

SLWR Drug & Alcohol Agenda and Meeting Notes 28th March 2023

Meeting details

Tuesday 28th March online 1.00-2.30pm

- Microsoft Teams meeting
- Join on your computer, mobile app or room device
- [Click here to join the meeting](#)
- Meeting ID: 356 756 496 100
Passcode: 8W8EJx
- [Download Teams](#) | [Join on the web](#)

Agenda

- 1.00 Welcome from Chair, aim of meeting
- 1.10 Introductions and updates from participants
- 1.50 Review Terms of Reference
- 2.10 Priorities for 2023
- 2.30 close

Background of the Skye and Lochalsh Drug and Alcohol Forum

Operating for over 12 years the Skye & Lochalsh Drug and Alcohol Forum provided an important network for those dealing with substance misuse issues in the Skye and Lochalsh area.

The forum had representation from a variety of agencies, including health, police, education, social work, the third sector and community members. It was part of the Highland Drug and Alcohol Partnership (HADP), a multi-agency strategic partnership responsible for setting the overarching alcohol and drugs action plan and strategy for Highland. [Highland Alcohol & Drug Partnership | HADP | Information relating to drugs and alcohol in the Highland area \(highland-adp.org.uk\)](#)

The Forum stopped meeting in 2020 due to the Covid Pandemic and now is looking to start -up again.

On the 14th of November 2022 at a meeting with Ward 10 Councillors & Ward Manager, Highlife Highland Youth Development Officer, Portree High School Head Teacher, Police Scotland and third sector representatives, it was agreed to re-start the Forum. These notes are to support the planning meeting for the Forum which is being expanded to include Wester Ross.

SLWR Drug and Alcohol Forum Terms of Reference

Below is a draft TOR for review at the meeting on the 28th March. Key questions for consideration at the meeting include:

- Are the Purpose and objectives right for the area?
- Should membership be limited to one person from each organisation?
- Is there any other organisations we should invite?
- Confirmation of meeting frequency and dates – Proposed dates 23 May 2023, 01 August 2023, 26 September 2023, 21 November 2023, 30 January 2024, 26 March 2024 (1.pm-2.30pm online)

Draft Skye, Lochalsh and Wester Ross Drug and Alcohol Forum Terms of Reference

Purpose and objectives

To achieve improved outcomes for individuals, families and communities by preventing and reducing drug and alcohol related harm by:

- Sharing knowledge, data and information to better understand the local needs relating to drug and alcohol prevention, recovery and the demand on local services.
- Sharing Information regarding local, regional and national activity including training, service provision and events
- Highlighting good practice and learning from the Forum to a wider audience.

Membership

Membership will consist of representation from third sector groups, the public and private sector and community members who want to support the objectives of the Forum, including:

- Third Sector Groups
 - Skye and Lochalsh Council for Voluntary Organisations
 - Skye and Lochalsh mental Health Association
 - Living Hope
 - Highlife Highland Area Youth Development Officers (Skye, Lochalsh and Wester Ross)
 - Scottish Alcohol Counselling Consortium
- Police Scotland
 - Interventions and Preventions Officer
- NHS Highland
 - NHS Public Health
 - Advanced Nurse Practitioner to Skye, Lochalsh and Wester Ross
 - Highland Alcohol and Drug Partnership
- Highland Council
 - Ward 5 and 10 Councillors
 - Ward Manager and Assistant Ward Manager
 - Social Work
 - Highland Cares SLWR Team

- Ullapool, Gairloch, Plockton and Portree High Schools and ASG's (Head Teacher or other representative)

Working Methods

- The forum will adopt a shared learning approach.
- Forum meetings will be held online every two months.
- The position of Forum Chair and administration support will be reviewed annually.
 - March 2023 to March 2024
 - The position of Chair will be held by Jo Ford, Chief Officer of Skye and Lochalsh Council for Voluntary Organisations
 - Administration support will be provided by SLCVO
- Forum members may wish to invite individuals to contribute to agenda items.
- Forum Chair will act as a communication channel between the Highland Alcohol and Drug Partnership and Forum
- There may be occasion to convene sub-groups to progress particular work-streams. Sub-group meeting will be held as required.

