

WEST DUNBARTONSHIRE COMMUNITY HEALTH PARTNERSHIP

**Minutes of the Meeting of the
West Dunbartonshire Community Health Partnership
held at 4.00pm on
Wednesday 14th March 2007
in the Denny Civic Theatre, Dumbarton**

PRESENT

Rani Dhir	(Chair)
Keith Redpath	West Dunbartonshire CHP Director
Dr Alan McDevitt	Professional Executive Group
Muriel Robertson	Public Partnership Forum
Margaret Hastings	Professional Executive Group
Clare McGinley	Professional Executive Group
Tom Nimmo	Public Partnership Forum
Ross McCulloch	Local Partnership Forum
Dr Fiona Coulter	Professional Executive Group
Selena Ross	West Dunbartonshire Community Voluntary Service

IN ATTENDANCE

Jeanne Middleton	West Dunbartonshire CHP, Head of Finance
David McCrae	West Dunbartonshire CHP, Head of Mental Health
Gordon Whitelaw	West Dunbartonshire CHP, Head of Administration

ACTION BY

APOLOGIES

There were no apologies received

1. MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting of 24th January 2007 were approved as a correct record.

2 MATTERS ARISING

One Plus

West Dunbartonshire CHP continues to employ a number of former One Plus staff on temporary contracts in order to maintain childcare support to vulnerable families. Discussions around the longer term arrangements are ongoing and a status report will be provided to the CHP Committee in May 2007.

Head of
Children's
Services

3 CHAIR'S REPORT

- a) The Health Minister had recently reinforced his expectations for CHPs to deliver on the service and health improvement objectives that had been set for them. In terms of monitoring the progress being made by Partnerships, the Chair indicated that she thought that the current arrangements for reporting CHP performance to the NHS Board by seeing the Minutes of CHP Committees needed supplementation and she was intending to raise this within the broader NHS Board system.
- b) The Chair reported on the recent public event held on 26th February at the Beardmore Hotel which had described the initial feedback on the assessment of local health needs and levels of deprivation. She felt that the event had been successful and had been well received by the 100 plus attendees who had participated over the 2 sessions that day.
- c) Involvement and Participation – The Chair led a discussion on the need for the CHP to more closely focus on public involvement and to further develop the CHP Committee relationships with the LPF, PPF and the PEG

Chair

It was suggested that the timing of the meetings of the LPF, PPF and PEG could be re-considered along with an undertaking from the Director to try to produce Committee papers at least 10 days prior to Committee in order that the other groups may meet in the days leading up to the Committee so that the groups could consider these papers in advance as part of their routine business thus providing a stronger and more considered view of the representative groups to be presented at the Committee.

Director

In addition, it was also agreed that contact details for the author of each report would be included within the respective papers to encourage easy communication on the reports prior to the formal meetings.

There is also the potential to consider specific topics, e.g. SPARRA data in order to stimulate wider involvement and introduce Committee development, possibly to include briefing sessions. This was agreed and an outline on the issues would be brought to the next meeting.

4 VALE OF LEVEN HOSPITAL – COMMUNITY ENGAGEMENT PROCESS

There was submitted Report No. 07 / 06 by the Director who described the current stage within this process. Discussion continued around contradictory media reports and the potential to utilise NHS publications including Health News to provide more comprehensive reporting. The report was noted and the use of NHS publications for these purposes was agreed.

NOTED

5 CHILD PROTECTION INSPECTION

There was submitted Report No. 07 / 07 by the Head of Children's Services which described the informal feedback received following the Inspection.

The Director indicated that the overall rating was good and that the strengths identified are within actual practice. The weaker areas are around awareness

issues and these will be addressed. Discussion continued around particular issues including IT systems; school nursing and the stage of NHS involvement in particular cases. A full report will be submitted to Committee following receipt of the formal Report.

Head of
Children's
Services

DECIDED

- That this issue will become a seminar topic;
- To record formal appreciation to all staff involved in the Inspection process which was also endorsed by the LPF and PEG representatives.

