



RECORD OF MEETING

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| TASK GROUP NAME: | Management and Performance Sub-group |
| CHAIRPERSON: | Tracey Gervaise, Public Health Lead, NHSG |
| DATE OF MEETING: | 01 May 2014 |
| LOCATION: | 9 North Guildry Street, Elgin |
| APOLOGIES: | Willie Findlay, Chief Inspector, Police Scotland (WF) Sheena Duffus, Quality Improvement Officer, TMC (SD) Garry Sutherland, Area Manager, Turning Point Scotland (GS) Amanda Ware, Community Analyst, Police Scotland (AW) |
| ATTENDING: | Tracey Gervaise, Public Health Lead, MCHSCP (TG) John Campbell, Drug and Alcohol Service Manager, MADP (JC) James Grant, Service Manager, Turning Point Scotland (JG) Lynn Geddes, Director Moray Council on Addiction (LG) Colin Mowat, Chief Inspector, Police Scotland (CM) |
| IN ATTENDANCE: | Donna Philip, Support Team Administrator, MADP (DP) - <i>Minutes</i> |

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| 1. Welcome and Apologies | The Chair welcomed the group. Apologies noted as above. | |
| 2. Previous Minutes | The previous minutes were read as accurate. | |
| 3. Matters Arising | Self Assessment – There is no further update on the self assessment. The timeline for the next submission of the self assessment is September. It was agreed that the self assessment would be tabled at the next meeting in July before being submitted to the committee then the Scottish Government. Core and Local Indicators - The Chair will be attending a Scottish Government performance workshop in Glasgow on the 10 th May | |

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| | <p>which will be fed back into the group at the next meeting. It is hoped to receive more input from this event on core and local indicators.</p> <p>Outcomes Star – The ADP has to purchase a license for the Outcome Star Tool Kit. The Research and Information Officer is currently undertaking the training to obtain the license. Once fully trained she will be able to cascade the training to front line staff who will be using the web based system. The Workforce Development Sub-group will be taking the training session planning forward.</p> <p>Workforce Development – The Chair of the WD Sub-group is meeting with NHS and Aberdeenshire to look at the work undertaken around workforce development. A questionnaire in regards to training required was distributed to ADPs by the Scottish Government to complete. The ADP are looking modify the questionnaire and send out through survey monkey to all front line staff. There have been further cuts to STRADAs budget and they are now only able to hold 3 training sessions in Grampian. The ADP has close links with a representative from STRADA who attends the Moray ADP Forum and events.</p> | |
| <p>4. Planning for Change</p> | <p>The ADP have decommissioned services and relooking at current resources. There will be no tender for services and a 3 year pilot will be undertaken on a new access service. A short life working group will be set up in May & June to look at the outcomes for the pilot service. Family involvement is one area that will be looked at and Quarriers are to be involved with the planning.</p> <p>An ADP Co-ordinators post will be funded by the ADP to do the leg work for the changes in services and ensuring there are no slippage in the ADP's funding.</p> <p>With the integration of Health and Social Care, it is likely that the ADP will sit within this infrastructure. How the ADP function in regards to performance management and finance will remain the same.</p> <p>Heat Target – The Heat Target currently sits at 96.6% for Scotland. Moray are currently sitting at 100%.</p> <p>Daisy – The Daisy web tool is currently in its final stages of completion. There are concerns that this may not improve what's happening in Moray.</p> | |

