

**Highland Alcohol and Drugs Partnership – Strategy Group Meeting**

**Tuesday 19<sup>th</sup> November 2024; 2pm-4:30pm**

**The Library, UHI House, Inverness and via Microsoft Teams**

<b>Present:</b>	Carron McDiarmid - Chair
	Caroline Robertson – Managing Coordinator, CrossReach
	Cathy Steer – Head of Health Improvement, NHS Highland
	Cllr. Kate MacLean
	Donna Munro – Lead Officer, Child Protection Committee, Highland Council,
	Dr Alex Keith – Consultant Psychiatrist, NHS Highland
	Eve MacLeod – Coordinator, Highland Alcohol and Drugs Partnership
	Frances Gordon – Head of Finance, NHS Highland
	Frances Matthewson – Research and Intelligence Specialist, Highland Alcohol and Drugs Partnership
	Graham Cameron – Police Scotland
	Hannah Sinclair – Peer Research Development Officer, Scottish Drugs Forum
	Iain Templeton – Operations Manager, Third Sector Representative
	Jen Valentine – Police Scotland
	Kevin Flett - Manager, Community Justice Partnership
	Kirstin Edmiston – Development Manager, Highland Alcohol and Drugs Partnership
	Liz Smart – Public Health Consultant, NHS Highland and Vice Chair
	Mhairi Wylie – Chief Officer, Highland Third Sector Interface
	Nancy Davies – Lived Experience Panel Member, Scottish Drugs Forum
	Suzie Wallace – Lived Experience Panel Member, Scottish Drugs Forum
	Tracey Porter – Management Accountant, NHS Highland
<b>Apologies:</b>	Andrea Broad – Consultant Liver Specialist, NHS Highland
	Maria Cano – Acting Principal Officer, Criminal Justice
	James Dunbar – Director, New Start Highland and Vice Chair
	Arlene Johnstone – Health of Mental Health Service, NHS Highland
	Bev Fraser – Strategic Lead, Drug & Alcohol Recovery Service, NHS Highland
	Teresa Green – Head of Service, Drug & Alcohol Recovery Service, NHS Highland
	Jennifer Baughan – Programme Manager for Whole Family Wellbeing Programme, Highland Council
<b>Notes:</b>	Steph Tyrer

**1. Welcome/Apologies**

- The Chair welcomed everyone to the meeting and apologies were noted. A special welcome was made to Kirstin as her first meeting as Development Manager for the partnership and to Hannah, Nancy, Suzy and Kevin. The Chair noted she would meet the external partners after the meeting for feedback.

**2. Declarations of Interest**

- For transparency the Chair raised her connection with items where Public Health Scotland (PHS) is noted in relation to her position as a non-executive director with PHS – no conflict arises with these items.

- No other declarations of interested were raised.

### **3. Minutes of Previous Meeting and Actions**

#### **3.1 Minutes of the meeting held on 20<sup>th</sup> August 2024**

- The minutes of the meeting held on 20<sup>th</sup> August 2024 were agreed.

#### **3.2 Action Tracker for the Strategy Group**

- a) It is proposed that those RAGged as green are closed, the amber actions are still in progress. Any actions that still haven't got a target date, or any shading, by the end of the meeting will be followed up with the lead person responsible for that action.
- b) ES met with the Alcohol Licensing Forum. She noted they agreed the 5-year alcohol overprovision statement and were looking at the concerns around drinks being spiked.
- It was noted the Money Matters webinar had been informative around the risks and supports available. Any future topics for a webinar are welcomed and can be sent to Eve.
- d) Thanks were expressed to everyone who completed the survey about the meetings. The meetings have now been extended to 2.5 hours with a break halfway through.

#### **3.3 Positive Developments to Highlight since 20<sup>th</sup> August 2024**

##### Re-election of Third Sector representative

- Welcome back to Iain Templeton who has been re-elected as the Third Sector representative for the HADP. IT gave an overview of this role which is to gather information and feedback from attendance at forums, attend forums hosted by HTSI, contribute to Community Planning Partnership meetings, provide feedback and input on community planning, communicate at appropriate intervals when the need arises with organisations about changes to policies or planning and to summarise this in terms of how that may affect them, or anyone who accesses their services.

