### Present

Councillor Stephen Curran, (Chair)  
Elinor Smith (Vice-chair)  
Iona Colvin, Director, SW CHCP  
Bailie Iris Gibson  
Councillor John Flanagan  
Councillor Margaret Sinclair  
Jackie Kerr, Head of Children & Criminal Justice Services  
George Daly, Public Partnership Forum  
Edward Aitken, Public Partnership Forum  
Stewart MacLennan, Staff Partnership

### In Attendance

Jan Baird, Associate Inspector, SWIA  
Richard Fowles, Inspector, SWIA  
Ken O’Neill, Clinical Director  
Susan Coull, Health Improvement Manager  
Yvonne Campbell, Senior Organisational Development Advisor  
Robert Dolan, Community Addiction Manager  
Sam Kelly, Public Partnership Forum  
Frank MacFarlane, Public Partnership Forum  
Les Jacobs, Head of Finance  
John Owens, Head of Health & Community Care  
Susan Thomson, Business Support Manager  
Janet Hayes, Planning Manager  
Fiona Moss, Head of Planning & Health Improvement  
Graham Twaddle, Publicity & Information Officer  
John Carnochan, Strathclyde Police Violence Reduction Unit  
Karyn McClusky, Strathclyde Police Violence Reduction Unit  
Doris Smith (Minutes)

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<tbody>
<tr>
<td>1. Apologies &amp; Welcome</td>
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| Laura Young, Lead Nurse  
Councillor Alex Glass  
Janice Greig, PEG  
George Barlow, PEG |

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<td>2. Minutes of Previous Meeting on 24th October 2006</td>
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<td>The minutes were agreed.</td>
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<tr>
<td>3. Matters Arising</td>
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<td>(i) Register of Interest</td>
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<td>Susan Thomson reported that forms have been issued to new members.</td>
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(ii) **Professional Executive Group**  
Ken O’Neill tabled notes of the alcohol presentation from the PEG, further copies can be requested. Iona Colvin has been in touch with Alcohol Action Team, the PEG and Addictions Partnership regarding an meeting next year. There are a number of opportunities and an action plan can be brought back to Committee next year. Councillor Sinclair expressed concern regarding underage drinking and how widespread it is. Fiona Moss spoke a survey of school age children (self reporting) which can track any changes in alcohol consumption. There was discussion about the importance or awareness-raising and Jackie Kerr stated that a number of actions can be taken in area children’s services.

KON

(iii) **CHCP Development Plan Update**  
Fiona Moss reported that work is ongoing on next year’s Plan and will be submitted in February. The Public Partnership Forum has been invited to comment. A Stakeholders’ event is also in the early stages of the planning process.

FM

(iv) **Contingency Planning**  
Stephen Curran extended the Committee’s thanks to, and recognised the efforts of, those who helped with the recent flooding in Darnley  
Fiona Moss stated that letters will go to practices around pandemic flu.

FM

4. **CHCP Committee Membership**  
Nominations to the Committee from the PEG, Staff Partnership Forum and Public Partnership Forum are complete and Iona Colvin will make arrangements to notify NHS Greater Glasgow & Clyde.

It was also noted that Committee meetings that are open to the public will be advertised with more notice in future.

IC

5. **Central Govan Action Plan**  
Susan Coull spoke to the Report and the opportunity to attract investment and highlighted the three key aims of the Plan:

1. Greater inclusion  
2. Building sustainability by maximising the transport network  
3. Strengthening the environment

Councillor Curran thanked Susan Coull for her work on the Plan

- The Committee noted the content of the report  
- The Committee approved the allocation of £5,000 towards the cost of the Project Development Officer  
- The Committee approved the allocation of £5,000 towards the Water Row Archaeological Study  
- The Committee will receive an update report in May 2007
### 6. Practice Governance

Ken O’Neill spoke to the Workplan of the Practice Governance Group, highlighting the key components. It was agreed that the Workplan is a welcome development and a good opportunity to build on best practice and professionalism.

- The Committee noted the role of the Practice Governance Group
- The Committee approved the Practice Governance Group’s Workplan and agreed to receive update reports.

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### 7. Adult Support and Protection (Scotland) Bill

John Owens spoke to the Adult Support and Protection Act and stated that the scope of the Act had widened beyond its initial focus and that there was a strong emphasis on inter-agency collaboration.

