

## **WEST DUNBARTONSHIRE HEALTH & SOCIAL CARE PARTNERSHIP BOARD**

At a Meeting of the West Dunbartonshire Health & Social Care Partnership Board held in Committee Room 3, Council Offices, Garshake Road, Dumbarton, on Wednesday, 17 August 2016 at 2.00 p.m.

**Present:** Gail Casey (Chair), Jonathan McColl and Martin Rooney, West Dunbartonshire Council; and Heather Cameron and Allan Macleod, NHS Greater Glasgow & Clyde Health Board.

**Non-Voting Members:** Keith Redpath, Chief Officer; Jeanne Middleton, Chief Financial Officer; Jackie Irvine, Chief Social Work Officer; Barbara Barnes, Chair of the Local Engagement Network – Alexandria & Dumbarton; Diane McCrone, NHS Staff Side Co-Chair; Anne McDougall, Chair of Local Engagement Network – Clydebank; Neil McKay, Chair of Locality Group – Alexandria & Dumbarton; Peter O'Neill, WDC Staff Side Co-Chair of Joint Staff Forum; Selina Ross, Chief Officer of West Dunbartonshire Council for Voluntary Services; and Janice Miller, Professional Advisor, Allied Health Professional.

**Attending:** John Russell, Head of Mental Health, Learning Disability & Addictions; Soumen Sengupta, Head of Strategy, Planning and Health Improvement; Chris McNeill, Head of Community Health & Care; Serena Barnett, Head of People and Change; Nigel Ettles, Principal Solicitor and Nuala Borthwick, Committee Officer, Regulatory Services, West Dunbartonshire Council.

**Apologies:** Apologies for absence were intimated on behalf of Kenneth Ferguson, Clinical Director; Wilma Hepburn, Professional Nurse Advisor; John Kerr, Professional Advisor, Housing; Kim McNabb, Service Manager, Carers of West Dunbartonshire; and Martin Perry, Acute Consultant, NHS Greater Glasgow & Clyde.

**Councillor Gail Casey in the Chair**

### **DECLARATIONS OF INTEREST**

It was noted that there were no declarations of interest in any of the items of business on the agenda.

## **MINUTES OF PREVIOUS MEETING**

The Minutes of Meeting of the West Dunbartonshire Health & Social Care Partnership Board held on 25 May 2016 were submitted and approved as a correct record.

### **MEMBERSHIP OF THE PARTNERSHIP BOARD**

A report was submitted by the Head of Strategy, Planning & Health Improvement requesting the appointment of the new Vice Chair and a new voting member of the Partnership Board.

Having heard the Chair, the Partnership Board agreed:-

- (1) to appoint Allan Macleod as its new Vice Chair and consequently also Chair of the Partnership Board's Audit Committee; and
- (2) that Rona Sweeney, a non-executive director, NHS Greater Glasgow & Clyde Health Board be appointed as a new voting member on the Partnership Board.

### **2016/2017 ANNUAL REVENUE BUDGET**

A report was submitted by the Chief Financial Officer providing an update on the 2016/2017 budget from NHS Greater Glasgow & Clyde Health Board.

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

- (1) to note the confirmation of the NHS Board's budget allocation for 2016/17 as detailed in section 4.2 of the report;
- (2) to note that the due diligence work had highlighted areas of financial risk and imbalance in the Health Care Budget allocation for 2016/17;
- (3) that draft savings options to restore financial budget balance to the health budget in 2016/17 would be presented to the HSCP Audit committee at its meeting on 14 September 2016 for review;
- (4) to note that the Health Board had identified that an element of non-recurring relief was potentially available to offset the in-year shortfall against savings targets and that discussions were underway to determine how non-recurring funding would be allocated to Partnerships within this financial year; and
- (5) to note that the NHS Board would consider the savings options from all parts of the NHS system during October 2016.

## **FINANCIAL REPORT 2016/17 AS AT PERIOD 3 (30 JUNE 2016)**

A report was submitted by the Chief Financial Officer providing an update on the financial performance and capital work progress of the West Dunbartonshire Health & Social Care Partnership for the period to 30 June 2016 (period 3).

