

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

**Tuesday 20<sup>th</sup> February 2024; 2pm-4pm  
Larch House, Inverness and via Microsoft Teams**

<b>Present:</b>	Carron McDiarmid – Chair
	Frances Matthewson – HADP
	Elisabeth Smart – NHHSH
	Dr Andrea Broad – NHHSH
	James Dunbar - Housing First
	Iver Forsyth – HADP
	Iain Templeton – HTSI
	Sharon Holloway – HADP
	Scott Watson – Scottish Prison Service
	Councillor Kate MacLean – Highland Council
	Maria Cano Montaner – Criminal Justice Service
	Craig Still – Police Scotland
	Ian Kyle – Highland Council
	Bev Fraser – DARS
	Mhairi Wylie – HTSI
	Jen Valentine – Police Scotland
	Arlene Johnstone – NHHSH
	Dr Alexander Keith – NHHSH
	Angela Mitchell – Highland Council (substitute for Debbie Delonnette)
<b>Apologies:</b>	Caroline Robertson - CrossReach
	Donna Munro – Highland Council
	Cathy Steer – NHS Highland
	Debbie Delonnette – Highland Council Housing Service
	David Reid – NHHSH Finance
<b>Notes:</b>	Steph Tyrer

<b>1. Welcome</b>
<ul style="list-style-type: none"> <li>The Chair welcomed everyone to the meeting.</li> </ul>
<b>2. Declarations of Interest</b>
<ul style="list-style-type: none"> <li>The only declaration of interest raised was by the Chair in connection to her board status for PHS in relation to the data supplied or reported at items 5.1 and 5.8. This is not a financial interest and does not require the Chair to be absent when these items are discussed.</li> </ul>
<b>3. Minutes and Actions</b>
<b>3.1 The minutes from the meeting held on 21<sup>st</sup> November 2023</b>
<ul style="list-style-type: none"> <li>The minutes were agreed as a true and accurate account of the meeting held on the 21<sup>st</sup> of November 2023. Steph Tyrer was thanked for producing the minute.</li> <li>The Chair thanked Andrew Garraway for his work while he was on secondment to the HADP.</li> </ul>
<b>3.2 Action tracker for the Strategy Group</b>
<ul style="list-style-type: none"> <li>Actions to close – 2, 3, 7, 8, 9, 10, 12,17</li> <li>The remaining actions require a full support team to be in place and will be followed up in due course.</li> </ul>
<b>3.3 Positive developments to highlight since 21<sup>st</sup> November 2023</b>

<ul style="list-style-type: none"> <li>The MATPACT project has now been written up and published on the Healthcare Improvement Scotland website. Thanks and congratulations were extended to the team.</li> <li>Congratulations to Eve MacLeod who was successfully appointed as the new HADP Coordinator.</li> <li>Welcome back to Sharon Holloway who has returned to the HADP following her secondment with SPS.</li> </ul>		
<b>4. Appointment of Vice Chair(s)</b>		
<b>4.1 Nominations and appointment(s)</b>		
<ul style="list-style-type: none"> <li>James Dunbar and Elisabeth Smart have been appointed to this role. No other nominations received.</li> </ul>		
<b>5. Performance Reporting and Scrutiny</b>		
<b>5.1 Outcomes/Performance Dashboard by national mission outcomes</b>		
<ul style="list-style-type: none"> <li>Frances gave an overview of the Performance Dashboard which has been reformatted to align with the 6 national outcomes. This highlighted where gaps exist and it was agreed to work with partners for their data and examples to be included. It was noted that further refinement by area and protected characteristic would be useful to develop over time.</li> <li>Unvalidated data suggests that a reduction in drug deaths was noted for the past 6 months.</li> </ul>		
<b>Action Points</b>	<b>Lead/responsible</b>	<b>Timescale</b>
<ul style="list-style-type: none"> <li>To include partnership data where available to continuous improvement of the dashboard</li> </ul>	FM to contact relevant partners	Next Strategy Group
<b>5.2 MAT Standards – Latest Monthly Progress Report</b>		
<ul style="list-style-type: none"> <li>Bev gave an overview of the MAT Standards. All process measures have now been submitted to the MIST team and the numerical data is up to date.</li> <li>Experiential data to date – 27 interviews with patients, 10 interviews with staff, struggling to get interviews with family and carers.</li> <li>There are no nurse prescribers in Ross-shire, Sutherland and Lochaber. Programmes for training are offered every 6 months, hopeful to get people on these.</li> <li>A steering group will be set up around MAT 8 for advocacy – CAB and Highland Councils Money Advice Team to be invited to this.</li> </ul>		
<b>Action Points</b>	<b>Lead/Responsible</b>	<b>Timescale</b>
<ul style="list-style-type: none"> <li>BF to bring an update to the next meeting on the progress with recruiting more nurse prescribers.</li> <li>BF to invite CAB and Highland Councils Money Advice Team to the MAT 8 Steering Group. Contacts to be provided by the Chair.</li> </ul>	BF  BF	Next Strategy Group  Next Strategy Group
<b>5.3 Reviewing Progress with Partnership Funded Services</b>		
<b>i. Chair's Report</b>		
<ul style="list-style-type: none"> <li>It was noted that the recommendations within the report will be picked up by the support team once the coordinator is in post.</li> <li>It was agreed to build on the template provided by James for submitting summary progress reports for the next meeting. This would enable consideration by exception.</li> </ul>		

