

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

At a Meeting of the West Dunbartonshire Health & Social Care Partnership Board held in the Council Chamber, Clydebank Town Hall, Clydebank on Wednesday, 7 August 2019 at 2.00 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; Barbara Barnes, Co-Chair of the WD HSCP Public Engagement Network for the Alexandria & Dumbarton area; Wilma Hepburn, Professional Nurse Advisor; Helen Little, MSK Physiotherapy Service Manager; Diana McCrone, NHS Staff Side Co-Chair of Joint Staff Forum; Anne MacDougall, Co-Chair of WD HSCP Public Engagement Network for the Clydebank area; Kim McNab, Service Manager, Carers of West Dunbartonshire; Peter O'Neill, WDC Staff Side Co-Chair of Joint Staff Forum and Selina Ross, Chief Officer – WD CVS.
- Attending:** Serena Barnatt, Head of People and Change; 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; Jennifer Ogilvie, HSCP Finance Manager; Julie Lusk, Head of Mental Health, Learning Disability & Addictions; Val Tierney, Chief Nurse; Nigel Ettles, Principal Solicitor; Craig Stewart and Gabriella Gonda, Committee Officers.
- Also Attending:** Peter Hessett, Strategic Lead, Regulatory and David Williams, Director of Delivery, Health & Social Care Integration, Scottish Government.
- Apologies:** An apology for absence was intimated on behalf of Julie Slavin, Chief Financial Officer.

**Mr Allan MacLeod 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 MEETINGS**

It was noted that the Minutes of The Special Meeting of the Health & Social Care Partnership Board held on 28 March 2019 had already been approved as a correct record at the meeting of the Board held on 8 May 2019.

The Minutes of the Health & Social Care Partnership Board held on 8 May 2019 were submitted and approved as a correct record.

### **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 tackle summer challenges in providing key services;
- How the Partnership will focus on continuous improvement, sharing good practice, how they work together as a team on existing operational issues and finding the right approach to take forward future challenges;
- The Strategic Plan and consideration of how good practices in other areas could be implemented in West Dunbartonshire;
- The pressures on the Health Board arising from unscheduled care;
- Update on how management is dealing with possible industrial action by employees in the Children and Families service, recruitment of additional staff, regular reports and monitoring activity, future meetings planned with staff and the concern expressed by WDC staff side Co-Chair of Joint Staff Forum over lack of progress; and
- Update on the implementation of the action plan developed following the inspection of Castle View Care Home, the upcoming Strategic Planning Group meeting.

Note: David Williams, Director of Delivery, Health & Social Care Integration, Scottish Government arrived during the above item.

At this point the Chair, Mr MacLeod welcomed David Williams, Director of Delivery, Health & Social Care Integration, Scottish Government to the meeting. Mr Williams gave an introduction on the work he had previously been involved in as the Chief Officer of the Glasgow City Health & Care Partnership and thanked the Board for the opportunity to sit in and observe proceedings.

### **FINANCIAL PERFORMANCE AND UPDATE REPORT – PERIOD 3 (30 June 2019)**

A report was submitted by the Chief Financial Officer:-

- (a) providing an update on the financial performance as at period 3 to 30 June 2019 and a projected outturn position to the 31 March 2020; and
- (b) seeking approval for the financial framework being developed to support the implementation of the Five Year Adult Mental Health Strategy across Greater Glasgow and Clyde.

After discussion and having heard the HSCP Finance Manager 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 2019/20 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 approve the proposed financial framework (as shown in sect 4.8 – 4.13 of the report) which would support the implementation of the Five Year Adult Mental Health Strategy;
- (3) to note that the revenue position for the period 1 April 2019 to 30 June 2019 was reporting an overspend of -£0.235m (-0.59%);
- (4) to note the projected outturn overspend position of -£0.954m (-0.60%) for 2019/20 and the potential impact on the reserves position if demand was not managed within existing resources and an agreed recovery plan;
- (5) to approve the use of general, unearmarked reserves to underwrite the additional costs of addressing the Children and Families collective grievance;
- (6) to note the update on the capital position and projected completion timelines; and
- (7) that officers would bring regular updates to the Board on West Dunbartonshire Council's Budget Allocation to the HSCP Board and on earmarked reserves.

## **ANNUAL REPORT AND ACCOUNTS 2018/2019 PROCESS**

A report was submitted by the Chief Financial Officer updating on the progress on the 2018/19 Annual Accounts process and requesting approval for the next stages.

After discussion and having heard the HSCP Finance Manager in further explanation of the report, the Board agreed:-

- (1) to note that the 2018/19 draft Annual Report and Accounts were approved by the 19 June Audit Committee and passed to external audit; and
- (2) to delegate authority to the Audit Committee to formally approve the audited accounts on 25 September 2019, prior to submission to the Accounts

Commission by 30 September 2019, in line with the approved Terms of Reference.

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

A report was submitted by the Interim Head of Strategy, Planning and Health Improvement nominating new non-voting members to the Partnership Board.

After discussion and having heard the Head of Strategy, Planning & Health Improvement in further explanation of the report, the Board agreed to appoint the undernoted nominated non-voting members to the Partnership Board:

- Helen Little
- Val Tierney

### **APPOINTMENT OF A STANDARDS OFFICER**

A report was submitted by the Chief Financial Officer on the appointment of a Standards Officer as required by the Ethical Standards in Public Life (Scotland) Act 2000 (Register of Interests) Regulations 2003.

After discussion and having heard the Strategic Lead, Regulatory in further explanation of the report, the Board agreed:-

- (1) to note the duties and responsibilities of the Standards Officer as detailed in Appendix 1 to the report;
- (2) to approve the appointment (subject to the approval of the Standards Commission for Scotland) of the Strategic Lead, Regulatory as the Standards Officer for the West Dunbartonshire Integration Joint Board; and
- (3) to remit the Chief Officer to seek the Standards Commission's approval of the appointment.

Note: Peter Hessett, Strategic Lead, Regulatory left the meeting at this point.

### **STRATEGIC RISK REGISTER**

A report was submitted by the Interim Head of Strategy, Planning and Health Improvement presenting the updated Strategic Risk Register for the Health & Social Care Partnership.

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

- (1) to approve the updated Strategic Risk Register as attached to the report; and

- (2) to note the update by officers on the current Social Care Partnership's Risk Management Strategy and Policy for presentation to the 11<sup>th</sup> December 2019 meeting of the Audit Committee.

### **COMMISSIONING AND MARKET FACILITATION PLAN 2019 - 2022**

A report was submitted by the Interim Head of Strategy, Planning & Health Improvement seeking approval to publish the draft Commissioning and Market Facilitation Plan and start the implementation process for the plan.

After discussion and having heard the Interim Head of Strategy, Planning & Health Improvement, in further explanation of the report and in answer to Members' questions, the Board agreed to approve the draft HSCP Commissioning and Market Facilitation Plan 2019 – 2022 and that an update report be presented to the Board meeting in March 2020.

### **ANNUAL PUBLIC PERFORMANCE REPORT 2018/19**

A report was submitted by the Interim Head of Strategy, Planning & Health Improvement presenting the fourth Annual Public Performance Report for the Health & Social Care Partnership, including a complaints management overview for that full year.

A presentation was then given by the Interim Head of Strategy, Planning & Health Improvement; Head of Children's Health, Care & Criminal Justice Services; Head of Health & Community Care; Head of Mental Health, Learning Disability & Addictions; the Chief Nurse and the MSK Physiotherapy Service Manager on the above.

Following questions from Members, the Chair, Mr MacLeod thanked everyone for their informative presentation and for their hard work in 2018/19.

The Board then agreed to approve the Annual Public Performance Report for publication and thanked officers for all their excellent work. It was noted that a further report would be presented to the Board meeting in November.

### **WEST DUNBARTONSHIRE HSCP ANNUAL CLINICAL AND CARE GOVERNANCE REPORT 2018-2019**

A report was submitted by the Chief Nurse providing an overview of the Annual Clinical and Care Governance Report.

After discussion and having heard the Chief Nurse in further explanation of the report and in answer to Members' questions, the Board agreed to note the content of the report and the impact of achievements around quality assurance and quality improvement.

## **ADJOURNMENT**

Having heard the Chair, Mr MacLeod, it was agreed to adjourn for a short period. The Committee reconvened at 4.25 p.m. with all Members listed in the sederunt in attendance.

### **THEMATIC REVIEW OF SELF-DIRECTED SUPPORT IN SCOTLAND; WEST DUNBARTONSHIRE LOCAL PARTNERSHIP REPORT**

A report was submitted by the Interim Head of Strategy, Planning & Health Improvement presenting the Report from the Care Inspectorate Thematic Review of self-directed support in Scotland; and the West Dunbartonshire local partnership report.

After discussion and having heard the Interim Head of Strategy, Planning & Health Improvement in further explanation of the report, the Board agreed:-

- (1) to note the content of the report;
- (2) to note the Improvement Plan which had been shared with the Care Inspectorate;
- (3) to seek regular reporting on the local response to the recommendations within the report; and
- (4) that officers would bring regular updates on the progress being made in implementing the Improvement Plan.

### **INSPECTION OF JUSTICE SOCIAL WORK SERVICES**

A report was submitted by the Head of Children's Health, Care and Criminal Justice (Chief Social Work Officer):-

- (1) advising on the recent inspection of criminal justice social work services by the Care Inspectorate, which focused on how well community payback orders (CPOs) were being implemented and managed; and
- (2) outlining key themes of the improvement action plan, informed by the inspection report.

Members were asked to note that the Inspection Report was only published on 6 August 2019 and copies of the report had been made available for circulation at the meeting.

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

- (1) to note the contents of the report;
- (2) to note the report and recommendations from the Care Inspectorate at Appendix A to the report;
- (3) to note the plan outlining improvement actions being undertaken to address the recommendations at Appendix B to the report;
- (4) that further reports would be presented to future meetings of the Partnership Board on the progress against the actions being undertaken to address the issues raised within the report.

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

The undernoted Minutes of Meetings were submitted and noted:-

- (1) Minutes of Meeting of the WD HSCP Board Audit Committee held on 19 June 2019;
- (2) Minutes of Meetings of the Local Engagement Network Events held on 6 June 2019;
- (3) Minutes of Meeting of WD HSCP Health and Safety Committee held on 30 April 2019;
- (4) Minutes of Meeting of the Clinical and Care Governance Forum held on 15 May 2019; and
- (5) Minutes of Meeting of the Joint Staff Forum held on 7 May 2019.

The meeting closed at 5:05 pm