



**NORFOLK DRUG & ALCOHOL PARTNERSHIP
CHIEF OFFICERS' GROUP**

Friday, 14th December 2007
2.00pm-3.30pm
DAAT Office, Phoenix House, Norwich

Minutes

Present:		
Harold Bodmer (Chair)	NDAP Chair, Director of Adult Social Services, Norfolk County Council	(HB)
Tony Oram	Strategy Manager, DAAT	(TO)
Colin Bland	Chief Executive, Broadland District Council	(CB)
David White	Chief Executive, Norfolk County Council	(DW)
Penny McVeigh	Chief Executive, NORCAS (provider rep)	(PMc)
Roz Brooks	Drug & Alcohol Service Manager, TADS (provider rep)	(RB)
Graeme Stewart	Youth Team Manager, Matthew Project (provider rep)	(GS)
Bob Scully	Chief Superintendent, Norfolk Constabulary	(BS)
Stuart Macdonald	Assistant Chief Officer, Norfolk Probation	(MG)
Sarah Robson	Director of Nursing, GY&W PCT	(SR)
Catherine McWalter	Joint Commissioning Officer, DAAT	(CMW)
Elaine Horn (Mins)	PA to Strategy Manager, DAAT	(EH)
Apologies:		
Lisa Christensen	Director of Children's Services, Norfolk County Council	(LC)
Sue Massey	Head of Youth Justice, YOT	(SM)
Linda Hillman	Consultant in Public Health, NPCT	(LH)
Mike Nott	Performance & Strategy, South Norfolk District Council	(MN)
Richard Elliott	Chief Fire Officer, NCC	(RE)

Item	Subject
1.	<p>Declarations of Interest <i>(if required)</i></p> <p>Not applicable</p>
	<p>Apologies for absence and introductions</p> <p>Linda Hillman will represent Norfolk PCT, although apologies have been sent for this meeting.</p> <p>HB will contact Mike Stonard, Chief Executive, Great Yarmouth & Waveney PCT to discuss representation on the group.</p>
2.	<p>Acceptance of minutes from previous meeting of the Chief Officers Group held on 28th September 2007 –</p> <p>Members accepted the minutes as a true and accurate record.</p>
	<p>Matters arising from the minutes of the previous meeting held on 28th September 2007:</p> <p>“Drugs: Our Community, Your Say” – NDAP consultation response. TO reported that he has met with a Home Office official, who has been given a copy of the NDAP response.</p>
3.	<p>Tackling Drugs, Changing Lives – How are we doing?</p> <p>Report issued. Budget-planning details issued.</p> <p>This document is written by the Norfolk Drug & Alcohol Action Team and gives a review of performance, finances, risks and current initiatives. TO noted that this initial report demonstrates the depth and breadth of NDAP work and looks to be more compact for future editions.</p> <p>COG studied the performance status given against treatment for both Adult and Young People. An area of concern was discussed – ‘YP Specialist Treatment ; % of treatment population under 18’ – as this is shown as ‘Red’ in the RAGing system. When funding is attached to such a target, a co-ordinated regional approach to the highest government level is suggested in order to highlight what is seen as a ‘perverse’ target, which the providers agree is virtually impossible to reach – noting implications to capacity if there is a greater identified need. The Joint Area Review will also be affected by this target – JAR team aware.</p> <p>Action: DAAT will continue to pursue and keep COG informed.</p> <p>CMW outlined the plans in place to turn Amber results to Green, noting there is a good degree of confidence that these will be successful, when the Harm Reduction Strategy is in place.</p> <p>COG specifically discussed the area of ‘% YP treated in adult system’ turning from Amber to Green, which will require reporting updates.</p> <p>Action: DAAT to continue to work through contract management issues.</p> <p>Healthcare Commission Improvement Review 2006/07 – results embargoed until March 2008. DAAT will focus on weak / fair areas in Spring 2008.</p> <p>Healthcare Commission Improvement Review 2007/08 – will focus on Tier 4 Treatment and Diversity.</p> <p>Focus on NDAP Outcomes shows performance against GP/Shared Care Prescribing not reaching Target 07/08. DW noted concerns around this and feels it should be pursued through PCT and SHA. Group discussed costs and reasons behind decline in Shared Care</p>

	<p>across Norfolk, even after recruitment drives by PCT. BS noted that the Constabulary would support an argument highlighting the social perspective/responsibility.</p> <p>Action: DAAT to plan and put forward a response on behalf of alliance of agencies and COG board.</p> <p>National Drug Strategy will now be released in Spring, not January 2008 as previously expected.</p> <p>COG thanked DAAT for presenting budget scenarios. Chair noted to group the possible need for an additional Chief Officers Group meeting, prior to March 2008, in order to discuss financial matters.</p>
4.	<p>Norfolk Drug & Alcohol Partnership Adult Joint Commissioning Strategy</p> <p>CMW presented Part One of the Adult Joint Commissioning Strategy. Following updates suggested by COG, the consultation period will commence until January 2008 and document will be published in April 2008.</p> <p>Part Two of the Adult Joint Commissioning Strategy will be issued for consultation in April.</p> <p>Action: COG agreed for Part One Adult Joint Commissioning Strategy to be issued for consultation.</p>
5.	<p>Planning For The Future work programme</p> <p>An outline of progress was given.</p> <p>Four NDAP needs assessments have reached their conclusion, with Adult Needs Assessment embarking on Year 2 (survey/focus group stage).</p> <p>Contract Reviews for adult and young people's services have been completed, respective Joint Commissioning Groups have received report and recommendations will be implemented next year.</p> <p>Cost Benefit Analysis. TO distributed to COG a report by Dr Richard Fordham of UEA, Norwich, outlining the process and cost of the two-stage analysis. COG discussed.</p> <p>Action: COG authorise Stage One of Cost Benefit Analysis.</p> <p>TO noted that £15k is available for research and DAAT would propose using this to fund research into housing for substance misusers in Norfolk. Such work would be used to influence decision making and strategies, aswell as informing around hostel accomodation.</p> <p>Action: COG authorise £15k spend on research into housing for substance misusers in Norfolk.</p> <p>Action 2: DAAT to build proposal with Supporting People Team.</p>
6.	<p>Terms of Reference</p> <p>Following discussion, it is felt that COG functions well. An update needs to be made to the 'current representatives' list included in the Terms of Reference. A 'core group' must be named along with substitute attendees. Those who regularly send apologies must be contacted to discuss future representation.</p> <p>Action: EH to oversee updates – requesting each member of COG to update their individual agency section.</p>
7.	<p>Integrated Drug Treatment System – HMP Wayland</p> <p>IDTS has gone live at HMP Wayland, however, no prescribing facilities until January 2008.</p>

	DAAT will produce IDTS Treatment Plan and IDTS Needs Assessment, working with HMP CARATs and PCT. TO will bring more IDTS details to the COG meeting in March, if this is deemed appropriate given the state of play with IDTS nearer the time.
8.	Any Other Business There was no other business to discuss.
9.	Date, time and venue of next meeting Friday, 7 th March 2008 2pm-3.30pm Phoenix House

Copies of Minutes and papers can be obtained from:-

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