- The Partnership will be asked to choose/vote on which outcome they would like to discuss in depth at the next meeting.

**ii. Progress Reports by Outcome**

- Housing First – A total of 6 people have gone through Housing First in total with 10 currently on the caseload – 5 of which are female. A recurring theme is that males appear to have better outcomes on Housing First than females. Females are much more prone to exploitative behaviour. Cuckooing and County Lines initiatives are pertinent to females on the Housing First caseload. It was noted that concerns about vulnerable women are highlighted across a number of partnership activities and this will feature in the Partnership’s development programme. Some learning to be taken from Aberdeenshire about adopting a multidisciplinary assertive outreach to people with severe and multiple disadvantage. Need to consider the implications for other people who would benefit from Housing First if the focus is on those at highest risk of drug related death.
- Custody Link Workers project – There has been a slight drop in referrals due to the pause in referrals because of the funding uncertainty.
- Inverness Engagement Service – There have been issues with GP engagement, the implications of the vacant post and not getting details of people leaving prison. The support team will see if there is anything they can do to help. DARS are planning a meeting with one of the Sheriffs to look at court, which is an area where disconnects appear to arise. The Inverness Engagement Service will be included in that as well as the liberations meeting within prison.

<b>Action Points</b>	<b>Lead/Responsible</b>	<b>Timescale</b>
<ul style="list-style-type: none"> <li>• Summary report to be built on and used for next meeting to aid scrutiny and support</li> </ul>	SH	Next Strategy Group
<ul style="list-style-type: none"> <li>• Send out a Forms survey to the Partnership to choose/vote for an outcome to discuss at the next meeting.</li> </ul>	SH	In time for next meeting preparation.
<ul style="list-style-type: none"> <li>• Noted concerns about vulnerable women and for this to be included in HADP development programme.</li> </ul>	Support Team	During 2024
<ul style="list-style-type: none"> <li>• Offer help to the Inverness Engagement Service.</li> </ul>	Support Team	Update to next meeting

**5.4 Community Planning Partnership Board**

**i. Chairs Update**

- The minutes from the last HADP Strategy Group meeting on 21<sup>st</sup> November 2023 will go to the next CPPB on 1<sup>st</sup> March 2024, noting that the minutes are made public.  
**Noting the accountability of HADP to the CPP Board, the following points and updates were noted from the CPP Board meeting in December 2023:**
- The CPPB have asked HADP to provide progress reports dated back to 2021 to see what has been achieved by the investments.
- At the meeting in September 2023 they wanted the HADP to look at whether we could have a public facing performance report. The Chair has spoken to Health Improvement Scotland who seem keen to help us develop that.