##### Vulnerable Women

- Maria Cano from the Justice Service is looking at establishing a new project for supporting vulnerable women across Highland. HADP have provided some information to help scope the project. The hope is for this project to be Highland wide rather than being Inverness based.
- In connection regarding vulnerable women in Highland, Cllr. KM and others are going to Angela Constance, the Cabinet Secretary for Justice, in January to raise the issue of there being no accommodation in HMP Inverness for women. The request will be to make a couple of rooms available in the new prison for women and children. However, it was noted that there has been no intention to include accommodation for women in the new prison but there will be temporary accommodation for women coming to Inverness for hearings as well as step down flats for those that are approaching their release date.
- Progress with implementing MAT standards means that the Scottish Government now seek quarterly rather than monthly reporting.
- Thanks to the NHS Highland Communications team who have supported us with recent press releases.
- Welcome to the new Development Manager for the HADP, Kirstin Edmiston, and to the Scottish Drugs Forum Panel reps Nancy and Suzie, supported by Hannah
- Two recent 'Together We Can' events were held in Caithness and Inverness with third sector and mutual aid partners with two more planned for the New Year in other areas Scottish Recovery Consortium are going to provide a report about the events by the end of November which will include recommendations for next steps.

### **4. Finance**

#### **4.1 Update from Finance**

- The finance team presented the current year's budget and highlighted an estimated underspend of £78k. It was questioned whether some of the costs were allocated to the correct ring-fenced funds.
- The estimated underspend was thought to be higher by the core team, based on the experience in 2023/24 and TP and KE are working together to identify what money is committed through existing contracts to confirm the underspend total.
- EM and CM have a meeting with the Director of Finance on 22<sup>nd</sup> November to clarify the issues around committing further investment in-year.
- It was agreed that an email will be sent to partners with an update on the scale of the underspend along with agreement to be sought on how to invest the funds remaining this year. The core team will develop proposals to share in the email for this purpose.
- It is recognised that more transparency is needed on what services are currently commissioned along with their cost and to identify whether these will still be appropriate when the new strategy is agreed in 2025.
- The risks around staffing in the third sector and the impact that any reduction to funding could have on services were noted.
- KE is looking at all of the current contracts and agreements to establish the start and end dates and to ensure all documentation between partners and HADP match up. A summary document has been circulated with the papers but work is still ongoing to ensure all information is captured and is up to date.
- Local Improvement Fund (LIF) – MW confirmed that everything is progressing on schedule, an update will be provided once the panel has made their decisions on the funding.
- Corra Funding – a few partners expressed an interest in the Way Forward for Families Fund, an introduction meeting with Corra has been arranged for one of the proposals. This meeting needs to happen before the application stage. This funding is for 3 years from the next financial year.

#### 4.2 Commissioning and Contracts

- EM confirmed that the HADP Support Team is meeting regularly with the contracts team and will be given the same templates to use as all the other NHS Highland contracts.
- Contracts and agreements need to be between NHS Highland and the service provider rather than with the ADP as the HADP is not a legal entity for contracting.

### 5. Performance Reporting and Scrutiny

#### 5.1 Outcomes/Performance Dashboard

- The format of the dashboard has been changed - FM would welcome any feedback on this.
- **It was noted that the information contained within the dashboard is confidential and should not be shared out with the Partnership.**
- FM highlighted an issue with the figures for the quarter ending June 2024 showing the number of people starting Opioid Substitution Therapy (OST). In Summary:
  - The overall waiting times were 84.2%, the drug waiting times were 67.6% and the alcohol waiting times were 96.1%. The waiting times target is that 90% of people should start treatment within 3 weeks.
  - There was also a drop in the number of DARS referrals for the same period.
  - The number of people that started OST decreased in 2024 compared to 2023.
  - These figures reflect the staffing shortages that services are experiencing. Osprey House has successfully recruited nurse prescribers and should be back to full complement by January 2025. Mid and East Ross DARS have ongoing problems with recruitment with two nursing posts advertised three times without success.
- The report from BF states interest in pharmacists prescribing and notes there are costs involved but it doesn't say what the costs are or where they could be funded



#### **5.4 In depth review of the ADP's approach to prevention**

##### ***Outcome 1 Fewer people develop problem drug use***

- Representatives from projects supported by HADP were invited to talk about the services they deliver that contribute to HADP's activity around outcome 1 in the National Mission's framework which is that:
  - ***Fewer people develop problem drug (and alcohol) use***

The three things we are expected to evidence are that:

1. Young people receive evidence based effective holistic interventions to prevent problem drug and alcohol use;
2. People have early access to support for emerging problem drug (and alcohol) use;
3. The supply of harmful drugs (and alcohol) is reduced.

