



Information Services Division
Substance Misuse Programme
Business Plan
2009/10

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Ref	Objective	Outcome	Performance Measure	Risk	Status	Lead Officer
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1. Vision of Programme

To nationally lead in the provision of information resource about illicit drug and alcohol misuse. Providing expert advice, Intelligence and support for national strategy and policy as well as engagement with local users providing relevant up-to-date quality information which can be used to manage and monitor services.

2. Aims of Programme

- To generate high quality information via primary data collection, commissioning of research, and secondary data analyses.
- To work in partnership with other organisations to ensure that programme outputs are relevant to key stakeholders, and support strategy and policy including “The Road to Recovery” and “Changing Scotland's Relationship with Alcohol: A Framework for Action” in the field of substance misuse this includes policy makers, practitioners, academics, media.
- To ensure that data is fit for purpose and supports and contributes to local user needs and protocols (e.g. Alcohol and Drug Partnerships, Single Outcome Agreements).
- To provide objective and scientifically rigorous interpretations of substance misuse data/information.
- To support national level working groups through the provision of expert advice on uses of information and its generation.

3. Strategic High-level Objectives

Ref	Strategic objective	Link to strategic aims of Divisional plan
1	To provide an information service to key national and local stakeholders, providing innovative and effective solutions and advice to support their information needs.	
2	To deliver information which supports issues identified in Better Health, Better Care and Closing the gap; examining the relationship between mental ill-health and substance misuse.	
3	To work with the Scottish Government to ensure that information is available to monitor progress towards the alcohol and drug indicators within the National Performance Framework and HEAT Targets e.g. reduce alcohol related hospital admissions by 2011, decrease the estimated number of problem drug users in Scotland by 2011, increase brief interventions for alcohol misuse.	
4	To identify and address information gaps through key development projects.	
5	To raise the profile of the programme through attendance at working groups, national events and production of high quality outputs.	
6	Work collaboratively with other interdependent(s) across ISD to assure the quality of data and ensure full exploitation of resource expertise and national information.	

Ref	Objective	Outcome	Performance Measure	Risk	Status	Lead Officer
1. To provide an information service to key national and local stakeholders, providing innovative and effective solutions and advice to support their information needs.						
Drugs Only						
1.1	To provide National Statistics on Substance Misuse.	Provide clear and fit for purpose drug Misuse Statistics Scotland 2009. Evaluate the production of a web only publication (or at least a reduction in paper)	Start research and analysis April 2009 Publication in March 10.	Team capacity issues. Implications of availability of follow-up data	Amber	Substance Misuse Programme, Lee Davies / Lorna Jackson Project Lead: Laura Wood (Research) Joe Hattie (Analysis)
1.2	To provide regular information (non-national statistics) on substance misuse.	Provide clear and fit for purpose drugs waiting times data.	Publication in March, June Sept, Dec 09.	Communication constraints as this publication will change pending the implementation of the new Drugs HEAT Targets.	Green	Substance Misuse Programme, Lee Davies / Lorna Jackson Project Lead: Robyn Munro
		Provision of clear and fit for purpose Neighbourhood Statistics	Run March 09 Published May 09	Team capacity issues	Blue	Project Lead: Chris Black Project Lead: Chris Black
		Provision of clear and fit for purpose: Scottish Drug Misuse Database annual reports for Scottish government. Alcohol and Drug Partnerships (ADP's) and Treatment Agencies (6 monthly.)	Sept 09. April 09, Sep 09	Team Capacity issues	Green	