- The Committee noted the work undertaken to prepare for the Adult Support and Protection Act
- The Committee requests updates on the implementation process and the impact on the practice of Adult Protection in South West Glasgow

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### 8. Review of Reception Services

Jackie Kerr spoke to the report and stated that the proposals would streamline reception and referral management arrangements by creating 2 access hubs – Rowan Park and Pollok Civic Realm. All services will be routed from these 2 hubs allowing for improved access to services for the public.

The Committee considered the proposals and agreed that the CHCP develops a solution consistent with the framework outlined in the report

- The Committee agreed that the CHCP will proceed with proposals to develop access hubs around the new office in Rowan Park (Govan) and the new office in Pollok Civic realm as they come on line in 2007
- The Committee instructed the Director to ensure that a package of training, development and support be established for administration on Customer Care, Referral and Screening Services
- The Committee instructed the Director to provide a further report in June 2007

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### 9. Mental Health & Well Being in Later Life

John Owens spoke to the report on the proposal to undertake joint work between the Health and Community Care Team; the Health Improvement team, Primary Care – Mental Health Service and a group of elderly residents, to create a demonstration project in an area of the CHCP with initial work funded through a Scottish Executive/Alzheimer’s/Mental Health Foundation grant. The application will be submitted in January 2007 and a decision received by April 2007. Concern was expressed that resource centres for older people appear to be run down for those with mental health issues. Resources are required
for this.

John Owens to look at improving this through service redesign and will discuss with the Public Partnership Forum.

- The Committee noted the proposal to develop this joint-working arrangement
- The Committee will request an update on the progress of the project and will consider the recommendations of the first phase report prior to extension across the CHCP

### 10. Finance Report

Les Jacobs spoke to the report informing the Committee of the financial performance of the CHCP for the period 1 April to 3 November 2006. He reported that the position will be challenging through 2007/08. Iona Colvin stated that there was still a considerable amount of work being undertaken by SWS Centre on resource allocation. Stephen Curran highlighted the absence of resources to meet the Care Commission directive which has led to increased night service cover in residential homes. Fiona Moss stated, in answer to a question from Elinor Smith, that post code indicators had not yet been received from the Centre for Population Studies.

- The Committee noted the content of the Report

### 11. Review of Health Visiting

Jackie Kerr gave a presentation which reiterated the way forward for health visiting, setting out key roles for Health Visitors i.e. public health; prevention and early intervention. Iona Colvin advised that the Children’s Planning Group for Prevention and Early Intervention will pick up key themes and bring their work back to Committee after May 2007.

Stewart MacLennan stated that the Staff Partnership Forum had a number of issues about lack of Staff Partnership representation on the Review Group. Jackie Kerr responded that CHCPs are heavily represented and that Health Visitors will have their say through the 9 Local Implementation Groups. Stephen Curran pointed out that this could not be resolved at Committee but the point has been taken.

Councillor Curran thanked Jackie Kerr for her presentation.

### 12. Violence Reduction Unit

Councillor Curran welcomed Detective Chief Inspector John Carnochan and Karyn McClusky from the Violence Reduction Unit who gave a presentation to Committee. The main themes of the presentation were:

- Primary Prevention
- Partnership
- Early Years’ Education
- Parental Support
- Attitudinal Change
Councillor Curran thanked John for a stimulating presentation.

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<tr>
<td><strong>13. Forthcoming Meetings Meeting</strong></td>
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<td>26th January 2007 - Elected Members meeting, “Let Glasgow Flourish”</td>
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<td><strong>14. Date of Next Meeting</strong></td>
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<td>13th February 2007 at 2pm – Pollokshaws Burgh Hall</td>
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## SOUTH WEST CHCP COMMITTEE

### 13th February 2007

### POLLOKSHAWS BURGH HALLS, GLASGOW

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<td>Jackie Kerr, Head of Children &amp; Criminal Justice Services</td>
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<td>George Daly, Public Partnership Forum Rep</td>
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<td>Stewart MacLennan, Staff Partnership Rep</td>
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<td>Dr George Barlow, PEG Rep</td>
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<td>Allison Wallace, PEG Rep</td>
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<td>Robert Dolan, Head of Service - Addictions</td>
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<td>Janet Hayes, Planning Manager</td>
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<td>Fiona Moss, Head of Planning &amp; Health Improvement</td>
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<td>Graham Twaddle, Publicity &amp; Information Officer</td>
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<td>Hugh Cameron, Head of Fieldwork</td>
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<td>Colin Deans and colleagues</td>
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<td>Doris Smith (Minutes)</td>
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#### 1. Apologies & Welcome

- Calum Macleod
- Janice Greig (PEG)

#### 2. Minutes of Previous Meeting on 12th December 2006

Apologies should have included Robert Wright and George Daly.

