

**Minutes of Public Partnership Forum Meeting on
Thursday 20th June 2013
WDC Council Offices, Garshake Road, Dumbarton**

Present:

Anne McDougall (Chair); Lorraine McKenzie (Vice-Chair); Ian Petrie; Barbara Barnes; Margaret Walker (CHCP); Anne Cruikshank; Jeanette Sweeting; Anne Ferguson; George Murphy (CHCP); Rhona Young Soumen Sengupta (CHCP); Sylvia Barclay; Aileen Duncan (NHSGGC); Craig Reid (Police Scotland); Rose Hutchison; Lorna McIlreavy; May McHugh; Hugh Bright; Helen Weir (CHCP); Irene Smith; Mary Teresa Docherty; Max Agnew (CHCP); Hazel Slattery (CHCP – minute taker).

1. Welcome & Apologies

A warm welcome was extended by the Chair Anne McDougall. Anne thanked Lorraine for chairing the last meeting, and expressed her thanks to the group for supporting Lorraine in her decision to suspend that meeting. The Chair also offered the PPF's congratulations to Barbara Barnes for her inclusion in the recent Queen's Honours List.

Anne brought the group's attention to the PPF code of conduct, in particular:

"All members of the Forum and other attendees at meetings have a right to feel physically and emotionally safe, be treated with respect, have an opportunity to speak within the group meetings and have their views listened to with respect. Any breaches of the code will be dealt with by the meeting Chair. The Forum acknowledges that appropriate support administratively and in terms of capacity building should be available to ensure equality of engagement.

In carrying out their roles within the Public Partnership Forum members will seek to conduct themselves in accordance with the principles of the National Standards for Community Engagement".

It was noted that apologies had been received from Andrea McIndewar, Emily Welsh and Anne Meechan.

2. Minutes of Previous Meeting

Given the previous meeting had been suspended early in proceedings, it was confirmed that there were no minutes to approve.

3. West Dunbartonshire Overprovision of Licensing Statement

The Chair welcomed Helen Weir (Alcohol and Drugs Partnership [ADP] Lead Officer) to the meeting. Helen provided an overview of the Licensing (Scotland)

Act 2005 and how it underpinned the West Dunbartonshire Licensing Board's first Policy Statement (November 2007) and subsequent Overprovision Statement (October 2010). Helen explained that an exercise was now underway to revise the Licensing Policy (needs to be in place by the end of November 2013), hence her having come to the PPF to encourage their participation in the community consultation being undertaken as part of that process.

Helen circulated printed copies of the consultation questions which had been developed by Alcohol Focus Scotland, and confirmed that the information gathered would be anonymous. The meeting expressed its support for the existing Overprovision Policy and its interest in the outcome of the consultation. Helen thanked the group for the opportunity to attend and said that further consultation will take place over the coming months.

The Chair thanked Helen for a very informative input and asked that a future meeting include an item on addiction service provision more generally within the area.

4. Update on Relocation of Dental Services at Dumbarton Joint Hospital

The Chair welcomed Aileen Duncan (NHSGGC Oral Health Directorate). Aileen explained that with the new Vale Centre for Health & Care nearing completion, Community & Salaried Dental Services (CDSD) based within the Dumbarton Joint Hospital were now preparing to re-locate to the new purpose built facility. The reason for this move was that the Dumbarton Joint Hospital was unable house a local decontamination unit (LDU) as required by the 'Glennie' guidelines on decontamination. As planned and had been previously reported to the PPF, the CDSD services currently based within the Dumbarton Joint Hospital Dental Department will be relocated to the new state-of-the-art Vale Centre for Health & Care. Aileen confirmed that CDSD patients will be given 90 days' notice regarding re-registering; and that vacated accommodation within Dumbarton Joint Hospital would then be utilised by the CHCP. The meeting expressed support for access to high quality dental services and the provision that was soon to be available within the new Vale Centre. Aileen also reassured that this re-location would have no affect on the good provision of general dental services within the local area.

The Chair thanked Aileen for this information.

