

## **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, 23 August 2017 at 2.00 p.m.

**Present:** Councillor Marie McNair (Chair), Bailie Denis Agnew and Councillor John Mooney, West Dunbartonshire Council; Allan Macleod and Audrey Thompson, NHS Greater Glasgow and Clyde Health Board.

**Non-Voting Members:** Beth Culshaw, Chief Officer; Julie Slavin, Chief Financial Officer; Kenneth Ferguson, Clinical Director for the Health & Social Care Partnership; Barbara Barnes, Chair of the Local Engagement Network – Alexandria & Dumbarton; Wilma Hepburn, Professional Nurse Advisor; Jackie Irvine, Chief Social Work Officer; Jamie Dockery – Housing Strategy Officer (substitute for John Kerr); Diane McCrone, NHS Staff Side Co-Chair of Joint Staff Forum; Anne MacDougall, Chair of Local Engagement Network – Clydebank; Neil Mackay, Chair of Locality Group – Alexandria & Dumbarton; Janice Miller, Lead Allied Health Professional; Peter O'Neill, WDC Staff Side Co-Chair of Joint Staff Forum.

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

**Apologies:** Apologies for absence were intimated on behalf of Rona Sweeney, NHS Greater Glasgow and Clyde and Dr Martin Perry, Acute Consultant.

**Councillor Marie McNair 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 31 May 2017 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 that the Partnership Board note the confirmation by the Health Board of a new voting member of the Partnership Board.

Having heard the Chair, Councillor McNair, and following a welcome and introductions, the Partnership Board agreed to note the confirmation by the Health Board of Audrey Thompson as a new voting member of the Partnership Board.

## **APPOINTMENT OF CHIEF OFFICER**

A report was submitted by the Head of People and Change requesting consideration of the appointment of the Partnership Board's Chief Officer.

After discussion and having heard from the Chief Officer, the Board agreed to formally appoint Beth Culshaw as Chief Officer of the Partnership Board.

## **WEST GLASGOW MINOR INJURY SERVICES**

A report was submitted by the Clinical Director providing an update on a review of West Glasgow Minor Injury Services, currently being undertaken by NHS Greater Glasgow & Clyde and Glasgow City Health & Social Care Partnership.

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

- (1) to provide the undernoted comments on the review of West Glasgow Minor Injury Services:-
  - (a) that concerns were expressed around the lack of consultation with residents of West Dunbartonshire and that it be recommended to NHS Greater Glasgow & Clyde and Glasgow City Health & Social Care Partnership that the consultation be extended to include residents of West Dunbartonshire; and
  - (b) that improved transport links for access to Minor Injury Services were required for residents of West Dunbartonshire; and

- (2) that any future communication with Glasgow City Health & Social Care Partnership would be delegated to the Chair of the West Dunbartonshire Health & Social Care Partnership Board.

### **NHS GGC MUSCULOSKELETAL PHYSIOTHERAPY SERVICE REPORT**

A report was submitted by the MSK Physiotherapy Service Manager providing an annual update from the NHS Greater Glasgow & Clyde Musculoskeletal Physiotherapy Service which is hosted by West Dunbartonshire Health & Social Care Partnership.

After discussion and having heard the Chief Officer and the MSK Physiotherapy Service Manager in further explanation of the report and in answer to Members' questions, the Board agreed to note the contents of the report.

Note: Jamie Dockery entered the meeting at this point.

### **ANNUAL PUBLIC PERFORMANCE REPORT 2016/17**

A report was submitted by the Head of Strategy, Planning & Health Improvement presenting the Partnership Board with the second Annual Public Performance Report for the HSCP including a complaints management overview for that full year.

After discussion and having heard the Head of Strategy, Planning & Health Improvement and the Head of Children's Health, Care and Criminal Justice/Chief Social Work Officer in further explanation of the report and in answer to Members' questions, the Board agreed to approve the Annual Public Performance Report for publication.

### **STRATEGIC PARTNERSHIP AGREEMENT – Y SORT IT**

A report was submitted by the Head of Strategy, Planning & Health Improvement seeking approval of the Strategic Partnership Agreement with Y-Sort-It.

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 Board agreed to approve the strategic partnership agreement with Y-Sort-It.

### **THE NATIONAL HEALTH AND SOCIAL CARE STANDARDS – MY SUPPORT, MY LIFE**

A report was submitted by the Head of Strategy, Planning & Health Improvement providing information on the recently launched National Health and Social Care Standards.

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

- (1) that paragraph 3.4 of the report be amended to read 'June 2017'; and
- (2) to otherwise note the terms of the new National Health & Social Care Standards – My Support, My Life.

### **WEST DUNBARTONSHIRE COMMUNITY PLANNING PARTNERSHIP CHILDREN'S SERVICES PLAN 2017 - 2020**

A report was submitted by the Head of Children's Health, Care and Criminal Justice presenting the West Dunbartonshire Community Planning Partnership Integrated Children's Services Plan, in line with the requirements of the Children and Young People's Act (2014).

