

**DRAFT**

**CLACKMANNANSHIRE COMMUNITY HEALTH PARTNERSHIP (CHP) COMMITTEE**

Minute of the Clackmannanshire Community Health Partnership Committee meeting held on Thursday 18<sup>th</sup> February 2010 at 12.30 p.m. in the Forrester Room, Inglewood House, Alloa.

**Present:** Councillor S Ovens, Non Executive Board Member, NHS Forth Valley (*Chair*)  
Ms M Anderson, Deputy Public Partnership Forum Representative  
Mr E Davies, Deputy Voluntary Sector Representative  
Dr M Duthie, General Practitioner  
Mr C Forbes, Deputy Public Partnership Forum Representative  
Dr J King, Joint CHP Clinical Lead  
Ms S McGhee, Public Partnership Forum Representative  
Ms E McPherson, Head of Strategic Policy, Clackmannanshire Council  
Mrs K O'Neill, General Manager, Clackmannanshire CHP  
Ms S Swift, Nursing Representative  
Ms C Woods, Voluntary Sector Representative

**In Attendance:** Mr M Frater, Ms Anderson's Facilitator  
Ms G Gordon, Lead Nurse, Clackmannanshire CHP  
Ms C Hebbert, Policy & Planning Officer, Social Services, Clackmannanshire Council  
Mrs F King, Corporate Services Manager (*Minutes*)  
Mrs M McLaren, Head of Organisational Development  
Mrs J Malcolm, Public Partnership Forum Co-ordinator  
Mr E Murray, Senior Finance Manager, Clackmannanshire CHP & Stirling CHP

Councillor Ovens welcomed members and those in attendance to the meeting

**1/ APOLOGIES FOR ABSENCE**

Apologies for absence were intimated on behalf of Dr Davies, Mrs Cilliers, Mr McPherson, Ms McKenzie, Councillor Paterson, Mr Richards, Ms Fantom, Mr Stein, Mrs McCue, Councillor Earle and Ms Vanhegan.

**2/ FINANCIAL & PERFORMANCE ISSUES**

**i) Clackmannanshire CHP Performance Management Report February 2010**

The Committee received a report – Clackmannanshire CHP Performance Management Report February 2010 – presented by Mrs O'Neill, General Manager, Clackmannanshire CHP.

Mrs O'Neill reported that work continued within Clackmannanshire CHP to pursue the national sickness/absence target of 4% including the staff wellbeing agenda. Members were advised that the figures over the winter months had remained below 6%.

Delayed discharge targets continued to be met, although it was becoming increasingly difficult to maintain performance at this level.

The Scottish Index of Multiple Deprivation (SIMD) 2009 included within the report gave an update with improvements on the SIMD 2006. Members noted that health levels within Clackmannanshire had remained stable, although there were other areas of deprivation in the data zones which would require to be progressed.

The Clackmannanshire Childhood Obesity Working Group was established to consider the issue of Child Healthy Weight in Clackmannanshire and aimed to identify the extent of the problem and begin to map activity that supported this.

Mrs O'Neill advised that the Risk Register continued to be reviewed and updated on an ongoing basis.

The Committee noted the report.

## **ii) Clackmannanshire CHP Financial Position for the period ended 31<sup>st</sup> December 2009**

The Committee received a report – Clackmannanshire CHP Financial Position for the period ended 31<sup>st</sup> December 2009 – presented by Mr Murray, Senior Finance Manager, Clackmannanshire and Stirling CHPs.

Mr Murray highlighted that the report presented was abbreviated to reflect the meeting agenda. The CHPs financial position for the period to end December 2009 showed an overspend of £0.015m against budget to date.

Clackmannanshire CHP was currently forecasting a year end balanced budgetary position based on known risks and performance to date. Detailed financial forecasts would be produced to assist in assuring that the CHP achieved the forecast breakeven position.

The NHS Board report detailed the financial position for the first nine months of the year, and members were advised that recurrent cash savings of £26.500m required to be delivered by March 2011.

The Committee noted the report.

## **3/ PARTNERSHIP WORKING IN CLACKMANNANSHIRE CHP, THE NEXT STEPS**

Mrs O'Neill gave a brief update in relation to Clackmannanshire CHP Committee since its inception in 2005 and explained the format for the remainder of the meeting, following which Mrs McLaren, Head of Organisational Development within NHS Forth Valley gave a brief outline of the following session objectives to be discussed and taken forward by members:

- To conduct a brief review of the Clackmannanshire CHP 3 Year Strategic Plan
- To confirm and re-affirm CHP priorities in the context of the changed financial environment
- To present potential changes to the CHP Governance arrangements, exploring the Committees views on these and the future impact these proposals may have
- To agree areas the Committee may wish to influence and have represented strategically
- In view of the above, to explore the future role of the Public Partnership Forum

**An update on the 3 Year Strategic plan: Achievements, potential priorities, influencing factors and major challenges** – presentation by Mrs O’Neill, General Manager, Clackmannanshire CHP.

