

# **CORPORATE ACTION PLAN 2003-04**

**AYRSHIRE & ARRAN**

**PART A**

**THE ACTION TEAM AND  
DEVELOPMENT WORK**

**ACTION TEAM PROFILE:**

<b>FULL NAME</b>	<b>AYRSHIRE AND ARRAN ALCOHOL AND DRUG ACTION TEAM</b>
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<b>REMIT</b>	DRUGS	YES
	ALCOHOL	YES
	SMOKING	NO
	VOLATILE SUBSTANCES	NO
	(Other – Please Specify)	N/A

**CHAIR**

NAME	Wai-Yin Hatton
DESIGNATION	Chief Executive
ORGANISATION	NHS Ayrshire & Arran

**VICE-CHAIR**

NAME	Stephen Heath
DESIGNATION	Detective Superintendent
ORGANISATION	Strathclyde Police

<b>NUMBER OF MEETINGS 2002/03</b>	8
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**MEMBERS**

Meetings 24/01/2002 – 26/03/2003			
Name	Designation	Organisation	TOTAL MEETINGS 8
Wai Yin Hatton	Chief Executive	AA NHS B	5
Stephen Heath	Detective Superintendent	Strathclyde Police	6
Bernadette Docherty	Head of Social Work	North Ayrshire Council	1 + sent 4 Rep
Jenny Thompson	Head of Social Work Services	South Ayrshire Council	3 + sent 2 Rep
Stephen Moore	Head of Educational and Social Services	East Ayrshire Council	2 + sent 4 Rep
Charles Lind	Associate Medical Director	Ayrshire & Arran Primary Health Care Trust	3 + sent 3 Rep
Ayleen McBride	Chair	Community Addiction Concerns, North Area	7
Jo Murray	Chair	Community Addiction Concerns, East Area	7 + sent 1 Rep
Nick Cole	Interim Chair	Community Addiction Concerns, South Area	6
Ian Murray (Attended until Janet Cameron came into post)	Procurator Fiscal	Ayr	4
John Watt (Attended until Janet Cameron came into post)	Procurator Fiscal	Kilmarnock	2
Nick Cameron (Came into post on 1/6/2002)	Director	HMP Kilmarnock	2
Janet Cameron (Came into post September 2003)	Area Procurator Fiscal	Procurator Fiscal Service	4
Jack Law (Joined ADAT January 2003)	Chief Executive	Alcohol Focus	0
Frances Roger (Joined ADAT January 2003)	Regional Manager	Scottish Drugs Forum	1

**CO-OPTED MEMBERS**

Maggie Watts	Specialist Registrar in Public health Medicine	AA NHS B	3
Erika Pruefer	Team Leader, Medical Centre	Kilmarnock Prison	3

**In attendance**

Ruth Shepherd	Joint Commissioner / Co-ordinator	Alcohol & Drug Action Team	4
Lesley Robb	Information Assistant	Alcohol & Drug Action Team	7

**PLEASE LIST THE NAME, MEMBERSHIP (ORGANISATION ONLY), AND PURPOSE OF ALL DRUG AND ALCOHOL SUB-GROUPS THAT EXIST (INCLUDING SHORT-LIFE WORKING GROUPS), THE LINKS TO THE ACTION TEAM AND THE NUMBER OF MEETINGS HELD IN 2002/2003**

