

GREATER GLASGOW AND CLYDE NHS BOARD  
NORTH GLASGOW

**Minute of meeting of the  
North Glasgow Community Health and Care Partnership Committee  
held at 10.00am on 29 January 2006 in  
The Corporate Meeting Room, North CH(C)P Offices  
300 Balgrayhill Road, Glasgow, G21 3UR**

**PRESENT**

Councillor Robert Winter (in the Chair)

Mr Andrew Robertson	Vice-chair
Councillor Ellen Hurcombe	
Mr Alex MacKenzie	CHCP Director
Ms Donna Drummond	Community Representative
Ms Arlene Cook	Voluntary Sector Representative
Ms Liz Simpson	PEG Representative
Ms Ting Foy Choy	PEG Representative
Mr Stuart MacKenzie	Staff Partnership, North

**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
Margaret Daly	Community Planning Manager
Gail Beaton	North Staff Partnership

**ALSO IN ATTENDANCE**

**ACTION BY**

**1. APOLOGIES**

Apologies for absence were intimated on behalf of: Colin Ferguson, PEG Rep., Councillor Billy McAllister, Councillor John Gray, and Councillor Allan Stewart.

**2. MINUTE OF PREVIOUS MEETING AND MATTERS ARISING**

**PREVIOUS MINUTE**

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

**MATTERS ARISING**

**3. NORTH CHCP COMMITTEE MEETINGS IN PUBLIC SESSION**

There was submitted report (2007/01) by Evelyn Borland, Head of Planning and Health Improvement outlining a proposal in relation to publicising and holding the Committee meetings in public session.

Committee agreed meetings should be held in public session. It was noted the Committee members may also meet together in seminar format form time to time.

In relation to Press reporting Committee agreed that stories should be checked by the Communications Officer before publication.

**4. REVISED PLANNING ARRANGEMENTS FOR ADDICTION IN NORTH GLASGOW**

There was submitted report (2007/02) by Evelyn Borland, Head of Planning and Health Improvement, outlining proposal for local planning arrangements for addictions in North Glasgow.

Proposal is to strengthen the role of agencies with users and carers groups, to support forums and expand range of services to look not only at drug addiction but the increase in alcohol related issues.

Councillor Hurcombe advised she is Chair of the local drugs forum. Committee discussed merit in bringing groups together and networking with providers and voluntary groups/organisations.

Committee approved the proposal for a local addictions planning group and instructed Head of Planning and Health Improvement to engage with local drug and alcohol fora to develop the arrangements for one addictions forum for North Glasgow.

**5. MANAGEMENT ARRANGEMENTS FOR LEARNING DISABILITY AND ADDICTION SERVICES WITHING CHCP'S**

There was submitted report (2007/03) by Alex MacKenzie, Director to update members on the establishment of management arrangements for Learning Disability and Addiction Services with the CHCP.

The Committee noted the establishment of new management positions of a single head to manage each of Learning Disability and Addiction Services within the North CHCP. Christine Laverty has been appointed as the new Addictions Manager. Recruitment for Learning Disability Manager is expected to be completed by end February 2007.

**6. STAFF PARTNERSHIP FORUM**

There was report (2007/04) submitted by Justine Murray, Human Resource Manager, to update committee on the progress of the Staff Partnership Forum.

The Staff Partnership Forum relates to NHS employed staff and will meet every two months. To date forum has been considering the impact of Agenda for Change on staff and services.

Social work services have different arrangement in the form of local Unison liaison meetings. Alex MacKenzie will take forward to other CHCP Directors and report back to Committee on development of a more unified system across the two authorities.

Committee agreed to receive minutes of the Staff Partnership Forum, and review paper when appropriate.

**7. FINANCE REPORT**

There was report (2007/05) submitted by Ranald Brown, Finance Manager, updating the Committee on the financial position of North CHCP for the period 1 April 2006 to end November 2006.

There is projected an under spend for both NHS and SWS. A comprehensive review of the budget will be undertaken by the end of this financial year.

It was reported that the under spend is mainly in relation to employee costs. Councillor Holcombe asked for staffing costs to be compared against numbers of staff in post.

Committee agreed to spend session on budget at March meeting.

**8. CHCP PERFORMANCE MANAGEMENT REPORT 2006/07 Quarter 2**

There was report (2007/06) submitted by Evelyn Borland, Head of Planning and Health Improvement, outlining the results of the CHCP performance management report for the second quarter 2007/07 and listing areas of activity requiring additional focus in the coming months.

Areas requiring additional focus notes as being; pressures of looking after children in the community; prioritising caseload management; improvement on complaints procedure; ensuring service users with Learning Disability Services have a named worker.

In relation to move to non-residential care placements for children Mr Winter asked that CHCP ensure there is adequate infrastructure to sustain support of children in the community, i.e. fostering.

In relation to older people shared assessment Morag Brown advised that there is a positive set of arrangements among services to use this framework but it was noted that at present I.T. difficulties act as a barrier to using this to full potential.

Mr Winter asked for report to be brought to future committee on I.T. difficulties.

Committee noted the report.