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		Provision of clear and fit for purpose EMCDDA data tables	Send to Focal Point in May '09.	Team Capacity Issues	Blue	Project Lead: Lynne Jarvis
Drugs and Alcohol						
1.3	To respond to PQ's and Information Requests	Provision of timely, quality, high standard responses,	PQs answered to timescales agreed with SG. IRs answered within 20 working days. Compliance with and adherence to protocols and codes of practice for Disclosure and National Statistics.	Team capacity issues	Green	Substance Misuse Programme, Lee Davies / Lorna Jackson Project Lead: Chris Black
1.4	To produce Local Profiles	Development of meaningful alcohol statistics by local partnership area underpinned by findings from needs analysis work of Alcohol and Drug Partnerships (ADP's) (see business plan item 5.4)	Start Sep 2009 Publish March 2010	Disclosure rules may affect data being published	Amber	Substance Misuse Programme, Lee Davies / Lorna Jackson Project Lead: Joanne Hattie
Alcohol Only						
1.5	To run newest Scottish Health Survey data against alcohol attributable fractions	Use the newly developed alcohol attributable fractions against the most recent Scottish Health Survey data	SHS data should be available from September 2009 Analysis available October 2009 Awaiting confirmation on new publication date in 2010	Depends on SHS data being available in time	Green	Substance Misuse Programme, Lee Davies / Lorna Jackson Project Lead: Joanne Hattie
1.6	To support the provision of National Statistics for Alcohol Hospital Statistics	Provide clear and fit for purpose statistics on Alcohol Morbidity	Publish Feb 2010	Team capacity issues	Green	Substance Misuse Programme, Lee Davies / Lorna Jackson Project Lead: Paul McAleer

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2. To deliver information which supports issues identified in Better Health, Better Care and Closing the gap; examining the relationship between mental ill-health and substance misuse.

Drugs Only

2.1*	To support national coverage and implementation of enhanced Scottish Drugs Misuse Database.	National implementation of the follow up data collection system, working in partnership with ADP's.	<p>Receive electronic upload from 2 sites by March 2010</p> <p>Glasgow Addiction Service (GAS) input to system by Dec 2009</p> <p>70% of ADATs input to system by Dec 2009 (excluding GAS)</p>	<p>System may fail UAT</p> <p>Compliance and data quality may take time to achieve</p> <p>Local areas must refine their IT systems to achieve upload capability</p>	Amber	<p>Substance Misuse Programme, Lee Davies / Lorna Jackson</p> <p>Project Lead:</p> <p>Gordon Bruce</p>
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Drugs and Alcohol

2.2*	<p><i>Now the wider Drugs and Alcohol Analytical Strategy</i></p> <p>To develop and introduce a reporting strategy for Scottish Drug Misuse Database follow up data and drug deaths data.</p>	<p>Provide specification for appropriate meaningful and locally useful reports available from SDMD information</p> <p>Include statistics on numbers of children living with drug users</p> <p>Include details on: How this information will improve and save lives</p> <p>How it can be used to improve services on the ground</p> <p>How it will be shared amongst everyone who has a role in using the information to make a difference</p>	Strategy available end July 2010	Phasing in of data collection might lead to initial problems achieving outputs to national statistics standards	Amber	<p>Substance Misuse Programme, Lee Davies / Lorna Jackson</p> <p>Project Lead: Joanne Hattie</p>
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2.3*	To manage the Scottish Schools Adolescent Lifestyle and Substance Misuse Study (SALSUS).	Provide quality and meaningful information on health behaviours of young people. Include partnership working with stakeholders to ensure incorporation of relevant survey questions which will provide useful information to all.	Publication July 09 Ongoing Preparatory work and management for 10/11 survey Dec 09 issue SALSUS consultation questionnaire	Dependent on external company delivery	Green	Substance Misuse Programme, Lee Davies / Lorna Jackson Project Lead: Laura Wood
2.4 Varies	To write various papers and reports to support information needs	<i>Please note all except items 3 and 5 are suggestions for papers and can be changed:</i> <i>1. Examine the relationship between Alcohol and Mental Health</i> <i>2. Community Prevention Trial – Ambulance data</i> <i>3. alcohol & crime paper</i>	Various Reports and Publications 1. Drafted 2. Report in progress 3. Report drafted	Depends on capacity and resource throughout the year. No dedicated resource – would be picked up in addition to allocated/core tasks.	Green	Substance Misuse Programme, Lee Davies / Lorna Jackson Project Lead: Various

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3. To work with the Scottish Government to ensure that information is available to monitor progress towards the alcohol and drug indicators within the National Performance Framework and HEAT Targets; e.g. reduce alcohol related hospital admissions by 2011, decrease the estimated number of problem drug users in Scotland by 2011, increase brief interventions for alcohol misuse.