SUB GROUP/FORUM	PERMANENT OR SHORT LIFE?	MEMBERSHIP	PURPOSE	LINK TO DAT	NO OF MEETINGS IN 2002/03
Finance & Commissioning Sub-Group	Permanent	Chair, Vice Chair and Co-ordinator ADAT, Local Authorities & a finance department representative	To review and decide on funding and to commission initiatives as appropriate. To consider proposals for allocation of money. Consider proposal submitted to external organisations for funding which require endorsement from ADAT.	Sub-group	1 (sub-group set up December 2002)
Employment Issues Sub-Group	Permanent	ADO, P2W, Vol Org, SDF, Careers Scotland, SIPs, Prison, Business Interests, Further Education.	To promote a specific focus on Employment Issues as part of the ADAT structure. To take forward the workplan developed by the sub-group and agreed by ADAT	Sub-group	1 (Sub- group set up Feb 2003)
Criminal Justice Sub-Group	Permanent	PF Office, Criminal Justice Services, LA's, Strathclyde Police, SACRO, Co-ordinator ADAT	To promote a specific focus on Criminal Justice Issues as part of the ADAT structure. To take forward the workplan developed by the sub-group and agreed by ADAT	Sub-group	1 (Sub-group set up Feb 2003)
Drug Death Review Group		Strathclyde Police, Premier Prisons, PC NHS T, SACRO, Criminal Justice, PF, ADAT	Monitor numbers, areas, circumstances for trends. To review all drug deaths in the areas in order to learn lessons and inform future practice.	Sub-Group	3
Alcohol Strategy Group	Short life	ADO, NHS, LA's, Police, Prison, CSP, SIPs Vol Orgs	To develop alcohol strategy	Sub-group	3 (Group now disbanded)
Access to Services Review Group	Short Life	ADO, NHS, LA's, CSP, Vol Orgs	Review issues regarding access and referral between services	Sub-group	10 (Group now disbanded)
Development of services for older people	Short life	ADO, NHS, LA's, CSP, Vol Orgs	To implement the older peoples section from the ADAT Action Plan	Sub-group	8 (Group now disbanded)
Ayrshire Drinkwise Committee	Permanent	ADO, Vol Org, NHS, LA and other co-	Plan and take forward annual	Sub-group	Average 6 per year as required.

		opted reps as required.	Drinkwise campaign		(Group disbanded as of March 2003)
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**PLEASE LIST THE NAME, MEMBERSHIP (ORGANISATION ONLY), AND PURPOSE OF ALL DRUG AND ALCOHOL FORUMS THAT EXIST, THE LINKS TO THE ACTION TEAM AND THE NUMBER OF MEETINGS HELD IN 2002/2003**

FORUM	MEMBERSHIP	PURPOSE	LINK TO DAT	NO OF MEETINGS IN 2002/03
North Ayrshire Community Addiction Concerns	ADAT Information Officer, individuals, Community Groups, Families and carers, Service users.	Gather the views and concerns of the community and enable the community where ever possible to address their concerns	Community Forum – Chair of Forum sits on ADAT	Ayrshire Launch September 2002 2 local meetings Cumnock
South Ayrshire Community Addiction Concerns	ADAT Information Officer, individuals, Community Groups, Families and carers, Service users.	Gather the views and concerns of the community and enable the community where ever possible to address their concerns	Community Forum – Chair of Forum sits on ADAT	Ayrshire Launch September 2002 2 local meetings Girvan
East Ayrshire Community Addiction Concerns	ADAT Information Officer, individuals, Community Groups, Families and carers, Service users.	Gather the views and concerns of the community and enable the community where ever possible to address their concerns	Community Forum – Chair of Forum sits on ADAT	Ayrshire Launch September 2002 2 local meetings Ardeer.

**ACTION TEAM SUPPORT**

**PLEASE DETAIL IN BROAD TERMS HOW SCOTTISH EXECUTIVE ACTION TEAM SUPPORT FUNDING WAS USED**

<b>2002/2003 ALLOCATION</b>	<b>DRUGS: £109,639</b>	<b>ALCOHOL: £38,375</b>	<b>TOTAL:£148,014</b>
<b>2001/2002 ALLOCATION (Carried Forward)</b>	<b>TOTAL:£19,664</b>		
<b>TOTAL ALLOCATION</b>	<b>£167,678</b>		

Category of spend	Expenditure £
<b>Employee costs</b>	
Salaries	£102,965.25
Travel expenses	£4,731.96
Training	£556.93
<b>Administration costs</b>	
Printing and stationary	£7,633.68
Telephone and postage	£4,660.61
<b>Miscellaneous costs</b>	
IT equipment	£10,924.27
Office equipment	£15,742.50
Relocation	£20,751.84
Other	£2,127.54
Total	<b>£170,094.58</b>

**PLEASE DETAIL WHAT ACTION THE DAT HAS TAKEN**

TO PROVIDE CONSISTENT AND RELIABLE INFORMATION TO DRUG USERS, THEIR FAMILIES AND THE WIDER COMMUNITY ON DAT ACTIVITIES AND ON THE RANGE OF SERVICES AVAILABLE IN THE AREA ?

