



10 November 2014

Dear Colleague,

The National Assembly for Wales' Health and Social Care Committee is undertaking an **inquiry into alcohol and substance misuse**.

The Committee will consider the following areas as part of its inquiry:

- the impacts of alcohol and substance misuse on people in Wales, including young people and university students; older people; homeless people; and people in police custody or prisons;
- the effectiveness of current Welsh Government policies on tackling alcohol and substance misuse and any further action that may be required;
- the capacity and availability of local services across Wales to raise awareness and deal with the impact of the harms associated with alcohol and substance misuse.

### **Invitation to contribute to the inquiry**

To inform the inquiry the Committee would welcome your views in relation to the terms of reference set out above. You may wish to provide a written submission which addresses the terms of reference outlined above.

Alternatively you may wish to respond to the Committee's consultation questionnaire (to be available on the Committee's website from Monday 17

Bae Caerdydd / Cardiff Bay  
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November). Responses will be collated and analysed, and will inform oral evidence sessions with relevant bodies and individuals, scheduled to take place in spring 2015.

The Committee welcomes evidence from both individuals and organisations. If you are responding on behalf of an organisation, please provide a brief description of the role of your organisation. Guidance for witnesses providing written evidence for committees is attached at Annex A.

Generally, we ask for submissions to be made in writing, because it is normal practice for the National Assembly to publish evidence provided to a Committee on our internet site so that it becomes part of the public record. However, we are also able to accept evidence in audio or video format. The Committee welcomes contributions in English or Welsh, and we ask organisations with Welsh Language policies / schemes to provide bilingual responses, where applicable, in line with their public information policies.

If you wish to submit evidence, please send an electronic copy of your submission to [HSCCommittee@wales.gov.uk](mailto:HSCCommittee@wales.gov.uk). Alternatively, you can write to: Committee Clerk, Health and Social Care Committee, National Assembly for Wales, Cardiff Bay, CF99 1NA.

**Submissions should arrive by Friday 9 January 2015.** It may not be possible to take into account responses received after this date.

Submissions should:

- be no longer than five sides of A4;
- contain numbered paragraphs;
- (if submitted electronically) should preferably be Word documents, not pdf files; and
- should focus on the terms of reference outlined above.

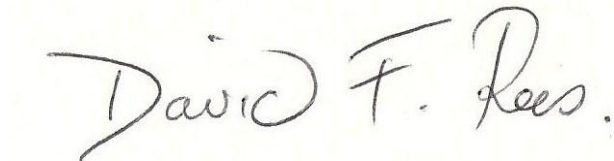
For your information, a list of those to whom this consultation has been sent is attached (Annex B) to this letter. If you are aware of other individuals or organisations who may be interested in responding to this consultation, please do draw this letter to their attention.

## Disclosure of Information

You can find further details about how we will use your information at <http://www.assemblywales.org/help/privacy/help-inquiry-privacy.htm>.

Please ensure that you have considered these details carefully before submitting information to the Committee.

Yours faithfully

A handwritten signature in black ink that reads "David F. Rees." The signature is written in a cursive style with a large initial 'D' and 'R'.

**David Rees AM**

**Chair**

## **Annex A: Guidance for witnesses providing written evidence for committees**

The Assembly is committed to providing accessible information to the widest audience possible. This short guide is to assist witnesses who produce written information for committees. This will enable the Assembly to provide information submitted by third parties in an accessible manner.

- Use plain English and plain Welsh – avoid unnecessary jargon
- Use a minimum of font size 12.
- A clear sans serif typeface, such as Lucida Sans
- Do not have writing over graphics, pictures or watermarks
- Colours and contrast – writing should have maximum contrast to the background: dark on light, light on dark
- Do not use block capitals, and minimise use of bold, underlining and italics

Where possible, information should be provided in Microsoft Word to ensure accessibility. Where a scan or pdf is provided, particularly in the case of signed letters or tables of information, the original Word document should be provided along with it.

## **Annex B: Consultees for public consultation**

This consultation has been sent to the following individuals and organisations. If you are aware of other individuals or organisations who may be interested in responding to this consultation, please do draw this letter to their attention.

- The Minister for Health and Social Services

### *Local Government*

- Welsh Local Government Association (WLGA)
- Local authorities
- Association of Directors of Social Services

### *Education*

- Association of Directors of Education in Wales (ADEW)
- Association of School and College Leaders
- National Association of Head Teachers
- National Union of Students Alcohol Impact Initiative
- Universities

### *Criminal justice and prisons*

- ARCH Initiatives Cymru
- Association of Chief Police Officers (ACPO)
- HM Inspectorate of Prisons
- Howards League for Penal Reform
- Nacro
- National Association of Probation Officers
- National Offender Management Service
- Police Federation
- Police forces in Wales
- Prison Governors Association
- Prison Offender Management Systems
- Prison Officers Association
- Rehabilitation for Addicted Prisoners Trust
- Wales Community Rehabilitation Company
- Youth Justice Board

- Youth Offending Teams

#### *Health professionals*

- Academy of Royal Colleges in Wales
- British Medical Association
- College of Paramedics
- Community Pharmacy Wales
- Federation of Drug and Alcohol Professionals
- General Medical Council
- General Pharmaceutical Council
- Royal College of Emergency Medicine
- Royal College of General Practitioners
- Royal College of Nursing
- Royal College of Paediatricians and Child Health
- Royal College of Physicians
- Royal College of Psychiatrists
- Royal Pharmaceutical Society

#### *Health boards and trusts*

- Welsh NHS Confederation
- Local Health Boards
- Welsh Ambulance Services NHS Trust (WAST)
- Public Health Wales
- Veterans' NHS Wales

#### *Regulators*

- Care and Social Services Inspectorate Wales
- Healthcare Inspectorate Wales

#### *Alcohol and substance misuse*

- Age Cymru
- Alcohol Concern Cymru
- Alcoholics Anonymous
- Brynawel House
- Cais
- Cyswllt Contact

- DAN 24/7
- Drug and Alcohol Charities Wales
- Drug Interventions Programme (DIP)
- Drugaid Cymru
- DrugsTraining.com
- DrugScope
- Institute of Alcohol Studies
- Living Room Cardiff
- Kaleidoscope Project
- Mental Health Foundation
- MIND Cymru
- Narcotics Anonymous
- Newlink Wales
- Recovery Cymru
- Shelter Cymru
- Substance Misuse Area Planning Boards
- TEDS (Treatment and Education Drug Services)
- Turning Point Cymru
- The Wallich
- WEDINOS project
- Welsh Centre for Action on Dependency and Addiction
- Welsh Council for Voluntary Action
- Welsh Council on Alcohol and Other Drugs
- West Glamorgan Council on Alcohol & Drug Abuse – WGCADA

*Other*

- Auditor General for Wales
- Children’s Commissioner for Wales
- Equality and Human Rights Commission in Wales
- National Institute for Social Care and Health Research
- Older People’s Commissioner for Wales
- Welsh Institute for Health and Social Care
- Welsh Language Commissioner