<ul style="list-style-type: none"> <li>➤ At the CPPB in September we were asked to see if the Custody Link Project could be extended as their funding was coming to an end. Work is in progress to do that.</li> <li>➤ The suicide action plan was approved with plans to establish a new delivery group to support that strategy. HADP will be represented by the support team at this.</li> <li>➤ There was some discussion around funding for additional capacity for some new training around trauma informed practice – Cathy Steer is leading on this.</li> <li>➤ The Community Justice annual report showed the Custody Link Project to be beneficial. It also identified that Highland has a higher rate of female offending and convictions than other parts of Scotland.</li> <li>➤ Looking at links between recovery communities and the local Partnerships that sit within the Community Planning framework. The Chair will speak to the leads of the recovery community in Caithness and the Caithness Local Partnership to see if there is learning to share with other local partnerships.</li> <li>➤ The CPP Board is keen to be briefed on the Planet Youth Programme. This will be scheduled for a future CPP meeting.</li> <li>➤ CPP Board members are to be invited to HADP workshops in 2024.</li> </ul>		
<b>Action Points</b> <ul style="list-style-type: none"> <li>• Speak to the leads of the recovery community in Caithness and the Caithness Local Partnership to see if theirs is a model that could be supported in other parts of Highland.</li> </ul>	<b>Lead/Responsible</b> Chair	<b>Timescale</b> During 2024
<b>ii. Presentation on Key Review Questions for the Highland Community Planning Partnership (CPP) by Superintendent Jen Valentine, Partnerships H&amp;I Division</b>		
<ul style="list-style-type: none"> <li>• Jen Valentine gave a presentation on the key review questions for the Highland Community Planning Partnership around the Highland Outcome Improvement Plan (HOIP). It was noted this is an opportunity for HADP to influence the refreshed HOIP. Feedback from the Partnership is welcomed either via the Survey Monkey <a href="#">link</a> or by emailing Jen direct.</li> </ul>		
<b>Action Points</b> <ul style="list-style-type: none"> <li>• Feedback from the Partnership regarding the HOIP is welcomed by emailing Jen Valentine or through the Survey Monkey link.</li> </ul>	<b>Lead/Responsible</b> All	<b>Timescale</b> ASAP
<b>5.5 Public Protection Chief Officers Group</b>		
<ul style="list-style-type: none"> <li>• From the Chair's update it was noted that the Public Protection Chief Officers Group does not govern the HADP but it is interested in the work of the Partnership and its outcomes given the impact of substance use on public protection issues</li> <li>• Given the recent changes in Chief Officers, as a new group, they are deciding how they want to operate, including the information required of HADP to support them to discharge their duties</li> </ul>		
<b>5.6 Integrated Childrens Service Planning Board/Leaders' Forum</b>		
<ul style="list-style-type: none"> <li>• From the Chair's report, it was noted that the HADP is accountable to the ICSPB for specific outcomes in the Integrated Children's Service Plan. There are reporting lines in place and updates are provided to the Board.  <b>From the last meeting of the ICSPB, it was noted that:</b> <ul style="list-style-type: none"> <li>➤ HADP's update report was welcomed.</li> <li>➤ There will be more GIRFEC training which we will share and help promote.</li> </ul> </li> </ul>		

- Head of Service in Education level is happy to support the work of Planet Youth and a meeting is to be arranged to identify how best to do that.
- We have been asked if we can identify groups of young people to take part in an engagement session as part of the children and young people participation strategy steering group. This could include children and young people affected by substance use directly or within their family. Please send any suggestions to Sandra Brown at HC.
- The Kooth project, which provides mental health support to young people who self-refer, was at risk of stopping because their funding was coming to end. Ian has managed to secure funding to retain service for the next year.
- There is a recurring theme of short-term projects and services being at risk of coming to an end because of difficulties with funding. Carron and Ian Kyle will raise this at the next CPP meeting on 1st March when prevention is to be discussed and gauge whether there is the possibility of creating some kind of Partnership prevention pot.
- Donna Munro is setting up a prebirth/early years sub group of the Child Protection Committee and are looking from reps from the HADP. The support team to is to get back to Donna.