Forum Member Roles and Responsibilities

- Regularly attend forum meetings - where this is not possible to send appropriate representation
- Ensure the views of their area of work are adequately represented in forum discussions and agreements
- Assist in the development, agreement, and implementation of actions through the sub-group model to address the priorities of the Forum.
- Act as a communication channel between their organisation and the Forum.
- Take part in time limited sub-groups to take forward the Forum's agenda, proposing and delivering actions in a timely manner.
- Share good practice within and across the Forum.
- All Forum members must respect the right of each Forum member to be able to freely express, within the obligations of mutual courtesy and respect, their views and concerns during discussion at Network meetings.

Priorities for April 2023 to March 2024

As this is a new start to the Forum it is proposed this year we focus on two priorities:

1. Establishing information sharing and communication pathways, for example:
 - a. Use Forum meetings to provide regular updates from members (email template sent to groups two weeks before meeting to provide an update that can be collated into an information document)
 - b. Share training opportunities via a regular emails or existing newsletters such as SLCVO's third sector bulletin
 - c. Encourage groups to list actives/services with ALISS and local directories
 - d. Promote where the general public can find information and support

2. Closing the S&L Drug and Alcohol Forum legacy bank account and using the funds.

The old drug and alcohol forum has a bank account which has around £5,000 in cash, there is one current signatory on this account, however, to access funds we need two.

As the forum does not deliver services direct it is proposed a sub-group is set-up to look at options as to how the funds could be used. Suggestions so far have been to run a series of blue Light Discos, use the funds for training or invite groups to bid for funding. This sub-group would work with the Chair and current signatory to distribute funds and close the account by the end of March 2024

Places for More Information

Highland Alcohol and Drug Partnership [Highland Alcohol & Drug Partnership | HADP | Information relating to drugs and alcohol in the Highland area \(highland-adp.org.uk\)](#)

- Services for Young People [Services for Young People | Highland Alcohol & Drugs Partnership - HADP \(highland-adp.org.uk\)](#)
- Services for Adults [Services for Adults | Highland Alcohol & Drugs Partnership - HADP \(highland-adp.org.uk\)](#)
- Highland Substance Awareness Toolkit [Highland Substance Awareness Toolkit \(highland-adp.org.uk\)](#)
- Publications and Resources [Publications and Resources \(highland-adp.org.uk\)](#)
- Other Links [Links | Highland Alcohol & Drugs Partnership - HADP \(highland-adp.org.uk\)](#)

The Daniel Spargo-Mabbs Foundation [Daniel Spargo-Mabbs Foundation \(dsmfoundation.org.uk\)](#) works with young people, parents, teachers and professionals in schools, colleges and community groups using our evidence-based, multi-component drug and alcohol programme, developed in line with best practice for the most effective outcomes.

NHS Highland Drug and Alcohol Recovery <https://www.nhshighland.scot.nhs.uk/your-services/all-services-a-z/drug-and-alcohol-recovery/>

Training/Skills Development

Highland Alcohol and Drugs Partnership E-Learning <https://www.highland-adp.org.uk/elearning-modules>

NHS Highland Health Improvement Training <https://www.nhshighland.scot.nhs.uk/staff-and-partners/training/health-improvement-training>

Scottish Drug Forum E-Learning <https://www.sdftraining.org.uk/e-learning>

Highland Third Sector Interface and the Skills Network
<https://highlandthirdsectorinterface.theskillsnetwork.com/>

