

NATIONAL COLLABORATIVE

Need Change - Need Rights



A conversation on the draft Charter of Rights for people affected by substance use

Community Conversation Facilitation Pack

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Thank you for your interest in taking forward this engagement activity.

We are extremely grateful for your input on the draft Charter of Rights for people affected by substance use.



Introduction

In January 2022, the former First Minister invited Professor Alan Miller, a proven human rights leader, to become independent Chair and build the National Collaborative (NC).

The National Collaborative's vision is to integrate human rights into drug and alcohol policy leading to better outcomes for people affected by substance use.

The purpose of the National Collaborative is:

- To empower people affected by substance use to enable their voices – and, critically, their rights - to be acted upon in policy and decision-making concerning the design, delivery and regulation of drug and alcohol services at a national level.
- To set out how the rights to be included in the forthcoming Human Rights Bill can be effectively implemented to improve the lives of people affected by substance use.

Further information on the National Collaborative, including the Roadmap, is available on [the ALLIANCE's website](#).

The National Collaborative has developed an approach that brings together:

- **A Change Team** of people affected by substance use and their families (rights holders), independent advocates (rights defenders), service providers (duty bearers) and regulators to co-design an Action Plan.
- **A Learning and Leadership Network** of organisations involved in connecting the National Collaborative with wider communities, groups, and existing networks.
- **Reference Groups** of communities and groups identified as underrepresented on the Change Team to provide advice and extend the reach of the National Collaborative.



The Change Team are a group of people who have been recruited to co-design an Action Plan for the National Collaborative. It consists of 15 people, including people affected by substance use (rights holders), duty bearers and rights defenders.

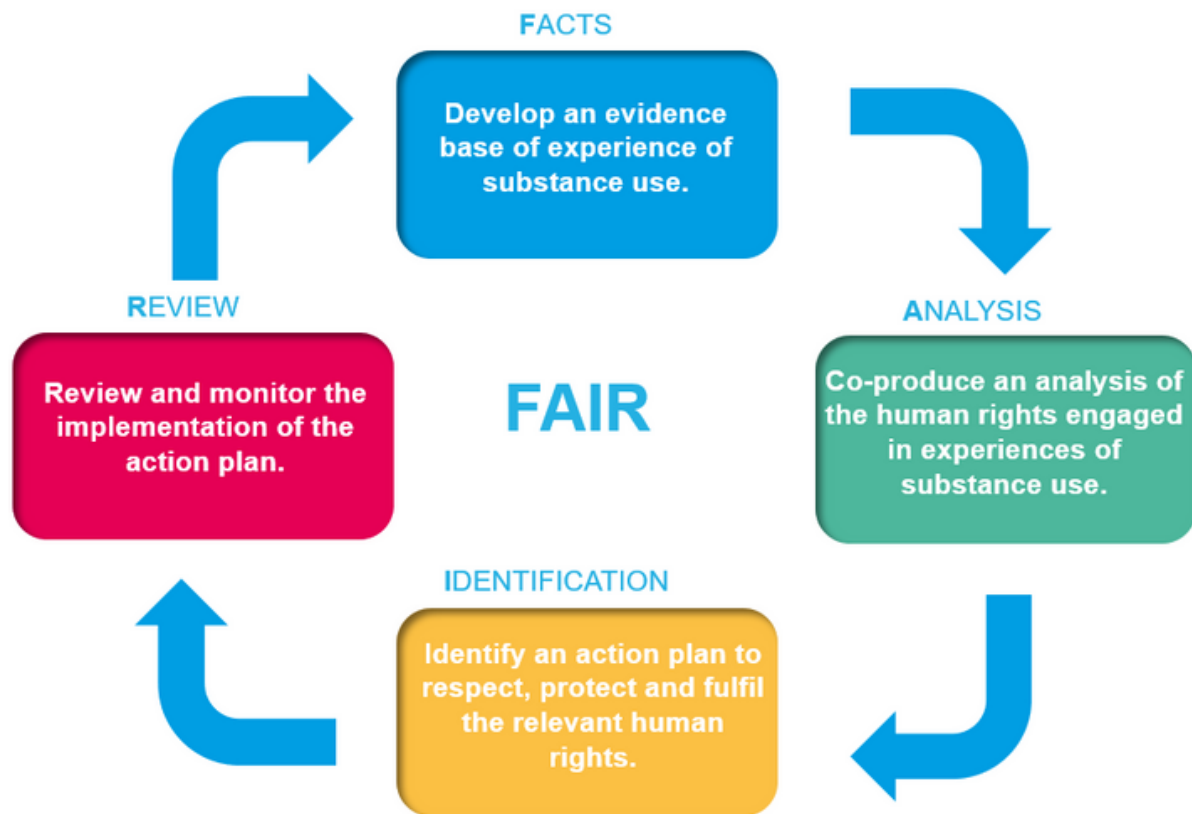
The Action Plan for the National Collaborative will include:

