



**Minutes of a Meeting of the Highland ADP Strategy Group  
held on 22<sup>nd</sup> August 2013  
In NHS Highland, John Dewar Building, Inverness**

**Present:** Dr Margaret Somerville (Chair)  
 Dr Duncan Stewart, Consultant Psychiatrist  
 Caroline Johnston, Governor, HM Prison, Inverness  
 Cllr Liz MacDonald, Alcohol & Drugs Political Champion  
 Suzy Calder, Head of Substance Misuse/Professional Lead  
 Dawn Grant, Children’s Services Manager  
 Elisabeth Smart, Public Health Consultant  
 Inspector Archie Henderson, Division Coordination Unit Police Scotland  
 David McRonald, Head of Finance – Community Care, NHS  
 Debbie Stewart, HADP Coordinator

**In Attendance:** Dr Jenny Wares, Public Health Trainee  
 Laura Fisher, Preventions & Interventions Co-ordinator, Police Scotland

Item	Discussion	ACTION
1	<p><b>WELCOMES/APOLOGIES</b></p> <p>Margaret welcomed everyone to the meeting and introductions were made. Margaret highlighted that this was only the second meeting with new Scottish Police representation and the first meeting for Caroline.</p> <p>Apologies were noted from Bill Alexander, Supt Steve MacKay, Hugh Fraser, Karen Carson, Alasdair MacDonald and Sarah Henderson.</p>	
2	<p><b>MINUTES OF PREVIOUS MEETING</b></p> <p>The minutes of the meeting held on <u>8<sup>th</sup> May 2013</u>, previously circulated, were accepted as accurate.</p>	
	<p><b>MATTERS ARISING</b></p> <p>Actions from the meeting held on <u>8<sup>th</sup> May</u> which were also circulated and noted as below.</p> <ul style="list-style-type: none"> <li>• The Financial Framework is to come back later on the agenda.</li> <li>• A potential date to discuss YAS posts is being sought, likely to be the 26<sup>th</sup> September.</li> <li>• Suzy has facilitated discussions between service and Police in an effort to resolve the Inverness City Centre issues raised.</li> </ul> <p>The intra-nasal naloxone pilot has been discussed at the Inverness District Partnership. A brief summary was</p>	<p>Liz</p> <p>Margaret, Dawn, Suzy, Debbie</p>



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3	<ul style="list-style-type: none"> <li>provided and Harm Reduction will provide a fuller report on the findings from an evaluation of the pilot.</li> <li>Debbie reported that work was ongoing to complete the annual reporting template by 16<sup>th</sup> Sept and that a draft would be circulated for comment in the near future.</li> <li>The protocol for serious case reviews in Highland produced by the Safer Highland leadership group will be raised at the DRD CIRG meeting scheduled for the 28<sup>th</sup> August. It was noted that the protocol has been agreed and is currently at the stage for the PF to make final comments.</li> <li>Under the terms of the HADP Memorandum of Understanding it was agreed that Margaret will continue as Chair for a further term of 3 years and then she will stand down.</li> </ul>	<p>Suzy/ Debbie</p> <p>Debbie</p> <p>Debbie</p> <p>Margaret/ Debbie</p>
4	<p><b>STRATEGY DELIVERY</b></p> <p><b>4.1 <u>HADP Progress Report Update</u></b></p> <p><b>4.1.2. <i>Children and Families –</i></b></p> <p>The CAPSM Group has been re-convened and a self-evaluation / group improvement process is underway. Part of the process will identify gaps and also look at improving targeting and uptake of GOPR related training.</p> <ul style="list-style-type: none"> <li>112 young people across Highland are currently receiving 1 to 1 support on substance misuse and related issues from the YAS. Diversionary work is underway with the Abriachan Project and links are being strengthened with the Princes Trust. Five staff are undertaking training to support them to deliver a parental behaviour training programme.</li> <li>A good practice example led by the YAS in Caithness to tackle VSA has informed recent action to tackle butane gas misuse in Inverness. In Caithness, YAS worked in partnership with Trading Standards, RESOLV and the Police to provide training to workers, information on the law and potential penalties to retailers and conduct local test purchasing. Inverness community safety partnership plan a communications campaign in the near future, targeting butane gas users and retailers as well as the general public.</li> <li>Suzy reminded members that it isn't just young people involved in VSA but also chronic drug users. Some reports from services suggest clients are presenting with psychotic and also withdrawal symptoms. An alleged problem related to multiple purchasing has come to light in the Inverness area via a local councillor. The upsurge in butane gas use is causing concern in services.</li> </ul>	