#### 3. Matters Arising

1. **CHCP Development Plan**

   Fiona Moss reported that, with regard to the South West CHCP Development Plan, almost all the sessions are complete with one more
for 21st February to be held for Stakeholders including PPF members and community councils. Venue for this is Ibrox. Invitations will be sent out this week. Janet Hayes is putting together the draft Development Plan and this should be completed by the end February for discussion at the next Committee meeting.

(2) John Owens reported that the Mental Health and Well Being in Later Life Stakeholders event will be held on 14th February and that the grant application has been successful.

(3) It was noted that the Committee wished Robert Wright a speedy recovery following his recent operation.

(4) It was also noted that, at the previous Committee meeting, the PPF had requested that Committee minutes, Agenda and papers be available to the PPF one week before their own meeting. The next schedule of Committee meetings will take this into account. It was agreed that pre-agenda meetings will include an item on the PPF. It was decided that part of the scheduled Seminar meeting on 22nd March will be utilised for a Committee meeting. Agenda items are welcome from all.

4. Health Improvement – Financial Framework

Fiona Moss, Head of Planning and Health Improvement spoke to the report and outlined the sources of finance and the areas that are funded.

In answer to a question by Margaret Sinclair, Susan Coull confirmed that the service would be continuing at Pollok Stress Clinic.

There was discussion on underspend and Fiona confirmed that there is no capacity to carry forward any potential underspend of NHS money into next year. There was agreement that Susan Coull should look into the possibility of delivering services on a sessional basis that would benefit a number of groups e.g. Healthy Living Initiative, men’s issues and mental health.

It was agreed that it would be helpful to bring a further report to new Committee regarding finance and what work could be commissioned within the framework.

5. Health Issues in Nitshill

Susan Coull, Health Improvement Manager reported on this item. Paper summarises content of newspaper articles (Sunday Times 29th October and 5th November 2006) relating to obesity and inactivity in Nitshill. The Health and Wellbeing Profile table demonstrates that, while there are serious health issues in Nitshill. These need to be seen within context and that other areas have more severe problems.

Alex Glass thanked officers of the South West CHCP and the Department of Culture and Leisure for their response to this scurrilous journalism which was taken out of context from a market research survey. There is evidence of good work happening in Nitshill.
Councillor Curran thanked Susan for her report.

The Committee approved the recommendations contained in Susan’s report:

- A short Life multi-agency working group will be established to review current activities and develop an action plan of priorities to tackle obesity and inactivity in the areas of greatest need (identified via chronic disease and social deprivation):
  - Nitshill and Pollok
  - Kinning Park
  - Govan and Ibrox
  - Penilee

6. **CHCP Performance Report April – Sept 2006**

Fiona spoke to the report on performance (April – September 2006)

There was discussion on the key issues of particular interest for South West and a recognition for how services are delivered.

It was agreed that key performance indicators be identified and developed. The PPF and other stakeholders will be involved in this process.

Councillor Curran thanked Fiona for her work on the report.

- The Committee noted the report
- The Committee requests updates on a more regular basis - quarterly

7. **Staff Governance Report**

Susan Thomson spoke to the Report on behalf of Andy Carter, Head of HR. She stated that HR, OD Business Support Manager will, in future, provide a range of joint monitoring reports across CHCP to Committee.

It was agreed that Staff Governance will be a regular item on the Agenda. Stephen, Iona and Susan will discuss what the content of future reports should be and suggestions made were that:

- it would be helpful to know how many vacancies there are and in what areas.
- vacancy targets are required

There was discussion on whether to include contractors from some aspects of staff governance and it was agreed that this would be helpful in practices and that the CHCP can facilitate the sharing of Human Capital resource with them e.g. training opportunities.