- **A Charter of Rights**, co-designed between people affected by substance use, service providers and government.
- **An Implementation Framework**, to ensure these rights are made real in everyday life.
- **A Monitoring and Evaluation Framework** to measure the on the ground impact of the Charter of Rights.

The National Collaborative is supported by a team from Scottish Government Drug Policy Division facilitated by the ALLIANCE (The Health and Social Care Alliance Scotland).

To reach its objectives, the National Collaborative is applying a human rights-based approach. This approach places people and their human dignity and rights at the centre of all policy and decision-making.

The NC is using the FAIR Model of a human rights-based approach.



As part of the IDENTIFICATION stage in the FAIR Model, we are issuing this consultation on a draft Charter of Rights for people affected by substance use.

This draft Charter of Rights was informed by the [Call for Evidence](#) which took place in May - Aug 2023.

The draft Charter of Rights aims to:

- directly support people to know and understand their rights in order to access drug and alcohol services.
- directly support service providers and government to continuously improve the availability, accessibility, acceptability and quality of such services.

Invitation to host a community conversation



As part of the public consultation on the draft Charter of Rights, we are inviting you to facilitate a conversation with your community and people you support.

This Facilitation Pack has been designed to support you to initiate and record this conversation.

These conversations can be built around the questions featured on pg 7 of this pack.

Depending on the size, scope and remit of your organisation there are a number of methods to start these conversations that you may consider.

Here are some possible methods to initiate and support a conversation:

- **Arrange a virtual gathering**
- **Arrange an in-person event**
- **Discuss as part of an activity or group you already deliver** - e.g. at a Lived Experience Network meeting
- **Combine with relevant pre-existing activity being delivered by the National Collaborative or partner organisation**
- **Utilise 1:1 discussions** - collate multiple 1:1 engagement activities.
- **Any other method** – any other preferred method of engagement which can be used to capture responses and experiences relating to the questions.

If you have any questions relating to selecting an engagement method then please contact us at: people@alliance-scotland.org.uk

Questions



To help us gather consistent evidence from across our partners, we are asking for feedback on the draft Charter of Rights based on the following five questions, which were shaped by the Change Team:

- Does the content of the draft Charter apply to you and/or the communities you're involved with? If not, why not?
- What could improve the content of this draft Charter? Is there anything you would like to add?
- What would support you to use the Charter in practice? (e.g. training, resources, guidance, different formats)
- Can you foresee any challenges or barriers to implementing the draft Charter? How these might be overcome?
- Is there anything else you want to say?

The responses to this consultation will be used to ensure the final format of the Charter of Rights for people affected by substance use, and any supporting materials, are inclusive, accessible and implementable.

Feeding back

Please return your feedback and comments using the methods outlined below.

The evidence you gather from your Community Conversation can be returned to us in a number of ways:

Digitally: By completing this form on [SmartSurvey](#)

By email: By returning a completed feedback template by email to NationalCollaborative@gov.scot

By post to:

National Collaborative Team
Health and Social Care Alliance Scotland
(the ALLIANCE)
349 Bath Street
Glasgow G2 4AA

Any other way: If you would like to submit your feedback any other way, please contact people@alliance-scotland.org.uk to discuss

Please return responses by 3rd June 2024

Any responses returned after this date may not be included in the final report.



