

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, 1 March 2017 at 2.00 p.m.

- Present:** Gail Casey (Chair), Jonathan McColl and John Mooney (Proxy for Martin Rooney), West Dunbartonshire Council; and Allan Macleod, Rona Sweeney and Mark White (Proxy for Heather Cameron), NHS Greater Glasgow and Clyde Health Board.
- Non-Voting Members** Keith Redpath, Chief Officer; Julie Slavin, Chief Financial Officer; Barbara Barnes, Chair of the Local Engagement Network – Alexandria & Dumbarton; Kenneth Ferguson, Clinical Director for the Health & Social Care Partnership; Mari Brannagan; Partnership Nurse Director (substitute for Wilma Hepburn); Jamie Dockery, Strategic Housing Officer (substitute for John Kerr); Janice Miller, Lead Allied Health Professional; 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; Dr Martin Perry, Acute Consultant; and Selina Ross, Chief Officer of West Dunbartonshire Council for Voluntary Services.
- Attending:** Joyce White, Chief Executive, West Dunbartonshire Council; Soumen Sengupta, Head of Strategy, Planning and Health Improvement; Chris McNeill, Head of Community Health & Care; Nigel Ettles, Principal Solicitor and Nuala Borthwick, Committee Officer.
- Apologies:** Apologies for absence were intimated on behalf of Martin Rooney, West Dunbartonshire Council; Heather Cameron, NHS Greater Glasgow and Clyde Health Board; Jackie Irvine, Chief Social Work Officer; John Kerr, Housing Strategy Manager; Kim McNab, Service Manager, Carers of West Dunbartonshire; Wilma Hepburn, Professional Nurse Advisor; Julie Lusk, Head of Mental Health, Learning Disability & Addictions and Serena Barnatt, Head of People and Change, West Dunbartonshire Health & Social Care Partnership.

Gail Casey in the Chair

CHAIR'S REMARKS

The Chair, Councillor Casey welcomed everyone present to the meeting of the Partnership Board. Before commencing with the business on the agenda, the Chair formally acknowledged the up and coming retirement of the Chief Officer, Keith Redpath, on 31 July 2017, adding that the recruitment process for a new Chief Officer was now under way.

The Chair highlighted the Council's forthcoming Employee Recognition Event to be held on 22 March 2017, and specifically the West Dunbartonshire Health & Social Care Partnership's services and staff who are finalists in the following categories:-

- Team Leader of the Year – Wendy Jack, Strategy and Planning Manager
- Team of the Year – Community Paediatric Speech and Language Therapy Team
- Community's Award – Karen McNab, Day Care Officer at Lanraigs

Councillor Casey also acknowledged the undernoted Partnership Teams who had recently been shortlisting as finalists for the Social Work Team of the Year award at the 2017 Scottish Association of Social Work Awards:-

- Looked After Children's Service – Service Manager is Carron O'Byrne
- Care at Home Service – Integrated Operation Manager is Lynne McKnight

Thereafter, the Committee joined the Chair, Councillor Casey, in congratulating all finalists for both their continued commitment and contribution to providing high quality services on behalf of the Partnership Board.

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 held on 16 November 2016 were submitted and approved as a correct record subject to the undernoted amendments:-

- (1) that point 4 of the item entitled, 'Financial Report 2016/17 as at Period 6 (30 September 2016)', be amended to:-

That the proposed 2017/18 Social Care savings options, should be subject to public consultation and appropriate staff/patient group consultation.

- (2) that an apology for absence from Janice Miller, Lead Allied Health Professional, be included in the Minutes; and

- (3) that the instruction to write to the Scottish Government and the Chair of the Health Board seeking an explanation on requests from the Scottish Government to make cuts would be re-instated and drafted with immediate effect.

FINANCIAL REPORT 2016/17 AS AT PERIOD 9 (31 DECEMBER 2016)

A report was submitted by the Chief Financial Officer:-

- (a) providing an update on the financial performance and capital work progress of the West Dunbartonshire Health & Social Care Partnership for the period to 31 December 2016 (period 9);
- (b) advising of the projected outturn position of the 2016/17 revenue budget; and
- (c) providing an update on budget challenges.

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 is reporting an underspend of £2.774m (2.69%) for the period 1 April to 31 December 2016;
- (2) to note that the underlying service underspend is £0.030m as at 31 December 2016;
- (3) to note the flow through of the unallocated balance of the Social Care Fund contributing £2.744m to both the current reported underspend and the projected underspend of £2.867m (1.99%);
- (4) to note that management action on reducing cost pressures and maximising income had resulted in a revised year end projection, for all other service expenditure, from break-even to an underspend of £0.123m (0.09%), subject to the impact of Winter planning;
- (5) to note the intention to add the unallocated Social Care Fund balance to reserves to provide stability in 2017/18;
- (6) to note the financial challenges in 2017/18 from partner funding allocations, the continuation of GP Prescribing risk sharing and the financial performance of the Acute Set Aside budget; and
- (7) that an update on the financial risks associated with GP Prescribing for Partnerships in 2016/17 would be submitted to a future meeting.

