

24 March 2011

**MEETING: WEST DUNBARTONSHIRE COMMUNITY  
HEALTH & CARE PARTNERSHIP**

**WEDNESDAY, 6 APRIL 2011  
EDUCATION CENTRE  
ST. MARGARET'S HOSPICE  
EAST BARNS STREET  
CLYDEBANK**

Dear Member

Please attend a Meeting of the **West Dunbartonshire Community Health & Care Partnership** to be held in the Education Centre, St. Margaret of Scotland Hospice, East Barns Street, Clydebank on Wednesday, 6 April 2011 at 2.00 p.m.

The business is as shown on the enclosed agenda.

Yours faithfully

**KEITH REDPATH**

Director,  
West Dunbartonshire Community Health  
& Care Partnership

**Distribution:**

Councillor R. McColl (Chair)  
Councillor J. Brown  
Councillor J. McColl  
Councillor M. McNair  
Councillor G. Casey  
Councillor P. McGlinchey  
Mr Peter Daniels OBE  
Dr Catherine Benton  
Dr Alison Wilding  
Mr Ross McCulloch  
Ms Anne MacDougall  
Mr Keith Redpath

All other Councillors for information

Chief Executive  
Executive Director of Educational Services  
Executive Director of Corporate Services  
Executive Director of Housing, Environmental & Economic Development  
Head of Administration, NHS Board

**WEST DUNBARTONSHIRE COMMUNITY HEALTH & CARE PARTNERSHIP**

**WEDNESDAY, 6 APRIL 2011**

**AGENDA**

**1. APOLOGIES**

**2. DECLARATIONS OF INTEREST**

Members are invited to declare if they have an interest in any of the items of business on this agenda and the reasons for such declarations.

**3. CHANGES TO THE NHS GREATER GLASGOW REPRESENTATION ON THE COMMUNITY HEALTH AND CARE PARTNERSHIP (CHCP)**

Members are requested to note that Ms Rani Dhir OBE has resigned from the Partnership to take up the appointment of Chair of the East Dunbartonshire CHP and that Mr Peter Daniels OBE has been nominated by Greater Glasgow NHS Board to replace Ms Dhir as a member on the Partnership.

**4. APPOINTMENT OF VICE CHAIR**

Following the resignation of Ms Rani Dhir OBE as both a Member and Vice Chair of the Partnership and in terms of the Standing Orders for the CHCP, NHS Members are requested to appoint a Vice Chair of the Partnership from amongst the NHS Members.

**5. MINUTES OF MEETING OF THE WEST DUNBARTONSHIRE COMMUNITY HEALTH AND CARE PARTNERSHIP**

Submit, for approval as a correct record, Minutes of Meeting of the Partnership held on Wednesday, 2 February 2011.

**6./**

**6. CARE COMMISSION INSPECTION REPORTS FOR SERVICES IN WEST DUNBARTONSHIRE DELIVERED BY INDEPENDENT SECTOR PROVIDERS**

Submit report by the Partnership Director providing information on the most recent Care Commission inspection reports received for ten independent sector providers delivering services within the West Dunbartonshire Council area.

**7. CARE COMMISSION INSPECTION REPORT – THROUGH-CARE AND YOUTH HOMELESSNESS TEAM**

Submit report by the Partnership Director providing information on the most recent inspection of the Adult Placement Service of the Council's Through-care and Youth Homelessness Team.

**8. SEX OFFENDER COMMUNITY DISCLOSURE: KEEPING CHILDREN SAFE**

Submit report by the Partnership Director advising of plans to implement a more formal mechanism for parents, carers or concerned others to request information regarding individuals who they are concerned may be child sex offenders.

**9. PUBLIC SERVICE IMPROVEMENT FRAMEWORK (PSIF) – IMPROVEMENT PLAN UPDATE**

Submit report by the Partnership Director:-

- (a) providing an update on the reviewed and refreshed action plan arising from the departmental self evaluation carried out using the PSIF in 2010; and
- (b) providing an update on the planned roll out schedule for PSIF for each service area of the Department.