Highland Cares Training – free no booking required

Training course:	Date and times	Trainer/s:	Teams Link
Decider Life Skills – Introduction. The Decider Life Skills are CBT skills that are effective, fun, memorable and easy-to-use. PROACTIVE MENTAL HEALTH SKILLS to use at HOME, in EDUCATION, in the WORKPLACE, and in SOCIAL and HEALTH settings. THE DECIDER LIFE SKILLS are designed to help us to be more resilient, resourceful, responsible, robust, and respectful. The Decider Life Skills aim to improve emotional intelligence and help our brains to develop positive habits. They provide the skills to help us to monitor and manage our mental health.	16 th March 1000 - 1100	Jim McCreath	Click here to join the meeting
Child Protection Recognition and Response Course This is a Level 2 course in Child Protection. The course covers the following elements - Physical Abuse Sexual Abuse Neglect Emotional Abuse Exploitation Reporting and processes	21st March 1500 - 1700	Yvonne Ross	Click here to join the meeting
Supporting Mental Health for Community Leaders / Coaches This course is aimed at providing community leaders with a basic understanding of mental health issues in the community and how to respond. The course consists of the following elements: <ul style="list-style-type: none"> • Introduction to mental health awareness • Discussion on what is mental health • Recognition of mental health issues • Response to mental health issues. • Where to signpost for help 	28 th March 1500 - 1600	Jim McCreath	Click here to join the meeting
Suicide Prevention – how to deliver Community Toolbox Talks	28 th March 1900 - 2000	Jim McCreath	Click here to join the meeting

<p>This course will assist you in preparing and delivering Toolbox Talks in your community, with a range of topics focused on Mental Health and Wellbeing</p> <p>This course is aimed at community leaders, voluntary organisations, coaches, and any anyone in a position to deliver toolbox talks in the community.</p>			
<p>Drug & Alcohol Awareness An experienced practitioner delivers a session on the impact of drugs and alcohol on individuals and the community.</p>	29 th March 1800 - 1900	Debbie Smith	Click here to join the meeting
<p>Wellbeing Workshop Our Wellbeing Workshops aim to assist individuals in developing their own wellbeing through these remote but interactive sessions.</p> <p>Workshop Objectives</p> <ul style="list-style-type: none"> • Awareness of the factors that can affect wellbeing • Know how to ask for help in the workplace • Know where to access help and support 	4 th April 1000 - 1100	Jim McCreath	Click here to join the meeting
<p>Drug & Alcohol Awareness An experienced practitioner delivers a session on the impact of drugs and alcohol on individuals and the community.</p>	13 th April 1500 - 1600	Debbie Smith	Click here to join the meeting
<p>Personal and Family Recovery A short but informative session on recovery from addiction and support for the person and their family.</p>	17 th April 1000 - 1100	Debbie Smith	Click here to join the meeting
<p>Suicide Prevention – how to deliver Community Toolbox Talks This course will assist you in preparing and delivering Toolbox Talks in your community, with a range of topics focused on Mental Health and Wellbeing</p> <p>This course is aimed at community leaders, voluntary organisations, coaches, and any anyone in a position to deliver toolbox talks in the community.</p>	18 th April 1000 - 1100	Jim McCreath	Click here to join the meeting
<p>Supporting Mental Health for Community Leaders / Coaches This course is aimed at providing community leaders with a basic understanding of mental health issues in the community and how to respond.</p> <p>The course consists of the following elements:</p> <ul style="list-style-type: none"> • Introduction to mental health awareness • Discussion on what is mental health • Recognition of mental health issues • Response to mental health issues. • Where to signpost for help 	18 th April 1900 - 2000	Jim McCreath	Click here to join the meeting

Child Protection Recognition and Response Course This is a Level 2 course in Child Protection. The course covers the following elements - Physical Abuse Sexual Abuse Neglect Emotional Abuse Exploitation Reporting and processes	20 th April 1830 - 2030	Yvonne Ross	Click here to join the meeting
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If you know of any training pleas email info@slcvo.orh.uk with the details and we will share with the Forum

SLCVO Skye and Lochalsh Council
for Voluntary Organisations

A charity registered in Scotland number SC013885, Company limited by Guarantee SC177372.

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