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| | <p>Lloyds PDI – Aberlour are currently represented</p> <p>SFAD – The SFAD Conference will be held in Aberdeen on 30th May. There is representation from Moray attending.</p> <p>ADP Development Officer – Steven McCluskey is now no longer in post within the ADP. The position will be appointed in mid May.</p> <p>Strategy – The new ADP Strategy will need to take in to account the current changes happening within services. This will coincide with the short life working group in May/June. A timeline will be set for completion and consultation of the Strategy.</p> | |
| 5. DNA | The Research and Information Officer will compile a report on DNA's in Moray which will be forwarded to the group. | |
| 6. Service Delivery Plan – Q4 | <p>Increase number of clients reporting improved mental health - This could be due to people becoming more aware about their mental health as they progress through services.</p> <p>Increase number of clients reporting an increase in improved social networks - This could be due to clients losing their previous social networks of people they used to drink / take drugs with.</p> <p>Increase number of Contacts with Scottish Families Affected by Drugs Helpline and the reason for contact - This is a national helpline, it could be due to lack of awareness of the helpline in Moray, this should be rectified with Tanja Meher's post and Sheila McKay could maybe help promote this helpline. Also People may be more aware of the Quarriers Helpline and call than instead. The Healthpoint and MIB bus could be utilised to advertise this further. It can also be added to the ADP website and mail shot.</p> <p>Increase the number of families reporting that they have a drug and alcohol problem are offered support through pregnancy - This could be due to the change in role for the Early years and Pregnancy Social Workers role and lack of accurate recording. The ADP would only know if a person or partner is pregnant if it was in the SSA. CareFirst will be asked to look into further.</p> <p>Decrease number of cases of vandalism (or malicious mischief), breach of the peace, assault or anti-social behaviour committed under the influence - Police recorded numbers of these offenses has risen over the reporting period. From April 2014, the Research and Information Officer is hoping to get these numbers direct from the Force Performance unit to ensure accurate and consistent recording.</p> <p>Increase number of Community Payback Orders issued where alcohol and drug treatment required, and proportion that are successfully completed - 0 of these have been recorded; we are reliant on the Court System recommending this as a disposal. It</p> | |

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| | <p>would be beneficial to have someone attend from Criminal Justice to give feedback.</p> <p>Increase number of Test Purchase visits carried out and the number which have failed - Trading Standards and Police Scotland, no longer carry out Test Purchasing for Alcohol. This is a national target and can not be changed. Trading Standards are to be asked for a statement to add into the report.</p> <p>Increase co-ordination, implementation and evaluation of Anti Social Behaviour Orders - There have been very few people recommended for an ASBO in 2014, this may account for the lack of ASBO's granted by the courts. ASBO's are very much intelligence led so if there is little or no intelligence then there would be less ASBO's in general. The ASBO Panel meets every 6 months to discuss those with current ASBO's and if any are due to expire the possibility of applying for another ASBO.</p> <p>Increase in the number of recorded controlled drug supply charges in comparison to established baseline - Again controlled drug supply is also very intelligence led so if there is less intelligence then this would lead to fewer arrest for this offence type. There was a big push on Drugs in the Operation Moravia stuff last year, which would have pushed our baselines up. CI Findlay may be able to expand further on this</p> <p>Increase in the number of recorded controlled drug possession charges in comparison to the established baseline - Again controlled drug possession is also very intelligence led so if there is less intelligence then this would lead to fewer arrest for this offence type. There was a big push on Drugs in the Operation Moravia stuff last year, which would have pushed our baselines up. CI Findlay may be able to expand further on this</p> <p>Decrease Number of unplanned discharges from the Recovery Orientated System of Care in Moray - This is recorded through the Waiting Times, so shows for all clients in all services, so may be subject to duplication. Maybe this is something we could concentrate on in the next year or so? More work is to be done on this target and a closer look at the baseline needs to be done.</p> <p>The Research and Information Officer is still awaiting data for the following: Increase the number of needles exchanged in needle exchanges throughout Moray – More service users are using pharmacies as Increase number of clients reporting improved mental health. This could be due to people becoming more aware about their mental health as they progress through services.</p> <p>Increase number of clients reporting an increase in improved social networks This could be due to clients losing their previous social networks of</p> | |

