcohol Awareness Week has been cancelled and also that the Community Safety Partnership (CSP) has had a discussion about doing a road safety campaign for safe driving in the winter and the OHADP could add an alcohol campaign along side it.
	Suzanne Macaulay informed the Executive that the OHADP support staff have been discussing implementing a drugs awareness campaign and that they are hoping to carry out an alcohol awareness campaign at the time of the upcoming National Mod in partnership with CSP depending on the finance being approved.
	Emelin Collier added that Mental Health Week overlaps with the Mod and that posters are going to be distributed and the OHADP could add alcohol awareness to this campaign as well.
	The Needle Exchange service was discussed and it was noted that there had been money set aside for the project but it had not been used yet. The need for

	<p>the service was questioned because of the very small intravenous drug using population on the island which is in itself transient and a query was raised as to whether the funding is now required for this project or whether it could be implemented elsewhere. Michael Stewart suggested that if it is a capacity issue then we could have low level trainers to come up to the islands to do a training session.</p> <p>Wendy Ingledew enquired as to the cost of the upcoming Christmas Campaigns and any other outstanding campaigns and Suzanne Macaulay informed the Executive that the cost was relatively low at approximately £800 a campaign.</p> <p>Suzanne Macaulay to discuss planning of future ADP educational campaigns and partnership working. To possibly speak to Frank Crichton regarding the role of the CSP in the planning and delivery of future campaigns.</p> <p>Wendy Ingledew highlighted that the OHADP have a development fund sum of money in reserve in case people telephone requesting one off alcohol or drug awareness events.</p> <p>Suzanne Macaulay stated that the previous year the Pointer's Group wanted to do a young peoples event at Christmas and funding may be useful from ADP for this.</p>
4.2	Outstanding Payments – awaiting further information

	<p>Group discussed Child and Adolescent Mental Health Service (CAMHS) funding which is currently on hold. It was noted that this situation had arisen because of the services reporting and confusion over which post and work the £37,000 money allocation was funding, whether the L&H post or the U&B post, which due to the information that was presented to the OHADP made interpretation of the facts very difficult.</p> <p>Emelin Collier informed the group that the £37,000 was for the L&H post although this was blurred because there had been an agreement at the initiation of the funding that the OHADP would fund one post and NHSWI would fund the other post. The member of staff in Uist wanted to reduce their hours to half days which left the service with a half day post vacant. The Scottish Government then supplied the money for another 30 hour post which was filled but became vacant again after 3 months.</p> <p>Suzanne Macaulay provided support to the service and the reporting information is now presented in a format that is clearer. CAMHS to improve reporting on prevention work also being measured which is more difficult to quantify. Emelin Collier noted that because 'lower level' cases are being dealt with earlier the instances that CAMHS receive are more complex. She also stated that the Uist post needs to be examined and it may be necessary to put a full time worker there. It was also noted that since the CAMHS posts were set up there has not been the need to send one young person to the mainland for treatment.</p> <p>Gordon Macleod stated that he was aware of the anxiety that holding funding causes but stressed that the OHADP have applied the same level of scrutiny to every service to ensure that the work is being done.</p> <p>After examining the large amount evidence that CAMHS are carrying out satisfactory work of a high standard the OHADP agreed that the CAMH funding will continue.</p> <p>Donnie Mackenzie left the meeting.</p> <p>ACTION Wendy Ingledew to write memo for CAMHS funding which has been authorized by the Executive Group to be continued.</p>
<p>4.3</p>	<p>Monitoring Process 2011/12</p>
<p>4.3.1</p>	<p>To receive update on monitoring process for 2011/12</p>
	<p>Wendy Ingledew updated the Executive that the Fiona MacDonald and Suzanne Macaulay have carried out a lot of work in order to set up an outcomes database so that baseline data can be gathered in order to estimate the prevalence of the consumption of alcohol in the Uists. The monitoring from gives the qualitative data while the databases give the quantitative information.</p> <p>Suzanne Macaulay added that she would appreciate feedback on the monitoring forms and database within the next week. She also noted that each of the 13 funded services will be informed, and updated about the new form and the data</p>

	<p>gathering process and why it is required in order to provide information and data for the OHADP. Each of the forms will be customized according to each services Service Level Agreement which is very time consuming but means that a true picture of each service is gathered.</p> <p>Michael Stewart commented that it is a very simple and easy document to follow but suggested a feedback section on one of the front page or other page.</p>
ACTION	Fiona MacDonald and Suzanne Macaulay to move contact information on the new Monitoring Form from the back page to the front page to give a clear point of contact for any queries regarding filling in the form.
ACTION	Suzanne Macaulay to write a covering letter to go out with the new Monitoring Forms to explain process and that support is available to fill out, also to state that we recognise these are new forms so services may not yet have all info but they will be expected to gather the info for March report.
	Michael Stewart raised the query as to whether all the information gathered by these forms was going to be used locally.
ACTION	Suzanne Macaulay and Fiona MacDonald to check that all the information that is being gathered is information that we will actually use locally. If not then remove from the Monitoring Form e.g. ethnicity
	Wendy Ingledew queried whether the general monitoring form from Aman Toor had been completed.
	Michael Stewart suggested that it was important to include the age of the person at the start of the referral.
ACTION	Suzanne and Fiona to update form; to review section on age groups to add further explanation that age should from first day of referral or age as of 1 st of April.
4.3.2	To receive and discuss update on Waiting times reporting
	<p>Fiona MacDonald informed the Executive that the various services which were less forthcoming with the HEAT target waiting time data for Fiona have been addressed and it is hoped that this will improve the matter.</p> <p>Michael Stewart noted that a new representative from the council is required on the OHADP Executive Group as John Edwards is retiring. He also noted that he would probably not be the replacement. He also commented that it should not be the role of the ADP to chase up information from CnES and the new representative would take over this role.</p> <p>Gordon Jamieson entered the meeting.</p>
ACTION	Fiona MacDonald and Michael Stewart to meet and discuss how best to resolve