<b>Action Points</b>	<b>Lead/Responsible</b>	<b>Timescale</b>
<ul style="list-style-type: none"> <li>• Meeting with Education Service to identify Planet Youth representation</li> </ul>	EM, IK and Colette Macklin, Highland Council	Next Strategy Group
<ul style="list-style-type: none"> <li>• Young people identified as potentially being interested in an engagement session to be notified to Sandra Brown at HC</li> </ul>	All	Next Strategy Group
<ul style="list-style-type: none"> <li>• Feedback from the CPP Board discussion on prevention to be reported to the next meeting.</li> </ul>	Chair	Next Strategy Group
<ul style="list-style-type: none"> <li>• Donna Munro is looking for reps for the prebirth/early years sub-group of the Child Protection Committee.</li> </ul>	Support Team	Next Strategy Group

#### **5.7 NHS Board/Health and Social Care Committee**

- It was noted from the recent Board briefing on APDs, that the NHS Board may seek further information from HADP for assurance and scrutiny.
- At the briefing HADP requested support from NHS in developing the commissioning of services and for assistance with strategic risk assessment.
- It was noted that the ADP's for A&B and Highland have good collaboration but that the governance arrangements are quite different given the different arrangements in place for the integration of health and social care.

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

- It was noted that the new Minister for Drugs and Alcohol Policy is Christina McKelvie MSP.
- A link to the Scottish Government evaluation of Residential Rehabilitation programme 2024 was included on the Agenda for information. The aim is to increase the number of beds across Scotland from 425 to 1000. Locally we received additional funding to increase the number of beds in Highland by 6.

<ul style="list-style-type: none"> <li>• Minimum Unit Pricing – it was noted that new pricing should come into effect from September 2024 and PHS will do some evaluation around this.</li> </ul>		
<b>6. Partnership Improvement and Learning</b>		
<b>6.1 Drug Death Reviews</b>		
<ul style="list-style-type: none"> <li>• Dr Keith gave an update on the 12 drug related deaths that were reviewed at the last two meetings (December and February) – 9 were male (average age 38) and 3 were female (average age 52).</li> <li>• Risk factors were identified as social isolation, unemployment, impaired access to children, physical ill health, vulnerability and trauma. Significant issues were noted as people being difficult to engage with and having a recent liberation from custody.</li> <li>• The implementation of the DARS Trigger Checklist helps to identify those at high risk. There is an ongoing need to find effective ways of disseminating some of the risks associated with drug use and how to respond to overdose.</li> <li>• Prevention strategies will be discussed at the next Drug Related Death Prevention Group.</li> <li>• It was noted that SPS have issues with bromazolam and clonazepam and have had some detections of nitazines within the prison environment – there is the risk these could spread to communities.</li> </ul>		
<b>6.2 Hepatitis C Elimination Strategy</b>		
<ul style="list-style-type: none"> <li>• An email from Dr Andrea Broad, originating from Dr Jenny Wares, was circulated to group members. A series of education events to support professionals is promoted across the Partnership.</li> </ul>		
<b>6.3 Webinar</b>		
<ul style="list-style-type: none"> <li>• Reference was made on the Agenda to the NIHR Stepping Stones Study and details were given on how to register interest for the webinars.</li> </ul>		
<b>7. Strategy and Partnership Development</b>		
<b>7.1 Report from Chair on feedback from 1-1 conversations</b>		
<ul style="list-style-type: none"> <li>• The Chair thanked everyone who has taken time out to talk through issues with her – dialogue will be ongoing.</li> <li>• The insights for improvement within the report may be a helpful starting point in creating a development programme for the Partnership. They cover partnership performance, partnership governance, stakeholder engagement and the culture of working together.</li> <li>• It was suggested that the expectations expressed about the Chair could be included in her performance evaluation.</li> <li>• It is recognised that attention needs to be given to vulnerable women and in particular those women in the criminal justice system.</li> </ul>		
<b>Action Points</b>	<b>Lead/Responsible</b>	<b>Timescale</b>
<ul style="list-style-type: none"> <li>• The support team will look at the insights for improvement to develop a programme for the Partnership.</li> </ul>	Support Team	During 2024
<b>8. Finance</b>		
<b>8.1 Scottish Government Funding for HADP</b>		
<ul style="list-style-type: none"> <li>• The tranche 2 funding letter has been circulated with the full year funding programmed to come through.</li> <li>• We haven't had Q3 out-turn or Q4 forecast yet and are pursuing this with finance team. Until we have that, we are unsure of the scale of the underspend to redeploy.</li> <li>• No update is available yet on the process for, or amount of, funding for next year.</li> </ul>		
<b>8.2. Action to ensure a balanced budget</b>		



