

# Outer Hebrides Alcohol & Drug Partnership

## FINAL

Outer Hebrides ADP Members Meeting

Date: Wednesday 4<sup>th</sup> December 2013 12 noon – 2 pm

Venue: Conference Room, Police Station, Church Street, Stornoway

### PRESENT:

Gordon Jamieson

Gordon Macleod

David Blaney

Isobel Mackenzie

Michael Stewart

Mairi Bremner (via video link)

Mary MacInnes (via video link)

Emelin Collier

ADP Chair; Chief Executive, NHS Western Isles  
Chief Inspector, Police Scotland (Outer Hebrides)

Chairman of the Licensing Board, CnES

Housing Strategy Officer, CnES

Criminal Justice Service Manager, CnES

Community Representative

Service User Representative

Head of Planning & Development, NHS Western Isles

### IN ATTENDANCE:

Wendy Ingledew

Fiona Hall

Suzanne Macaulay

Shona Macleod

ADP Coordinator, NHS WI

ADP Substance Misuse Information and Research  
Officer, NHS WI

ADP Substance Misuse Development Officer, NHS WI  
Manager, Hebrides Alpha Supported Accommodation

### NOTE TAKER:

Karen Peteranna

ADP Administrative Assistant, NHS WI

### 1. APOLOGIES

Apologies were received from Bernard Chisholm, Marine Munro, Mairi Campbell and Donnie Mackenzie.

### 2. PRESENTATION BY SHONA MACLEOD – HEBRIDES ALPHA SUPPORTED ACCOMMODATION UNIT

Shona thanked the ADP for the opportunity to present to them. She advised she would be discussing the outcomes for the past 2 years for the Supported Accommodation Unit and in particular the main 17 clients which had come through the programme in 2011-13. She advised that of the 17 admissions, 12 had completed the programme of 6-12 months. 5 out of 12 had remained abstinent after the programme, 3 out of 12 had reduced their substance misuse and while 4 out of 12 noted no change to the substance misuse after completing the programme. Of the 5 people which were admitted but did not complete the programme, 1 client attended for 3 months only but is doing well, 2 noted a reduction in their substance misuse and

2 noted no change – one female which left the programme within 3 months had physical health problems and is now addressing these.

Shona advised that she had been absent from work for 3 months and during this time the staff chose not to fill to capacity (6 persons), choosing to reduce capacity to 4 persons.

It was suggested that the longer the person is in supported accommodation the higher the success rate and Shona agreed she had found this at another supported accommodation unit she had worked at; she found that a client who had stayed in supported accommodation for 1 year remained abstinent for 12 – 14 years. Shona has also found that personality disorder can impact negatively on a person's ability to remain abstinent. The service keeps in touch with clients for 6 months after the programme and has found that peer support and other local substance misuse services are extremely useful to clients when they complete the programme.

The ADP Chair agreed the Supported Accommodation Unit had a reasonable success rate. It was queried if Uist and Barra clients are accepted to the service and Shona confirmed that they are, as the service is Western Isles wide, and to date it has worked well. Client's are welcome to return to the unit for a weekend each month however this does not tend to be a preferred option for clients and referring them to Uist and Barra services is.

It was queried with Shona if she had identified any gaps in local services which the Outer Hebrides ADP could seek to address through future funding rounds. Shona advised that drug users and dual users (alcohol and drugs) were more difficult to keep hold of and this was certainly a concern.

The ADP Chair thanked Shona for providing the ADP members meeting with the presentation on the Hebrides Alpha Supported Accommodation service.

### **3. APPROVAL OF MINUTES**

It was noted the title of the meeting should be 'Outer Hebrides ADP Members Meeting' rather than 'Outer Hebrides ADP Funding Allocation Meeting'; otherwise the minutes were approved as a correct copy.

### **4. ADP UIST & BARRA SUB GROUP MEETING 22<sup>nd</sup> AUGUST 2013**

The Uist & Barra subgroup meeting minutes of 22<sup>nd</sup> August 2013 were noted by ADP members. The members present thought it would have been of interest to know more details on the proposed supported accommodation unit noted in item 11.1 e.g. who was involved in the negotiations and who was going to provide the service.

