

## 2013/14 Business Plan Activity

### Key:

Essential	1
Desirable	2
Optional	3

<b>GREEN</b>	All milestones being met and on planned trajectory
<b>AMBER</b>	Good progress being made against milestones
<b>RED</b>	Unsatisfactory progress - milestones and timescales not being met
<b>LAVENDER</b>	Actions not yet planned to be underway

<b>Develop a needs assessment process to inform design of future service provision</b>					
<b>Area of work</b>	<b>Expected Outcomes</b>	<b>Action</b>	<b>Priority Level</b>	<b>Deadline</b>	<b>Lead Officer</b>
City and Hackney Substance Misuse Partnership review	Provision of efficient and effective substance misuse services for residents.	Contribute towards the review of services directly provided and commissioned by the Substance Misuse Partnership (SMP).	1	March 2014	SMP Manager
JSNA	Improved understanding of the needs within the City.	Contribute towards the City Joint Strategic Needs Assessment (JSNA).	1	December 2013	SMP Manager
Combine various needs assessments that cover substance misuse	Improved understanding of the needs within the City.	Draw together relevant parts from these needs assessments and put into a single document to help identify priority work areas.	1	December 2013	Development Officer
Family Profiling	Improved understanding of the needs of families within the City.	Investigate the opportunity to contribute towards the Family Profiling project to build a more complete picture of the needs of families resident in the City.	2	December 2013	Development Officer

<b>Sustain and develop a good quality substance misuse service for the resident population</b>					
<b>Area of work</b>	<b>Expected Outcomes</b>	<b>Action</b>	<b>Priority Level</b>	<b>Deadline</b>	<b>Lead Officer</b>
Service monitoring	Maintain proportion of drug users successfully completing treatment.	Monitor and identify any areas requiring improvement to ensure that Public Health funding levels are maintained.	1	March 2014	SMP Manager
Harm Reduction	Minimisation of harm to injecting drug users.	Work with Boots and Lifeline to address improvements required as highlighted by the 2012 needle exchange audit.	1	September 2013	Development officer
Vulnerable Adults	Increased engagement of vulnerable adults in treatment and specialist support provided to Social Workers.	Work with Adult and Children's Services to identify any vulnerable adults who are misusing substances to provide treatment and/or specialist support to social workers.	1	July 2013	Development Officer
Families	More families accessing the services of the SMP.	Obtain information regarding families and young people with substance misuse problems and investigate use of a standard screening tool.	1	October 2013	Development Officer
Primary Care Services review	Efficient and effective Substance Misuse treatment provision within primary care.	Review of Substance Misuse Specialist Nurse post in conjunction with Tower Hamlets and Hackney.	1	March 2014	SMP Manager
Accessibility of services	Increase accessibility of SMP services to City residents.	Investigate alternative locations and commissioning options that may improve accessibility to SMP services.	2	November 2013	SMP Manager
Harm reduction	Minimisation of harm to drug and alcohol users and others.	Health Promotion calendar – develop calendar of topics and send out information to relevant parties.	2	March 2014	Development Officer
Service awareness	Increased awareness of services provided by SMP.	Work with communications team to identify audiences and most appropriate methods of communication to reach them.	2	June 2013	Development Officer
Alcohol Awareness	Increased number of residents receiving alcohol advice and education.	Roll out brief intervention training across tier 1 services accessed by City residents.	2	March 2014	Development Officer
Recovery	Increased support for individuals completing	Investigate peer support networks and recovery focussed activities within and beyond treatment	2	September 2013	Development Officer

	treatment.	services.			
Service awareness	Increased awareness of services provided by SMP.	Encourage service providers to develop and deliver awareness campaigns to City residents.	3	October 2013	Development Officer

<b>Develop a wider service approach to both daytime and night-time populations</b>					
<b>Area of work</b>	<b>Expected Outcomes</b>	<b>Action</b>	<b>Priority Level</b>	<b>Deadline</b>	<b>Lead Officer</b>
DIP – Targeted testing	Improved efficiency of Targeted Testing scheme.	Review current arrangements with a view to increasing tests carried out under and Inspector's Authority to tackle violent crime.	1	November 2013	Development Officer
Harm Minimisation	Minimise harm to injecting drug users.	Investigate the possibility of providing clean injecting equipment in CoL Police custody suites to injecting drug users.	2	November 2013	Development Officer
DIP – Alcohol assessments	Education of City workers to identify and address alcohol-related issues.	Direct marketing of self-help booklets/materials.	2	August 2013	Development Officer
DIP – Alcohol assessments	Education of City workers to identify and address alcohol-related issues.	Develop tools/materials to promote hub web-page.	2	August 2013	Development Officer
Alcohol interventions	Increase in numbers who lower their consumption of alcohol.	Research the implementation of identification and brief advice targeted to City Drinkers.	2	September 2013	SMP Manager
Alcohol interventions	Widen types of interventions available.	Investigate action- research opportunities into providing opportunistic street based Information and Brief Advice (IBAs).	3	January 2013	SMP Manager
Harm Minimisation	Increased awareness of drug and alcohol issues by employers and employees.	Promotion and implementation of Drug and alcohol training to City employers.	3	October 2013	SMP Manager

<b>Seek to inform the commissioning decisions of the corporate sector</b>					
<b>Area of work</b>	<b>Expected Outcomes</b>	<b>Action</b>	<b>Priority Level</b>	<b>Deadline</b>	<b>Lead Officer</b>
Workplace policies	Effective responses to substance misuse in the workplace.	Action to encourage the development of alcohol workplace policies, including the promotion of the current workplace toolkit 'tackling alcohol and drugs in the workplace'.	2	December 2013	SMP Manager
Workplace policies	Effective responses to substance misuse in the workplace.	Research the commissioning or instigation of workplace alcohol and health 'packages'.	3	February 2014	SMP Manager
Health and wellbeing projects	Effective responses to substance misuse in the workplace.	Integrate alcohol and health and wellbeing projects within the workforce.	3	March 2014	Development Officer

<b>Other projects</b>					
<b>Area of work</b>	<b>Expected Outcomes</b>	<b>Action</b>	<b>Priority Level</b>	<b>Deadline</b>	<b>Lead Officer</b>
Smoking Cessation	Provision of smoking cessation services in the City delivered by the SMP.	Investigate opportunities for SMP workers to provide smoking cessation services in the City.	1	December 2013	SMP Manager
Homelessness	Reduction in the number of rough sleepers within the City.	Coordination with City homelessness services to assist clients via their contact with the pop-up hub.	2	June 2013	Development Officer
Young People	Increased number of young people receiving drug and alcohol education.	Link with new Youth service to organise drug awareness sessions and ensure inclusion of drugs and alcohol in the annual Youth Survey.	2	May 2013	Development Officer
Troubled Families	Improved health and wellbeing of vulnerable individuals & families; reducing the level of support they require from public services.	Provision of intensive support to troubled families and vulnerable individuals to assist them improve their health and wellbeing.	2	August 2013	Development Officer