

WEST DUNBARTONSHIRE HEALTH & SOCIAL CARE PARTNERSHIP BOARD

At a Meeting of the West Dunbartonshire Health and Social Care Partnership Board held in Committee Room 3, Council Offices, Garshake Road, Dumbarton, on Wednesday, 1 July 2015 at 2.00 p.m.

Present: Councillors Gail Casey, Jonathan McColl and Martin Rooney (West Dunbartonshire Council); and Ms Ros Micklem (Vice Chair), Dr Heather Cameron and Mr Allan Macleod, Non-Executive Members, NHS Greater Glasgow & Clyde Health Board.

Non-Voting Members: Keith Redpath, Chief Officer (Designate); Jeanne Middleton, Chief Finance Officer (Designate); Dr Kevin Fellows, Clinical Director of the Health & Social Care Partnership; Wilma Hepburn, Lead Nurse for the Health & Social Care Partnership; Selina Ross, Chief Officer of West Dunbartonshire Council for Voluntary Services; Ross McCulloch, NHS Staff Side Co-Chair, Joint Staff Forum; Anne McDougall, Co-Chair, Public Engagement Forum/Chair of the Local Engagement Network (Clydebank area) and Lindsay Lockhart, Chair of Carers of West Dunbartonshire.

Attending: Chris McNeill, Head of Community Health & Care Services; John Russell, Head of Mental Health, Learning Disability & Addictions; Soumen Sengupta, Head of Strategy, Planning and Health Improvement; Peter Hessett, Head of Legal, Democratic and Regulatory Services and Nuala Borthwick, Committee Officer, West Dunbartonshire Council.

Councillor Gail Casey in the Chair

WELCOME AND INTRODUCTIONS

Councillor Casey welcomed everyone present to the inaugural meeting of the West Dunbartonshire Health & Social Care Partnership Board and thereafter introductions were made around the table.

APPOINTMENT OF CHIEF OFFICER

A report was submitted by the Head of People and Change requesting consideration of the appointment of the Partnership Board's Chief Officer.

Following discussion and having heard the Chief Officer (Designate) in further explanation of the report and in answer to Members' questions, the Partnership Board agreed to formally appoint Keith Redpath as the Chief Officer of the Partnership Board.

APPOINTMENT OF CHIEF FINANCE OFFICER

A report was submitted by the Head of People and Change seeking consideration of the appointment of the Partnership Board's Chief Finance Officer.

The Partnership Board agreed to formally appoint Jeanne Middleton as its Chief Finance Officer.

MEMBERSHIP OF THE PARTNERSHIP BOARD

A report was submitted by the Head of Strategy, Planning and Health Improvement seeking appointment of the non-voting members of the Partnership Board including confirmation of the designated professional advisors named in the report.

After discussion and having heard the Chief Officer in further explanation of the report and in answer to Members' questions, the Partnership Board agreed to appoint the non-voting members of the Partnership Board including confirmation of the designated professional advisors listed in the report.

STANDING ORDERS AND CODE OF CONDUCT

A report was submitted by the Head of Legal, Democratic and Regulatory Services:-

- (a) seeking approval of the Standing Orders; and
- (b) asking the Board to note the terms of the Model Code of Conduct for Members of Devolved Public Bodies.

Having heard the Head of Legal, Democratic and Regulatory Services in further explanation of the report and in answer to Members' questions, the Partnership Board agreed:-

- (1) to approve the Standing Orders subject to the undernoted amendment to paragraph 15.4 under the heading 'Voting' so that reference to the cut of cards where there is an equality of votes is removed:-

"15.4 Where there is an equality of votes, the status quo shall prevail. Standing Order 12 shall not preclude reconsideration of any such item within a six month period";

- (2) that, subject to clarification by the Council's Head of Legal, Democratic & Regulatory Services, Standing Order 6.1 be amended so that in order to be quorate, at least one voting representative of each of the parties to the Partnership is present;
- (3) that a separate Register of Interests for Members of the Partnership Board would be held and maintained by the Chief Officer; and
- (4) to note the terms of the Model Code of Conduct for Members of Devolved Public Bodies.

INTEGRATION SCHEME

A report was submitted by the Head of Strategy, Planning & Health Improvement providing information on the Integration Scheme for West Dunbartonshire as approved by the Scottish Government.