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

- (1) to note that the plan, subject to minor amendments, would be submitted to the Community Planning West Dunbartonshire Management Board on 14 September 2017 for approval;
- (2) to re-affirm its commitment to the priorities within the Children Services Plan across West Dunbartonshire Community Planning Partners; and
- (3) to otherwise note the content of the report and the attached Integrated Children's Services Plan 2017-2020.

### **UNISON'S ETHICAL CARE CHARTER**

A report was submitted by the Head of People and Change providing information on the principles of UNISON's Ethical Care Charter.

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

- (1) to accept and adopt the principles outlined in the UNISON Ethical Care Charter; and
- (2) that a standing item of business entitled 'UNISON Ethical Care Charter' would be included on future agendas of the Joint Staff Forum to provide a route for the Trade Union representatives to raise and resolve any issues relating to adoption of the Charter.

## **2017/18 BUDGET UPDATE AND FINANCIAL PERFORMANCE REPORT AS AT PERIOD 3 (30 JUNE 2017)**

A report was submitted by the Chief Financial Officer:

- (a) providing an update on the 2017/18 revenue budget position;
- (b) providing an update on the financial performance of the WD Health & Social Care Partnership as at period 3 up to 30 June 2017; and
- (c) providing an update on the 2018/19 budget setting process.

A copy of a letter from James Hobson, Assistant Director of Finance, NHS Greater Glasgow and Clyde (NHSGGC), providing an updated budget proposal for 2017/18 was distributed.

After discussion and having heard the Chief Officer and 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 the 2017/18 budget allocation offer from NHSGGC as detailed in the above mentioned letter and approve the budget offer as it now satisfies the requirement to maintain budget at 2016/17 cash levels;
- (2) to approve the application of £3.6m reduction in 2017/18 across all HSCPs by way of a recharge from NHSGGC for one year only;
- (3) to note the revenue position for the period 1 April 2017 to 30 June 2017 was reporting an overspend of £0.212m (-0.60%);
- (4) to note the commencement of the 2018/19 budget setting process and the potential level of savings required to be met will be in the region of 5%; and
- (5) that a Members Briefing Session would be scheduled to provide an opportunity to discuss future budget challenges.

### **ANNUAL REPORT AND ACCOUNTS 2016/17 PROCESS**

A report was submitted by the Chief Financial Officer providing an outline of the legislative requirements and key stages of the Annual Report and Accounts process for the HSCP covering the period 1 April 2016 to 31 March 2017.

After discussion, the Partnership Board agreed:-

- (1) to note that the Annual Report and Accounts would be subject to audit review; and

- (2) to delegate authority to the HSCP Audit Committee to formally approve the audited accounts at its meeting scheduled to be held on 20 September 2017, prior to submission to the Accounts Commission by 30 September 2017 in line with the approved Partnership Board's Terms of Reference.

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

The undernoted Minutes of Meetings were submitted and noted:-

- (1) Minutes of Meeting of the Health & Social Care Partnership Board Audit Committee held on 22 June 2017.
- (2) Minutes of Meeting of the Clinical & Care Governance Group held on 31 May 2017.
- (3) Minutes of Meeting of the Joint Staff Forum held on 18 July 2017.
- (4) Minutes of Meeting of the Health & Social Care Partnership Locality Group for Alexandria & Dumbarton held on 19 May 2017.
- (5) Minutes of Meeting of the Health & Social Care Partnership Locality Group for Clydebank held on 25 April 2017.
- (6) Minutes of Joint Localities Local Engagement Network Open Forum Workshop: COPD held on 9 June 2017.

### **DATES OF FUTURE MEETINGS**

Members noted that the next meeting of the Partnership Board will be held on Wednesday, 22 November 2017 at 2.00 p.m. It was agreed that venue for the meeting be changed to Clydebank Town Hall, 49 Dumbarton Road, Clydebank G81 1UA.

It was agreed that a further meeting of the Partnership Board would be held on Wednesday, 31 January 2018 in Committee Room 3, Council Offices, Garshake Road, Dumbarton G82 3PU (venue to be confirmed given pending move to new Council Building).

### **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 Paragraph 6 of Part 1 of Schedule 7A to the Act.”

Note:- All officers with the exception of Beth Culshaw, Chris McNeill, Ken Ferguson, Nigel Ettles and Nuala Borthwick left the meeting at this point in the proceedings.

### **DUMBARTON HEALTH CENTRE GP PRACTICE**

A report was submitted by the Clinical Director providing a detailed description on changes to the former Dr Neilson and Dr McGonagle Practice in Dumbarton Health Centre.

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

- (1) to note the outcome of the comprehensive process followed by NHS Greater Glasgow & Clyde and the WD Health & Social Care Partnership to ensure safe and sustainable provision of GP services to patients of the practice; and
- (2) to thank the Clinical Director and his team for bringing a positive resolution to the situation.

The meeting closed at 3.22 p.m.