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	<p>collaboration with Third Sector Partners is being utilised. There has been increased distribution of naloxone packs and the intranasal naloxone pilot is due to be evaluated by public health colleagues in the near future. Suzy is waiting to meet with GG&amp;C regarding the concerns they have raised about intranasal administration. A&amp;B ADP chair has requested that the police are trained and carry intranasal naloxone.</p> <p><b>Action:</b> Margaret to feedback that the pilot will need to be evaluated prior to decisions taken to extend distribution to other agencies such as the police.</p>	Margaret
	<ul style="list-style-type: none"> <li>• <i>Drug Related Deaths</i> – HADP Support Team now coordinates the gathering of data for the NDRD Database, supported by Police Scotland, NHS and other stakeholders as appropriate. 10 deaths have been recorded this year, the majority being a result of depressant drug toxicity including; opiates, benzodiazepines, methadone and alcohol. Angie Grant-Omotoshio is working on a non-fatal overdose list which is an important resource for reducing the risk of future overdoses and death. Margaret welcomed updates on deaths so that information can be pulled together quickly as this Group has to say what the data is in regard to the latest figures. Angie’s report will be disseminated to appropriate services in the near future as a preventative measure.</li> <li>• <i>SMART Recovery update</i> - . Members received a brief report on progress. Uptake is progressing among Third Sector partners but there are very limited links with statutory services. SMART are keen to see more active NHS involvement. Suzy stated that lack of capacity made this difficult at present and felt there was a need to be clear that the programmes SMART are following are what services would approve and although they seem to work well with statutory services it is not a priority that is where champions or groups need to be located. Caroline said she was encouraging discussing linking delivery of SMART outside custody.</li> </ul>	
4.1.4.	<p><b>Maximising Health –</b></p> <ul style="list-style-type: none"> <li>• <i>Over Provision Report and Recommendations</i> - Liz reported there has to be an over provision statement agreed by Licensing Boards by November 2013. Although Public Health has directed this work it is important that all the partners within the ADP get the chance to debate within their organisations and give their view. Two recommendations have been put forward; 1) No more off-sales licenses are agreed, where sales capacity is 40 square meters and over. 2) No more off-sales licenses are agreed, where sales capacity is 40 square meters and over in specific multi-member wards with rates of health harm above the Scottish average.</li> </ul>	



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	<ul style="list-style-type: none"> <li><b>Action:</b> Report to be circulated to members for consultation on a preferred option.</li> </ul> <p>Inspector Henderson advised that the Police are submitting a separate response.</p>	
	<ul style="list-style-type: none"> <li><u>Legal Highs Scoping Exercise (circulated)</u> – Each ADP had been asked to perform a scoping exercise for their area. This paper now circulated outlines how this could be done in Highland. Suzy said that she had done work with her North Team for Scottish Government on work with Legal Highs. It was felt that for the next round of Ministerial visits, the work being done with the prison could be highlighted. Margaret noted that the draft brief looks comprehensive and would be a useful exercise. Duncan said he would like to get involved but he would change some of the questions.</li> </ul> <p><b>Action:</b> Debbie and Duncan will meet and progress will be reported to the next meeting.</p> <ul style="list-style-type: none"> <li><u>Highland ADP Report August. Integrated Drug and Alcohol Education Project proposal</u> The report was considered very brief and it was stated that a more comprehensive report will require to be presented to this group in the future.</li> </ul> <p><b>Action:</b> Provision of a more detailed update on the project including costings for the next meeting.</p> <p><b>Action:</b> Sgt Henderson offered to provide for the Group a summary report from the Belladrum festival for the meeting. A future meeting should look at A &amp; E data ahead of next year's festivals.</p>	<p>Debbie, Duncan</p> <p>Karen, Debbie</p> <p>Sgt. Henderson</p>
4.1.	<p><b>Protecting Communities -</b></p> <p>Sgt. Henderson reported that current enforcement activity centres around underage drinking. Test purchasing of premises in Nairn was undertaken with all premises passing. The Pub Watch Inverness Campaign Against Violence has been successful and work is ongoing to plan next years Highland Rock Challenge. Work is also ongoing with the Fire Service to identify those at risk of drinking and cooking leading to house fires. Also, currently working with Trading Standards and advisory letters have recently been sent to two premises.</p> <p>Caroline highlighted an emerging issue with suboxone and subutex being misused in HMP Inverness with abusing of this substance in Prison as well as Subutex.</p> <p><b>Action:</b> Suzy agreed to have discussions with prison medical staff and also raise it with Osprey House to see whether they have any further information.</p>	<p>Suzy, Caroline</p>



