

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

At a Meeting of the West Dunbartonshire Health & Social Care Partnership Board held in the Civic Space, Council Offices, Church Street, Dumbarton, on Wednesday, 14 November 2018 at 2.00 p.m.

**Present:** Bailie Denis Agnew\* and Councillors Marie McNair and John Mooney, West Dunbartonshire Council; Allan MacLeod and Audrey Thompson, NHS Greater Glasgow and Clyde Health Board.

\*Note:- Arrived later in the meeting.

**Non-Voting Members:** Beth Culshaw, Chief Officer; Julie Slavin, Chief Financial Officer; Carron O'Byrne, Manager - Looked After Children and Criminal Justice Service; Jonathan Hinds, Head of Children's Health Care and Criminal Justice Services; Anne MacDougall, Co-Chair of WD HSCP Public Engagement Network for the Clydebank area; Neil Mackay, Chair of Locality Group – Alexandria & Dumbarton; Janice Millar, MSK Physiotherapy Service Manager; Peter O'Neill, WDC Staff Side Co-Chair of Joint Staff Forum and Selina Ross, Chief Officer – WD CVS.

**Attending:** Jo Gibson, Head of Health and Community Care; Wendy Jack, Interim Head of Strategy, Planning & Health Improvement; Marie Rooney, Substitute for Julie Lusk; Nigel Ettles, Principal Solicitor and Nuala Quinn-Ross, Committee Officer.

**Apologies:** Apologies for absence were intimated on behalf of Serena Barnatt, Barbara Barnes, John Kerr, Diana McCrone, Kim McNabb, Rona Sweeney and Alison Wilding.

### **MR ALLAN MACLEOD IN THE CHAIR**

#### **CHAIR'S REMARKS**

The Chair, Mr MacLeod, welcomed Mr Jonathan Hinds, the newly appointed Head of Children's Health Care and Criminal Justice Services to the meeting. He also advised that Marie Rooney, Integrated Operations Manager, was in attendance as a substitute member for Julie Lusk.

## **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 Health & Social Care Partnership Board held on 8 August 2018 were submitted and approved as a correct record.

It was agreed that there should be a cross reference in the Minutes to the Joint Staff Forum Minutes to reflect the view of staff partnership colleagues.

Note:- Baillie Denis Agnew arrived during discussion on the above item of business.

## **UPDATE FROM CHIEF OFFICER**

The Chief Officer provided an update on recent business of the Health and Social Care Partnership.

The Chair, Mr MacLeod, advised that he had asked the Chief Officer to look at the governance arrangements for the Board, as quarterly meetings may not be appropriate going forward. He then advised that a report would be submitted to the Partnership Board meeting in February 2019 with further information.

## **AUDITED ANNUAL ACCOUNTS 2017/18**

A report was submitted by the Chief Financial Officer informing that the 2017/18 Audited Annual Accounts for the year ended 31 March 2018, after presentation of an unqualified audit opinion, were duly approved by West Dunbartonshire Health and Social Care Partnership Board Audit Committee on 26 September 2018.

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 to note the reported outcome of an unqualified audit opinion for the Annual Accounts for the year ending 31 March 2018.

## **FINANCIAL PERFORMANCE REPORT AS AT PERIOD 6 (30 SEPTEMBER 2018)**

A report was submitted by the Chief Financial Officer providing an update on the financial performance as at period 6 to 30 September 2018.

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 updated position in relation to budget movements on the 2018/19 allocation by WDC and NHSGGC and direction back to our partners to deliver services to meet the strategic priorities of the HSCP Board;
- (2) to note that the revenue position for the period 1 April 2018 to 30 September 2018 was reporting an overspend of -£0.238m (-0.31%);
- (3) to note the projected 2018/19 outturn position of -£0.487m (-0.32%) and the potential impact on the reserves position if new demand is not managed within existing resources;
- (4) to accept the recalculated 2018/19 notional set aside budget of £18.210m, on the basis that work continues on moving to using actual costs and activity data from April 2019;
- (5) to note the analysis of the earmarked reserve balances; and
- (6) to note the update on the capital position and the projected timelines for completion.

### **2019/20 BUDGET SETTING PROCESS**

A report was submitted by the Chief Financial Officer providing an update on the 2019/20 budget setting process.

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 to note the progress made on the 2019/20 budget setting process, initial planning assumptions and the expected timeline in relation to the Partnership Board's partner bodies budget offers.

