

## **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, Dumbarton Road, Clydebank, on Wednesday, 22 November 2017 at 2.00 p.m.

**Present:** Bailie Denis Agnew and Councillor 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; 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; Neil Mackay\*, Chair of Locality Group – Alexandria & Dumbarton; Peter O'Neill, WDC Staff Side Co-Chair of Joint Staff Forum; Christopher Jones, Professional Advisor and Kim McNabb, Representative of Carers of West Dunbartonshire.

**Attending:** 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 Councillor Marie McNair, John Kerr, Anne McDougall and Janice Miller.

**\*Note:-** Arrived later in the meeting.

**Allan Macleod in the Chair**

**VALEDICTORY – CHRIS MCNEILL**

The Chair, Allan Macleod, informed the Board that this would be the last meeting that Chris McNeill, Head of Community Health & Care would be attending as she

would be retiring shortly from the Council. He then invited the Chief Officer to say a few words.

The Chief Officer, acknowledged Chris' contribution, not just to West Dunbartonshire Council but to the Greater Glasgow and Clyde Health Board area. The Chief Officer then commended Chris' passion and contribution to the people of West Dunbartonshire and wished her well in her retirement.

### **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 23 August 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 confirmation of a new non-voting member of the Partnership Board.

Having heard the Chair, the Partnership Board noted the appointment of Christopher Jones as a non-voting member of the Partnership Board, replacing Martin Perry. The Chair thanked Mr Perry for his participation and the contribution he had made.

### **PRESENTATION ON PERFORMANCE OF THE HEALTH AND SOCIAL CARE PARTNERSHIP**

The Head of Strategy, Planning and Health Improvement and the Chief Finance Officer provided a presentation highlighting current performance levels of the Health and Social Care Partnership for the first quarter of 2017/18.

**Note:-** Councillor Mooney and Neil McKay arrived during discussion on the above item of business.

### **PUBLIC PERFORMANCE REPORT APRIL TO JUNE 2017**

A report was submitted by the Head of Strategy, Planning & Health Improvement presenting the Health & Social Care Partnership's Public Performance Report for the first quarter of 2017/18 (April to June 2017).

After discussion and having heard officers in further explanation of the report and in answer to Members' questions, the Partnership Board agreed that the Partnership Public Performance Report for April to June 2017 be published.

### **MOVING FORWARD TOGETHER: NHS GREATER GLASGOW & CLYDE'S HEALTH AND SOCIAL CARE TRANSFORMATIONAL STRATEGY PROGRAMME**

A report was submitted by the Head of Strategy, Planning & Health Improvement advising of work being carried out by NHS Greater Glasgow and Clyde to develop a Transformation Strategy for services within the Health Board area.

After discussion and having heard the Chief Officer and 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 ongoing involvement of officers from the HSCP in work to develop the Moving Forward Together Strategy;
- (2) that authority be delegated to the Chief Officer to identify two appropriate members to represent the Partnership Board and HSCP on the Stakeholder Reference Group; and
- (3) otherwise to note the contents of the report.

### **REGIONAL PLANNING WITH REGARD TO THE SCOTTISH GOVERNMENT'S HEALTH AND SOCIAL CARE DELIVERY PLAN**

A report was submitted by the Head of Strategy, Planning & Health Improvement advising of work being led by the Chief Executive of NHS Ayrshire and Arran in his capacity as Regional Implementation Lead (West of Scotland) to develop a regional plan for the West of Scotland in accordance with the national Health and Social Care Delivery Plan.

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) that authority be delegated to the Chief Officer to engage with regional planning arrangements on the Partnership Board's behalf and keep the Partnership Board apprised of progress; and
- (2) otherwise to note the contents of the report.

### **CHIEF SOCIAL WORK OFFICER'S ANNUAL REPORT 2016 - 2017**

A report was submitted by the Chief Social Work Officer presenting the West Dunbartonshire Chief Social Work Officer's Annual Report for the period 1<sup>st</sup> April 2016 to end of March 2017.

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

- (1) to note the contents of the Chief Social Work Officer's Annual Report with its associated appendices; and
- (2) to note that the Chief Social Work Officer's Annual Report with its associated appendices had been presented to West Dunbartonshire Council on the 25 October 2017.

### **FREEDOM OF INFORMATION POLICY**

A report was submitted by the Head of Strategy, Planning & Health Improvement seeking approval of a new Freedom of Information Policy, as detailed within the appendix to the report.

After discussion and having heard the Head of Strategy, Planning & Health Improvement in further explanation of the report, the Partnership Board agreed to approve the new Freedom of Information Policy for the Partnership Board.

### **STRATEGIC RISK REGISTER - UPDATE**

A report was submitted by the Head of Strategy, Planning & Health Improvement seeking approval of the updated Strategic Risk Register, as detailed within the Appendix to the report.

After discussion and having heard the Head of Strategy, Planning & Health Improvement in further explanation of the report, the Partnership Board agreed to approve the updated Strategic Risk Register as detailed within the report.

### **CLIMATE CHANGE REPORT**

A report was submitted by the Head of Strategy, Planning & Health Improvement seeking approval of the Climate Change Report for formal submission to the Scottish Government in advance of the 30 November 2017 deadline.

After discussion and having heard the Head of Strategy, Planning & Health Improvement in further explanation of the report, the Partnership Board agreed that the Climate Change Report be formally submitted to the Scottish Government in advance of the 30 November 2017 deadline.