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5	<p><b>BUDGET STATEMENT AND FINANCE AND COMMISSIONING GROUP</b></p> <p><b>5.1. Budget –</b> David tabled a financial statement for the 3 months period to June 2013. It was stated that it is fairly early in the financial year to forecast year end variance.</p> <p>The statement showed a current overspend, however, it is coming down and is likely to approach break even by the end of the financial year. It was noted that these are operational budgets and one line coming forward is south area community based services showing a current overspend.</p> <p>Margaret stated she has pushed for a manageable budget and was happy that keeping a good overview of the budget was being done and that although further progress and clarity was required, it was good to see it getting to this point.</p> <p><b>Action:</b> It was requested that an electronic copy of the budget statement be disseminated at the same time as the other papers.</p> <p><b>5.2. HADP Finance and Commissioning Group -</b></p> <p>The group is to be re-convened and will meet prior to the next strategy group meeting. The terms of reference have been drafted and consulted on (<i>copy circulated</i>) and a future meeting schedule will be devised. Liz reported that there has been no response to the financial reporting template previously circulated to the recipients of monies HADP has responsibility for. David stated that the information requested is detailed and to provide clarity on individually named staff is an extensive piece of work and it may be easier to focus on reporting on outcomes.</p> <p><b>Action:</b> A meeting will be arranged to agree how best to progress with providing the relevant information for completing the template.</p> <p><b>Action:</b> Liz will continue to develop a commissioning framework on behalf of the group.</p>	<p>David</p> <p>Liz</p> <p>David, Liz, Debbie</p> <p>Liz, Debbie</p>
6	<p><b>PLANNING AND REPORTING TO THE SCOTTISH GOVERNMENT</b></p> <p><b>6.1 ADP reporting requirements 2012/3 – Template</b></p> <p>A reporting template was circulated for discussion. Debbie explained that the reporting template is a self-assessment exercise and is structured to reflect the commissioning cycle. HADP has to report on progress against each of the stages of</p>	



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	<p>the commissioning cycle and set 5 priorities for 2013/14. Improvement goals that reflect Ministerial priorities also have to be set locally. The national indicators used to monitor performance also require to be ragged.</p> <p><b>Action:</b> Debbie to continue completing the template in collaboration with relevant partners. A draft will be circulated for comment at least a week in advance of the submission date.</p> <p><b>Action:</b> Members are requested to forward any comments on the annual reporting template to Debbie.</p>	<p>Debbie</p> <p>All</p>
6.2	<p><b>Quality Improvement Letter to ADPs</b></p> <p>This letter dated 3<sup>rd</sup> July from the Public Health Directorate of the Scottish Government was noted. It outlines Scotland's new approach to improving the quality of drug and alcohol services through the development of an Alcohol and Drug Quality Improvement framework. The framework takes forward the next stage of delivery of the Road to Recovery and builds on recommendations within the Quality Alcohol Treatment &amp; Support report.</p> <p>It is intended for the framework to drive a culture of self-assessment whereby ADPs commission services based on evidence of meeting principles of care for Recovery Orientated systems of Care (ROSC) measured by a range of tools.</p> <p><b>Action:</b> Members are asked to note this letter.</p>	<p>All</p>
7	<p><b>SAFER HIGHLAND LEADERSHIP GROUP</b></p> <p>The main points of interest from the SHLG meeting of 19<sup>th</sup> June were highlighted. There is an expectation that the work of HADP will contribute to the delivery plan for the relevant drug and alcohol related outcomes to be achieved in the revised SOA. The safer highland leadership group will have responsibility for the delivery plan for the safer and stronger communities and reducing re-offending aspects of the SOA and will be accountable to the community planning partnership board for progressing this work. SHLG has agreed that measures to reduce consumption and tackle alcohol misuse are a priority for Safer Highland.</p> <p><b>Action:</b> Margaret will continue to provide linkage between HADP and Safer Highland.</p> <p><b>Action:</b> The minutes from the Safer Highland leadership group will be an item for discussion at future HADP meetings and a copy of the minutes will be circulated to members.</p>	<p>Margaret</p> <p>Debbie, Maureen</p>
8	<p><b>STAKEHOLDER EVENT – 14<sup>TH</sup> JUNE 2013</b></p> <p>Debbie provided an overview of a report highlighting feedback</p>	