### **5. ADP EXECUTIVE HELD ON 4<sup>th</sup> DECEMBER 2013**

Wendy provided the ADP members present with an update on the ADP Executive Meeting which took place prior to the ADP members meeting. She advised that the 2<sup>nd</sup> payment of ADP funding had been approved for the CnES Alcohol Support Worker and CnES Drug Support Worker.

Members were advised that as the NHS Alcohol and Mental Health Liaison Nurse funds are top-sliced they would received their 2<sup>nd</sup> payment of funding however a letter would be issued to their Head of Department and NHS Chief Executive regarding inadequate outcomes and monitoring returns from the service.

As the Substance Misuse Coordinator for Uist and Barra's funds are also top-sliced they would also receive their 2<sup>nd</sup> payment of funding however a letter would be issued to Mr Hocine to confirm the Substance Misuse Coordinator role is separate to his role with the SMPUB.

Action for Children's 2<sup>nd</sup> payment was approved however they were asked to confirm when their contracts start and end date was for the Early Intervention Young Person Liaison Worker was.

Crossreach's 2<sup>nd</sup> payment would be withheld until they confirmed the service was registered with the Care Inspectorate.

*2<sup>nd</sup> payments were previously approved for:*

- CAMHS
- Community Nurse (Alcohol Misuse)
- Hebrides Alpha Supported Accommodation
- Hebrides Alpha Trading
- CnES Outreach
- Substance Misuse Partnership for Uist & Barra

The members were advised that in future ADP correspondences would be addressed to Heads of Service (where applicable) with Line Management copied in.

An ADP Finance meeting will be held in February to discuss gaps in services identified by the ADP support team. Suzanne advised that a survey would be issued to funded services to assist in identifying service gaps. The Chair highlighted the point made by Shona of Hebrides Alpha Supported Accommodation that drug users and dual users (alcohol and drugs) were more difficult to keep hold of and this was certainly a concern.

The ADP support team advised a survey would be issued to funded services to establish realistic service gaps.

**ACTION: Suzanne/Karen** - Issue survey to funded services re: realistic gaps in services locally.

## **6. APPOINTMENT OF CHAIR AND VICE CHAIR**

Wendy advised that the group was required to seek nominations for a Chair in line with the Term of Governance as follows:

*The Chair should be an individual involved in the operation of the Community Planning Partnership at a strategic level; should possess the skills required to lead the partnership effectively, engage effectively with other partners in the Community Planning Partnership, give strategic direction; and should also be prepared to give the time and commitment that the role requires.*

The tenure of the Chairperson will be on a three yearly basis.

Gordon Macleod reiterated the fact that he decided to step aside as the Outer Hebrides ADP Chair at the ADP Meeting in September after 4 years. Gordon Jamieson agreed to take on the role of Chair and all members present agreed with this decision. It was voiced that a decision

was required on the position of the Vice-Chair now as this was vacant with Gordon Jamieson leaving this role to take on the Chair position.

The ADP Chair suggested that the ADP decide if they wished for the Vice Chair and/or Chair to be linked to the Community Planning Partnership (CPP) and the Governance can be changed to include the ADP member's decision if required. It was noted important that the Outer Hebrides Chair had a stand-alone seat on the CPP. It was also suggested that some member's may be happy to be Vice-Chair but would not like to be the Chair. Wendy advised she would check the guidance from the Scottish Government on Chair and Vice-Chair selection.

The ADP Chair put to the group if they would like to alter the current membership criteria. It was agreed that the membership criteria would be put to members for discussion and it was suggested that other ADP's governance papers (including Orkney & Shetland) would be reviewed to help in this decision.

**ACTION: Wendy** – Check the guidance from the Scottish Government on Chair and Vice-Chair selection.

**ACTION: Wendy** – Issue current OH ADP membership criteria to members for discussion.

**ACTION: Karen** – Request governance documents from other ADP's (including Orkney and Shetland).

## 7. **ACTIONS FROM ADP MEETING 18<sup>TH</sup> SEPTEMBER 2013**

ADP members were advised all action were complete or ongoing.

