

WEST DUNBARTONSHIRE COMMUNITY HEALTH AND CARE PARTNERSHIP

At a Meeting of the West Dunbartonshire Community Health and Care Partnership held in the Education Centre, St. Margaret's Hospice, East Barns Street, Clydebank on Wednesday, 21 September 2011 at 2.00 p.m.

Present: Councillors Jim Brown, Jonathan McColl, Ronnie McColl, Marie McNair and Martin Rooney (West Dunbartonshire Council); Keith Redpath, Director and Dr Kevin Fellows, Clinical Director, West Dunbartonshire Community Health and Care Partnership; Anne McDougall, Chair, Public Partnership Forum and Ross McCulloch, Co-Chair, Local Partnership Forum.

Attending: John Russell, Acting Head of Assessment & Community Care; David Elliott, Acting Head of Mental Health, Learning Disabilities & Addictions; Max Agnew, Section Head, Quality Assurance and Training Section; John Bryden, Head of Finance; Adrian Gray, Business Unit Finance Partner, Jackie McGinn, Interim Health Improvement & Inequalities Manager; Helen Weir, Alcohol and Drug Partnership Lead, West Dunbartonshire Community Health and Care Partnership; Nigel Ettles, Principal Solicitor and Nuala Borthwick, Committee Officer, Legal, Democratic and Regulatory Services, West Dunbartonshire Council.

Apologies: Apologies for absence were intimated on behalf of Councillor Gail Casey, West Dunbartonshire Council and Dr Catherine Benton MBE and Dr Peter Daniels OBE, Non-Executive Directors, Greater Glasgow and Clyde NHS Board.

Councillor Ronnie McColl in the Chair

DECLARATIONS OF INTEREST

It was noted that there were no declarations of interest in any of the items of business on the agenda.

MINUTES OF MEETING OF THE WEST DUNBARTONSHIRE COMMUNITY HEALTH AND CARE PARTNERSHIP

The Minutes of Meeting of the Partnership held on Wednesday, 22 June 2011 were submitted and approved as a correct record.

WEST DUNBARTONSHIRE PARENTING STRATEGY

A report was submitted by the Partnership Director:-

- (a) outlining the purpose of the local Parenting Strategy; and
- (b) seeking approval of the strategy for implementation.

Following discussion and having heard the Partnership Director in further explanation of the report, the Partnership agreed:-

- (1) to approve the West Dunbartonshire Parenting Strategy; and
- (2) to commend the work of the CHCP staff involved in the development of the strategy.

WEST DUNBARTONSHIRE CHCP COMMISSIONING STRATEGY FOR ALCOHOL AND DRUG SERVICES: 2011-2021

A report was submitted by the Partnership Director:-

- (a) outlining the purpose of the CHCP Commissioning Strategy; and
- (b) seeking approval of the strategy for implementation.

Following discussion and having heard the Partnership Director and the ADP Lead in further explanation of the report, the Partnership agreed:-

- (1) to approve the West Dunbartonshire CHCP Commissioning Strategy for Alcohol and Drug Services; and
- (2) to commend the work of the CHCP staff involved in development of the strategy.

WEST DUNBARTONSHIRE CHCP - FORWARD PLAN

A report was submitted by the Partnership Director highlighting the issues that were anticipated to be formally presented to the Committee for decision over the course of the second half of the period 2011/12 (i.e. from September 2011 to March 2012).

Having heard the Partnership Director in further explanation of the report, the Partnership agreed to note that the undernoted items would be submitted for consideration to future meetings of the Partnership:-

- Joint Care Management Policy
- CHCP Learning Disability Commissioning Strategy
- CHCP Older People's Commissioning Strategy
- CHCP Rehabilitation and Enablement Commissioning Strategy

**WEST DUNBARTONSHIRE COUNCIL – RELATIONSHIPS, SEXUAL HEALTH
AND PARENTHOOD EDUCATION (RSHPE) POLICY**

A report was submitted by the Partnership Director outlining the purpose of the policy and requesting endorsement of the policy and its implementation.

Following discussion and having heard the Partnership Director and the Interim Health Improvement & Inequalities Manager in further explanation of the report and in answer to Members' questions, the Partnership agreed:-

- (1) to endorse the local policy and approve its implementation;
- (2) that the Partnership Director would liaise with the Executive Director of Educational Services to put in place the training requirements for staff who would deliver RSHPE to children and young people;
- (3) that any concerns which the Trades Unions had in respect of the delivery of RSHPE should be discussed at the CHCP Joint Consultative Committee; and
- (4) to commend the work of the CHCP staff, in particular the Sexual Health Strategy Group, who were involved in the development of the Policy.