EM presented the risk and protective factors for young people and highlighted the services currently supporting prevention funded by the ADP and delivered through the Public Health team at no cost to the ADP. It was noted that prevention accounted for £230k of ADP investment so around 12% of ADP investment (using the £1.8m total budget figure). The ADP was asked to consider if this was the right level of investment. It was also noted that half of the investment was short-term funding and this raised questions about sustaining valuable prevention work.

The presentations delivered are detailed below, the slide set will be circulated with the minutes.

1. Planet Youth Highland – Vicki Clark
2. Highland Active Schools: Planet Youth Project – Highlife Highland
3. NHS Highland Health Improvement Team – Andrew Kyle
4. Kara Walley – Acting Associate Lead Nurse
5. Alcohol Brief Interventions - Siobhan Leen
6. Specialist Midwives for Drugs & Alcohol – Hazel Inglis and Cat Clark
7. Alcohol Licensing: Alcohol Overprovision Statement - Elisabeth Smart
8. Police Scotland: Local Early Warning System – Supt. Jen Valentine

The key points highlighted in discussion were:

- new connections were identified across the different teams involved in this work and these would be followed up after the meeting. It was important to find the links across partnership work;
- more effort was needed to join up all the partnership approaches around prevention and to see where the gaps are;
- how to engage people harder to reach and the scope for assertive outreach with Youth Justice teams;
- there was wider interest in undertaking the ABI training available on TURAS;
- a reasonable range of activity seemed to be underway;
- there is a need to build in more lived and living experience into designing prevention services;
- the ability to sustain third sector funding was a real concern;
- there are worries about community learning and development (CLD) being reduced and this provides a prevention approach;
- importance of parental involvement in Planet Youth work and whether focusing Planet Youth activity on S4 was too late.

- there was a general agreement that prevention should be supported by further investment.

It was agreed that:

- the points raised would be considered in the development of the new strategy for 2025;
- individual partners would take forward the new connections they found with their own work; and.
- more time was needed for such a large topic and for everyone to contribute. This will be considered for future deep dives planned.

#### **5.5 Community Planning Partnership Board**

- The Chair presented the report circulated.
- The feedback from the CPP Board meeting in September was noted.
- It was agreed that the core team would explore involvement with the employability partnership in the CPP structure, through contact with the CPP Development Manager.

#### **Action**

#### **Lead/Responsible**

- HADP Support Team to establish links with the Employability Partnership in the CPP by contacting the Development Manager.

Support Team

#### **5.6 Public Protection Chief Officers Group**

- The Chair presented the report circulated.
- The update from the meeting on 14<sup>th</sup> August was noted.
- It was noted that the draft ADP risk assessment is going to go to the Public Protection Chief Officers Group for their feedback

#### **5.7 Integrated Children's Service Planning Board/Leader's Forum**

##### ***Coordinators Update***

- EM provided a verbal update and noted that:
  - Vicki Clarke gave a presentation on Planet Youth to the Board which was well received.
  - There was an agreement to review and consider options for refresh now the plan is halfway through the timescale.

#### **5.8 Scottish Government Reporting/Updates**

##### **➤ *Findings from the Audit Scotland National Audit of Drug and Alcohol Services***

- There is a link in the agenda to the Audit Scotland national report. The Chair and EM have a meeting scheduled for the 10<sup>th</sup> of December to get a briefing from the auditors. Implications for the ADP would be brought to the next meeting of the strategy group.

##### **➤ *Letter from Justice Director***

- A letter from the Justice Director about the prison population was circulated with the papers. The intention is to have early release for some prisoners from February. Work is ongoing between the HADP support team and the prison to find out if this will have any implications for partnership Further joint release planning would take place if needed.