Fiona Hall advised the group that following her action to assess if there was a specific area where ABI's were low and alcohol related mortality was higher locally no pattern was evident however it would be worthwhile monitoring in the future. Following a request for action from the previous ADP members meeting Fiona also provided the group with a general breakdown of ABI's undertaken by practices. It was noted that this information does not inform of the effectiveness of ABI's. Fiona advised that if the general alcohol consumption per area was known this information would be more informative. Well North may be able to assist here. The pattern of ABI's performed and alcohol related discharges can be analysed. It was also suggested it be queried how successful ABI's were in clients dropping their alcohol consumption although it was noted that ABI's are not intended for high alcohol consumers. It was requested that ABI performance be looked at per geographical area rather than by GP.

It was noted that there are many screenings being undertaken and it's unfortunate that they are not reported back to the Scottish Government. For example 144 screenings had been undertaken by Benbecula GP. Just 5% of people who receive a screening receive an ABI. Screenings are undertaken at Well North appointments however these see low attendance.

It was suggested a Freedom of Information request be submitted to local large supermarket re: alcohol sales for the past 5 years.

Karen provided the members with an update on the action re: other ADP's use of risk registers. She advised the group she sent an email requesting ADP's stand on risk registers to all ADP's in Scotland and 7 replies were received. It was found 2/7 ADP's used a risk register (Borders and Moray). Borders use a risk register for their Executive Group while having specific ones for procurement processes. Moray uses a risk register for high level strategic pieces of work rather than operational. 2/7 advised they intended to implement a risk register in the future

(Grampian and West Lothian). West Lothian also requested the Outer Hebrides ADP share our approach and good practice with them. Orkney advised they did not have a risk register however they did log risk with the NHS Public Health Department while attending their monthly risk register meetings. Fife advised they did not have a formal risk register however they built in regular reviews and scoping based on SWOT or PESTLE analysis for strategic level. One other ADP advised they did not use a risk register. It was suggested Karen ask the ADP's using risk registers for copies of these for the Outer Hebrides ADP to peruse.

**ACTION: Fiona** – Check pattern re: alcohol related discharges decrease.

**ACTION: Fiona** – Check ABI's performed per geographical area.

**ACTION: Fiona** – Freedom of Information request be submitted to local large supermarket re: alcohol sales for the past 5 years.

**ACTION: Karen** – Request copies of Risk Registers from ADP's

*Gordon Macleod joined the meeting.*

## 8. INTEGRATED CARE PATHWAY (ICP)

*Copies of the 'Draft Integrated Care Guidelines – Alcohol and Drug Users' and 'Integrated Assessment Document' were tabled.*

Fiona thought it should be noted that she drew-up a generic Integrated Assessment Document in draft form following a request from Mr Hocine, Substance Misuse Co-ordinator for Uist & Barra. It was issued by Fiona to Mr Hocine to comment on however Mr Hocine has now issued the document to the Outer Hebrides ADP.

Mr Hocine was asked to submit the draft copy of the ICP to the ADP prior to the December ADP meeting to allow ADP members to read and comment on the draft at the meeting. It was agreed that as the documents were received from Mr Hocine by email on the evening of the 3<sup>rd</sup> December 2013 and did not allow member's sufficient time to review the document, the documents would be emailed to all OHADP members for comment and return to Karen Peteranna by a specified date. Karen will then compile and submit comments on the ICP to Mr Hocine to address and request that the updated documents be resubmitted to the OH ADP by a specified date. Once the OHADP are satisfied with the draft edit it would be issued to a wider audience for comment. It was also agreed that 'Integrated Care Pathway' would be added to the agenda of the next ADP members meeting with Mr Hocine being asked to present the ICP documents to the group.

**ACTION: Karen** – Issue ICP documents to all ADP members for comment and return to Karen by specified date.

**ACTION: Karen** – Compile and submit comments on ICP to Mr Hocine to address and ask that updated documents are resubmitted to the OH ADP; including date for return.

**ACTION: Karen** – Issue ADP approved draft of ICP to wider audience for comment.

**ACTION: Karen / Suzanne** – Ensure 'Integrated Care Pathway' is included on the agenda for the next ADP meeting.

**ACTION: Karen** – Invite the Substance Misuse Co-ordinator for Uist & Barra to present the ICP documents to members at next ADP meeting.

