

# Outer Hebrides Alcohol & Drug Partnership

## FINAL

### Meeting

Date: Wednesday 5<sup>th</sup> September, 2012

Venue: Conference, Room, Police Station, Stornoway

**PRESENT:**

Gordon Macleod  
Isobel MacKenzie  
Michael Stewart  
Bernard Chisholm  
Mairi Bremner

ADP Chair; Chief Inspector, Stornoway Police  
Housing Strategy Development Officer, CnES  
Service Manager, Criminal Justice Services, CnES  
Head of Children's Services CnES  
Community Representative, Uist & Barra

**IN ATTENDANCE:**

Wendy Ingledew  
Fiona Macdonald

ADP Co-ordinator, NHS WI  
ADP Substance Misuse Information & Research  
Officer, NHS WI  
Management Accountant, NHS WI

Donnie MacKenzie

**NOTE TAKER:**

Lorraine Gillies

Senior Administrator, Health Promotion, NHS WI

**1. APOLOGIES**

Apologies were received from Gordon Jamieson, Marine Munro, Emelin Collier, Mary MacInnes and Mairi Campbell.

**2. APPROVAL AND ACTIONS ARISING FROM MINUTES OF LAST MEETINGS, 19/06/2012 AND 05/07/2012**

The notes were approved as a correct record.

**3. ADP FUNDING**

Donnie distributed a finance report. A breakeven position is predicted.

An update on the funding position re Lifestyle was given

The group agreed that as well as funding they should also take some responsibility for how the monies are used.

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**ACTION: Agenda Item** for next meeting – now that the funding has been distributed look at the landscape of service provision and map any gaps against the strategy.

### 4. UPDATE ON ACTION POINTS

#### 4.1 SLA's, Monitoring Forms and Database

As the monies were received by the ADP late and hence not allocated until July and in one allocation for the year, it was agreed therefore that two monitoring forms were not needed. The ADP Annual Report requires some information so the outcomes database is to be completed twice, (December and March); this will provide intelligence on omissions and anything that needs to be rectified. Monitoring forms will be distributed in March only.

This information will be included in the SLA, which will be amended to reflect the above.

Fiona MacDonald is working with services to ensure the data entry and recovery is as easy as possible, recognising that they have their own monitoring systems, and possibly need to supply information to other organisations as well as the ADP.

ADP's in other areas have asked for copies of the Western Isles database.

#### 4.2 Update from meeting with Hebrides Alpha Supported Accommodation Unit

Gordon MacLeod met with Shona. She informed him that nobody would be excluded from the service. They do however encourage church attendance and will take anyone, and collect them, to any church, as interacting with people is valuable. Although the Supported Accommodation Unit is a bible based service, they mainly concentrate on characters and their flaws. They have never had any complaints from any non-Christians.

#### 4.3 Update from meeting with Uist & Barra Service Providers Group

A videoconference meeting was held in July, and then Gordon MacLeod, Emelin Collier and Wendy Ingledew met with the group in person in August. The meetings were very productive, and although the group were keen that a detox post should be funded, it was made very clear that if this happened the post must be hosted by a voluntary organisation. They have submitted another proposal for consideration.

**ACTION:** (from general discussion) **Wendy Ingledew** is to write to Lesley MacDonald, from the Licensing Board, to ask about their representative on our group, as well as ADP representation on the Local Licensing Forum. Michael Stewart has been nominated to represent the ADP on this group.

### 5. UPDATE ON VACANT SUPPORT TEAM POSTS

Substance Misuse Development Officer – four applicants were interviewed. The first selected accepted the post, and then had to decline on family grounds. The next selected applicant will be offered the post.

ADP Administrative Assistant – four applicants will be interviewed on 6<sup>th</sup> September.

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### 6. Community Planning Partnership (CPP)

The Single Outcome Agreement group identified, by logic model, different activities:

- Improved ..... children affected by parental substance misuse;
- Staff training;
- Workplace alcohol policies;
- Improved substance misuse education in schools;
- Youth working;
- ABI's.

They asked if the ADP wanted to create a group, to sit under the Health and Wellbeing Group (HWBG), to produce an action plan to take this forward. The group agreed that the HWBG should advise the CPP that all partners sign up to Healthy Working Lives and allow their policies to be looked at. Some of these points are already being worked on, e.g. point 1 is a Child Protection Agency matter.

