



Ayrshire & Arran Alcohol and Drug Action Team

Steering Group Minutes

Date: Wednesday 27 February 2008
 Time: 9.30 am
 Venue: ADAT Lodge, Ayrshire Central Hospital, Irvine

Present:

- Dr Maggie Watts, Chairperson
- Sheena Gault, North Ayrshire Council
- Jenny Thompson, South Ayrshire Council
- Ruth Shepherd, ADAT Support Team
- Maria McLaren, HMP Kilmarnock
- John Mitchell, Strathclyde Police
- Charles Lind, NHS Ayrshire and Arran
- Pat Lerpiniere, NHS Ayrshire and Arran
- Biba Brand, Scottish Drugs Forum

In Attendance:

- Andy Pulford, Public Health Researcher for presentation

- Irene Campbell, Partnership Development Officer, ADAT
- Faye Murfet, Partnership Development Officer, ADAT
- Lesley Robb, Project Co-ordinator, ADAT
- Doreen Purvis, ADAT Support Team (Minutes)

	Maggie welcomed everyone to the meeting and advised we would start with Agenda Item No. 5	
5.	<p>PRESENTATION ON NEEDS ASSESSMENT REPORT OF CHILDREN & YOUNG PEOPLE’S ALCOHOL AND DRUG SERVICES</p> <p>Andy gave presentation of the key evidence of the Needs Assessment looking at Alcohol and Drug Services for Children and Young People. Maggie advised that the Children & Young People Needs Assessment Steering Group have reviewed the full draft report. It was agreed the Children and Young People’s Needs Assessment Steering Group will be convened to identify the recommendations to be taken forward and these would be considered at the ADAT Steering Group meeting in April.</p> <p>The results of the needs assessment will also be presented at the next Children’s Strategic Officer Group meeting scheduled for mid March.</p> <p>Following discussion it was agreed the Community Planning Partnerships were the the most appropriate vehicle for achieving commitment to progress implementation of the recommendations. Therefore, once the needs assessment and recommendations are endorsed by ADAT, members agreed to progress it through their own organisations to the Community Planning Partnerships.</p>	<p>Action</p> <p>FM</p> <p>MW</p>

<p>Ruth advised this is the third quarter CAP Monitoring Report and covers all the objectives detailed in the CAP for this year. She indicated that there is only one objective that is reporting slippage which is the Children and Young People's Needs Assessment and it is expected to be completed within the year.</p> <p>6.2 ADAT Reporting arrangements 2008-09</p> <p>Ruth advised the Scottish Government have written to all Action Teams to inform them that reporting arrangements have been reviewed. Completion of a Corporate Action Plan is no longer required. Next year is described as a transitional year and as such no template has been issued. The requirements are for the submission of an ADAT Strategic Plan detailing outcomes and indicators along with a performance report detailing progress on the objectives detailed in the CAP 2007-08.</p> <p>The ADAT Support Team have considered how to fulfil this requirement and it is proposed our Strategic Plan will be based on the action points within the strategies and will, where appropriate, cover the three years of the strategies.</p> <p>In terms of year 2007-08 it is proposed we submit the final CAP Monitoring Report which will have a full year's performance detailed. The Steering Group approved these proposals.</p> <p>6.3 Waiting Times Quarterly Report</p> <p>(i) Lesley advised there have been no problems with either the collection of the figures or the database to extract accurate reports. Discussion followed regarding the retrospective nature of the waiting times figures and whether the waiting times data would be able to reflect accurately the current position of waiting for service. Charles reported the NHS was recording this information via Adverse Incidents Reporting. It was agreed to try to find a mechanism to identify this information alongside the quarterly waiting times figures. Ruth will discuss this with Charles and Pat .</p> <p>The group also discussed the value of ADAT providing an independent perspective which would look at people's experience of accessing addiction services in the area. This was agreed.</p> <p>(ii) Waiting Times Flowchart</p> <p>Lesley advised that the flowchart demonstrated the national process, the process followed by services providing data and the local validation process prior to submission to ISD.</p> <p>The flowchart demonstrated the local data validation process that was proposed and was presented for endorsement by the ADAT Steering Group. ADAT Steering Group members indicated they were satisfied with the governance arrangements that had been put in place.</p> <p>6.4 Strategic Finance & Commissioning Group</p> <p>Meeting after the ADAT Steering Group meeting. Progress as stated in the report.</p> <p>6.5 Audit of ADAT</p> <p>Ruth advised ADAT had recently been scrutinised by NHS Internal Audit. This was primarily a financial and decision making audit looking at the</p>	<p>RS</p> <p>RS/CL/PL</p> <p>RS</p>
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	existing governance structures in place. A verbal report has been given to Ruth Shepherd with recommendations that they are likely to make and a written report will follow which will be made available to the ADAT Steering Group.	RS
ALCOHOL PRIORITIES AND DRUG PILLARS		
7.	<p>REPORT FROM JOINT PLANNING AND IMPLEMENTATION GROUP CHAIRS' MEETING</p> <p>Ruth presented a paper detailing the outcome from the meeting with the JPIG Chairpersons. The unanimous decision by the Chairpersons present was that the JPIGs, as configured, did not provide the most suitable vehicle for progressing the ADAT agenda for all areas and that they should be discontinued. They agreed that attendance at existing partnerships or organisational meetings should be arranged to fulfil the JPIG function as follows:- Children and Young People - Integrated Children Services Planning Group, Justice - Criminal Justice Partnership Adult and older people – Joint Futures</p> <p>It was noted that in East Ayrshire, which has a joint chairing arrangement, one of the Chairpersons had been unable to attend the meeting and had an alternative view. This had been reflected in the proposal to the ADAT Steering Group which proposed that the South and North Ayrshire JPIGs be disbanded and the East Ayrshire JPIG be retained as it fulfilled a useful purpose</p> <p>The Group agreed there needs to be further discussion with the Chairpersons regarding the East. Sheena Gault raised her concern regarding going through the Joint Futures Group as this group only takes reports by exception and there are no standing items.</p> <p>It was agreed that ADAT needs to identify the most appropriate locus in each of the three Local Authority areas. ADAT will have individual discussions with the three localities and try to identify the most appropriate way forward.</p>	MW/RS
CULTURE CHANGE AND COMMUNITIES		
8.	<p>8.1 Executive Training Group</p> <p>Irene advised that this group has appointed a new Chairperson and is reviewing its membership. Topics addressed included:</p> <ul style="list-style-type: none"> • Training Costs Analysis Report This report is to help inform the Strategic Finance & Commissioning Group as to how much is currently being spent on training (actual costs and in kind). It was agreed to bring this back to the June Meeting when information regarding STRADA's courses will be available. • Irene gave an update advising that STRADA are bring out a suite of national courses and that she would bring this information to the next meeting. <p><i>Charles Lind left the meeting.</i></p> <p>8.2 DAISay</p> <p>Biba intimated that this Group is planning to host a conference in September.</p> <p>The group had also discussed issues around methadone and the policy regarding the new Turnaround service being provided by Turning Point. It was agreed Maggie will write to Netta Maciver raising concerns about the process undertaken to create this service and to establish how it fits with</p>	<p>IC</p> <p>IC</p> <p>MW</p>