## 9. STRADA TRAINING

Karen updated the group on the STRADA Reference Group Meeting which she attended on 25<sup>th</sup> September 2013. At the meeting 4 options were provided for the operational delivery of STRADA for 2014-15:

- (1) Learning and Development is delivered local by local resources already in place (non STRADA)
- (2) A combined delivery by local and STRADA
- (3) Non-local delivery across central areas of Scotland by STRADA
- (4) ADPs allocate resources for Learning and Development delivery managed and QA'd by STRADA with localised development and delivery

ADP members were informed that Karen received an email from George Burton, STRADA Operations Coordinator which stated STRADA's 'preferred way forward would be a locally agreed arrangement with other ADP partners which meets the needs of the workforce and is compatible with the strategic shift Scottish Government has given'. The ADP members felt that ADPs as well as STRADA are unsure of what will be STRADAs focus from 2014-15. It was suggested in the meantime that the ADP should write to the Scottish Government detailing reasons why the 4 options put to ADPs by STRADA are not suitable for the Outer Hebrides e.g. the financial disadvantage the Outer Hebrides would be put in from being a smaller ADP.

*Gordon Jamieson left the meeting.*

It was put to members if the ADP would like to cover the cost of allowing a SMPUB member to attend the STRADA 'Working with Drug and Alcohol Users' 4 day course in Stornoway in February 2014 as this course cannot be guaranteed to be run in the Uist's due to the uncertainty surrounding the future of STRADA training. Member's advised they do not agree to financially assist the SMPUB with this. It was agreed an email would be issued to the Uist & Barra subgroup to make them aware the 'Working with Drug & Alcohol Users' course in Stornoway in February 2014 is now open to Uist & Barra delegates also due to the uncertainty around STRADA training available next year.

**ACTION: Gordon J/Wendy/Karen** - Write letter to the Scottish Government (SG) stating the OH ADPs concerns for each of the 4 options on possible future training delivery which was put to ADPs by STRADA at the 'ADP Reference Group' in September 2013. (Wendy to confirm appropriate contact at SG)

**ACTION: Karen** - Email Uist & Barra subgroup to make them aware the 'Working with Drug & Alcohol Users' course in Stornoway in February 2014 is now open to Uist & Barra delegates also due to the uncertainty around STRADA training available next year.

## 10. **MONITORING PROCESS – OUTCOMES DATABASE & MONITORING FORM**

The above forms (for April – September 2013) were sent out to services on 23th September with a request that they be completed and returned to the ADP by 11th October – it was stressed that no extensions could be given or late returns considered, resulting in the non payment of 2nd payments. The support team worked on the returns to collate, carry out SWOTs and agree the final report, which was then circulated to members on the 25th October for their comments/approval re 2nd payments and responses were to be returned by 31st October. A reminder was sent out to members on the morning of the 31st October. One response was received approving all payments except for the following:

- Alcohol support worker
- Drug support worker

It was advised that payments for both these posts be subject to agreement by the ADP Committee due to delayed info. This was referred to Executive Committee for further discussion.

- Alcohol Liaison Nurse - It was advised that payment should be withheld until the required information was provided. A lack of data was noted and no assessment of progress on the service can be made. This was referred to Executive Committee for further discussion.

A further reminder was sent out to members on the 4<sup>th</sup> November requesting their urgent returns and adding that their silence would mean compliance with the 2<sup>nd</sup> payment. Three further returns were received approving all payments apart from the following:

- Action For Children, Early Intervention Liaison Worker. This was referred to Executive Committee for further discussion.
- Substance Misuse Coordinator Uist & Barra. This was referred to Executive Committee for further discussion.
- Crossreach 2 responses:-
  - (1) Half of payment approved. This was referred to Executive Committee for further discussion.
  - (2) £5,000 payment approved only. This was referred to Executive Committee for further discussion.

Following the little response a third email was sent to members urging them to respond as their silence would be taken as compliance. One more response was received approving payment of all second payments.

It was queried if Crossreach had confirmed their registration with the Care Inspectorate for the new Housing Support Worker post. Karen advised they had not done so to date. It was agreed the 2<sup>nd</sup> instalment of funding would be withheld until confirmation of registration was received by the ADP. A letter would be issued to Crossreach requesting they confirm their Care Inspectorate registration by a specified date.

It was noted that the SMPUB were not satisfied with the short period from receiving the Outcomes Database and Monitoring Form to the submission date. It was agreed it should be longer in future and they would be issued in January 2014 for return in April 2014.