2017/18 ANNUAL REVENUE BUDGET

A report was submitted by the Chief Financial Officer outlining the budget allocations to the Health & Social Care Partnership Board for 2017/18 from funding partners, NHS Greater Glasgow and Clyde Health Board and West Dunbartonshire Council.

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, Gail Casey, seconded by Jonathan McColl, moved the undernoted motion:-

The Partnership Board agrees the recommendations of the report (namely):-

- (1) to approve the 2017/18 Social Care Revenue Estimates figure of £62.673m required to deliver the strategic priorities of the HSCP;
- (2) to note the Council's Social Care saving reduction of £0.866m in the context of the Scottish Government's financial settlement direction to the Council that it could reduce its allocation up to a maximum of £1.560m;
- (3) to approve the 2017/18 West Dunbartonshire Council payment contribution to the HSCP of £60.673m and the application of £2.0m from the HSCP's ongoing available funding from the 2016/17 Social Care Fund budget;
- (4) to note the required 2017/18 NHS Greater Glasgow and Clyde Health Board financial allocation of £80.676m to comply with the Scottish Government direction of maintaining contribution at 2016/17 cash levels;
- (5) to approve the Chief Financial Officer's recommendation at paragraph 4.27 of the report, to reject the 2017/18 financial allocation offer by NHSGG&C on 23 February 2017, as detailed in Appendix 7 of the report;
- (6) to approve the proposals set out in paragraphs 4.29 to 4.31 on addressing Health Care inflation and cost pressures;
- (7) to note the indicative 2017/18 set aside budget, being maintained at 2016/17 cash levels;
- (8) to note the indicative reserves position for consideration and application in 2017/18 to mitigate any budget volatility and failure to deliver on approved savings plans; and
- (9) to note the financial risks around the possible change or cessation to existing risk sharing or hosting arrangements.

Thereafter, Rona Sweeney, seconded by Mark White, moved the undernoted amendment:-

That contrary to paragraph 4.23 of the report, the Partnership Board accepts the offer made by NHS Greater Glasgow and Clyde to take its share of the £7.8 million legacy of unachieved CHCP savings from 2015/16.

On a vote being taken, 2 Members voted for the amendment and 4 for the motion which was accordingly declared carried.

Thereafter, having heard the Chair, it was noted that a Special Meeting of the Health & Social Care Partnership would be held on Wednesday, 22 March 2017 at 10.00 a.m. in Committee Room 3, Council Offices, Garshake Road, Dumbarton which would replace the scheduled meeting of the Partnership Board Audit Committee and that a further report updating on progress made with regard to the indicative funding allocation would be provided at that meeting.

PUBLIC PERFORMANCE REPORT JULY TO SEPTEMBER 2016

A report was submitted by the Head of Strategy, Planning & Health Improvement presenting the Partnership's Public Performance Report for the second quarter of 2016/17 (July to September 2016); and the Scottish Government's recently published Health & Social Care National Delivery Plan.

After discussion and having heard the Chief Officer, the Head of Strategy, Planning and Health Improvement and the Head of Community Health and Care Services in further explanation of the report and in answer to Members' questions, the Partnership Board agreed to approve the Public Performance Report for July to September 2016 for publication.

ALCOHOL AND DRUG PARTNERSHIP VALIDATED SELF-ASSESSMENT AND IMPROVEMENT PLAN

A report was submitted by the Head of Mental Health, Addictions and Learning Disability seeking approval of the outcome of the recent Alcohol and Drug Partnership Validated Self-Assessment by the Care Inspectorate.

After discussion and having heard the Chief Officer and the Head of Strategy, Planning and Health Improvement in further explanation of the report and in answer to Members' questions, the Partnership Board agreed to approve the Validated Self-Assessment Action Plan.

GOVERNANCE ARRANGEMENTS FOR COMMUNITY JUSTICE STRATEGIC PLANNING & CRIMINAL JUSTICE SERVICES

A report was submitted by the Head of Children's Health, Care and Criminal Justice providing an outline of both the changes to Community Justice Strategic Planning and the impending changes to the delivery and funding of Criminal Justice Services in West Dunbartonshire.