	<p>our local services.</p> <p>8.3 Alcohol Workforce Development Strategy Irene informed the meeting that she had been advised that the initial report from all the sub groups is due out soon and will be made available to the ADAT Steering Group members.</p>	IC
PREVENTION, EDUCATION AND YOUNG PEOPLE		
9.	<p>9.1 ADAT Prevention and Education Expert Advisory Group This Group had not met since the last ADAT Steering Group meeting.</p> <p>Ruth proposed setting up a 'Communications Group' to take forward a co-ordinated partnership approach to the alcohol and drug public information agenda. Links would be made with relevant staff groups including Health Improvement Officers within the local Authorities, Health Promotion Staff including the hospitals team and Strathclyde Police Drug Awareness Officer & licensing officer. The ADAT Steering Group approved the setting up of the group</p> <p>9.2 Looked After & Accommodated Children This group is meeting towards the end of March to finalise the evaluation of the training delivered in 2006-07 and the content of the resource pack.</p>	RS
PROVISION OF SUPPORT AND TREATMENT SERVICES		
10.	<p>10.1 ADAT Treatment and Rehabilitation Expert Advisory Group This group is due to meet next week. Review of the Functional Model is progressing well and is due to be completed within the timescale.</p> <p>GP Enhanced Services for Alcohol Screening & Brief Interventions Maggie gave a brief update advising that ADAT have agreed to pilot an approach to alcohol screening and brief interventions in three pilot GP practices. The information will be used by the Primary Care Commissioning Group to support the enhanced services model for alcohol services. This work links up with the revised HEAT targets.</p> <p>10.2 Waiting Times Group As per Progress Report.</p> <p>10.3 Drug Death Review Group John advised he had attended the National Drug Related Death Forum where there was discussion around the information the local Drug Death Review Groups should be gathering. A pro forma will be agreed nationally which will look at the minimum level required and the local Drug Death Review Groups will be able to supplement for local circumstances. John advised the 2007 figures have still to be finalised but the provisional data indicate that there were 30 drug deaths in Ayrshire and Arran in 2007 against 24 in 2006. There have been five deaths in 2008 so far and from the information available there are high levels of alcohol as well as drugs involved. John confirmed the Ambulance Service will be providing information regarding close to death incidents. Andy Pulford will deliver recommendations from the Fatal and Non Fatal Overdose Report at the</p>	

	<p>next DDRG meeting.</p> <p>10.4 Alcohol Related Brain Damage Needs Assessment Maggie advised the second draft of the Needs Assessment has been circulated. A feedback stakeholder event has been organised for 12 March. The Needs Assessment report and recommendations will come to the April meeting.</p> <p>10.5 Hep C Action Plan Maggie advised that this group met three weeks ago. All identified posts have now been filled and next year's Action Plan is progressing. The action plan is focusing on needle exchange and getting previous users into service.</p>	
	PROTECTION, CONTROLS AND AVAILABILITY	
	ADMINISTRATION ISSUES	
11	<p>CORRESPONDENCE <u>ADAT response to Nurse Prescribing Consultation document</u> Copy for information. <u>ADAT response to Consultation on Recommendations of the Scottish Law Commission Report on Rape and Sexual Offences</u> This will be circulated for comments by Friday 7th March. <u>Health And Homelessness Action Plan Implementation Group</u> Faye had been asked to indicate whether ADAT would be willing to support a pilot study of client hand held records for people who are homeless. Members agreed to support this development. <u>Scottish Drugs Forum – Towards a new Scottish Drugs Strategy</u> Biba advised that the Scottish Drug Forum had consulted with their members across Scotland regarding their submission for the national drugs strategy.</p>	<p>IC/All</p> <p>FM</p>
12	<p>ANY OTHER COMPETENT BUSINESS None.</p>	
13	<p>DATE OF NEXT MEETING (including the Annual General Meeting) Wednesday 30th April 2008 at ADAT Lodge at 9.30am.</p>	