<ul style="list-style-type: none"> <li>• The report was attached with the papers. We need to ascertain our forecast underspend for this year and have SG approval to redeploy it to other ADP services and projects.</li> <li>• It was agreed, in principle, that any underspend for this year will be allocated to late funding applications expected with the balance transferred to HTSI for the local fund.</li> <li>• The Partnership will be updated with the final balance once this has been agreed.</li> </ul>		
<b>8.3 NHS process for approvals 2023/24</b>		
<ul style="list-style-type: none"> <li>• Given additional financial scrutiny on NHS at the moment, all requisitions are having to go to appeal for justification of spend. This is a time consuming process and results in delays to payments.</li> </ul>		
<b>8.4 Update on new commissioning approach</b>		
<ul style="list-style-type: none"> <li>• It was recognised that the HADP needs a more solid commissioning process going forward and will require additional support for this.</li> <li>• It was suggested that where Partnership money is coming through public sector agencies there should be a mechanism for that to be more Partnership managed than agency.</li> <li>• It was noted that support for moving to commissioning was requested from NHS. Updates will be provided to future meetings.</li> </ul>		
<b>9 Current and Emerging Risks</b>		
<b>9.1 Cuckooing and County Lines</b>		
<ul style="list-style-type: none"> <li>• DCI Craig Still gave a presentation on 'cuckooing' and 'county lines' highlighting the action Police Scotland is taking and the risks pertinent to the Partnership. Highlighting concerns to Police Scotland from front-line staff was discussed.</li> </ul>		
<b>9.2 Other Emerging Risks</b>		
<ul style="list-style-type: none"> <li>• The uncertainty about funding for next year has been identified as an emerging risk.</li> <li>• The Scottish Illegal Money Lending Unit (part of COSLA) has identified some vulnerabilities which are often associated with drugs, alcohol, gambling, illegal loan sharks. They have been asked to work out a Highland context and if it is identified as an emerging risk then they have offered to come and speak to ADP's. JV can arrange a presentation or briefing to the Partnership if required.</li> </ul>		
<b>Action Points</b>	<b>Lead/Responsible</b>	<b>Timescale</b>
<ul style="list-style-type: none"> <li>• Let The Chair or Steph know of any other emerging risks</li> </ul>	All	Next Strategy Group
<b>10. National Reports and Consultation</b>		
<b>10. The National Collaborative</b>		
<ul style="list-style-type: none"> <li>• A link to the National Collaborative draft Charter of Rights for People Affected by Substance Use was given on the Agenda.</li> <li>• One of the toolkits is for supporting women which might help with this area of work we are keen to look at.</li> <li>• The consultation runs until June 2024 so this will be an item for the meeting in May and this could be supported by a smaller group meeting in the meantime.</li> </ul>		
<b>Action Points</b>	<b>Lead/Responsible</b>	<b>Timescale</b>
<ul style="list-style-type: none"> <li>• Arrange a smaller group meeting to support the National Collaborative Consultation.</li> </ul>	Support Team	Next Strategy Group
<b>11. Date and time of next meeting:</b>		<b>Tuesday 21<sup>st</sup> May 2024; 2pm-4:15pm</b>