The ADP Strategy and Action Plan will be forwarded to the HWBG, saying that the ADP are happy to take the lead and are happy to discuss any suggested changes.

**ACTION: Wendy Ingledew** to send the Strategy and Action Plan to the HWBG, as well as recommending the CPP partners sign up to Healthy Working Lives.

### 7. Training the Trainers: Foundations of Education For Facilitators Of Training in Psychological Therapies

Wendy Ingledew is attending this, 18<sup>th</sup> & 19<sup>th</sup> September, and will cascade the training to other services if and where appropriate. She will forward the information to partners who can apply to attend if they feel they would benefit.

There doesn't seem to be any standardised training levels on how some people can call themselves alcohol workers. People may be providing services they are not qualified for. Longer term, the group should think about requesting formal levels of training and set minimum standards, based on the service delivery. A training needs assessment has been done; this should be checked to see how current it is.

**ACTION: Wendy Ingledew** to forward course information to partners.

**ACTION: Wendy Ingledew** to check with Health Scotland in order to develop a full training list re workforce development for ADP funded services

### 8. ADP MEMBERSHIP

Morag Munro, from Voluntary Action Harris, has resigned and recommended Marine Munro (also from VAH) as a replacement; Marine has already attended a few ADP meetings as Morags replacement in VAH. Within the Third Sector an interface group – **CIG** – has been set up, at the behest of the Scottish Government, to recommend any voluntary sector representation on groups.

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**ACTION: Wendy Ingledew** to write to Morag Munro, thanking her for her contribution.

**ACTION: Wendy Ingledew** to write to **CIG** informing them that Marine Munro has been attending as a Harris representative, and the group are happy for her to continue.

## 9. KINSHIP CARE – MEETING 13<sup>TH</sup> AUGUST

Citizen's Advice Bureau from Midlothian visited the Western Isles to promote a new project: "Kinship Care". This is aimed at helping family members who need to look after children of parents who have substance misuse problems, or are in jail, etc. It provided support and advice on matters of finance, benefits, etc. Fiona Macdonald will forward the information to the group.

## 10. AOCB

### ○ ADP National Event – November 2012

Gordon MacLeod, Wendy Ingledew and Fiona MacDonald will attend this event and feedback to the group.

### ○ ABI's

Numbers have fallen significantly and are in the "red zone" for the Health Board; a report needs to be submitted to the Scottish Government. The numbers are reduced for Primary Care, and the Assistant Chief Operating Officer has asked the Primary Care manager to look into this.

### ○ Choices for Life Funding

Roddy MacKay has asked if the underspend from the above funding can be allocated to the "Rock Challenge" – this is a scheme encouraging youths to participate in activities helpful to them. The cost would be used to transport the youths to the mainland, in order to participate. The group agreed to this.

### ○ Uist and Barra Funding Bid

- Community Detox Post, Uist and Barra: there was some discussion around this. Just one dedicated staff member is not ideal; a bank staff set up would be better. The job post is not set up to deliver yet, so further discussion is needed before funding is given.
- Admin Post: £10,450 allocated for six months. The post worker will be expected to collate all the information requested for Fiona.
- Radical: £2,400 agreed for six months.
- Cothrom: £6,000 agreed.
- Carraidean Uibhist: £6,580 agreed.
- An Caladh: they asked for £30,400 for 12 months = £15,200 for six months. This cost includes £10,000 per 12 months for the use of the catering premises. The ADP group were not happy to fund offsetting costs of exclusive use of premises/food. They were allocated £13,908, with £2,500 to be used on premises/food.
- Substance Misuse Support Worker, Uist and Barra: It was agreed to fund one post, which would cover both Uist & Barra and would be hosted by a voluntary organisation. Funding of £16,000 was allocated based on the Lewis & Harris staff

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costs, but with an addition of £4,580 to cover increased travel costs of covering Uist and Barra. The post must be needs identified and evidenced that the whole geographical are is being covered. This will be included in the SLA.

**SUMMARY**

<b>Details</b>	<b>Amount Allocated</b>
Admin Post	£10,460
Radical	£2,400
Cothrom	£6,000
Carraidean Uibhist	£6,580
An Caladh	£13,980
Substance Misuse - Support Worker, Uist and Barra	£20,580
<b>TOTAL</b>	<b>£60,000</b>

**11. DATE OF NEXT MEETING**

**Wednesday 5<sup>th</sup> December 2012**

**END**