After 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 that the revenue position was reporting an overspend of £0.359m (1.0%) for the period 1 April to 30 June 2016;
- (2) to note that there was a potential full year adverse revenue variance of £1.408m (1.0%);
- (3) to note that at this stage no approved plans were in place to deliver against the Health Care savings gap of £0.955m which mainly accounted for the overspend position reported in the first quarter of this financial year and the potential full year adverse variance;
- (4) to note that the forecast position for the remainder of the financial year assumed that the overspend position would continue unless service changes and cost reductions were achieved;
- (5) to note that draft savings options to restore financial budget balance to the health budget in 2016/17 would be presented to the HSCP Audit Committee for review at its meeting on 14 September 2016;
- (6) to note that the Health Board had identified that an element of non-recurring relief was potentially available to offset the in-year shortfall against savings targets and that discussions were underway to determine how non-recurring funding would be allocated to Partnerships within this financial year thus reducing the potential in-year overspend; and
- (7) to note that the HSCP had earmarked non-recurring Delayed Discharge funds to offset the forecast overspend in Social Care in order to address the shift in the balance of care costs reported in section 4.6 of the report.

## **STRATEGIC PLAN 2016 - 2019**

A report was submitted by the Head of Strategy, Planning & Health Improvement seeking approval of the Strategic Plan 2016 - 2019.

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

- (1) to approve the Strategic Plan 2016 – 2019 subject to the inclusion of an explanation on the 2015/16 target for each of the National Health and Wellbeing Outcomes included in the tables detailing Strategic Performance Framework; and
- (2) that further information sharing would be undertaken to widen the Strategic Planning Group in future.

### **UPDATED NON-RESIDENTIAL CARE CHARGING POLICY**

A report was submitted by the Chief Financial Officer presenting the updated Non-Residential Care Charging Policy.

After discussion and having heard the Chief Financial Officer, the Head of Strategy, Planning & Health Improvement and the Head of Community Health & Care in further explanation of the report and in answer to Members' questions, the Partnership Board agreed to retrospectively approve the updated Non-Residential Care Charging Policy.

### **MINUTES OF MEETINGS FOR NOTING**

The undernoted draft Minutes of Meetings were submitted and noted:-

- (a) Draft Minutes of Meeting of the Health & Social Care Partnership Audit Committee held on 15 June 2016;
- (b) Draft Minutes of Meeting of the Argyll, Bute and Dunbartonshires' Criminal Justice Social Work Partnership Joint Committee held on 9 June 2016;
- (c) Draft Minutes of Meeting of the Health & Social Care Partnership Locality Group for Alexandria & Dumbarton held on 20 May 2016;
- (d) Draft Minutes of Meeting of the Health & Social Care Partnership Locality Group for Alexandria & Dumbarton held on 15 July 2016;
- (e) Draft Minutes of Meeting of the Clinical & Care Governance Group held on 27 May 2016; and
- (f) Draft Minutes of Meeting of the Joint Staff Forum held on 28 July 2016.

## VALEDICTORIES

### John Russell, Head of Mental Health, Learning Disability & Addictions

Councillor Casey, Chair, informed the Partnership Board that this was the last meeting of the Partnership Board that John Russell would attend as he was retiring from service with the Health & Social Care Partnership at the beginning of October 2016.

On behalf of the Partnership Board, Councillor Casey thanked Mr Russell for his assistance throughout the years and his sterling work in developing Mental Health, Learning Disability & Addiction Services in West Dunbartonshire, and wished him well in his retirement.

### Jeanne Middleton, Chief Financial Officer

Councillor Casey then informed the Partnership Board that that this was the last meeting of the Partnership Board that Jeanne Middleton would attend as she was also retiring from service with the Health & Social Care Partnership in October 2016.

On behalf of the Partnership Board, Councillor Casey thanked Mrs Middleton for her professional approach to the role and the significant work undertaken to set up the financial systems required of the Partnership Board.

## EXCLUSION OF PRESS AND PUBLIC

The Committee approved the undernoted Resolution:-

“In terms of Section 50 (A) of the Local Government (Scotland) Act, 1973 that the press and public be excluded from the remainder of the meeting as the following item of business involves the likely disclosure of exempt information as defined in Paragraphs 1 and 3 of Part 1 of Schedule 7A to the Act.”

**Note:-** Jeanne Middleton, Neil Mackay and Janice Miller (non-voting members) and all officers with the exception of Keith Redpath and Jackie Irvine left the meeting at this point in the proceedings.

## SOCIAL WORK COMPLAINTS REVIEW SUB-COMMITTEE - 12 JULY 2016

A report was submitted by the Strategic Lead – Regulatory advising of a complaint heard by the Social Work Complaints Review Sub-Committee on 12 July 2016.

Following consideration, the Partnership Board agreed:-

- (1) to note the findings of the Sub-Committee contained in the Minutes of Meeting of the Social Work Complaints Review Committee held on 12 July 2016; and

- (2) to note that there were no recommendations of the Sub-Committee in relation to the complaint.

The meeting closed at 2.55 p.m.