ADAT has developed a Communications Strategy which is now being implemented. One of the principal aims of the Communications strategy is to provide regular reports to communities using local communication channels on the work and progress of ADAT and Community Addiction Concerns groups. ADAT are also developing a website this is an information site for both community and professionals. ADAT is updating and reprinting service information for distribution across Ayrshire.

TO FURTHER COMMUNICATIONS WORK, PARTICULARLY UTILISING KNOW THE SCORE MATERIALS AND PUBLICATIONS?

ADAT has developed a Communications Strategy which is now being implemented where appropriate the *Know the Score* logo is being used.

ON OTHER ASPECTS OF THE LOCAL COMMUNICATION STRATEGY, INCLUDING LINKS WITH THE MEDIA AND TRAINING (If NOT already identified in Part C)

Some links have been made with partner organisations Communications Teams, this will continue over the next year. Links with the media are in the early stages, although we have had many press releases published. It is the intention ADAT through the Co-ordinator will improve links with the local media over the next year.

The DDO and ADO have attended the Know the Score Media Training. It is intended to access media training for the remaining members of the support team.

**PARTNERSHIP AND JOINED-UP WORKING:**

<b>WHAT ARRANGEMENTS ARE IN PLACE TO ENSURE EFFECTIVE ELECTED MEMBER INVOLVEMENT IN THE WORK OF THE ACTION TEAM?</b>	The three local authorities have a representative on ADAT. They take responsibility for dissemination information from ADAT to their organisation and consequently elected members. The ADAT support team are putting together an information pack for elected members following the 2003 Scottish Parliamentary Elections.
<b>WHAT ARRANGEMENTS ARE IN PLACE TO ENSURE EFFECTIVE COMMUNITY INVOLVEMENT IN THE WORK OF THE ACTION TEAM?</b>	The Chairs of the three Community Addiction Concerns Groups are members of ADAT.
<b>WHAT ARRANGEMENTS ARE IN PLACE TO ENSURE EFFECTIVE SERVICE USER INVOLVEMENT IN THE WORK OF THE ACTION TEAM?</b>	Membership of Community Addiction Concerns is open to all members of the community which includes service users. Their views are therefore fed through the three Chairs.
<b>WHAT ARRANGEMENTS ARE IN PLACE TO ENSURE EFFECTIVE VOLUNTARY SECTOR INVOLVEMENT IN THE WORK OF THE ACTION TEAM?</b>	This was reviewed recently. ADAT voted to invite a representative from Scottish Drugs Forum and Alcohol Focus Scotland to sit on ADAT to represent the voluntary sector plus provide a national perspective.

**BRIEFLY OUTLINE THE MECHANISMS IN PLACE WHICH ENSURE CONTINUED JOINT WORKING WITH SOCIAL INCLUSION PARTNERSHIPS AND DETAIL THE MAIN BENEFITS OF SIP/DAT JOINT WORKING IN 2002/03 (COMMUNITIES STANDARD C)**

<b>MECHANISMS:</b>	Have recently reviewed ADAT structure as we were aware links with some SIPs were better than others. Joint Planning and Implementation Groups will be created to cover each of the three Local Authority areas. SIP membership will be identified for these groups. ADO currently attends Environmental Theme group of North Ayr partnership.
<b>BENEFITS:</b>	Improve link and co-ordination of work of both ADAT and SIPs.
<b>BRIEFLY OUTLINE THE MECHANISMS IN PLACE WHICH ENSURE CONTINUED JOINT WORKING WITH COMMUNITY SAFETY PARTNERSHIPS AND DETAIL THE MAIN BENEFITS OF CSP/DAT JOINT WORKING IN 2002/03 (COMMUNITIES STANDARD C)</b>	
<b>MECHANISMS:</b>	Have recently reviewed ADAT structure as we were aware links with some CSPs were better than others. Joint Planning and Implementation Groups will be created to cover each of the three Local Authority areas. Community Safety Partnership membership will be identified for these groups.
<b>BENEFITS:</b>	Improve link and co-ordination of work of both ADAT and CSP.