Mrs O’Neill gave an outline of: CHP Plan Progress Review:

- Plan in place for one year: Partnership Focus
- New Community Healthcare Centre – commissioned and community already seeing the benefits of this
- Clackmannanshire Healthier Lives Programme – had been helpful and successful
- Schools Demonstration Programme – anticipatory care/early intervention for children
- HMIE Child Protection Inspection – just completed within Clackmannanshire with positive feedback.

### **Discussion Session:**

Members were asked to conduct a brief review of the Clackmannanshire CHP 3 Year Strategic Plan. Confirm and re-affirm the six highest CHP priorities in the context of the changed financial environment. There was broad consensus on the following priority areas:

- Maintaining progress on core priority areas
- Establish Community Addictions Clinic in Clackmannanshire
- Clackmannanshire Healthier Lives/Health Improvement
- Maintain focus on vulnerable groups (older people and children)
- Undertake joint service improvement work across Council and CHP Services

**Proposed Joint Governance Arrangements** – presentation by Mrs O’Neill, General Manager, Clackmannanshire CHP.

Mrs O’Neill gave an outline of: CHP Committee Review

- Current role
- Current challenges
- A new Accountability Framework
- Joint Management Team
- CHP Committee
- Key issues for discussion

Mrs O’Neill highlighted that the current role of the Committee was as a sub-committee of the Forth Valley NHS Board with a governance role in relation to finance, performance and risk. The Committee had a broad partnership including clinicians, Local Authority, voluntary and patient groups with the expertise to improve health of local communities.

A change of focus for the CHP was being considered, including a standard framework and way of working for all CHPs in Forth Valley. The Committee would have a different focus, meet less frequently, and have more in-depth topic discussions. The key focus would be in reviewing progress against the CHP Plan.

## **Discussion Session:**

Members were asked to think about the proposed Joint Governance arrangements presented and their views on this. What good things about the Committee members would want to preserve, what things they might want to influence and have represented strategically.

Following discussion the need to ensure engagement with the public, and membership of the public on Community Health Partnerships was stressed. Concern was expressed with regard to the possible loss of a direct line of reporting to the NHS Board, and members sought assurance that discussions at Committee would result in clear actions and outcomes.

There was also discussion on where the Community Planning Partnership sat within a revised CHP Accountability Framework. It was noted that the Clackmannanshire Alliance was also reviewing the way it functioned and it was helpful to be doing this in parallel with the CHP Committee Review.

**The Public Partnership Forum: Achievements and future role** – presentation by Ms Woods, PPF Chairman.

Ms Woods gave an outline of:

- Achievements:
  - progress of all strands of the action plan
  - tapping into Clacks 1000
  - PPF meetings and feedback of what being taken forward
- Involvement in various groups
  - involvement in NHS Forth Valley Annual Review
  - People First – Voices Group
- Involvement in planning the Joint Health Improvement Plan
- Significant input to the planning of the Clackmannanshire Community Healthcare Centre and Forth Valley Royal Hospital at Larbert
- Input on the Patient Focus Public Involvement Strategy
- Future: Where go from here, where influence, what impact on?
- Work is of an ongoing nature
- Need to develop and publicise a feedback system
- Develop processes for communicating with the public
- Monitor and report on the PPF impact on services
- Establish a voluntary sector health network

## **Discussion Session:**

Members discussed communication with the public. The role of the Public Partnership Forum via NHS Forth Valley Board in communicating changing services, influence planning and delivery.

It was agreed that the Public Partnership Forum Working Agreement should be revisited and updated. Broader engagement with the public was highlighted.

Continued PPF representation on the Committee was highlighted as was the PPF work with Community Councils.

**Summing up and taking forward actions** – presented by Councillor Ovens, Chair, Clackmannanshire CHP.

Councillor Ovens reported that as a Non Executive Board Member he had regular one to one meetings with the Chairman and would update the Chairman at his next meeting with regard to the Development Event.

A written report in respect of the development session of the meeting would be produced by Mrs McLaren, presented to NHS Board, and a copy circulated to CHP members.

Councillor Ovens thanked members for their enthusiastic involvement in the afternoon's discussion.

#### **4/ DATE OF NEXT MEETING**

The next meeting would be held on Tuesday 27<sup>th</sup> April 2010 at 12.30 p.m. in Gean House, Alloa.

There being no further business, the meeting closed at 4.15 p.m.