**ACTION: Karen** - Advise Crossreach 2nd payment cannot be received until the Care Inspectorate registration query from the ADP has been dealt with – set deadline for response.

**ACTION: Karen** - Issue Monitoring Forms and Outcomes Databases to funded services in January 2014.

## 11. **ABI, WAITING TIME STANDARDS, ADP & ISD COLLECTION OF DATA REPORTING:**

### 11.1 **ABI STANDARD**

Previously reported data showed a total of 44 ABIs delivered in Q1 with 4 being in the wider settings. Revised data shows a total of 53 ABIs being delivered in Q1 with 13 being in the wider settings. All the additional ABIs were added under the 'Community – Children and Families' heading. This gives a year to date total of 125 ABIs being delivered with 25 being in the wider settings. This means we are meeting our target once more and are in fact slightly above it. The ABI Planning Group continue to meet to contribute to the Western Isles achieving its target for 2013/14 and embed delivery of ABI's in services for the future.

### 11.2 **WAITING TIMES STANDARD**

The Outer Hebrides met and exceeded the HEAT A11 Waiting Times Target for 2013. The target stated that by March 2013, 90% of clients would wait no longer than 3 weeks from referral received to appropriate drug or alcohol treatment that supports their recovery. Outer Hebrides data showed that 98.2% of clients began treatment within 3 weeks of referral, this compares to the national figure of 94.6%. This clearly demonstrates the hard work being carried out locally to ensure people have access to the services they require.

This target has now evolved to become a HEAT Standard for 2013/14 and all tier 3 and 4 services are expected to continue to provide data to support this standard.

## **12. REPORT OF SERVICE VISITS**

Karen advised the group that following the action from the ADP Members Meeting on 9<sup>th</sup> July 2013 where it was agreed funded service visits would take place in 2013 with an ADP member and ADP support team members pairing at each visit all visits had been undertaken apart from the visit to the Alcohol and Mental Health Liaison Nurse (this will be rescheduled for 2014).

Karen advised the group that the Drug Support Worker noted a problem with 'legal highs' becoming increasingly popular. Michael agreed that 'legal highs' were certainly a problem in Criminal Justice. Gordon Macleod and Michael agreed they would meet to discuss New Psychoactive Substance (NPS) / 'legal highs'. It was felt also by the Drug Support Worker that there is a common gap for all drug and alcohol services in weekend cover. CnES have committed to keeping the Alcohol Support Worker and Drug Support Worker services as well as contributing to the Waiting Times Database and Outcomes Database.

Donna MacLennan undertook the Crossreach 'Dochas' Housing Support Worker post in September 2013. This service is based at the Lewis Street Project building.

Possible training areas were suggested by Shona of Hebrides Alpha Supported Accommodation:

- Health and safety course (specific to social care projects)
- Challenging behaviour
- Medication and mental health (as people self-medicate through illegal drugs)

The CAMHS service advised that there had been problems with receiving referrals from A&E – A&E does not tend to refer anyone to CAMHS for alcohol problems or any generic mental health problems. If any young person presents at A&E they are referred to the public health nurses and it was suggested they be trained to deliver ABIs. CAMHS have tried working with A&E to improve relations, including offering awareness sessions but to date this has been rejected. CAMHS are unsure if the service will be continued past March 2014.

Suzanne and Michael attended the SMPUB visits and requested that the group take action that the chair be voted in and rotated on a specified basis and that the constitution for the SMPUB be updated to state this, to which the group agreed. The ADP emphasised the need for an accountable manager. All partners of the SMPUB must be included in all future correspondences from the ADP.

Suzanne advised that she hopes to arrange a networking day for all funded services to attend in 2014.



ADP members asked that the actions from the funded service visits be collated and circulated to members.

The lack of a suitable drop-in facility was felt as a gap for many services. Emelin suggested the ADP Support Team speak to Del from Catch 23 regarding what is being done locally for recovery.

**ACTION: Karen** – Compile actions from all funded service visits and issue to OH ADP members for perusal.

**ACTION: Michael / Gordon M** – Meet to discuss local concerns around New Psychoactive Substances (legal highs).

**ACTION: ADP Support Team** – Issue future correspondences for the Substance Misuse Partnership for Uist & Barra to all partners.