**BRIEFLY OUTLINE THE MECHANISMS IN PLACE WHICH ENSURE THE ACTION TEAM CONTRIBUTE TO / INFORM THE FOLLOWING:**

<b>LOCAL AUTHORITY COMMUNITY PLANS</b>	ADAT representative on group
<b>COMMUNITY CARE PLANS</b>	ADAT representative on group
<b>JOINT HEALTH IMPROVEMENT PLANS</b>	ADAT representative on group
<b>LOCAL HEALTH PLANS</b>	ADAT representative on group
<b>CHILDRENS SERVICES PLANS</b>	ADAT representative on group
<b>HEALTH AND HOMELESSNESS ACTION PLANS/ LA HOMELESSNESS STRATEGY</b>	ADAT interests represented through local authority personnel who are also members of ADAT.

**SUPPORT TO DRUG MISUSING PARENTS AND THEIR CHILDREN (ACTION TEAMS AND CHILD PROTECTION COMMITTEES):**

WHAT ARRANGEMENTS ARE IN PLACE TO ENSURE EFFECTIVE IMPLEMENTATION OF THE GUIDANCE OF *Getting Our Priorities Right*?  
All area Child Protection Committees are implementing guidance.

WHAT ARRANGEMENTS ARE IN PLACE FOR A FRAMEWORK OF COMMON POLICIES AND PROTOCOLS FOR WORK WITH FAMILIES IN WHICH PARENTS HAVE SUBSTANCE MISUSE PROBLEMS, AGREED BY THE DAT, CHILD PROTECTION COMMITTEES, AND ALL OTHER RELEVANT LOCAL INTERESTS?  
This work will be progressed through the new local authority Joint Planning and Implementation Groups.

WHAT TRAINING INITIATIVES HAVE THE DAT AND LOCAL CHILD PROTECTION COMMITTEES PLANNED TO SUPPORT STAFF AND VOLUNTEERS IN SPECIALIST SERVICES RECOGNISE AND RESPOND APPROPRIATELY TO THE NEEDS OF CHILDREN OF DRUG MISUSING ADULTS?  
None to date. This will be remitted to and progressed through the new local authority Joint Planning and Implementation Groups.

PLEASE DETAIL THE PROGRESS MADE TOWARDS AGREED WRITTEN PROTOCOLS FOR INFORMATION SHARING.  
This will be remitted to and progressed through the new local authority Joint Planning and Implementation Groups.

PLEASE DETAIL THE PROGRESS MADE TOWARDS ENSURING APPROPRIATE REFERRAL AND RESPONSE PROCEDURES ARE IN PLACE.  
This will be remitted to and progressed through the new local authority Joint Planning and Implementation Groups.

**JOINT FUTURES / INTEGRATED CARE:****APPLYING THE JOINT FUTURE AGENDA TO INTEGRATED CARE**

BRIEFLY OUTLINE WHAT ARRANGEMENTS ARE IN PLACE ACROSS AGENCIES AND SERVICE PROVIDERS IN TERMS OF:	
INTRODUCING AND MAINTAINING JOINT MANAGEMENT AND JOINT RESOURCING	ADAT is setting up a Treatment and Rehabilitation sub-group the remit of this is to specifically progress the joint Futures agenda and the development of a single shared assessment for addiction which can be used across all agencies and organisations. The membership of this is still to be determined but representation from both statutory and voluntary service providers will be sought.
INTRODUCING AND MAINTAINING AN EFFECTIVE ASSESSMENT PROCESS FOR DRUG USERS IN LINE WITH THE PRINCIPLES OF SINGLE SHARED ASSESSMENT, E.G. CORE DATA SETS	See above
INFORMATION SHARING, INCLUDING THE SAFE GUARDING OF CONFIDENTIALITY AND THE DEVELOPMENT OF AGREED PROTOCOLS	See above
THE CO-ORDINATION OF CARE	See above

(The development of integrated care services should be central to all plans. This should be reflected in Part C where appropriate).

