Minute of meeting of the
North Glasgow Community Health and Care Partnership Committee
held at 10.00am on 27 November 2006 in
The Corporate Meeting Room, North CH(C)P Offices
300 Balgrayhill Road, Glasgow, G21 3UR

PRESENT

Councillor Robert Winter (in the Chair)
Councillor Ellen Hurcombe
Mr Alex MacKenzie   CHCP Director
Mr Andrew Robertson  Vice-chair
Ms Arlene Cook Voluntary Sector Representative
Mr James MacKenzie  PEG Representative
Ms Liz Simpson PEG Representative
Ms Ting Foy Choy PEG Representative
Ms Donna Drummond  Community Representative

IN ATTENDANCE

Justine Murray  H.R. Manager
Paul Ryan Clinical Director
Ranald Brown Finance Manager
Morag Brown Head of Health and Community Care
Evelyn Borland Head of Planning and Health Improvement
Clive Travers Head of Mental Health
Mike Burns Head of Children's Services
Margaret Daly Community Planning Manager

ALSO IN ATTENDANCE

ACTION BY

1. APOLOGIES

Apologies for absence were intimated on behalf of: Colin Ferguson, Councillor McAllister, Councillor Gray, and Councillor Stewart.

2. MINUTE OF PREVIOUS MEETING AND MATTERS ARISING

PREVIOUS MINUTE

Minutes of previous meeting were agreed as a true record of the meeting.

Please note throughout the minute Councillor Winters should read Councillor Winter.

MATTERS ARISING
Item 4 – Initial discussion of Community Engagement Co-ordination Group scheduled for 4th December 2006 when group will identify issues and start to develop plan.

Item 6 - In respect of accommodation there are 3 possible options for consideration to base Community Addictions Team; Darnoch Street, Petershill Development and Charles Street. Progress is expected in relation to phase 2 of the Capital investment project at Springburn Health Centre. Alex will update progress to future meetings.

3. STAFF PARTNERSHIP FORUM UPDATE

There was submitted report (2006/31) by Justine Murray, Human Resource Manager, to update Committee members on the development of the Staff Partnership Forum (SPF).

Ms Murray reported on the framework of the SPF and suggested bringing the programme of work to the next Committee meeting and providing a quarterly update.

Committee agreed to discuss programme of work at next meeting and receive quarterly updates on progress of the Forum.

4. CHCP PERFORMANCE MANAGEMENT REPORT 2006/7 QUARTER 1

There was submitted report (2006/28) by Evelyn Borland, Head of Planning and Health Improvement, summarising citywide results and highlighting some areas in relation to activity in North Glasgow.

The Committee noted work to be undertaken to fully understand how the performance indicators reflect the local situation. Committee asked that achievable timescales for targets be set and establish areas where joint health and social care makes difference.

It was agreed that the Head of Planning and Health Improvement should bring back suggested local performance indicators to compliment the information that is provided on a city-wide basis.

5. CARE GOVERNANCE IN NORTH GLASGOW CHCP

There was submitted report (2006/29) by Paul Ryan, Clinical Director, to update Committee members on the progress of the Care Governance Group.

Mr Ryan presented information in relation to critical incidents noting work being undertaken on self harm prevention.

In relation to complaints Mr Ryan reported to Committee number of complaints logged to date at CHCP.

Inspectorate Visits – HMIE report is expected at beginning of year in respect of children of asylum seekers.

PCAP – Sterilisation. There is move to use of single disposal items. It was noted this will have implications for dentists.

Committee approved ongoing work and agreed to receive progress
6. **NORTH CHCP FINANCIAL MONITORING**

   There was report (2006/30) submitted by Alex MacKenzie, Director, providing current financial analysis for North Glasgow CHCP

   NHS – Expected to come in on budget. In relation to prescribing budget expected to break even.

   Social Work Services - Overspend as at period 8. Committee asked to note appropriate action identified in report to address this.

   There is currently a monitorium on filling non-essential posts.

   Committee noted equal pay issues using reserves and that will affect the first few years of CHCP growth.

   Committee agreed to receive update in 3 months. Committee asked Heads of Service to monitor that cost of not filling posts (i.e. overtime payments) does not exceed cost of recruitment.

7. **CHP GOVERNANCE – SELF ASSESSMENT TOOL**

   There was report (2006/32) submitted by Evelyn Borland, Head of Planning and Health Improvement, providing Committee with checklist for consideration.

   Mr Winter asked Committee to read over report and convey any comments/queries to Mrs Borland.

   In relation to question about annual report Alex MacKenzie advised there was no requirement to produce an annual report but that he (Mr MacKenzie) thinks an annual report would be useful in bringing together the years progress.

   In relation to page 9, point 10 Mr Winter agreed a letter should be sent in his name to request to NHS CHP Chair to consider establishing a mechanism for CHCP Chairs to be better involved in the NHS Board’s strategic planning.

8. **HEALTH AND COMMUNITY CARE STANDARDS AND AUDIT FRAMEWORK**

   There was report (2006/33) submitted by Morag Brown, Head of Health and Community Care detailing that standards were being developed so that quality assurance statements can be used to monitor quality of service provided to service users. Mrs Brown outlined framework from Learning Disabilities that is only being progressed in the North at present.

   In relation to service users moving to elderly care team Mrs Brown expressed view that, where appropriate, clients who begin as LD service user and whose needs can continue to be met by this section remain with LD.
Ellen Hurcombe raised issue of service user being refused respite over age issue. Mrs Hurcombe asked to provide details and Mrs Brown will investigate.

Committee supported recommendation of report.

9. CHILDRENS SERVICE AND PRESSURES AND TASKFORCE PROPOSALS

There was report (2006/34) submitted by Mike Burns, Head of Children’s Services that outlined the framework for a taskforce to address the issue of unallocated work in child care.

The taskforce will report directly to Mr Burns and will enable Practice teams to focus on their core work remit. Committee asked to note increase in domestic violence referrals from Police where children are part of the household. New approach being discussed in relation to this issue that will include Health Visitor input.

Points to note

1. Redesign services appropriately
2. Foster inter-agency working (Health/SW/Police)
3. Risk Management Strategy

Committee noted position of unallocated work and agreed to receive update on this key issue.

10. CHILDRENS SERVICES FRONT DOOR/RECEIVING SERVICES – INTERIM ARRANGEMENTS

There was report (2006/35) submitted by Mike Burns, Head of Children’s Services, outlining arrangement to move from development of systems for intake for Children’s and Addiction Services to implementation.

Points noted were

- Tiered model will create structure that allows effective flow of work
- Roles and responsibilities will be defined for qualified/unqualified workers and the role of Admin.
- Develop integrated community health and social care
- Training and Development key to service delivery
- Protocol needs built in for absence of key worker (i.e. sickness)

Committee agreed to endorse the arrangement and receive updates on the progress of this development.

11. DATE OF NEXT MEETING

Monday 29th January 2007 at 10.00am – 13.30pm. Meeting to be held in Corporate Meeting Room at North Glasgow CHCP Offices.

Mr Winter thanked everyone for their attendance.