Having heard the Chief Officer and the Head of Planning, Strategy and Health Improvement in further explanation of the report and in answer to Members' questions, the Partnership Board agreed:-

- (1) to note the correction to the last sentence of paragraph 4 on page 12 of the Integration Scheme which should read that "Any redesign of service requires to be agreed across the six Integration Joint Boards and be reflected in the Strategic Plans";
- (2) that advice would be sought from the Scottish Government on whether the diagram on page 35 of the Integration Scheme can be simplified for ease of reference; and
- (3) to otherwise note the approved Integration Scheme that underpins the new arrangements within West Dunbartonshire.

STRATEGIC PLAN 2015/16

A report was submitted by the Head of Strategy, Planning & Health Improvement seeking approval of the first Strategic Plan for the West Dunbartonshire Health & Social Care Partnership.

There was submitted (tabled) an updated version of the Strategic Plan 2015/16 which contained minor revisions.

Following discussion and having heard the Chief Officer, the Head of Strategy, Planning and Health Improvement and the Head of Community Health & Care Services in further explanation of the report and in answer to Members' questions, the Board agreed:-

- (1) to approve the updated Strategic Plan 2015/16 and thereby enable full delegation of responsibilities and resources to the Partnership Board;
- (2) that the first performance report for the Strategic Plan would highlight those indicators currently reported on with regards to deprivation and protected characteristics groups for monitoring purposes; and
- (3) that a further set from the agreed indicators would be reported on with regard to deprivation and protected characteristic groups in the future.

2015/16 ANNUAL REVENUE BUDGET

A report was submitted by the Chief Finance Officer outlining the budget available to the Health & Social Care Partnership for 2015/16 from NHS Greater Glasgow & Clyde and West Dunbartonshire Council.

Following discussion and having heard the Chief Officer, the Chief Financial Officer and the Head of Community Health & Care Services in further explanation of the report and in answer to Members' questions, the Partnership Board agreed to note the report.

FINANCIAL PROCESSES AND PROCEDURES

A report was submitted by the Chief Financial Officer advising of work carried out to date on establishing a set of processes and procedures to determine the governance arrangements for a range of matters in relation to financial management and accountability within the Partnership Board.

Following discussion and having heard the Chief Financial Officer in further explanation of the report and in answer to Members' questions, the Partnership Board agreed to approve the report.

WEST DUNBARTONSHIRE HEALTH & SOCIAL CARE PARTNERSHIP DUE DILIGENCE PROCESS AND 2015/16 BUDGET

A report was submitted by the Chief Financial Officer advising of the due diligence undertaken in respect of the proposed 2015/16 revenue budget which has been carried out in light of the 2012/13, 2013/14 and 2014/15 financial information.

Following discussion and having heard the Chief Officer and the Chief Financial Officer in further explanation of the report and in answer to Members' questions, the Partnership Board agreed:-

- (1) to note the due diligence work undertaken as the basis for 2015/16; and
- (2) to approve the 2015/16 budget.

SCHEDULE OF MEETINGS

The Board agreed the undernoted dates, times and venues for future meetings:-

Wednesday, 19 August 2015 at 2.00 p.m. in Committee Room 3, Council Offices, Garshake Road, Dumbarton G82 3PU

Wednesday, 18 November 2015 at 2.00 p.m. in Committee Room 3, Council Offices, Garshake Road, Dumbarton G82 3PU

Wednesday, 17 February 2016 at 2.00 p.m. in Committee Room 3, Council Offices, Garshake Road, Dumbarton G82 3PU

Wednesday, 18 May 2016 at 2.00 p.m. in Committee Room 3, Council Offices, Garshake Road, Dumbarton G82 3PU

VALEDICTORY

The Chair, Councillor Casey, advised the Board that this would be the first and last meeting that Ross McCulloch would attend as NHS Staff Side Co-Chair of the Joint Staff Forum given that he was standing down after almost 10 years of service.

Councillor Casey acknowledged Ross's work and commitment and advised that during his time as NHS Staff Side Co-Chair of the Joint Staff Forum, the West Dunbartonshire Community Health and Care Partnership was the first to be established in Scotland and proved to be the model that other areas sought to emulate. It was noted that Ross played a huge part in the successful operation of the local forum, particularly after the earlier integration phase in 2010. His personal contribution was recognised in 2013 when Ross and Serena Barnatt, Head of People and Change, were presented with the Healthcare People Management Association - Social Partnership Forum Award for Partnership Working.

On behalf of the Partnership Board, Councillor Casey then thanked Ross for his considerable contributions to achievements during this time and wished him well in his future endeavours.

The meeting closed at 3.20 p.m.