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	<p>from stakeholders attending the event. It outlines the priorities that Stakeholder's are keen to see progressed over the next year.</p> <p><b>Action:</b> Strategy group members are invited to provide comments and feedback on the Stakeholder Event and the priorities being proposed.</p>	All
9	<p><b>FOR INFORMATION AND NOTING</b></p> <p>9.1 <u>Drug and Alcohol Delivery Bulletin – July 2013</u> – Noted</p> <p>9.2 <u>Information on funding grant sources</u> – July 2013 – There was submitted to note a paper showing HADP information on funding/grant sources for Third Sector as at June 2013</p> <p>9.3 <u>Sexual Health &amp; BBV Framework</u> – There was submitted Terms of Reference – Version 3a under the Sexual Health and BBV Framework 2011-2015</p> <p>9.4 <u>Report on the Special Working Group on Prevention</u> – For information and noting.</p> <p>9.5 <u>Northern Community Justice Authority Annual Report</u> – link to the document noted</p>	
10  10.1  10.2  10.3	<p><b>CONSULTATIONS</b></p> <p><b>Scheduling of Tramadol under the Misuse of Drugs Regulations 2001</b> – Suzy is currently gathering responses to this consultation which runs until 11<sup>th</sup> October.</p> <p><b>Action:</b> Services have agreed to lead on responding to this consultation.</p> <p><b>Drug Drive Consultation</b> - Consultation open until 17<sup>th</sup> September.</p> <p><b>ORT Report</b> - Today saw publication of the report on Opioid Replacement Therapy (ORT). ADPs are charged with looking at the recommendations along with Primary Care Pharmacists. Information will be circulated to members and the report will have more time allocated for discussion at the next strategy group meeting.</p> <p><b>Action:</b> A copy of the report will be circulated to group members and relevant colleagues in Primary Care for consideration and further discussion.</p>	Suzy   Debbie, Suzy
11	<p><b>ANY OTHER BUSINESS</b></p> <p><b>Harm Reduction Event</b> - Suzy advised that under the Auspices of the Addictions Working Group which Duncan</p>	





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	<ul style="list-style-type: none"> <li>leads, to note a date in the diary for a Harm Reduction Awareness Raising Event on Friday 22<sup>nd</sup> November.</li> </ul> <p><b>Action:</b> Further details will be circulated shortly.</p> <ul style="list-style-type: none"> <li><u>Residential Rehab Proposals</u> - Two proposals are currently being put forward for a residential rehabilitation service at Balblair House. One proposal relates to a partnership between the Bethany Christian Church and Blythswood Care to develop the DOCHAS Recovery Centre. The other relates to a proposed A to A approach to providing residential rehabilitation.</li> </ul> <p><b>Action:</b> HADP will be kept informed of progress on any of the proposals.</p> <ul style="list-style-type: none"> <li><u>Storage of Methadone</u> - Laura raised a matter on behalf of Angie that through police duties it has observed that during house searches, she has rarely found Methadone to be stored in a locked area and asked what the procedure was to improve this situation. Suzy and Duncan said that a handbook is given to all Methadone users which includes information on safe storage and although this message can be reinforced, services cannot go into homes to check this is done. Duncan agreed that direct feedback from the police could be provided to local services to ensure they were aware of the situation and to address concerns with clients. In some situations a return to supervised administration may be considered where lack of secure storage was a safety issue, particularly where children are concerned.</li> </ul> <p><b>Action:</b> Laura will report this back to Angie and other colleagues in Scottish Police. Services will be expecting that they may receive this form of contact from the police.</p>	<p>Suzy</p> <p>Suzy</p> <p>Laura/ Angie</p> <p>Laura, Duncan, Suzy</p>
12	<p><b>DATE OF NEXT MEETING</b></p> <p><u>Wednesday 6<sup>th</sup> November at 2 p.m.</u> – Board Room, John Dewar Building.</p>	