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| | <p>people they used to drink / take drugs with.</p> <p>Increase number of Contacts with Scottish Families Affected by Drugs Helpline and the reason for contact. This is a national helpline, it could be due to lack of awareness of the helpline in Moray, this should be rectified with Tanja Meher's post and Sheila McKay could maybe help promote this helpline. Also People may be more aware of the Quarriers Helpline and call than instead.</p> <p>Increase the number of families reporting that they have a drug and alcohol problem are offered support through pregnancy This could be due to the change in role for the Early years and Pregnancy Social Workers role and lack of accurate recording. The ADP would only know if a person or partner is pregnant if it was in the SSA.</p> <p>Decrease number of cases of vandalism (or malicious mischief), breach of the peace, assault or anti-social behaviour committed under the influence. Police recorded numbers of these offenses has risen over the reporting period. From April 2014 the Research and Information Officer is hoping to get these numbers direct from the Force Performance unit to ensure accurate and consistent recording.</p> <p>Increase number of Community Payback Orders issued where alcohol and drug treatment required, and proportion that are successfully completed. 0 of these have been recorded; we are reliant on the Court System recommending this as a disposal.</p> <p>Increase number of Test Purchase visits carried out and the number which have failed. Trading Standards and Police Scotland, no longer carry out Test Purchasing for Alcohol.</p> <p>Increase co-ordination, implementation and evaluation of Anti Social Behaviour Orders. There have been very few people recommended for an ASBO in 2014, this may account for the lack of ASBO's granted by the courts. ASBO's are very much intelligence led so if there is little or no intelligence then there would be less ASBO's in general. The ASBO Panel meets every 6 months to discuss those with current ASBO's and if any are due to expire the possibility of applying for another ASBO.</p> <p>Increase in the number of recorded controlled drug supply charges in comparison to established baseline. Again controlled drug supply is also very intelligence led so if there is less intelligence then this would lead to fewer arrest for this offence type. There was a big push on Drugs in the Operation Moravia stuff last year, which would have pushed our baselines up.</p> | |

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| <p>7. Service User Data Report – Q4</p> | <p>There is a large decline in physical health, with a 40% of service users reporting a decline in this area. This is a high percentage and could be something the new ADP Co-ordinator could look in to.</p> <p>There is a major cluster around the 22-45 age bracket of those engaged in MADP services, with 97.4% of all clients falling in to this age grouping. This is something that could be looked into further to ensure that the services delivered adapt to the age ranges entering services. The ADP also needs to engage with over 75’s.</p> <p>The number of people seeking help for both drugs and alcohol issues has dropped by 26 when comparing the previous quarter and the reporting quarter. The ADP will need to look at how we promote service better. A better understanding of what service users want in services is also needed.</p> | |
| <p>8. Service Users Postcode Report</p> | <p>The Research and Information Officer compiled a report on the postcode data for service users. There is a lack of housing representation on the ADP and this needs to improve. There is also uncertainty if the Health and Homelessness group is still running as this report would be beneficial if tabled at the next meeting. The</p> | |

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| | ADP Team Lead is meeting with the Head of Housing and will discuss further. | |
| 9. AOCB | <p>Moray 2023 – A 10 year plan for Moray is a report of where Moray wants to be in 10 years time. Alcohol remains as a priority on the healthier citizen’s plan.</p> <p>COSLA – Moray Council had to save £30 million in 3 years with the expectation of £10 million a year. For 2013/14 there was a £4.6 recurring funds which means they only need to raise £5.4 million for 2014/15.</p> <p>NPS – A Grampian NPS meeting took place on Monday. A national survey will be taking place. Grampian ADP’s have also compiled a RAG Assessment for services to complete. Once all responses to the RAG Assessment are collated it will come to the table of the next meeting.</p> | |
| 10. Date and Time of the next meeting | The next Management Performance Sub-group meeting will be held on 29 July at 9.30am in 9 North Guildry Street. | |

CHAIRPERSON’S NOTES/COMMENTS

Issues to be reported to: Moray Alcohol and Drug Partnership
Details of evidence retained and location: 252 High Street, Elgin, IV30 1BE