**DELIVERING BEST PRACTICE ON SEXUAL HEALTH AND RELATIONSHIPS
FOR STAFF WORKING WITH CHILDREN AND YOUNG PEOPLE WHO ARE
LOOKED AFTER**

A report was submitted by the Partnership Director:-

- (a) outlining the purpose of the local staff policy; and
- (b) seeking approval for implementation of the policy.

Following discussion and having heard the Executive Director in elaboration of the report, the Partnership agreed:-

- (1) to approve the local staff policy; and
- (2) to commend the work of the CHCP staff involved in its development.

**CHCP GUIDANCE ON THE PURCHASING AND CONTRACTING
OF CARE AND SUPPORT SERVICES**

A report was submitted by the Partnership Director seeking approval for the adoption of CHCP Guidance on the Procurement of Care and Support Services.

After discussion and having heard the Partnership Director in further explanation of the report and in answer to Members' questions, the Partnership agreed:-

- (1) to adopt the Guidance on Purchasing and Contracting of Care and Support Services for all future Social Care and Support procurement activity; and
- (2) to note that the tender process would be made clearer within the guidance in order to differentiate between the responsibilities of the Tendering Committee and the CHCP Committee.

ANNUAL COMPLAINTS OVERVIEW - 2010/11

A report was submitted by the Partnership Director providing a high-level summary of the complaints received for the period 1 April 2010 to 31 March 2011 and providing assurance of CHCP complaints management processes.

Following discussion and having heard the Partnership Director and relevant officers in further explanation of the report and in answer to Members' questions, the Partnership agreed:-

- (1) that a Briefing Note providing further details of complaints for the period 1 April 2010 to 31 March 2011, especially those which had been found to be justified or part-justified, would be issued to Members of the Partnership;
- (2) to note that future reports would include a detailed breakdown of complaints for the period; and
- (3) otherwise to note the contents of the report.

CHCP SOCIAL WORK SERVICES BUDGETARY POSITION 2011/12 AS AT PERIOD 4 – YEAR TO 31 JULY 2011

A report was submitted by the Partnership Director advising of the financial performance of the CHCP Social Work Services budget for the period to 31 July 2011.

Following discussion and having heard the Executive Director and relevant officers in further explanation of the report and in answer to Members' questions, the Partnership agreed to note the contents of the report.

NHS FINANCIAL AND CAPITAL WORKS REPORT FOR THE PERIOD ENDED 31 JULY 2011

A report was submitted by the Partnership Director:-

- (a) advising of the Financial and Capital Works position for the period ended 31 July 2011; and
- (b) seeking approval of the 2011/2012 Revenue Budget for the CHCP (NHS only).

Following discussion and having heard the Partnership Director in answer to Members' questions, the Partnership agreed:-

- (1) to note the terms of the discussion that had taken place in relation to the overspend within District Nursing where the Resource Allocation Model had been subject to reductions in budget over and above the required savings; and
- (2) otherwise to note the terms of the report.

**NHS GREATER GLASGOW & CLYDE
ORGANISATIONAL PERFORMANCE REVIEW -
WEST DUNBARTONSHIRE CHCP END OF YEAR FEEDBACK 2010/2011**

A report was submitted by the Partnership Director providing information on a summary of the feedback received by the Chief Executive of NHS Greater Glasgow and Clyde following the CHCP's end-year Organisational Performance Review in May 2011.

Following discussion and having heard the Partnership Director in answer to questions from Members, the Partnership agreed to note the contents of the report.

**MINUTES OF MEETINGS OF
THE WEST DUNBARTONSHIRE CHCP PUBLIC PARTNERSHIP FORUM**

The draft Minutes of Meeting of the West Dunbartonshire CHCP Public Partnership Forum held on Wednesday, 31 August 2011 were submitted and noted.

**MINUTES OF MEETING OF
THE WEST DUNBARTONSHIRE JOINT STAFF FORUM**

The draft Minutes of Meeting of the Joint Staff Forum held on Monday, 11 July 2011 were submitted and noted.

MINUTES OF MEETING OF THE VALE MONITORING GROUP

The draft Minutes of Meeting of the Vale Monitoring Group held on Monday, 25 July 2011 were submitted and noted.

The meeting closed at 2.35 p.m.