

ADAT STEERING GROUP MEETING 24 OCTOBER 2007

PROGRESS REPORTS FROM ADAT STRUCTURE MEETINGS

Item 8.3	<p>Strategic Finance and Commissioning (Irene)</p> <p>Meeting took place on 22 August 2007. Group discussed and agreed with revisions Terms of Reference.</p> <p>1st quarter monitoring reports were provided and any areas of concern highlighted. Most projects are funded to March 2008 and the group discussed the services' concerns regarding re-funding.</p> <p>A budgetary report was provided. The meeting discussed and agreed a process for allocating and spending the large non-recurring amount which had accrued over time from slippage and receipt of additional ring fenced allocations from Scottish Government.</p> <p>Invitations to submit proposals were sent out via ADAT Steering Group members, ADAT Structure meeting members the ADAT and Managed Health Network website. Completed proposals had to be submitted to ADAT by 12 noon 5 October. All proposals submitted will be considered along with recommendations made by the local JPIGs at the next meeting on 24 October.</p>
Item 9	<p>JPIGs (Irene)</p> <p>East: Meeting on 18 October. Action Plan has been drafted and all comments for discussion and subsequent approval at meeting. 12 proposals for non-recurring underspend for JPIG endorsement. Terms of Reference to be reviewed drafted accordingly.</p> <p>North: October meeting rescheduled to November due to school holidays. Draft Action Plan to group for comment and approval at next meeting. Draft Terms of Reference to group for comment and approval at next meeting. 14 proposals for non-recurring underspend passed to Chair for JPIG action and endorsement.</p> <p>South: Draft Action Plan sent to Chair for circulation to group. Awaiting comments. Next meeting is February 2008. 11 proposals for non-recurring underspend sent to Chair for JPIG action and endorsement.</p>
Item 10.1	<p>Ayrshire Addiction Training Forum (Irene)</p> <p>Meeting took place on 2nd October. Terms of Reference have been drafted and all comments due back for next meeting. Peter McArthur agreed to continue as Chair in the meantime. Peter delivered a presentation based on the Training Needs Analysis Report which has now been disseminated to all group members for discussion and comment. Brief Interventions trainers recruited further update at next meeting.</p>

Item 10.2	<p>DAISay Group (Ruth) Meeting took place 28 August 2007. Group received feedback from ADAT Steering Group meeting and ADAT Structure meetings. Considered content of Baseline report on National Quality Standards. Group continuing to work on constitution.</p>
Item 11.1	<p>Prevention and Education Expert Advisory Group (Ruth) September meeting cancelled due to scheduled meeting falling on popular holiday Monday. Action plan developed. Following discussion with Chair of group and ADAT Chairperson the Schools Pilot sub-group reporting structure will be held within the NHS Public Health Department.</p>
Item 11.2	<p>Looked After and Accommodated Children Training short life working group (Ruth) Interim evaluation has been received from the training provider. Group reconvened to consider what to do within the final phase in place of the Training for Trainers workshops. The group members have agreed to support Hill Logan to produce an alcohol and drug resource which can be distributed to existing and new foster carers to consolidate learning.</p>
Item 12.1	<p>Treatment and Rehabilitation Group (Ruth) August meeting was cancelled. New dates being scheduled. Following discussion with Chairperson of group the existing workplan is being reviewed to ensure the Treatment and Rehabilitation Group focus on ADAT lead strategic issues. The remaining operational / monitoring issues which will be taken forward in another meeting which is not part of the ADAT structure. The Terms of Reference for this group is being reviewed accordingly.</p>
Item 12.2	<p>Waiting times Group (Lesley) Waiting Times group now devised local validation system. ADAT Steering Group now receiving quarterly Waiting Times Monitoring reports. No current concerns around validity of data.</p>
Item 12.3	<p>Drug Death Review Group (Lesley) Contact has now been made with the Scottish Ambulance Service, and a representative has been identified to represent the Service at the Drug Death Review Group meetings. The Research Officer assigned to compile a report on fatal and non fatal overdoses has distributed some suggestions around the areas of work he might cover in gathering information for the report and will meet with the Project Co-ordinator to take this forward. The database from the National Drug Death Forum has now been uploaded locally, and will be used to record information in relation to local drug deaths. It is envisaged that information can be collectively analysed in the future.</p>
Item 12.4	<p>Children & Young Peoples Needs Assessment (Andy) Formal ethical approval for the needs assessment was received on 13th September 2007.</p>

	<p>Blake Stevenson has piloted the young persons' survey with service users of the East and South Ayrshire Youth Justice Teams. The survey has evaluated well and we will be issuing the survey more widely in the next couple of weeks. Blake Stevenson have estimated that they have enough services involved in the survey to disseminate to around 300-350 individuals at present.</p> <p>Interviews with strategic level service providers are to be conducted during November.</p> <p>A first draft of the mapping exercise report and a second draft of the epidemiology section are currently being prepared.</p> <p>A stakeholder event is to be held on Wednesday 12th December 2007 at Ayr Racecourse. This will be an opportunity to hear initial findings from the needs assessment and consider implications for future service development. Programme to be issued shortly.</p>
Item 12.5	<p>Alcohol Related Brain Damage Needs Assessment (Alistair)</p> <p><u>PROGRESS</u></p> <ul style="list-style-type: none"> • Section 1 of needs assessment report completed. • Section 2 looking at extent of need is currently being completed. • ISD data sets received and analysed [ARBD, alcoholic liver disease, alcohol-attributable conditions]. • Data analysis performed on mortality data, hospital discharge data, GP data, etc. • Stakeholders' research: <ul style="list-style-type: none"> - Stakeholders' survey completed [response rate: 33%]; - Stakeholders' event planned and conducted on 19 Sep 2007; - Analysis on 6 sets of workshop notes underway. • Users' and carers' research: <ul style="list-style-type: none"> - Research specification completed; - Ethics form completed and submitted; - Amendments made on basis of feedback from ethics committee and now accepted; - Tendering of research to external company completed; - "Infusion Co-operative" (IC) currently contracted to do research; - Working with IC to produce consent forms and interview schedules. • Visit to Inverclyde Alcohol Service in June 2007 and report of visit completed (for insertion into larger needs assessment report). <p><u>FUTURE</u></p> <ul style="list-style-type: none"> • Complete Section 2, including completion of data analysis. • Complete users' and carers' research by Feb 2008. • Visit the Richmond Fellowship in Dumbarton. • Plan another stakeholders' event next year to discuss the way forward for local services.