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

- (1) to note the arrangements in place for the governance and structure of Community Justice;
- (2) to note the progress to date in respect of the Community Justice Improvement Plan (as attached at Appendix 1 of the report) as recently reported to the Community Planning Management Group on 25 January 2017;
- (3) to note the change to funding and delivery of the Criminal Justice Social Work service; and
- (4) that the budget allocation for Criminal Justice Services in West Dunbartonshire would be highlighted at the start of the year and officers would report on how it is being achieved in budget updates to the Partnership Board.

COMPLAINTS HANDLING PROCEDURES

A report was submitted by the Head of Strategy, Planning & Health Improvement seeking approval of a suite of new Complaints Handling Procedures that cover the work of Partnership Board and the Health & Social Care Partnership.

After discussion and having heard 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 new Social Work Complaints Handling Procedure;
- (2) to note the new NHS Greater Glasgow & Clyde Complaints Policy, presented to the meeting of its Health Board on 21 February 2017;
- (3) to approve the new Complaints Handling Procedure for the Partnership Board;
- (4) to endorse the integrated summary complaints handling process document for use across the Health & Social Care Partnership;

- (5) to confirm the dissolution of the local Social Work Complaints Review Sub-Committee, once any extant complaints from prior to the 1st April 2017 have been considered by them, and to express appreciation to the members of that group for their commitment and valuable contributions; and
- (6) to write to the Scottish Government and the Ombudsman advising of the Partnership Board's concerns in relation to the use of the term 'customers' when referring to patients/service users.

MINUTES OF MEETINGS FOR NOTING

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

- (1) Draft Minutes of Meeting of the Argyll, Bute and Dunbartonshires' Criminal Justice Social Work Partnership Joint Committee held on 8 December 2016.
- (2) Draft Minutes of Meeting of the Health & Social Care Partnership Audit Committee held on 7 December 2016.
- (3) Draft Minutes of Meeting of the Clinical & Care Governance Group held on 25 January 2017.
- (4) Draft Minutes of Meeting of the Joint Staff Forum held on 17 January 2017.
- (5) Draft Minutes of Meeting of the Health & Social Care Partnership Locality Group for Alexandria & Dumbarton held on 9 November 2016.
- (6) Draft Minutes of Meeting of the Health & Social Care Partnership Locality Group for Clydebank held on 13 December 2016.
- (7) Minutes of Meeting of the Joint Locality Engagement Network held on 9 November 2016.

In relation to the Draft Minutes of Meeting of the Joint Staff Forum held on 17 January 2017, the West Dunbartonshire Council Staff Side Co-Chair sought an update on discussions relating to adoption of the Ethical Care Charter. Following discussion, the Partnership Board agreed that the Chief Officer would provide a report on the Ethical Care Charter to the next meeting.

URGENT ITEM OF BUSINESS

In terms of Section 50B(4)(b) of the Local Government (Scotland) Act 1973, as inserted by the Local Government (Access to Information) Act 1985, the Chair was of the opinion that the undernoted item should be considered as a matter of urgency on the grounds that Members of the Partnership Board should be made aware of the content of the Joint Children's Services Inspection Report at the earliest possible date.

JOINT CHILDREN'S SERVICES INSPECTION REPORT

A report was submitted by the Head of Children's Health, Care and Criminal Justice Services/Chief Social Work Officer providing an outline of the process and purpose of the Joint Children's Services Inspection and the outcomes in terms of the Care Inspectorate's evaluation and final report as attached to the report.

After discussion and having heard 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 note the content of the report and the Care Inspectorate Report as published on 28 February 2017; and
- (2) to note that a further more detailed report and Improvement Action Plan would be submitted to the meeting of the Partnership Board scheduled to be held on 31 May 2017 once the Community Planning Management Group and the Care Inspectorate had approved the Action Plan.

FUTURE MEETINGS

Having heard the Chair, Gail Casey, it was noted that a Special Meeting of the Partnership Board would be held on Wednesday, 22 March 2017 at 10.00 a.m. in Committee Room 3, Council Offices, Garshake Road, Dumbarton.

It was noted that the next ordinary meeting of the Partnership Board would be held on Wednesday, 31 May 2017 at 2.00 p.m. in Committee Room 3, Council Offices, Garshake Road, Dumbarton.

Thereafter, Members agreed dates for future meetings as undernoted:-

Wednesday, 23 August 2017 at 2.00 p.m. in Committee Room 3, Council Offices, Garshake Road, Dumbarton G82 3PU.

Wednesday, 22 November 2017 at 2.00 p.m. in Committee Room 3, Council Offices, Garshake Road, Dumbarton G82 3PU.

The meeting closed at 3.55 p.m.