It was noted that there is a particular issue of absence across both GCC and NHS which has a direct impact on the ability to provide service. Iona reported that efforts are being made to identify proactive measures in reducing absenteeism. Andy Carter is currently undertaking some research on this.
Councillor Curran thanked Andy and Susan for their work on the report.

- The Committee noted the content of the report
- The Committee agreed to table Staff Governance as a standing item on future Agendas
- The Committee agreed on areas that should be reported

## 8. Communications Strategy

Graham Twaddle spoke regarding this item. There was discussion on external and internal communications, as well as the need for a communications strategy that will encourage staff to work together during a period of huge change in a newly integrated CHCP. It was agreed that there is a need to inform people about the work of the CHCP as well as engaging the wider community. It was acknowledged that this is a major piece of work that is currently not funded and there was agreement that money will have to be put into next year’s budget for communications. Graham will also assist the PPF in this area.

Councillor Curran thanks Graham for his report.

The Committee:
- noted the content of the report
- invited a further report with a draft version of the Communications Strategy in May 2007

## 9. Finance Report

Les Jacobs spoke regarding this item which informed the Committee of the financial performance of the CHCP for the period 1st April to 3rd January 2007. The NHS February budget had not been signed off yet and is, therefore, not included. Les reported that the adverse variance has reduced since last report. Les also stated that indications of realignment in budgets will be available in the new year.

It was agreed that the Budget Monitoring Report will be helpful to include at each meeting and will flag up potential problems.

Councillor Curran stated that the Council budget has approved finance for new CHCPs.

Councillor Curran thanked Les for his report.

The Committee:
- noted the content of the report

## 10. West of Scotland Transport Strategy – Response to Consultation

John Owens gave a verbal update on this item. He attended the West of Scotland consultation event which addressed issues such as access to health services and access to equality. More involved work is required and John will bring back a full, more strategic report back to Committee.

Stephen Curran stated that Councillor Alistair Watson will also be keen to have a discussion with the South West CHCP.
George Daly reported that Greater Pollok Community Transport has been awarded funding by Care Share and they have appointed a Co-ordinator and Administrator. It was noted, however, that there was a need for more buses and people to co-ordinate services to any hospitals.

It was decided that we should also include the need for specially equipped buses for disabled in our response to consultation. Also look at the GEMS service to see what’s needed.

John to arrange a presentation for a forthcoming seminar on transport.

Councillor Curran thanked John for his report.

JO

11. Organisational Development Activity

Yvonne Campbell reported on this item. She outlined for the Committee some of the Organisational Development (OD) activity that has been undertaken to date. Yvonne is currently producing a draft OD plan for the coming year. Yvonne has now been appointed as OD advisor to this CHCP and West CHCP and is currently producing a draft OD plan for coming year.

It was agreed that quarterly updates on OD activity are made available to Committee for discussion and debate.

The Committee:
♦ noted the content of the report

YC

12. Accommodation Options Appraisal – Govan Area

The GCC Design team, led by John Grierson, gave a presentation on the options appraisal and their findings.

The remit of the team was to investigate the feasibility of two possible sites for the construction of a new building for South West/Govan area services – Govan Road and Craigton Road. The team outlined the costs for both options and reported that Craigton Road was by far the least expensive option at £11,168,000 as opposed to £17,771,000 for Govan Road. The appraisal is considered as a fair and reasonable assessment and the recommendation is that this option is the best value for money using sustainable build. The full Options Appraisal has more information.

Councillor Curran thanked the Team for their extremely enlightening presentation.

There was a discussion on the presentation and concerns were raised about the external environment at Craigton and lack of accessibility by public transport as well as lack of car parking. It was agreed that there should be consultation with community groups, neighbourhood residents and the PPF at the pre planning stage, if this option was adopted and that development of an appropriate strategy is important.

The design team agreed to address these issues also.
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<td>13. <strong>AOCB</strong></td>
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<td>It was agreed that the PPF may invite people outwith their group to Committee if an issue arises where it would be appropriate for specialist to be brought in to speak to the issue.</td>
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<td>Councillor Curran extended the Committee’s congratulations to Robert Dolan on his appoint as Head of Service - Addictions</td>
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<td>14. <strong>Next Meeting</strong></td>
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<td>The next meeting is the Committee Seminar on 22(^{nd}) March 2007 first part of the meeting could be Committee to attend to pressing items.</td>
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<td>Also Transport Service meeting to be arranged.</td>
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