



**East Ayrshire Alcohol and Drug Partnership Committee  
DRAFT Minutes of Meeting**

Date: Friday 1st October 2010  
 Time: 10am  
 Venue: Meeting room 1, London Road Kilmarnock HQ

**Present**

- Eddie Fraser, Head of Service, Community Care EAC (Chairperson)
- Liam Wells, Team Manager, Community Care Core Services, EAC
- Ann Williams, Community Safety Co-ordinator, EAC
- Angie Bennett, Leisure, EAC
- Susan Taylor, Head of Service, Children Families & Criminal Justice EAC
- Alison Crawford, Schools Alcohol Education Co-ordinator, EAC
- Susan Wilson, Public Health Practitioner, NHS
- Alan Howard, Planning & Compliance Officer, South West Scotland CJA
- Clark Callahan, Strathclyde Police
- Danny Stuart, Strathclyde Police
- Rankin Barr Vol Sec Representative, Turning Point service Manager
- Maggi Colvin, HMP Kilmarnock
- Jim Scott, Group Commander, Strathclyde Fire & Rescue
- Anne Marie Ward, Partnership Development Officer, ADP Support Team

**In Attendance:**

- Eugene Fitzpatrick Criminal Justice Services EAC
- Ruth Shepherd, Co-ordinator, Alcohol & Drug Partnership Support Team

	ITEM	Action
1.	<p><b>Apologies</b>                      Apologies were received from Wilson Brown, Katie Kelly, and Alison Findlay, Frances Donachie.</p>	
2.	<p><b>Minutes of last meeting</b>                      The Minutes of the last meeting dated 23<sup>rd</sup> June were agreed as accurate, subject to the following changes:                      9.1 In relation to the untold damages report this should read alcohol use instead of drug use.</p>	
3.	<p><b>Matters arising</b></p>	
4.	<p>4.1 EA ADP Advisory Group Terms of reference agreed.</p> <p>4.2 Liam spoke to the paper on East Ayrshire CPP alcohol funding allocations and expenditure. It was noted and discussed that the 2008-2011 priorities have now changed for potential future allocations and that the ADPC should remain conscious of the changed priorities, in any future planning considered. Discussion also took place around the responsibility of the Advisory group on what to take forward and the need for evaluations and recommendations to be as robust as possible. The ADPC would expect to see the advisory group produce a clear and fair template for the evaluation of all projects before the Dec ADPC member are also reminded that this allocation is a small amount of total and that a wider discussion is required.</p>	<b>Advis Group</b>

	<p>4.3 Jackie spoke to the paper establishment of a service delivery group and the ADPC agreed that they should go ahead and present a proposal to the ADPC at the next meeting with the wording at 3.3 changed to read (The service delivery group to be established will have lead responsibility for implementing the ADP strategy and informing its development from a particular delivery perspective). Terms of Reference to be developed.</p>	<b>JH</b>
<b>5.</b>	<p>5.1 Annemarie spoke to the paper strategy development day consultation and the ADPC discussed the key changes being proposed 4.1 to 4.6 were agreed as priorities within the improving health plan, it was also recognized that there is cross referencing to the community safety plan and that this should be noted and a 7<sup>th</sup> key change should be written in to consider communities.</p> <p>5.2.2 Ruth spoke to the paper model of care short life working group outlining the processes they will go through. The Committee noted that this process has been ongoing since Jan 09 and that they would now expect to see this paper completed and circulated mid October.</p> <p>5.3 Eddie spoke to the paper CHP health and well Being Action Plan and agreed that the key priorities for change 4.1 to 4.6 including communities 4.7 would inform the 8 work streams in PDO report 5.1 the EA Community Action plan and that the advisory group would use the logic models to consider the actions following the work streams. Eddie also agreed to do a flow chart to give the ADPC members a pictorial representation of our journey.</p>	<p><b>DS</b></p> <p><b>RS</b></p> <p><b>Advis Group</b></p> <p><b>EF</b></p>
<b>6.</b>	<p>6.1 Links between the licensing forum are in place with both Liam Wells and Susan Wilson attending, there have been some issues with the aims and role for the group that have led to a disruption but the next meeting is set for November and they will both report back then.</p>	<p><b>LW</b></p> <p><b>SW</b></p>
<b>7.</b>	<p>7.1 National Alcohol Awareness week, Annemarie presented a the AAW project plan that detailed the events and resources taking place throughout the week and thanked everyone for their ongoing support and contributions notable Kathy Owens of public health and East Ayrshire leisure services who's contribution has been invaluable.</p> <p>7.2 Eugene Fitzpatrick gave a criminal justice presentation outlining the new community pay back initiative he described in detail the systems and asked the committee to note that the old system will probably run in parallel for the next three years until phased out.</p>	
<b>8.</b>	<p>8.1 The waiting times report (first quarter 10-11) was presented to the ADPC and noted.</p>	

	<p>8.2 The drug death review group six monthly update was presented to the ADPC, discussion took place around the potential to get more detailed information from this group and it was noted that a new chair Clark Callaghan would do his utmost to ensure that this happens if possible.</p> <p>8.3 Annemarie gave an update on the UK recovery Walk that took place last week and thanked everyone for their support in attending.</p>	<b>CC</b>
<b>12.</b>	<p><b>Questions relating to papers issued for information</b> None.</p>	
<b>13.</b>	<p><b>Administration Issues</b> None</p>	
<b>14.</b>	<p><b>AOCB</b> Rankin Barr informed the ADPC that the voluntary sector were going to approach the partnerships with a proposal to develop a Ayrshire wide voluntary sector compact to feed into the ADPC, and informed the ADOPC that they would be meeting again on the 23<sup>rd</sup> and 30<sup>th</sup> of November with the intention of using one of these dates to consult the service users within the Ayrshires.</p>	<b>RB</b>
<b>15.</b>	<p><b>Date of Next Meeting</b> Friday 17<sup>th</sup> December 2010, 2pm till 4pm, meeting room 1 London Road HQ.</p>	

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