### **PUBLIC PERFORMANCE REPORT APRIL TO JUNE 2018**

A report was submitted by the Interim Head of Strategy, Planning & Health Improvement presenting the Public Performance Report for the first quarter of 2018/19 (April to June 2018).

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

- (1) to approve the publication of the Partnership Public Performance Report for April to June 2018; and
- (2) that a development session be arranged for Members to provide detailed information on performance reporting styles.

## **ANNUAL CHIEF SOCIAL WORK OFFICER'S REPORT APRIL 2017 TO MARCH 2018**

A report was submitted by the Chief Social Work Officer presenting the West Dunbartonshire Annual Chief Social Work Officer's Report for the period 1<sup>st</sup> April 2017 to 31st March 2018.

After discussion and having heard the Head of Children's Health Care and Criminal Justice Services and the Manager - Looked After Children and Criminal Justice Service in further explanation of the report and in answer to Members' questions, the Partnership Board agreed:-

- (1) to note the contents of the report; and
- (2) to note that the Chief Social Work Officers report will be made widely available within the HSCP, Council and externally as appropriate to the Scottish Government.

## **MENTAL HEALTH IMPLEMENTATION PLAN 2018-19**

A report was submitted by the Head of Mental Health, Addictions and Learning Disability providing an update on the West Dunbartonshire HSCP Mental Health Implementation plan in line with the requirements of Action 15 of the Scottish Government Mental Health Strategy 2017-2027 for the period 2018-2019.

After discussion and having heard the Integrated Operations Manager in further explanation of the report, the Partnership Board agreed that authority be delegated to the Head of Mental Health, Addictions and Learning Disability to form a multi-agency working group to progress the actions contained within West Dunbartonshire HSCP Mental Health Implementation Plan. This will enable the recruitment process to begin and will further develop cross partnership working to ensure that the aims and objectives from the strategy are developed across services and with partner agencies.

## **NHS GREATER GLASGOW AND CLYDE AND WEST DUNBARTONSHIRE WINTER PLANS**

A report was submitted by the Head of Health and Community Care providing an overview of the plans being developed to prepare for additional pressures in unscheduled care over winter.

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

- (1) to note the contents of the NHS GGC draft Winter Plan;

- (2) to note that a more detailed version of the NHS GGC draft Winter Plan will be submitted to the Scottish Government; and
- (3) to approve the plans being put in place across West Dunbartonshire to prepare for winter.

### **NHSGGC MUSCULOSKELETAL (MSK) PHYSIOTHERAPY SERVICE**

A report was submitted by the MSK Physiotherapy Service Manager providing an update on the progress of the national MSK web based access tool.

After discussion and having heard the MSK Physiotherapy Service Manager in further explanation of the report and in answer to Members' questions, the Partnership Board agreed:-

- (1) to note the contents of the report; and
- (2) that the MSK Physiotherapy Service Manager write to the Scottish Government seeking an update on timelines for approval of the national MSK web based access tool.

### **CLYDEBANK HEALTH AND CARE CENTRE**

A report was submitted by the Head of Health and Community Care providing an update on the Clydebank Health and Care Centre Full Business Case.

After discussion and having heard the Head of Health and Community Care in further explanation of the report, the Partnership Board agreed:-

- (1) to note the outcome of the NHS Greater Glasgow and Clyde governance processes; and
- (2) to note that the Full Business Case will now be considered for approval by the Scottish Government.

### **CLIMATE CHANGE REPORT 2017/18**

A report was submitted by the Interim Head of Strategy, Planning & Health Improvement presenting the Climate Change Report prepared in accordance with the Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Order 2015.

After discussion and having heard the Interim Head of Strategy, Planning & Health Improvement in further explanation of the report and in answer to a Member's question, the Partnership Board agreed:-

- (1) to approve the Climate Change Report; and

- (2) that the Climate Change Report be formally submitted to the Scottish Government in advance of the 30 November 2018 deadline.

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

The undernoted Minutes of Meetings were submitted for information:-

- (1) Minutes of Meeting of the WD HSCP Board Audit Committee held on 20 June 2018;
- (2) Minutes of Meeting of the Clinical & Care Governance held on 6 August 2018;
- (3) Minutes of Meetings of the Local Engagement Events held on 4 and 5 October 2018; and
- (4) Minutes of Meeting of the Joint Staff Forum held on 10 October 2018.

The meeting closed at 4:28 p.m.