Community Conversation Checklist



Before the event:

- Decide whether to host in person or virtually
- Select a date and time when your community is likely to be available, or are already meeting
- If needed, select an inclusive venue
- Consider any alternative communication needs, such as language translations or Easy Read
- Review the Complaints and Safeguarding resource
- Advertise your community conversation
- Provide a content/ trigger warning
- Consider if your community conversation would benefit from any enhanced wellbeing support, such as the presence of a counsellor
- Complete any necessary Data Protection processes

During the event:

- Inform people of the purpose of the National Collaborative, the community conversation and how their feedback will be used
- Inform people of their Rights
- Check on quieter voices
- Give the opportunity for people to share views anonymously if they would prefer
- Provide a safe/ quiet space
- Note your discussion and number of attendees
- Provide signposting materials for those who might need it

After the event:

- Thank and follow up with your participants
- Submit your findings

Support

Thank you for your interest in taking forward engagement activity.

Small Grants

To support organisations to host a Community Conversation, the ALLIANCE have a limited number of Small Grants of up to £250 available. These are to cover the costs incurred by you, or individuals attending a conversation you host. Grant forms are available on the [ALLIANCE's website](#), or please contact the ALLIANCE to discuss by emailing people@alliance-scotland.org.uk.

Complaints and safeguarding

In the event that your community conversation highlights a complaint or safeguarding concern, the National Collaborative have developed a short guidance document on what you should do.

This guidance has been shared along with this Facilitation Pack.

FAQs

Q: How many people should I include in my engagement?

A: It can be any size really, as much as your venue or virtual platform allows and you are comfortable in managing. We find smaller groups of about 12-15 work well, to ensure everyone has a chance to participate and the event can be managed well by the host.

Q: Can I host more than one conversation?

A: Yes – please do if you can - as long as we get all your feedback by 3rd June 2024.

Q: Can an ALLIANCE staff member be available to support?

A: If you would like us to consider whether one of our Development Officers can join your event to support with facilitation then please forward your request to people@alliance-scotland.org.uk (include your event timings) and we will check if that is possible.

Q: I don't want to join a Group - can I still submit my views?

A: Yes individuals can also respond.

Q: How can we provide feedback beyond the discussion questions?

A: Please email us at NationalCollaborative@gov.scot



Get in touch

We hope this guide has been helpful.

If you have any further questions, please don't hesitate to contact the team.

Email: people@alliance-scotland.org.uk

Website: <https://www.alliance-scotland.org.uk/lived-experience/engagement/national-collaborative>

Twitter: [@ALLIANCEscot](https://twitter.com/ALLIANCEscot)

About the ALLIANCE

The Health and Social Care Alliance Scotland (the ALLIANCE) is the national third sector intermediary for a range of health and social care organisations. We have a growing membership of nearly 3,000 national and local third sector organisations, associates in the statutory and private sectors, disabled people, people living with long term conditions and unpaid carers. Many NHS Boards, Health and Social Care Partnerships, Medical Practices, Third Sector Interfaces and Access Panels are also members.

The ALLIANCE is a strategic partner of the Scottish Government and has close working relationships, several of which are underpinned by Memorandum of Understanding, with many national NHS Boards, academic institutions and key organisations spanning health, social care, housing and digital technology.

Our vision is for a Scotland where people of all ages who are disabled or living with long term conditions, and unpaid carers, have a strong voice and enjoy their right to live well, as equal and active citizens, free from discrimination, with support and services that put them at the centre.

The ALLIANCE has three core aims; we seek to:

- Ensure people are at the centre, that their voices, expertise and rights drive policy and sit at the heart of design, delivery and improvement of support and services.
- Support transformational change, towards approaches that work with individual and community assets, helping people to stay well, supporting human rights, self management, co-production and independent living.
- Champion and support the third sector as a vital strategic and delivery partner and foster better cross-sector understanding and partnership.

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📘 Health and Social Care Alliance Scotland 📷 [@alliance.scotland](https://www.instagram.com/alliance.scotland)

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The ALLIANCE is supported by a grant from the Scottish Government.

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