5. Third Party Reporting

The Chair welcomed Craig Reid from Police Scotland to the meeting. Craig explained that Police Scotland were working with local organisations/groups to establish a network of 3rd Party Reporting Centres for hate crimes: in some cases victims/witnesses of hate crime do not feel comfortable reporting incidents directly to the Police and may be more comfortable reporting it to someone they are familiar with. Staff within 3rd Party Reporting Centres are trained to assist a victim or witness in submitting a report to the police.

Hate crime can be reported by telephone on 999 (emergency) or 101 (non-emergency); in person at any Police Office; and by visiting a 3rd Party Reporting Centre.

The meeting was supportive of the development - Margaret Walker suggested that this information could be posted on the CHCP's public information screens and website. Craig agreed to liaise with George Murphy to progress

The Chair thanked Craig for his informative input.

6. NHSGGC Clinical Services Review (Fit for the Future)

Margaret Walker provided an update on the NHSGGC Clinical Services Review. Margaret outlined the case for change; options for service configuration and delivery within the NHSGGC Acute Division, including Immediate Assessment Units within A&E. Core components of the proposed system would include high quality primary care, a range of community services, co-ordinated care at crisis/transition points, hospital admission focusing on early comprehensive assessment and locally accessible planned care. The members were appreciative of Margaret's presentation, but voiced some frustration as they felt that there was little new detail from what they had heard before through various engagement activities.

Margaret confirmed that next steps include engagement on the emerging service models which will be agreed at the NHSGGC Health Board meeting in August 2013, with an implementation plan to be in place by September 2013.

The full discussion paper is available on-line (via the link below) or hard copy on request to George Murphy:

<http://library.nhsoggc.org.uk/mediaAssets/CSR%20-%20Fit%20For%20The%20Future/CSR%20Emerging%20Service%20Models.pdf>

The Chair thanked Margaret for her presentation and requested further updates at future meetings.

7. Proposed New Care Homes in West Dunbartonshire

The Chair welcomed Max Agnew to the meeting joined the meeting to update on the re-provision of older people's residential care homes and day care within the area.

Max summarised the progress to-date. It was previously agreed that one care home would be sited in Clydebank and the other in Dumbarton or the Vale of Leven; and that the costing for the care homes was based on the assumption that the new facilities would be on sites owned by the Council and surplus to Council requirements. Consequently four sites had been identified, using a risk based selection criteria, to take forward for further consultation and consideration. The four sites are: the former St Andrew's Academy site in

Clydebank; the former St Eunan's Primary School site in Clydebank; the Posties Park site in Dumbarton (to be developed in conjunction with Education Services if this site is confirmed for Our Lady and St Patrick's Academy); and the Crosslet House site in Dumbarton.

No detailed site investigations have as yet been carried out, so the prioritisation of these sites is limited to our early considerations as has been stressed to CHCP Committee. Max was seeking feedback from the PPF on those initial sites and reiterated that no decision has been made on proposed sites. The meeting was supportive of the developments, although there were concerns about the Postie's Park site. Max thanked the meeting for its views and agreed to continue to provide regular updates to future meetings.

The Chair thanked Max for his attendance.

8. Timings/Content of PPF Meetings

The Chair led a debate over the timings and agenda items of PPF meetings. The Group agreed that only one speaker should be at each meeting, and there should be no more than 2 additional items added to the agenda. Meetings should also last no longer than 2 hours.

It was agreed that George Murphy would undertake a survey of all PPF members to identify preferences; and also speak to his counterparts in other areas in terms of how they organise PPF times to then bring back to a future meeting for consideration.

Soumen Sengupta also agreed that a special visit for PPF members to the new Vale Centre for Health & Care would also be organised. George Murphy would liaise with the Chair to identify a suitable date/time for this.

9. AOCB

Requests were made for future meetings to include speakers on and discussion about physical activity and other supports available for those with learning disabilities (note: this was initially requested at the start of the meeting); charging policy for Council care provision; evening hospital visitor transport schemes; and new nursing uniform policy.

The meeting concluded with a thanks to the Chair.

10. Date of Next Meeting

Wednesday 31st July 2013 - 1 p.m. at Alexandria CE Centre