Drugs Only

3.1*	To Provide statistics on estimate of prevalence of problem drug use.	Review current methodology. Recommendations Implemented for research methodology. Management of project to estimate problem drug use.	Review and recommendations available June 2009	Recruitment of resource. Failure to recruit will impact this work / business plan. Steering Group may need to re-prioritise work to accommodate if issues arise with recruitment	Green	Substance Misuse Programme, Lee Davies / Lorna Jackson Project Lead: Cheryl Heeley
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Drugs and Alcohol

3.2	To support the development / implementation of HEAT Drug and Alcohol Waits Target	Provide ongoing support for development and implementation Ensure linkage, cohesion and consistency across all relevant waiting times developments (i.e. Alcohol, Psychological Therapies, Child, and Adolescent Mental Health - CAMH).	Start April 09	Lack of resource Poor quality data and insufficient processes to capture the data may make it unreliable.	Green	Substance Misuse Programme, Lee Davies / Lorna Jackson Project Lead: Clare Harper
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Alcohol Only						
3.3*** **	To support development/implementation of the alcohol HEAT Target: the number of brief interventions for alcohol misuse.	Provision of ongoing support for implementation within A&E and Maternity	Start April 09	Not enough resource to support board visits	Green	Substance Misuse Programme, Lee Davies / Lorna Jackson Project Lead: Clare Harper
3.4*	To provide analysis and support to the Monitoring and Evaluation Reference Group for Alcohol (MERGA) (renamed MESAS)	Work In partnership with Health Scotland and the SG to provide research and development for new and emerging alcohol policy analytical outputs	Project plan and timelines available July 2009 Research and Analysis starts August 09 Initial Report due March 2010	Lack of resource may impact frequency and type of analysis	Green	Substance Misuse Programme, Lee Davies / Lorna Jackson Project Lead: Lee Davies

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4. To identify and address information gaps through key development projects.

Drugs Only

4.1*	To implement the Drug Related Deaths Database.	Work with SADAAT and ADP's to Implement drug related deaths database.	IT System available Dec 09 Data keyed from Jan 10 Ongoing Maintenance and support thereafter	Dependent on IT prioritisation group.	Amber	Substance Misuse Programme, Lee Davies / Lorna Jackson Project Lead: Sion Matthews
4.2*	To support the Hepatitis C Action Plan: To develop HEP C information. To develop a national database on injecting equipment provision.	Work with Health Protection Scotland to Implement recommendations from year 1 study Scope development of a data collection system for monitoring injecting equipment provision in Scotland.	Project Plan, including Governance structures and timescales available by May 2009 IT specification from Jun 2009 Specification Available March 2010 Annual Survey: Feb 10, analysis complete by Nov 2010	Data may be unavailable, or difficult to extract Dependent on recruiting required resource	Green	Substance Misuse Programme, Lee Davies / Lorna Jackson Project Lead: Cheryl Heeley

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5. Provide expert advice to raise the profile of the programme through attendance at working groups, national events and production of high quality outputs.						
Drugs and Alcohol						
5.1	To provide expert advice on information relating to alcohol and drug use.	Attendance at advisory groups and SADAAT Information Sub group	-Drug related deaths -Psycho stimulants -Drug markets -EMCDDA -SADAAT -Alcohol research framework- Glasgow Community Prevention Trial MESAS Alcohol Evidence Group HEAT: Delivery Support Team SALSUS SACDM Drugs Evidence Group	Lack of resource may impact frequency and type of analysis	Green	Substance Misuse Programme, Lee Davies / Lorna Jackson Project Lead: Various
5.2	To review communications strategies, web presence and other promotional materials review, To re-develop and Maintain alcohol and drugs misuse websites	Stakeholder List Communication Plan Evaluation of Websites with recommendations Revised copies of promotional materials Comprehensive, current information on website(s) New look accessible, and user friendly websites	Number of hits; user satisfaction Websites redeveloped by March 10 Communications strategy available by Sep 2009 Outputs from all other reviews available by August 2009	Conflicting prioritise for the allocated resource may impact delivery dates.	Red	Substance Misuse Programme, Lee Davies / Lorna Jackson Project Lead: Andrea Beard (Web) Lee Davies (Comm's Strategy)