**NEEDS ASSESSMENT**

BRIEFLY DESCRIBE ANY NEEDS ASSESSMENT WORK:	
UNDERTAKEN IN 2002/03	
PLANNED FOR 2003/04	Training, services for chiotic young people, gaps in service
WHAT IS YOUR SYSTEM FOR ONGOING NEEDS ASSESSMENTS?	
Monitoring of implementation of CAP and Local Plan for Action on Alcohol Problems against set targets, aims and objectives. Specific needs assessments detailed within both plans.	
HOW ARE THE OUTCOMES USED TO ENSURE AN ADEQUATE RANGE AND CAPACITY OF SERVICES IN THE AREA TO MEET NEED?	
Provide evidence of a need for service or increase I service capacity.	
HOW WERE IDENTIFIED OBSTACLES OVERCOME?	

**PSYCHOSTIMULANT USERS**

WHAT ARRANGEMENTS ARE IN PLACE TO ENSURE THE NEEDS OF PSYCHOSTIMULANT USERS ARE:	
IDENTIFIED	Through STRADA addiction workers have access to training, which will enable workers to respond to the needs of psychostimulant users.
MET	All services in Ayrshire and Arran can respond to a range of addiction issues.

**FAMILY SUPPORT GROUPS**

WHAT ASSESSMENT HAS THE DAT UNDERTAKEN OF THE NEEDS OF FAMILIES AND CARERS OF DRUG USERS?

To date contact has mainly been through the various Family Support groups members attending their local Community Addiction Concerns meeting. In 2003 / 04 ADAT are in conjunction with SDF hosting a one day training event for Family Support Groups. The aim is to inform Family Support Groups of ADAT and the statutory structures, highlight funding sources and establish ways of joint working for the future including the setting up if wanted of a local network.

HOW HAS THE OUTCOME INFLUENCED THE RANGE OF SERVICES AVAILABLE FOR THIS GROUP?

This will be determined in 2003/04.

## **FURTHER ASPECTS OF INTEGRATED CARE DEVELOPMENT**

### **TREATMENT**

WHAT HAS THE DAT DONE TO FOLLOW UP THE FINDINGS OF THE EIU TREATMENT REVIEWS? (e.g. To improve the consistency of prescribing practice, to enhance the range of interventions offered)

ADAT is setting up a Treatment and Rehabilitation sub-group the remit of this is to specifically progress the joint Futures agenda and the development of a single shared assessment for addiction which can be used across all agencies and organisations.

### **WAITING TIMES**

WHAT SPECIFIC ACTIONS ARE THE DAT UNDERTAKING TO MONITOR AND ADDRESS WAITING TIMES FOR ALL SERVICES IN THE AREA?

This is being remitted to the Treatment and Rehabilitation Sub-Group of ADAT.

### **HOMELESSNESS**

WHAT SPECIFIC ACTIONS HAVE THE DAT TAKEN TO ENSURE THAT DRUG USING HOMELESS PEOPLE HAVE THEIR NEEDS MET BY LOCAL SERVICES?

Links have been made to be involved in the implementation of the local homelessness strategy for Ayrshire and Arran.

### **MOVING ON**

HOW HAS THE DAT ENGAGED WITH OTHER AGENCIES TO OFFER EDUCATION, TRAINING AND EMPLOYMENT OPPORTUNITIES TO RECOVERING DRUG USERS?

ADAT has set up an Employment Issues Group with particular support from SDF Employability Team and the local Progress 2 Work Co-ordinator.

**ACTION TEAM AGREEMENT  
2003/2004 CORPORATE ACTION PLAN**

<b>NAME</b>	<b>ORGANISATION/DEPT</b>	<b>SIGNATURE</b>	<b>DATE</b>
Mrs Wai-yin Hatton	Ayrshire and Arran NHS		
Detective Superintendent Stephen Heath	Strathclyde Police		
Ms Jennie Thomson	South Ayrshire Council		
Ms Bernadette Docherty	North Ayrshire Council		
Mr Stephen Moore	East Ayrshire Council		
Ms Janet Cameron	Procurator Fiscals Office		
Mr Nick Cameron	Premier Prisons		
Ms Marie Forsyth	Community Addiction Concerns		
Ms Frances Roger	Scottish Drugs Forum		
Mr Jack Law	Alcohol Focus Scotland		