

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

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.
- Facilitating training.

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. A contact list of members will be issued as part of the drug & Alcohol Bulletin every two months.

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.

Agreed on the 28th March at the first Drug & Alcohol Forum for Skye, Lochalsh and Wester Ross by meeting participants.

SLCVO Skye and Lochalsh Council
for Voluntary Organisations

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