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Alcohol Only						
5.3	<p>To assess Local alcohol Information needs within the Alcohol and Drug Partnerships (ADP's), and co-ordination of an event to support their needs.</p> <p>Includes a review of Alcohol Information requests received by SMP.</p>	<p>Work with National Alcohol Co-ordinators to help facilitate engagement with alcohol and drugs partnerships. Gauge awareness of available ISD alcohol data to enable ISD to better understand and respond to the local information needs of the ADP's and National Co-ordinators.</p> <p>This knowledge will also inform the development of the Local Alcohol profiles in Feb 2010(item 1.5) and also the Alcohol Statistics publication in Feb 2011.</p>	<p>Engagement and discussion with a minimum of 16 ADP's from August 09 (ensuring coverage across all settings i.e. Urban/Rural etc). A survey will also be carried out involving the remaining ADP's.</p> <p>A review of Information requests made to SMP will also inform the revised alcohol profiles and other alcohol information made available by SMP.</p> <p>An event/seminar will be held in Autumn 2010 based on the findings. This will assist ADP's in accessing, using and understanding available alcohol information and influence and inform the biennial alcohol statistics publication due Feb 2011</p>	<p>Lack of resource may impact timeline for initial engagement.</p> <p>Resource may also delay the event/seminar deadline.</p>	Green	<p>Substance Misuse Programme, Lee Davies / Lorna Jackson</p> <p>Project Lead: Laura Wood</p>

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6. Work collaboratively with other interdependent(s) across ISD to assure the quality of data and ensure full exploitation of resource expertise and national information.						
Alcohol Only						
6.1	Complete Aetiological fractions and publish estimates of disease burden at Scottish level.	Availability of Aetiological Fractions for local and national application and the production of refined / new analysis.	Estimates published in June 2009	N/A	Blue	N/A
SCOTPHO Programme						
Drugs and Alcohol						
6.2	To ensure linkage across other ISD Programmes and divisions ensuring cohesion across work areas and awareness of all publications.	Ensure joined up working across ISD Ensure Compliance with: National Statistics Code of practice Disclosure policy	Cross reference business plans. Ensure others are kept aware of joint work areas / areas of common interest	Reliant on buy-in and partnership working from other teams / programmes.	Green	Substance Misuse Programme, Lee Davies / Lorna Jackson Project Lead: Lee Davies

Appendix 1 Policy Background

Drug misuse

The Road To Recovery (2008)

Better Health Better Care (2007)

Taking Action to Reduce Scotland's Drug-related Deaths: Progress Report 2006

Hidden Harm – Next Steps: Supporting Children? Working with Parents 2006

Taking Action to Reduce Scotland's Drug-related Deaths 2005

Review of drug treatment and rehabilitation services 2004

Drugs Action Plan 2000

Alcohol

Changing Scotland's Relationship with Alcohol: A Framework for Action (2009)

Better Health Better Care (2007)

Plan for Action on Alcohol Problems Update (2007)

Plan for Action on Alcohol Problems (2002)

Appendix 2 Steering Group Membership

Iain MacAllister – SG Alcohol Policy

Lorna Jackson – Head of Programme, ISD

Donna MacKinnon – SG Alcohol Policy

Maggie Watts – SADAAT Chair

Brian Kidd – SADAAT, Drugs Lead

Alison Douglas – SG Alcohol Policy

Robert Peat - Directors of Social Work/ Substance Misuse Group

Lesley Graham – Public Health Lead for Alcohol, ISD

John Somers, Head of Drugs Policy, SG

Sharon Hutchinson, Health Protection Scotland

Lee Davies, Programme Principal, ISD

Anthea Springbett, Principal Information Analyst/Statistician, ISD

Julie Carr, SG Justice, ASD

Sita Smith, SG Justice, ASD

Gareth Brown, SG Public Health

Andrew McAuley, Health Scotland

Roisin Ash, SG Justice, ASD

Planned Steering Group Dates
January 14 th 2009 p.m.
April 2 nd 2009 p.m.
Sept 30 th 2009 p.m.
December 8 th 2009 a.m.

Appendix 3 Stakeholders

Stakeholder map – developed within item 5.2

Communications Strategy – developed within item 5.2

Estimated additional Yearly costs / Expenses

Drugs Bulletin Publication
Hosting and co-ordination of SMP - Local Alcohol Needs event /seminar,
Equipment to aid training in new SDMD
Membership of AFS, Drug Scope
Promotion of websites at conferences (x 5 approx)
Travel expenses EMCDDA (London x4)
Advisory Groups SDMD/SMP