### **6. Partnership Improvement and Learning**

#### **6.1 Housing First recommendations and next steps**

- ES provided a verbal update. The report had been circulated in advance of the meeting. One aspect of the Housing First Model is to instal technology into a number of houses which will help keep people safe, for example, this allows tenants to see who is at the front door and track movement within the property.

#### **6.2 Summary Feedback from the ADP Chairs Leaders' Forum**

<ul style="list-style-type: none"> <li>The Chair presented the report circulated and noted the group will be helpful for sharing learning and connecting with the Government and national agencies. Two meetings are to planned each year.</li> </ul>
<b>6.3 National Public Protection Leadership Group</b>
<ul style="list-style-type: none"> <li>The Chair presented the report circulated.</li> <li>Feedback from the meeting on 29<sup>th</sup> October was noted.</li> <li>It was noted that the next meeting on 17h December would finalise the workplan.</li> <li>It was noted that this group offered the chance to share ADP learning.</li> </ul>
<b>7. Strategy and Partnership Development</b>
<b>7.1 Development Plan</b>
<ul style="list-style-type: none"> <li>The development plan circulated includes areas for improvement as identified by the Chair in discussion with partners and stakeholders.</li> <li>EM highlighted the progress made to date. No issues with progress were highlighted.</li> </ul>
<b>7.2 Health Needs Assessment</b>
<p>EM provided a verbal update. She confirmed the HNA will help inform our new strategy which is to be produced next year.</p> <ul style="list-style-type: none"> <li>It is progressing well with one of the public health registrars providing dedicated support on gathering quantitative data. Qualitative data has been gathered by undertaking a focus group with the lived experience panel as well as a survey that will be distributed,. Everyone was encouraged to complete the survey.</li> </ul>
<b>7.3 Risk Assessment</b>
<p>The Chair explained that two in-person workshops have taken place with 11 risks identified as set out on the report attached. It was still a work in progress.</p> <ul style="list-style-type: none"> <li>The partnership's view was sought on whether the risks have been captured correctly.</li> <li>It was noted that a suggestion was made to create a service innovation group within the partnership – this will be discussed at the next strategy group meeting.</li> <li>CS suggested that there should be a clearer risk around not everyone engaging with the work of the partnership/delivering the outcomes under effective partnership working.</li> <li>It was suggested that the HADP support team consider the lower level risks or a sub risk register when developing the risk assessment.</li> <li>It was agreed that further work would be done to complete the risk assessment for the February strategy group meeting. This would include confirming the controls in place, scoring the risks and detailing the mitigation. The risk assessment would then move to be considered along with the performance information on the agenda.</li> </ul>
<b>7.4 Self-assessment with support from Improvement Service</b>
<ul style="list-style-type: none"> <li>The partnership has a self-assessment framework, designed by Scottish Government, that it should use.</li> <li>The local authority improvement service were asked to have a look at it and have come back with some suggestions to expand it. Any relevant findings from the recent national audit will be included in the self-assessment too. The Improvement Service will facilitate the risk assessment process, currently scheduled for March 2025.</li> <li>It was noted that the process involves a survey sent round the partnership electronically. The Improvement Service will collate the results and feedback the strengths and weaknesses identified from within the partnership.</li> <li>The partnership will then be invited to attend a workshop in person to look at the feedback and agree the improvement actions. This will inform the development plan for next year.</li> </ul>
<b>8. New and Emerging Risks and Opportunities</b>
<b>8.1 Partnership members are asked to identify any new risks or opportunities for the partnership to address</b>
<ul style="list-style-type: none"> <li>Nothing raised.</li> </ul>
<b>9. National Reports and Consultation</b>

**9.1 Public Health Scotland – ABI Review**

- The link to the recent review was included in the agenda. Any implication for the ADP will be reported at the next meeting.

**10 Date of Next Meeting**

- The next meeting will be on Tuesday the 11<sup>th</sup> of February 2025; 2pm – 4:30pm; in person and via Microsoft Teams link if needed. More people are encouraged to attend in person to help build relationships.