

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, 8 August 2018 at 2.10 p.m.

Present: Bailie Denis Agnew* and Councillor Marie McNair, West Dunbartonshire Council; Allan MacLeod, Rona Sweeney 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; Barbara Barnes, Co-Chair of the WD HSCP Public Engagement Forum and Chair of the Locality Engagement Network for the Alexandria & Dumbarton area; Wilma Hepburn, Professional Nurse Advisor; Carron O'Byrne, Interim Head of Children's Health Care & Criminal Justice Services; 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; Neil Mackay, Chair of Locality Group – