

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, 16 Church Street, Dumbarton on Wednesday, 8 May 2019 at 2.05 p.m.

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

Non-Voting Members: Beth Culshaw, Chief Officer; Julie Slavin, Chief Financial Officer; Barbara Barnes, Co-Chair of the WD HSCP Public Engagement Network for the Alexandria & Dumbarton area; Anne MacDougall, Co-Chair of WD HSCP Public Engagement Network for the Clydebank area; Kim McNab, Service Manager, Carers of West Dunbartonshire; Janice Miller, 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 & Community Care; Jonathan Hinds, Head of Children's Health, Care & Criminal Justice Services; Wendy Jack, Interim Head of Strategy, Planning & Health Improvement; Fraser Downie, Integrated Operations Manager; Val Tierney, Chief Nurse; Joyce Campbell, Business Partner – Strategic Procurement; Nigel Ettles, Principal Solicitor; and Scott Kelly, Committee Officer.

Mr Allan Macleod in the Chair

CHAIR'S REMARKS

Mr Macleod, Chair, welcomed Val Tierney, Chief Nurse, and Fraser Downie, Integrated Operations Manager, who were attending their first meeting of the 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 MEETINGS

The Minutes of Meetings of the Health & Social Care Partnership Board held on 20 February 2019 (Ordinary) and 28 March 2019 (Special) were submitted and approved as correct records, subject to Rona Sweeney's apologies being recorded in the Minutes of the Special Meeting held on 28 March 2019.

Having heard Mr O'Neill and following discussion, the Board agreed:-

- (1) to note that the Minutes of the Meeting of the Joint Staff Forum held on 30 January 2019 had not been available for submission to the Ordinary Meeting of the Board held on 20 February 2019 but that a copy of the draft Minutes had been submitted (tabled) at the present meeting; and
- (2) to note: (i) that Mr O'Neill had stated that his comments at the Special Meeting held on 28 March 2019 in relation to possible industrial action had not been recorded in the Minutes; (ii) that Minutes of Board meetings were not verbatim records; and (iii) that in certain circumstances it may be appropriate for comments which related to matters of particular importance to be reflected in the Minutes of Board meetings.

VERBAL UPDATE FROM CHIEF OFFICER

The Chief Officer provided a verbal update on recent business of the Health & Social Care Partnership and the position was noted in relation to:-

- The work being carried out to close-off accounts for the previous financial year and the development of systems and processes in the new financial year.
- Changes in the management team.
- The monitoring of the impact of charges levied for such services as the Community Alarm service.
- The Strategic Plan and consideration of how good practices in other areas may be implemented in West Dunbartonshire.
- The pressures on the Health Board arising from unscheduled care, particularly over the Easter weekend.
- The Winter Plan.
- The action plan developed following the inspection of the Castle View care home.
- The impact of hosted services on the Partnership.
- The development of web-based access tool to assist people with musculoskeletal problems.
- Possible industrial action by employees in the Children and Families service.
- Forthcoming meetings taking place between the management team and Scottish Government officials.

FINANCE UPDATE

A report was submitted by the Chief Financial Officer providing an update on the interim 2018/19 projected position as at 31 March 2019 and the 2019/20 budget position.

After discussion and having heard the Chief Financial Officer in further explanation of the report and in answer to Members' questions, the 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 approved by the HSCP Board;
- (2) to note that the interim period 12 revenue position for the period 1 April 2018 to 31 March 2019 was reporting an underspend of £0.413m (0.27%);
- (3) to note the projected impact of the interim outturn position on reserves;
- (4) to note the interim period 12 capital position as at 31 March 2019; and
- (5) to note that Greater Glasgow & Clyde Health Board approved their 2019/20 budget contributions to the six Glasgow HSCPs at their meeting of 16 April 2019.

PROCUREMENT OF CONTRACTS

A report was submitted by the Chief Officer seeking authorisation to initiate procurement processes, which may be awarded to third party providers.

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

- (1) to authorise the initiation of the procurement processes, which may be awarded to third party providers, for the procurements set-out in Appendix 1 to the report;
- (2) to authorise the continuation of the those social care placements currently procured through the National Care Home Contract and Scotland Excel's Framework Agreements;
- (3) to note that on conclusion of the procurement processes, further reports will be submitted to the WDC Tendering Committee with recommendations on the award of the contracts and for noting on emergency placements; and
- (4) to note that the 2019/20 annual value of the procurements set-out in Appendix 1 to the report was estimated at £40.121m.

2018/19 ANNUAL ACCOUNTS AUDIT PROCESS

A report was submitted by the Chief Financial Officer:-

- (a) providing an overview of the preparation of the 2018/19 Annual Accounts; and
- (b) seeking approval to remit the unaudited accounts to the Audit Committee for approval.

Having heard the Chief Financial Officer in further explanation of the report, the Board agreed:-

- (1) to delegate authority to the Audit Committee to approve the unaudited annual accounts, for submission to the HSCP Board's external auditors, Audit Scotland, by 30 June 2019; and
- (2) otherwise to note the contents of the report.

PUBLIC PERFORMANCE REPORT OCTOBER 2018 TO DECEMBER 2018

A report was submitted by the Interim Head of Strategy, Planning & Health Improvement providing information on the Health & Social Care Partnership's Public Performance Report for the third quarter of 2018/2019 (October to December 2018).

After discussion and having heard officers in further explanation of the report and in answer to Members' questions, the Board agreed to approve the Partnership Public Performance Report for October to December 2018 for publication. The Board also agreed that a more detailed report would be submitted to the next meeting of the Board.

PREPARATION FOR IMPLEMENTATION OF CARERS (SCOTLAND) ACT 2016

A report was submitted by the Interim Head of Strategy, Planning & Health Improvement presenting a re-drafted West Dunbartonshire Health & Social Care Partnership's local Carers Strategy 2019-2022.

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

- (1) to approve the draft Carers Strategy 2019-2022 which had been prepared with partners and carers across West Dunbartonshire; and
- (2) that officers bring an Annual Report in April 2020 on progress against the actions and performance indicators.

UPDATE ON THE LOCAL ELIGIBILITY CRITERIA FOR CARERS

A report was submitted by the Interim Head of Strategy, Planning & Health Improvement presenting an update on the local Eligibility Criteria for Carers which was published on 31 March 2018 in line with the Carers (Scotland) Act 2016.

Having heard the Interim Head of Strategy Planning & Health Improvement in further explanation of the report, the Board agreed:-

- (1) to note the contents of the report referring to overview of the implementation of Carers Eligibility Criteria; and
- (2) to a further review of the local eligibility criteria for carers with a report being presented to the Partnership Board at a future meeting in early 2021 in line with the Carers Act requirements.

WEST DUNBARTONSHIRE LOCAL PRIMARY CARE IMPROVEMENT PLAN

A report was submitted by the Head of Health & Community Care providing an update on the performance of the Primary Care Improvement Plan for 2018/19 (Year 1). There was submitted (tabled) a sheet which contained updated information in respect of: (i) the breakdown in expenditure for each of the Memorandum of Understanding requirements set out in section 6 of the Appendix to the report; and (ii) Table 2 in section 6.3 of the Appendix.

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

- (1) for an update to be provided to the Board in six months' time; and
- (2) otherwise to note the contents of the report.

WEST DUNBARTONSHIRE WINTER PLAN UPDATE

A report was submitted by the Head of Health & Community Care providing an overview of the implementation of plans across West Dunbartonshire to ensure readiness for the additional pressures in unscheduled care often experienced over winter.

After discussion and having heard the Head of Health & Community Care and the Chief Officer in further explanation of the report and in answer to a Member's question, the Board agreed to note the contents of the Winter Plan Progress Report.

UPDATE ON THE MINISTERIAL STEERING GROUP TARGETS FOR WEST DUNBARTONSHIRE HSCP

A report was submitted by the Head of Health & Community Care presenting the proposed 2019/20 Ministerial Strategic Group targets for West Dunbartonshire HSCP and outlining actions intended to facilitate delivery of these targets.

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

- (1) to note the 2019/20 Ministerial Strategic Group (MSG) targets;
- (2) to note the terms of the discussion which had taken place in relation to the deliverability of certain of the targets, and to express particular concern at the deliverability of the target for A&E Attendances in the short-term; and
- (3) to note the planned work underway to support delivery of these targets in West Dunbartonshire HSCP.

Note: Ms MacDougall and Ms Ross left the meeting during consideration of this item.

MINUTES OF MEETINGS FOR NOTING

The undernoted Minutes of Meetings were submitted and noted:-

- (1) Minutes of Meeting of the Local Engagement Network Event held on 13 March 2019;
- (2) Minutes of Meeting of the Local Engagement Network Event held on 19 March 2019; and
- (3) Minutes of Meeting of WD HSCP Health and Safety Committee held on 29 January 2019.

VALEDICTORY

Mr Macleod, Chair, informed the Board that this would be the last meeting which Janice Miller, MSK Physiotherapy Service Manager, would be attending as she would be leaving the service in June 2019. On behalf of the Board, Mr Macleod thanked Ms Miller for her hard work over the years and wished her well in the future.

The meeting closed at 5.00 p.m.