6 WORKFORCE PLUS

There was submitted Report No. 07 / 08 by the Head of Planning and Health Improvement which described the important role the CHP has in supporting this action plan. Feedback from the Scottish Executive was positive and indicated that the plan was well founded and highlighted strengths. A number of suggested areas for improvement were noted which included the specific reference to the NHS and the need to continue to work with partners to support return to work.

Discussions continued around the NHS as a major employer and clarification around WDCHP hosting services relating to long term condition management.

NOTED

7 HEALTH NEEDS ASSESSMENT

There was submitted Report No. 07 / 09 by the Head of Planning and Health Improvement which described the progress to date with this process.

The initial findings were detailed in the report together with CHP responsibilities clearly identified. It was noted that there are no issues within this Report that are solely within the responsibility of the NHS to resolve, however there is some optimism around some overall Glasgow initiatives that will impact on these issues. Discussion continued around the low West Dunbartonshire rates relating to breast feeding and the potential to include the whole West Dunbartonshire area in NHS GG&C obesity initiatives.

NOTED

8 WEST DUNBARTONSHIRE COMMUNITY PLAN – CONSULTATION

There was submitted Report No. 07 / 10 by the Head of Planning and Health Improvement which described the consultation process for this ten-year plan. The CHP has had opportunity to contribute to the development of this plan and are presently considering our response. A draft formal response on the overall plan will be presented to the next meeting of the Committee.

Head of
Planning and
Health
Improvement

NOTED

9 CHP DEVELOPMENT PLAN

There was submitted Report No. 07 / 11 by the Head of Planning and Health Improvement which describes the timetable for preparing the CHP development plan. It was confirmed that this draft will be circulated as part of consultation to formal groups and will also be a focus for staff discussions at the Service Development session at the Beardmore Hotel on 20th March.

Discussion continued around the link between the Development Plan and the Financial Plan. It was indicated that the plan will include measurable outcomes and that progress against these will be reported under CHP performance monitoring.

Head of
Planning and
Health
Improvement

DECIDED

- To endorse the timetable and approve the consultation process for the Development Plan;
- Agreed that the plan should include measurable improvements and related milestones;
- That the final draft plan be presented to the next meeting for approval.

10 MENTAL HEALTH STRATEGY FOR CLYDE

There was submitted Report No. 07 / 12 by the Head of Mental Health which described the pre-engagement process. The main issues that have led to the development of this strategy include the lack of community mental health services and the over-provision of in-patient care, together with the financial deficit across Clyde.

The Committee sought assurances that specific West Dunbartonshire issues would not be subsumed within any wider considerations across the Clyde area and that these would be specifically addressed within the strategy.

The Committee also supported the overall commitment to address any apparent inequity in mental health service provision and discussions developed to include reference to the relationship with Mental Health Services provided in the Helensburgh and Lochside area.

DECIDED

- To endorse the strategy pre-engagement process, the service proposals to develop community services and the move to start to address any apparent inequity in Mental Health Services across the CHP area.

11 CHP FINANCIAL REPORT

There was submitted Report No. 07 / 13 by the Head of Finance which described the increased under spend position since last report.

The Head of Finance described the main reasons behind this trend and noted that improved prescribing practice has reduced these costs and contributed generally to the increased under spend position across West Dunbartonshire CHP. Discussions continued around Retinal Screening hosting arrangements and the shared financial risks across all CHPs.

NOTED

12 COMPLAINTS REPORT

There was submitted Report No. 07 / 14 by the Head of Administration which described the administrative transfer of two complaints to the Mental Health Partnership complaints register. There were no new complaints recorded since the last report and the Committee noted the report.

NOTED

13 PROFESSIONAL EXECUTIVE GROUP

There was submitted draft Minute of the PEG meeting of 28th February 2007 from which there were no specific issues highlighted by PEG representatives.

NOTED

14 PUBLIC PARTNERSHIP FORUM

There was submitted draft Minute of the PPF meeting of 7th March 2007 from which there were no specific issues highlighted by PEG representatives.

NOTED

DATE OF NEXT MEETING

**9th May 2007 at 4.00 pm,
Conference Room,
Dalmuir Continuing Education Centre, Dalmuir.**