



*Working in partnership to prevent, and support recovery from,  
the harmful use of alcohol and drugs.*

## **ARGYLL AND BUTE ALCOHOL AND DRUG PARTNERSHIP PERFORMANCE TIMELINE**

### **I. Needs Analysis (NA) [September 2011]**

- A. The NA is scheduled for completion September 2011.
- B. The NA report is scheduled for submission by 30 September 2011.
- C. The ADP partners will take the time to interpret the NA report which includes service analysis, priorities, gaps and modelling.
- D. There is a scheduled ADP Development Day (ADP DD) on 04 November 2011 for the purpose of finalising the A&B Substance Misuse Strategy, Outcomes Based Framework and Action Plan.
  1. *Those attending the ADP DD will be members of the Implementation Group (IG), partner managers, Head, Children and Families, and Lead Officer, GIRFEC and CPC*

### **II. Evidence-based Outcomes Framework [Amended Jun 11] [Oct 11]**

- A. Developing Outcomes Together (DOT) 27 September 2011
  1. *An event for statutory and third sector staff to develop methodology for achieving outcomes in partnership service provision.*
- A. Performance Management Framework to be completed [Jan 12]
  1. *Action Plans and Service Priorities [Oct11]*
    - a. Argyll and Bute Substance Misuse Action Plan Draft [Oct 11].
      - i) The draft action plan to be finalised during Development Day
- B. ADP Scorecard [Sep11]
  1. *Receipt of Substance Misuse Scorecard Information [Jul 11]*
  2. *Review of required data input and time restraints – [Aug 11]*
    - a. *IG sub-group for discussion and completion (may not be necessary)*
  3. *Completion of draft ADP Scorecard to IG [24 Aug 11]*
  4. *Submission of draft ADP Scorecard to LOG [07 Sep11]*
- C. Statistical and Data Reporting Framework [Oct/Nov 11]
  1. *Information retrieval mechanism for collection of up-to-date accurate data*
    - a. Outcomes Star and/or TOPS
      - i) Comparison briefing to be prepared for discussion at IG 24 Aug 11
      - ii) Possible consolidation of two tools for reporting purposes
      - iii) Possible IG sub-committee will be formed to help with development
  2. *Data to be submitted for SG, ISD, CPP and A&B reporting*

### **III. Strategies [Amendments completed NLT Nov 11]**

- A. A&B Alcohol and Substance Misuse Strategy [draft stage Oct 11]
- B. A&B Young People Substance Misuse Strategy [draft stage Aug 11]
  1. *Rough draft to be reviewed at Children, Young People's and Family Group meeting.*

*[16 Aug 11]*

- C. A&B Training Strategy [draft stage Aug 11]
  - 1. *Rough draft to be reviewed at Training Strategy Group meeting. [9 Aug 11]*

- D. Communication Strategy [draft stage Aug 11]
  - 1. *To be reviewed with Jo Smith [Jul 11]*
  - 2. *To be presented IG [24 Aug 11]*
  - 3. *To be presented to LOG [07 Sep 11]*

- E. ADP Annual report [Jan 12]

#### **IV. Commissioning and Procurement Plan [Dec 11]**

- A. Service Development Transitional Plan [Jan 12]
  - 1. *Development of Service Development Transitional Plan [Jan 12]*
    - a. *To begin post NA [Oct 11]*
    - b. *Transitional Plan will require the development of clear statements in relation to Transfer of undertakings (Protection of Employment) Regulations 2006 (TUPE).*
  - 2. *Development of tender documentation which addresses outcomes and service needs*
  - 3. *Development of commissioning and procurement strategy*

NB: Transitional Plan will only kick in if there is an agreement for services currently provided in the statutory sector to be purchased from the Third Sector following a tendering exercise. This ensures it is carried out openly and without presumption in favour of any sector.