DUMFRIES AND GALLOWAY ALCOHOL AND DRUGS PARTNERSHIP
Minute of meeting held on Wednesday 21st April 2010
at 2.00pm in the Conference Room, Cornwall Mount, Dumfries

1. PRESENT:

Dr John Waterhouse	Consultant Psychiatrist, NHS Dumfries and Galloway (Chair)
Iain Cushen (for Martyne Bettel)	Addictions Co-ordinator, HMP Dumfries
Sheila Davies	Policy Officer, Dumfries & Galloway Council
Kevin Flett	ADP Support Team – Policy Officer
Joyce Harkness	Executive Officer, D & G Federation of CVS
Lorrain Hyland	ADP Support Team - Service Development Officer (Chair - Public Engagement Sub-Group
Jim Parker	ADP Support Team – Lead Officer – Substance Misuse
Kate Thomson	Dumfries & Galloway Constabulary

APOLOGIES:

Emma Christie	National Support Co-ordinator, Scottish Government
Geoff Dean	Senior Social Work Manager
Alan Howard	Planning & Compliance Officer, South West Scotland Community Justice Authority
Ruth McQuaid	Area Procurator Fiscal
Allan Monteforte	Service Manager, Criminal Justice Services
Judith Proctor	Joint Head of Strategic Planning, Commissioning & Performance
Patrick Shearer	Chief Constable, Dumfries & Galloway Constabulary

2. <u>ANY URGENT BUSINESS NOT ON TODAY'S AGENDA</u>

2.1 Single Outcome Agreement - Results of Alignment Exercise including Review of Indicators
Paper only received last week and tabled today. This paper gives information on how our plans/strategy fits with the SOA. Noted that the 'new' SOA will be from 2011-14 and that we are being asked to ensure that our strategy (currently in development) is linked more closely to the SOA. We will ensure that this is so.
ACTION: KEVEN TO LIAISE WITH SHEILA WHEN NEW STRATEGY IS DEVELOPED.

2.2 Papers/Minutes
Agreed papers for this meeting to go on website available day of meeting. Minutes on website after agreement by Chair.
ACTION: JIM TO ARRANGE

3. <u>TENDERING FOR VOLUNTARY SECTOR PARTER - VERBAL UPDATE</u>

Jim updated the meeting on where we are at present. To date seven PQQs were received and initial selection based on these submissions will take place in the near future. Timescales previously advised (i.e. interviews 19th May) probably not now attainable. Agreed ADP be kept advised of progress and timescales
ACTION: JIM TO ENSURE ADP ARE KEP UP TO DATE OF PROGRESS

4. MINUTE OF MEETING OF 12th JANUARY 2010

AGREED.

5. MATTERS ARISING

5.1 Anthrax Update

No further information. No new cases identified last month or so. Take off agenda at present.

6. PERFORMANCE INFORMATION COLLECTED BY ADP

The meeting discussed the information collected at present by the ADP and noted the following:

- Information collected is a mixture of information for Scottish Government, internal stakeholders and service providers (i.e. feedback re. performance).
- Clarity is required on what is collected, by whom and for whom.
- Where information on outputs are collected, this needs to be developed into information on outcomes.
- 'New' voluntary sector partner will be required to evidence how they will show that what they are doing works (i.e. what outcomes they are delivering).
- Noted current use of CHRISTO producing outcome information which is not particularly robust and that a number of options are being considered - Outcomes Star, TOPSS and providers own in-house models.

ACTION: ADP TO BE ADVISED OF OUTCOMES AND INDICATORS USED TO COLLECT INFORMATION ON SIX MONTHLY BASIS AND ANNUALLY.

7. ISS FINANCIAL REPORT

Finance report circulated alongside minute of recent ISSMG meeting. ADP noted the following:

- ISS in period of change, with Aberlour withdrawing from the partnership, short-term funded posts drawing to an end and loss of Aberlour staff.
- Moves are afoot to have the core funding from the Council transferred from the Integration Budget (Education held), to Social Work Services.
- ISS reviewing role and function on which filling future staff vacancies will be based.
- Performance report covering outputs and outcomes to be prepared for September meeting.

ACTION: JIM TO BRING FORWARD REPORTS FOR SEPTEMBER MEETING OF THE ADP.

8. SUBSTANCE MISUSE STRATEGY 2010

8.1 Kevin produced a progress report on the development of the strategy which was pre-circulated.

8.2 After discussion and consideration of the development of the SOA for 2011-14 it was agreed that the Substance Misuse Strategy should adopt the same time frame. Timescales agreed as follows:

First draft	-	September ADP
Final draft	-	December ADP
Consultation	-	January - February 2011
Print/finalise document	-	March 2011
Launch	-	April 2011

8.3 ADP will decide at a future meeting whether or not to publish a paper document or have an internet only document.

8.4 ADP agreed that document should be streamlined, outline focused, address Government and local needs and include a section on finance

8.5 Noted strategy needs ADP sign-off, CPJB sign-off and presentation to NHS Board and Council Social Services Committee

ACTION: KEVIN TO PREPARE FIRST DRAFT STRATEGY FOR SEPTEMBER MEETING.

9. CHILDREN AND YOUNG PEOPLE DELIVERY GROUP WORKPLAN

Following discussion of the paper before them, ADP decided the following:

9.1 Presentations in future as follows:

June - Recovery
September - Public Engagement
December - Enforcement

9.2 Future presentations should be focused on Outcomes and Indicators and the information being collected to inform the above.

9.3 Paper to be prepared for next ADP on what information each sub-group is collecting to inform outcomes and what indicators are being used. To specify what, at this stage, is not being collected.

ACTION: SUB-GROUP CHAIRS TO SEND THEIR SECTION OF THE REPORT TO JIM TO COLLATE.

10. ADP ASSESSMENT CHECKLIST

The pre-circulated checklist was discussed and ADP agreed that it would receive an update at its December meeting. Noted that discussions have taken place with the National Support Co-ordinator and that an Action Plan for supporting development of the ADP will be drawn up.

11. SUB-GROUP UPDATES

11.1 Recovery

Currently living through the uncertainty caused by the tendering process currently taking place. Parts of the recovery model will not fall into place until the new service beds down. Appropriate membership still under discussion,

11.2 Children and Young People

Workplan discussed earlier in today's meeting.

11.3 Public Engagement

- Busy with range of Tier 1 work regionwide
- Just agreed Service User involvement in the group.
- Brief intervention work developing.
- Review of membership ongoing - particularly feel the need to attract CLD onto the group.
- Working on information on new legal classification of psychoactive drugs.

11.4 Enforcement

Update not available.

12. DATE OF NEXT MEETINGS

Wednesday 2nd June at 2.00pm in Cornwall Mount
Wednesday 15th September at 2.00pm in Cornwall Mount
Wednesday 8th December at 2.00pm in Cornwall Mount