## **AUDITED ANNUAL ACCOUNTS 2016/17**

A report was submitted by the Chief Financial Officer presenting the Annual Audit Report, prepared by the HSCP Board's external auditors, Audit Scotland and the Annual Accounts for the year ended 31 March 2017.

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 previous recommendation of the HSCP Board of 23 August 2017 to remit the approval of the Annual Report and Accounts to the 20 September 2017 Audit Committee for the financial year 2016/17;
- (2) to note the contents of the Annual Report to the Integrated Joint Board and Controller of Audit for the financial year ending 31 March 2017; and
- (3) to note the achievement of a qualification free set of HSCP Board accounts.

## **2017/18 BUDGET UPDATE AND FINANCIAL PERFORMANCE REPORT AS AT PERIOD 6 (30 SEPTEMBER 2017)**

A report was submitted by the Chief Financial Officer providing:-

- (1) an update on the 2017/18 revenue budget position;
- (2) an update on the financial performance as at period 6 to 30 September 2017;
- (3) an update on the Scottish Living Wage extending to sleepovers; and
- (4) an update on the 2018/19 budget setting process.

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 2017/18 allocation by WDC and NHSGGC;
- (2) to note the progress of work around identification of set-aside budget resources and activity;
- (3) to note that the revenue position for the period 1 April 2017 to 30 September 2017 was reporting an overspend of £0.343m (-0.49%);
- (4) to note the recommendations in 2016/17 Annual Accounts Report that if full resolution cannot be found within current budget resources then reserves may be utilised to smooth out cost pressures; and

- (5) to note the update on the 2018/19 budget setting process and the potential level of savings required to be met.

### **UNSCHEDULED CARE (WINTER) PLAN 2017/18**

A report was submitted by the Head of Strategy, Planning & Health Improvement seeking approval of the Unscheduled Care (Winter) Plan, as detailed within the appendix to the report.

After discussion and having heard the Head of Strategy, Planning & Health Improvement and the Head of Community Health & Care in further explanation of the report and in answer to Members' questions, the Partnership Board agreed to approve the Unscheduled Care (Winter) Plan.

**Note:-** Selina Ross and Barbara Barnes left during discussion on the above item of business.

### **WEST DUNBARTONSHIRE LOCAL OUTCOME IMPROVEMENT PLAN**

A report was submitted by the Head of Strategy, Planning & Health Improvement seeking endorsement of the West Dunbartonshire Local Outcome Improvement Plan 2017-2027.

After discussion and having heard the Chief Officer and the Head of Strategy, Planning & Health Improvement in further explanation of the report and in answer to Members' questions, the Partnership Board agreed to endorse the West Dunbartonshire Local Outcome Improvement Plan 2017-2027.

### **WORKFORCE AND ORGANISATIONAL DEVELOPMENT SUPPORT PLAN UPDATE**

A report was submitted by the Head of People and Change seeking endorsement of the Workforce and Organisational Development Strategy update for 2017 and revised support plan for 2018, as detailed within appendix 1 to the report.

The Partnership Board agreed that the report be continued to a future meeting for the Head of People and Change to be present to allow a fuller discussion on the contents of the report.

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

The following Minutes of Meetings were submitted for information:-

- (1) Minutes of Meeting of the West Dunbartonshire HSCP Board Audit Committee held on 20 September 2017.

- (2) Minutes of Meeting of the Clinical & Care Governance Group held on 27 September 2017.
- (3) Minutes of Meeting of the Health & Social Care Partnership Joint Locality Group for Clydebank held on 22 August 2017.
- (4) Minutes of Meeting of the Health & Social Care Partnership Joint Locality Group for Dumbarton and Alexandria held on 1 September 2017.
- (5) Note of the West Dunbartonshire Local Engagement Network Physical Disability/Adults with Complex Needs Service Providers and Service Users Workshops: September 2017.

It was noted that in the documents presented to the Partnership Board there had been an error. The document presented for the Joint Staff Forum held on 17 October 2017 was a copy of the agenda for that meeting. The Partnership Board thereafter agreed that the Minutes for the meeting be distributed by email to all Members for their information.

#### **PROGRAMME OF DATES FOR FUTURE MEETINGS OF THE PARTNERSHIP BOARD AND AUDIT COMMITTEE**

It was noted that the next meeting of the Health & Social Care Partnership Board would be held on **Wednesday, 31 January 2018 at 2.00 p.m.** in Committee Room 3, Council Offices, Garshake Road, Dumbarton.

Thereafter Members agreed the undernoted programme of dates for future meetings of both the Partnership Board and Audit Committee (venues for meetings to be confirmed following the move to the new Council offices):-

#### **Health & Social Care Partnership Board:-**

Wednesday, 2 May 2018 at 2.00 p.m.  
Wednesday, 8 August 2018 at 2.00 p.m.  
Wednesday, 14 November 2018 at 2.00 p.m.

#### **Health & Social Care Partnership Audit Committee:-**

Wednesday, 14 March 2018 at 2.00 p.m.  
Wednesday, 20 June 2018 at 2.00 p.m.  
Wednesday, 26 September 2018 at 2.00 p.m.  
Wednesday, 12 December 2018 at 2.00 p.m.

Having heard the Chair, Mr MacLeod it was noted that the meeting of the Health & Social Care Partnership Audit Committee scheduled to be held on Wednesday, 13 December 2017 may require to be changed due to budget settings. It was agreed that any changes would be communicated to Members in the next few days.

The meeting closed at 4.22 p.m.