**9. SOCIAL WORK INSPECTION AGENCY (SWIA) – INTERIM REPORT**

There was report (2007/07) submitted by Mike Burns, Head of Children's Services to update committee on feedback from SWIA.

It was reported to the committee that the inspection has now finished and

the completed report is expected in June 2007.

Common themes across all CHCP areas were: unallocated work; allocation of work within the practice team module; CHCP model in relation to joint responsibility and complexity of health and social work staff engaging with dual roles; outcome of survey of services users indicated that satisfaction with services is higher among service users than providers.

Morag reported to the meeting other themes were workers time spent inputting data to computer against time spent in the field; positive case recording with some suggested improvements; preventative work and impact of re-organisation. Accommodation and admin. support arrangements are also recognised as issues.

Alex MacKenzie acknowledged that work is needed to engage with staff on the integration of services in the CHCP.

Committee agreed to receive further reports on the SWIA inspection and the implications for social work services in the North Glasgow area.

#### **10. CHCP IMPROVING FRONT DOOR ACCESS**

There was a report (2007/08) submitted by Morag Brown, Head of Health and Community Care to update committee on the ongoing review of "front door" services.

Alex reported that North felt it would be useful to commission an independent review of "client facing processes". Committee was advised the review is being undertaken by David Frame, Imera Consultants Ltd. A copy of Mr Frame's terms of reference was submitted to the meeting. The aim of the review is to implement a consistent process across service sections that improves public access to services.

Consultation process involves managers, service users and key staff.

Committee agreed to invite David Frame to report to committee in the next 3 months on the outcome of the review.

#### **11. NORTH GLASGOW COMMUNITY ADDICTION TEAM CO-LOCATION PROPOSAL**

There was a report (2007/09) submitted by Alex MacKenzie, Director, on the proposal to develop new accommodation for the North Glasgow Community Addiction Team.

The report detailed the options and described the considerations given to each location in relation to what is viable in terms of building work and financial costing. The most suitable option was Closeburn Street in the Possil Area at an indicative cost of £500k. There is potentially Capital funding from NHS as the base will be for joint working.

It is proposed to retain two Community Addiction Teams bases: Closeburn Street and The Quadrangle, Maryhill. The Quadrangle served the ex Northwest area and continues to provide service currently for residents in the North and the West CHCP.

Liz Simpson advised the meeting that staff presently based at Closeburn Street are scheduled to move to other, existing, premises on the 21<sup>st</sup> February 2007.

Committee agreed to the development of Closeburn Street and to receive a copy of the transition plan to be developed by the Head of Children Services and Head of Addiction Services.

**12. DARNICK STREET DUPLEX BUILDING**

There was report (2007/10) submitted by Alex MacKenzie, Director to advise the committee on the process to acquire new office accommodation at Darnick Street.

The building at Darnick Street is in good state of repair, can accommodate staff to be re-located from Red Road and gives spare capacity for some co-location of Health and Social Work staff.

Committee agreed to receive a presentation at the next meeting in relation to update on this proposal following further discussion on the potential use of the building.

**13. NORTH AREA COMMITTEE – SPRINGBURN ACADEMY – FREE BREAKFAST PROPOSAL**

There was report (2007/11) submitted by Alex MacKenzie, Director to update committee on agreement reached to support the development of a free breakfast service at Springburn Academy.

There is some flexibility in the budget to commit £7,000 to this project on a non-recurring basis.

In discussion key areas identified for monitoring were; sustainability of the project in the long term; use of project as pilot to evaluate free breakfast provision in Secondary Schools; use to promote healthy eating; the need to target pupils who do not attend the club to encourage healthy lifestyle choices.

Committee agreed to support the CHCP involvement and financial contribution of £7000 to the proposal and for the Head of Planning and Health Improvement to present the outcomes of the project evaluation to the Committee in due course.

**14. LOCAL PRIORITIES IDENTIFIED FOR INCLUSION IN THE CHCP DEVELOPMENT PLAN**

There was report (2007/12) submitted by Evelyn Borland, Head of Planning and Health Improvement to update committee on the priorities identified locally for inclusion in the CHCP Development Plan and seek the committee's view on any additional priorities they may wish included.

Areas highlighted during committee meeting were mental health, elderly and rehabilitation services; services for children with disabilities; development of services for asylum seekers; smoking cessation policy; youth justice and young people leaving care.

It was acknowledged that addressing local issues will contribute to City wide priorities for Glasgow.

15. **DATE OF NEXT MEETING**

The next meeting will be 26 February 2007 at 10.00am in the North CHCP Offices, 300 Balgrayhill Road.

Mr Winter thanked everyone for their attendance.