**ACTION: ADP Support Team** – Speak with Del from Catch 23 re local recovery work.

### 13. NATIONAL AND LOCAL CONTEXT:

#### 13.1 ISOBEL NISBET'S VISIT

Michael Stewart provided the group with a summary of Isobel Nisbet, Scottish Government, Drug Policy Team's visit to Stornoway. He advised the visit was largely focused on Work Force Development within Community Care and Social Work. It was agreed there is a common basic that people need to know re: alcohol and drugs. Isobel expressed her understanding of the difficulty of geography while delivering national programmes. Isobel was able to meet with the ADP support team and at this meeting the need for a Work Force Development pathway was raised.

#### 13.2 CHRISTMAS CAMPAIGNS

*Copies of the winter 2013, New Year 2014 posters campaigns were tabled.*

Members were advised all posters were issued for display in the 150 Health Promotion licensed premises toilet clip frames as well as throughout shops, public places, NHS departments and surgeries throughout the Outer Hebrides.

*Copies of the 'Have Fun, Stay Safe this Christmas!' booklet were tabled.*

Suzanne advised that the booklet was in partnership with Hebridean Housing Partnership, various NHS Departments and the Community Safety Partnership. 2500 copies of the booklet will be distributed across the Outer Hebrides in bars, transport hubs, shops and various other outlets for the general public to pick up.

#### 13.3 ORT (OPIOID REPLACEMENT THERAPY) KEY AIM STATEMENT

The Outer Hebrides ADP members were required to approve the 'key aim statement' on ORT priority action to the Scottish Government. The Key statement articulates one priority action the Outer Hebrides ADP intends to take forward in response to the ORT recommendations. It was noted that while the Scottish Government appreciates that ADPs will be considering a range of local responses to the ORT review, the Minister for Community Safety and Legal Affairs wishes to reference key priority areas being driven by ADPs in response to the report's recommendations during her opening speech at the upcoming parliamentary debate on drugs.

The Outer Hebrides ADP's key Aim Statement fits with recommendation 8:

The Scottish Government should seriously reconsider how to better facilitate universal and effective partnerships which respond to local need and deliver consistent and measureable

outcome improvement for substance users across Scotland. ADPs' function should be reviewed urgently and clear improvement measures developed and monitored with clear timeframes for change.

The Outer Hebrides ADP key aim statement:

*What will we do, how much and by when?*

*We will continue to develop and evolve The Outer Hebrides Outcomes Database Reporting System for all funded services through 2013 – 2015 in order to provide us with information to improve services re the recovery pathway and fill perceived gaps in service where funding allows. This is in tandem with and complements the ADP's monitoring form. During 2013 – 2015 we will adapt the Outcomes Database to include a traffic light system for each service highlighting their performance in relation to the main key aims and objectives within their individual SLA's to further inform the ADP re value for money of the service provide.*

The Key statement also fits with item 9.3 as discussed and agreed at ADP meeting held on 9<sup>th</sup> July 2013, Suggested by Val Tallon, Scottish Government National Delivery Advisor, Alcohol & Drugs.

Suzanne advised she attended the STRADA conference 'Towards an Inspirational Workforce for Recovery' which recognised the 5 year anniversary of the 'Road to Recovery' policy and national progress made since was discussed. The Drugs Strategy Delivery Commission (DSDC), which was set-up by Sir Harry Burns, was established to offer independent expertise and challenge to Scotland's national drug strategy, the Road to Recovery. This detailed that ADP's were a concern and the Scottish Government should reconsider how to facilitate effective local partnerships. In particular the role of Alcohol and Drug Partnerships should be reviewed and clear improvement measures developed and monitored. ROSC (Recovery Oriented Systems of Care) were also seen as a concern and this was expected to increase and improve. ADP members thought it was disappointing that the Outer Hebrides ADP puts a lot of time and effort into strategic work for the Scottish Government but comments on these are never returned.

**14. AOCB**

Gordon Macleod was thanked for his time as Chair of the Outer Hebrides ADP and Gordon thanked the ADP Support Team for assisting him in his role.

**15. DATE OF NEXT MEETING**

A date was not set for the next ADP members meeting.