

Re-draft 050906

GREATER GLASGOW AND CLYDE NHS BOARD

Minutes of the meeting of the

West Dunbartonshire Community Health Partnership

Held at 4.00pm on 23rd August 2006

Court Room, Clydebank Town Hall

PRESENT:

Rani Dhir (Chair)
Dr. Fiona Coulter
Cllr. Andy White

Keith Redpath (CHP Director)
Ross McCulloch
Selena Ross

Margaret Hastings
Betty McIntosh
Claire McGinley

IN ATTENDANCE:

Jeanne Middleton

Gordon Whitelaw (Minute)

ACTION BY

1. APOLOGIES

Apologies were intimated on behalf of Dr. Alan McDevitt

2. MINUTES of meeting held on 21st June 2006 were agreed

3. MATTERS ARISING

The Chair advised the Committee that Dr. Mustafa Kapasi and Dr Barry Williams had been appointed to vacant Non Executive posts within NHS GG&C and that the vacancy for the 3rd "Clyde" area representative is being re-advertised.

4. CHAIRS REPORT

a) Service Integration and Governance.

The Chair indicated that she and the Director had met with senior representatives of West Dunbartonshire Council subsequent to the previous Committee meeting to discuss this issue.

It was agreed that the CHP Director and the Acting Director of Social Work will complete a mapping exercise of shared services and related governance issues

The Chair advised that as a result of these discussions, she hoped she and Cllr White could present a common position to the NHS Board Seminar in October that will be considering the issues around CHP development.

b) Transport.

The Chair indicated that she and the Director had met with Strathclyde Passenger Executive (SPE) to discuss improvements to the limited local

Director

Re-draft 050906

ACTION
BY

transport links. The SPE are in communication with the Scottish Executive on this issue and the West Dumbarton locality contact was offered through the Public Partnership Forum. The Local Authority also plans to meet with the SPE and will reinforce the view that a significant improvement to local transport links is required.

c) **NHS Board – Accountability Review.**

The Chair advised the Committee that the Health Minister had the day before met with NHS GG&C to discuss the annual Performance Review. During the review sessions, he emphasised his expectation for health improvement and stressed the important role of CHPs as both drivers of change and deliverers of improvements.

d) **Alexandria Medical Centre.**

The Chair indicated that proposals for the replacement for Renfrew and Barrhead Health Centres had been announced. She confirmed that the Alexandria Medical Centre proposal had not meet criteria on financial value and reassured Committee of the NHS GG&C continuing commitment to the reprovision of Alexandria Medical Centre and would be writing to the Board Chairman on this matter.

5. DIRECTOR REPORT

a) **New Appointments.**

The Director outlined recent CHP appointments as detailed below:

- Soumen Sengupta has been appointed to the vacant post of Head of Planning and Health Improvement with effect from 1st October 2006.
- Gordon Whitelaw had been appointed as the CHP head of Administration effective from 1st July, 2006.
- David McCrae has been appointed to the role of CHP lead Nurse Adviser in addition to his current role as Head of Mental Health and Partnerships.
- Lead AHP role. Expressions of interest on this lead role have been invited which again is in addition to the post holders current role, outcomes of which are awaited and will be reported when confirmed.

b) **Alexandria Medical Centre.**

Following on from item 4(d) above, the Director referred to recent media reports in which GPs had expressed concern around the announcement of replacement facilities for Renfrew and Barrhead Health Centres but not for the Alexandria facility.

He described the nature of the previous speculative proposal by PMP and confirmed that their proposal had not meet the required value for money criteria which is essential within the approval process.

The Director confirmed that the reprovision of the Alexandria Medical centre remains the highest priority within the CHP and advised that the Project group leading the development process for the centre was being re-established under his direction and would report progress in due course.

Re-draft 050906

ACTION
BY

6. CHP SELF ASSESSMENT TOOLKIT

There was submitted Report No. 06/10 by the Director in respect of The Audit Scotland Self Assessment Toolkit based on National guidance and acknowledged good practice.

The Director advised that he had completed this is an internal self assessment reflecting our organisational position at this time and confirmed that there is no requirement to submit this as a formal return, either within NHS GG&C or to Audit Scotland.

Discussion around its application within different organisational models concluded that since the overall guidance remained the benchmark, then various models may be considered within this assessment tool. Committee discussion considered performance management within the context of the requirement for improved Information Technology & Communication (ITC) systems.

After discussion, the Committee agreed to note the self assessment as reflective of the developing position of the CHP and agreed that the self assessment exercise be repeated in Autumn 2007 to evidence where progress has been made.

7. CLINICAL GOVERNANCE

There was submitted Report No. 06/11 by the Joint Clinical Director in respect of the West Dunbartonshire CHP Clinical Governance Framework.

The Director advised that this paper had been fully discussed and endorsed by the Professional Executive Group (PEG). PEG membership and constitution was raised and discussion continued on staff partnership involvement within the PEG. It was concluded that the Staff Partnership Forum (SPF) would nominate their representative.

Since services are delivered and outcomes achieved over a range of health and social work services, it was also proposed the PEG should consider whether the Director of Social Work also becomes a full member of the PEG, decision on which to be remitted to the PEG for consideration.

PEG

The paper and the recommendations were noted by the Committee.

8. STAFF PARTNERSHIP FORUM

There was submitted and noted draft Minute of Staff Partnership Forum (SPF) meeting of 4th August 2006.

The Committee considered the SPF agenda to harmonise policies and procedures on which the Area Forum is considering the wider organisational context.

SPF

Re-draft 050906

ACTION
BY

9. PUBLIC PARTNERSHIP FORUM

There was submitted and noted draft Minute of Public Partnership Forum (PPF) Meeting held on 9th August 2006. The Continence delivery service in Clydebank was raised during discussion on the draft minute. A more detailed response was requested and this will be arranged as soon as possible.

Director

10. FINANCE

There was submitted Report 06/12 by Head of Finance in respect of the CHP financial position as at end June. In summary, the overall allocation is some £187,000 under spent, £147,000 of which arose within the Lomond area.

It was noted that this did not at this stage represent an accurate reflection of the estimated end of year position and caution was being exercised until further financial projections had been developed.

Despite the underspend against initial budget, it was clear that on a recurring basis there was a very close match between budget and commitments with a very limited scope for any development except on a self financing basis.

It was agreed that future finance reports would provide a more accurate reflection of projected year end financial performance.

**Head of
Finance**

11. CHP DEVELOPMENT PLAN

There was submitted report 06/13 by Director in respect of the CHP Development Plan.

General amendments to improve the flow of the document were noted from the earlier draft.

The Development Plan identifies the CHP priorities and sets the context within the CHP and with other Partners. The Plan acknowledges planning guidance and is set within an evolving financial and organisational context. The use of terminology, abbreviations and sections that have a reference to Alexandria Medical Centre will be reviewed. The Committee endorsed this Development Plan as the basis for CHP general service direction.

Director

An update will be provided within 2006 and thanks were recorded to those officers who completed this significant document within a short period.

12. DATE OF NEXT MEETING:

4.00 PM on 11th October 2006 in vtba