



STRATEGIC FINANCE AND COMMISSIONING GROUP

MINUTES OF MEETING

Wednesday, 24th October 2007 at 11.30am
 ADAT Lodge, Ayrshire Central Hospital

Present: Dr Maggie Watts, Chairperson
 Ruth Shepherd, Co-ordinator, ADAT
 Irene Campbell, ADAT
 Fiona Neilson, Finance Department NHS Ayrshire and Arran
 Liam Wells, Addiction Services, East Ayrshire Council
 Sheena Gault, North Ayrshire Council
 Jenny Thompson, South Ayrshire Council
 SallyAnn Kelly, East Ayrshire Council

	Item	Action
1.	APOLOGIES Maggie welcomed all in attendance. Apologies were received from Linda Boyd.	
2.	MINUTES OF LAST MEETING Minutes from the last meeting were perused for accuracy and agreed as a true record.	
3.	MATTERS ARISING Action Points 4 <u>Terms of Reference</u> This will be discussed at the December meeting. All other Action Points were noted as either completed or on the Agenda.	
4.	DRAFT FLOWCHART FOR ALLOCATION OF ADAT MONIES Ruth gave explanation of the Flowchart. It was agreed that the commissioning process should be as explicit as possible and Ruth informed members that she was planning to do a narrative of the flow chart. It was agreed to review both flow chart and narrative at the next meeting.	RS

5.	<p>REPORT BACK FROM MEETING REGARDING DRUG MISUSE TREATMENT MONEY UNDERSPEND</p> <p>Ruth advised that a meeting had been convened with South and East Ayrshire and NHS Ayrshire and Arran with regards to the underspend. This discussion is still outstanding with North Ayrshire. It had been agreed at that meeting it would be useful to carry out a review of the effectiveness of the current functional model of treatment and rehabilitation.</p>	
6.	<p>REPORT ON ADAT SERVICE LEVEL AGREEMENTS</p> <p>In the absence of commitment from the Scottish Government as yet for funding for 2008-9 onwards, it was agreed that a sum should be set aside to enable exit strategies for existing projects to be implemented. This would be taken from the overall underspend and set aside.</p> <p>(i) Review of mid term evaluations Regarding HMP Kilmarnock there is a slight problem regarding employment of staff, i.e. no arrangements for backfilling. This is being taken forward and Irene will produce the report as soon as possible.</p> <p>(ii) Financial Report Ruth advised that the first page of this report was intended to cover continuation costs for the early part of 2008-9, the second page details other funding commitments. It was agreed to remove the costs for the Activities Co-ordinator and South Ayrshire Older People's Worker from the calculations as it had been agreed at the November 2006 meeting that these initiatives would cease in March 2008. Letters are to be issued to these two services requesting information on any severance costs incurred. It had also been agreed in the mid term evaluations, that mainstream funding should be sought for the A & E liaison nurse posts from March 2008. It was agreed that salary and employee costs only would be carried forward for a period of three months to 30 June 2008 for the remaining services. Letters are to be sent to these service providers detailing existing service level agreements are to be extended to end of June 2008 pending the outcome of the spending review. In addition a further letter is to be sent to the Service contact for the A & E Alcohol Liaison nurse posts detailing funding will be extended to end of June 2008 only. This is to provide extra time to negotiate for NHS core funding to continue the service following the successful pilot period. The group agreed therefore to carry forward £200,000 to fund the above. This left £300,000 available to be spent before the end of this financial year.</p>	<p>IC</p> <p>RS</p> <p>RS</p> <p>RS</p> <p>RS</p> <p>RS</p>

7.	CONSIDERATION OF SUBMITTED PROPOSALS As detailed in attached report.	
8.	ANY OTHER COMPETENT BUSINESS None	
9.	STRATEGIC FINANCE AND COMMISSIONING MEETING DATES 2008. To be circulated for approval	RS
10.	DATE OF NEXT MEETING 11.30am, 19 th December 2007 (after ADAT Steering Group Meeting)	