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**Minute of meeting of the  
North Glasgow Community Health and Care Partnership Committee  
Held at 10.00am on 26 February 2007 in  
The Corporate Meeting Room, North CHCP Offices  
300 Balgrayhill Road, Glasgow, G21 3UR**

**PRESENT**

Councillor Robert Winter (in the Chair)

Mr A. Robertson	Vice-chair
Councillor E. Hurcombe	
Councillor J. Gray	
Mr A. MacKenzie	CHCP Director
Ms A. Cook	Voluntary Sector Representative
Mr S. MacKenzie	Staff Partnership Forum Representative
Mr C. Fergusson	PEG Representative
Mr A. MacKenzie	PEG Representative
Ms E. Simpson	PEG Representative

**IN ATTENDANCE**

Ms J. Murray	H.R. Manager
Mr P. Ryan	Clinical Director
Mr R. Brown	Finance Manager
Ms M. Brown	Head of Health and Community Care
Ms E. Borland	Head of Planning and Health Improvement
Mr M. Burns	Head of Children's Services
Ms A. Hodge	Planning Manager
Mr C. Travers	Head of Mental Health
Ms E. Morrison	Lead Nurse
Ms J. Murray	Manager, Learning Disability Services

**ALSO IN ATTENDANCE**

**ACTION BY**

**1. APOLOGIES**

Apologies for absence were intimated on behalf of: T. Choy, Councillor Stewart, A. Stewart and D. Drummond.

**2. MINUTE OF PREVIOUS MEETING AND MATTERS ARISING**

**Accuracy**

Dr. MacKenzie was omitted from the "in attendance" list. Gail Beaton should read G. McCallum under "in attendance"

**Matters Arising**

Update on Darnick Street will be brought back to next Meeting, in March

**3. NORTH GLASGOW CHCP DRAFT DEVELOPMENT PLAN**

There was submitted a draft plan (2007/13) by Evelyn Borland, Head of Planning and Health Improvement. Ms Borland introduced the draft as a “work in progress” and invited the meeting to comment.

In the discussion of the draft plan, the following points were raised:

- A section would be added to the Profile of North Glasgow to reflect the positive aspects of the area, including the activity of groups in the community and physical regeneration.
- Funding for voluntary and community organisations is important in sustaining activity.
- Oral health remains a priority for North Glasgow
- Due emphasis should be given to role of treatment as well as prevention
- Specific reference should be made to the podiatry service for older people. Clarification of the range of AHP Services and how these are accessed is required
- Emphasis will be placed on maximising linkages between Children and Families and Addiction Services
- In relation to timescale, the plan will identify priority action for year one.

Committee instructed the Head of Planning and Health Improvement to update the plan reflecting discussions at committee and present to the next meeting.

**4. DEVELOPING SERVICES FOR CHILDREN’S AND FAMILIES**

**a. Context**

The main themes of developing Children’s and Families services are;

- Re-design and strengthen current services
- Clarify priorities
- Target most vulnerable groups
- Implement Hall 4 recommendations to Health Visitors
- Parenting Support Services
- Early intervention and support to families
- Maintain children in the Community
- Unallocated work
- Integrated Assessment Framework
- Immunisation programme

Issues in relation to the Integrated Assessment Framework were identified as;

- Reduce bureaucracy by undertaking one assessment that allows children quicker access to services
- Communicate between agencies
- A “whole system” approach

Mr Burns advised that there have been discussions with health visitors in relation to re-design of this service.

There is work being undertaken to strengthen the partnership with Education and build on the progress made over the last 9 months.

An audit of local resources has been undertaken.

**b. REDESIGN OF CHILDREN'S SERVICES**

**b.1 Improving Children's Services**

**Developing a Change Programme: Proposals for Discussion**

Mr Burns spoke to document on redesign of children's services, referring to page 69 - 78.

There has been recognition by the Scottish Executive that services need to be designed differently.

Key points highlighted were:

- Consultation with partners, service users, local communities and staff
- New Learning Community as the basis for organising service priorities
- Strengthen work with the Police
- Recognise the role of the Voluntary sector in keeping children in the community
- Create a shift from crisis intervention to providing assistance at an earlier stage.
- Staff training and development
- Support to parents with drug addiction

Mr MacKenzie advised that North CHCP is leading work for Children's Services Planning on children with disability and ASL. The group is compiling an action plan incorporating issues in relation to transition to adult service requirements and early support to carers. This group is also addressing the implementation of the Additional Support to Learning Act.

**b.2. Changing Children's Services**

**Proposal for tiered model of service**

Page 79 – 88 of document.

The aims of this model were identified as follows:

- Bring together Health and Social Work to reduce duplication
- Kinship Care – also identified within addiction services
- Income maintenance

**b.3 Improving Children's Services**

**Update Report**

Page 89 – 95 of document

Councillor Winter advised an Education manager will be appointed to cover the same boundaries as CHCP's

c. **REVISED PLANNING ARRANGEMENTS**

Page 95 – 98 of document

Key points highlighted in this section of the documents were:

- Joint Planning Forum (JPF) and integrated support teams (looking at children emerging with difficulties)
- Planning and delivery needs to be clear between health, education and social work.
- Clarify role of PTL (Practice Team Leader) and practice teams
- Framework to engage with other agencies to effect change

Councillor Winter noted importance of early intervention with pre 5 services and links with other agencies. Mr Burns advised this area will be addressed.

d. **DISABILITY AND ASL**

Page 99 of Document

Mr MacKenzie advised the action plan is ready to be launched. Mr Winter agreed to participate in the launch event.

Committee agreed to receive updates in relation to redesign of Children's Services.

Mr Winter thanked everyone for their attendance