**10./**

**10. WEST DUNBARTONSHIRE CHCP COMMUNITY ENGAGEMENT REVIEW – KEY MESSAGES AND RECOMMENDATIONS**

Submit report by the Partnership Director:-

- (a) providing information on the key messages from the CHCP's formal review of community engagement; and
- (b) setting out recommendations for consideration by the Partnership.

**11. NHS GREATER GLASGOW AND CLYDE ORGANISATIONAL PERFORMANCE REVIEW – WEST DUNBARTONSHIRE CHCP MID-YEAR FEEDBACK 2010/2011**

Submit report by the Partnership Director advising of the formal feedback from the Chief Executive of NHS Greater Glasgow and Clyde following the CHCP's mid-year Organisational Performance Review in November 2010.

**12. DEPARTMENTAL WORKFORCE PLAN 2011 - 2015**

Submit report by the Partnership Director:-

- (a) providing information on progress made in relation to the Departmental Workforce Plan 2010 - 2014; and
- (b) seeking approval of the revised Departmental Workforce Plan for 2011-2015.

**13. CHCP KEY PERFORMANCE INDICATORS 2011/2012**

Submit report by the Partnership Director seeking approval of a consolidated suite of Key Performance Indicators against which the overall performance of the CHCP can be reviewed through 2011/2012.

**14. THE EQUALITY ACT 2010**

Submit report by the Partnership Director highlighting the CHCP's overall approach towards tackling inequalities and discrimination in West Dunbartonshire within the context of the Equality Act 2010.

**15. WEST DUNBARTONSHIRE CHANGE FUND – LOCAL PLAN**

Submit report by the Partnership Director advising of the successful Change Fund application and the key actions that will be taken forward as a result of it.

**16. EQUALLY WELL TEST SITE – TWO YEAR REVIEW**

Submit report by the Partnership Director providing information on the work undertaken within the two years of the West Dunbartonshire Equally Well Test Site – Targeting Tobacco in Whitecrook.

**17. WEST DUNBARTONSHIRE CHCP NHS COMPLAINTS REPORT: 1 APRIL 2010 – 21 FEBRUARY 2011**

Submit report by the Partnership Director providing information on the current position with complaints received from 1 April 2010 to 21 February 2011 inclusive.

**18. CHCP SOCIAL WORK SERVICES: BUDGETARY POSITION 2010/2011 AS AT PERIOD 11 – YEAR TO 28 FEBRUARY 2011**

Submit report by the Director of the Community Health and Care Partnership advising of the financial performance of the CHCP Social Work services budget for the period to 28 February 2011.

**19. CHCP HEALTH SERVICES: FINANCIAL AND CAPITAL WORKS REPORT FOR THE PERIOD ENDED 31 JANUARY 2011**

Submit report by the Partnership Director providing information on the financial and capital works report for the CHCP health services for the period ended 31 January 2011.

**20. MINUTES OF MEETING OF THE WEST DUNBARTONSHIRE CHCP JOINT STAFF FORUM**

Submit for information, draft Minutes of Meeting of the Joint Staff Forum held on Monday, 14 March 2011.

**21. MINUTES OF MEETING OF THE WEST DUNBARTONSHIRE PUBLIC PARTNERSHIP FORUM**

Submit for information, draft Minutes of Meeting of the Public Partnership Forum held on Wednesday, 16 March 2011.

**22. MINUTES OF MEETING OF THE WEST DUNBARTONSHIRE PROFESSIONAL ADVISORY GROUP**

Submit for information, draft Minutes of Meeting of the Professional Advisory Group held on Tuesday, 15 March 2011.

**23. VALE OF LEVEN MONITORING GROUP**

Submit for information, papers for the meeting of the Vale of Leven Monitoring Group scheduled to be held on Monday, 28 March 2011.

**24. CHCP STRATEGIC PLAN 2011/2012 (to follow)**

Submit report by the Partnership Director seeking approval of the integrated West Dunbartonshire CHCP Strategic Plan for 2011/2012

For information on the above agenda please contact Nuala Borthwick, Committee Officer, Legal, Administrative and Regulatory Services, Council Offices, Garshake Road, Dumbarton, G82 3PU. Tel: (01389) 737594  
Email: [nuala.borthwick@west-dunbarton.gov.uk](mailto:nuala.borthwick@west-dunbarton.gov.uk)