	the problems with information gathering process in relation to waiting times.
5.	ADP Strategy and Action Plan:
5.1	ADP Strategy
ACTION	<p>Suzanne Macaulay updated the group that the OHADP Strategy will be available shortly on the OHADP website.</p> <p>The links from the OHADP website were discussed.</p> <p>Suzanne Macaulay to review links from OHADP website. To possibly update with appropriate services.</p>
5.2	ADP Support Team Action Plan
	<p>Wendy Ingledew informed the group that they are on target and have done an updated plan for September onwards. She noted that the team may have a capacity issue. She suggested that for education and training they would honour existing commitments but agree to no more just now. This would be reviewed as the year went on. It was also suggested that campaigns would be shared with other agencies to share the work.</p> <p>Gordon Macleod commented that we need to link with other agencies as far as capacity issues.</p> <p>Wendy Ingledew noted that the service visits are meant to be carried out by OHADP Group members and Colin Gilmour stated that he found his visit to CPCICAD very beneficial. Gordon Macleod added that while in Uist he visited An Caladh and attended the Monday Club, which is supported by partner agencies.</p>
6.	ADP Development Days
	<p>Gordon Macleod updated the groups on the ADP Development Days that were carried out.</p> <p>In Barra, attendance was low but there was concern that both ADP and NHS provision of island wide service statutory services do not give Barra the services that they should have. Stated that Uist services do not cover Barra as they should. There was a request that a dedicated substance post be set up and also a Barra Sub Group.</p> <p>The Uist meeting had higher attendance and issues raised included concerns that there is an issue with capacity to safely carry out a number of detoxes at the same time according to regulations as there must be at least 2 visits a day. Suggested another Substance post be set up in Uist. Suggestion to set up a partnership group in order to evaluate and bring forward relevant OHADP funding requests. There was agreement that attendees would have local discussions on how to best proceed with partnership working for future service development. Gordon Macleod also stated that he was impressed with the discussion about the</p>

areas where they were not managing to reach problem drinkers. Wendy Ingledeu noted that they realise that they should come under one umbrella for the ADP funding.

In Harris, there was feedback from GP that detox is easier now as they have more community support as people don't generally go from Harris Stornoway for detox but there is no local therapeutic services for people in Harris to tap into. There was also a suggestion that divisionary activities are set up for communities, e.g. football and sporting activities to divert young people away from risk taking behaviour e.g. sports, running club, tennis court these sorts of things. Also a suggestion that there is room for research to find out what the youngsters are interested in. There was agreement from those attending that the community has to come on board and change the way that the community views alcohol and drugs. The issue of taxis supplying or transporting alcohol to people drinking in their homes was also raised and Gordon Macleod commented that he had spoken to the Licensing Forum concerning this issue and that two doctors had spoken to him about this issue. There was also discussion about the fact that some people from groups who buy alcohol depending on who has claimed their benefits

In Stornoway, there was high attendance. Some feedback that there is a lot of drug and alcohol use in younger age group and above and people don't see it as a problem, e.g. normalised cannabis and speed use. Suggestion that culture and price of alcohol and the cheapness increases local problem and support voiced for local supported accommodation and rehab. There was an issue around a lack of supported tenancies for young people, those with alcohol problems and vulnerable adults raised and the CAPSM issue was discussed. Discussion took place on the lack of services offered in rural areas and cost of buses and accessibility of Stornoway based services raised by Lifestyle. Support for employment based initiatives was voiced and concerns expressed over unemployment an issue – alcohol a social support as it gives people a social circle. Need for alternative activities in community and town that doesn't involve alcohol. Gordon Macleod informed the Executive Group that there was a great turn out at the Stornoway OHADP Development Day Meeting, and although a lot of people did not speak it was a very good meeting.

Gordon Macleod stated that the OHADP Development Days were on the whole very positive and it was worthwhile carrying them out.

Emelin Collier questioned whether there were any therapeutic services in Harris because a CPN used to provide these services.

Michael Stewart stated that Shona Macleod provides services in Harris as far as he is aware.

ACTION

Emelin Collier to examine if therapeutic services have continued in Harris after previous CPN retired.

Michael Stewart suggested that if communities are telling us that there is a need then we as the OHADP need to look at that need and address it.

	<p>Gordon Macleod queried, regarding therapeutic employment, whether Hebrides Alpha may have a role in discussions in future service provision.</p> <p>Michael Stewart gave an example of Apex as an example of creative partnership working as they previously amalgamated with Voluntary Action Lewis. He also noted that the Needs Assessment guides the service.</p>
7.	ADP Needs Assessment
	To be carried over to the next meeting for discussion
8.	ADP Training Programme
ACTION	<p>Concerning the STRADA training the Executive Group were informed that Gordon Macleod, Suzanne Macaulay and Wendy Ingledew have spoken to STRADA and they have agreed to provide the training that was initially agreed upon as well as providing a Train the Trainers manual. Training to take place in February.</p> <p>Wendy Ingledew commented that STRADA have been asked to take forward the workforce and development learning.</p> <p>Michael Stewart queried what level of qualification is required for counselors before they meet the approved standards.</p> <p>Wendy Ingledew noted that some qualifications are not delivered in Scotland.</p> <p>Wendy Ingledew to investigate what qualifications are recommended for substance misuse work. Inform Michael Stewart as interested in regards to Drug Support Worker post.</p>
9.	CAPSM
	To be carried over to the next meeting for discussion.
	Gordon Macleod closed the meeting.
10.	Date of Next Meeting
	7th December 2011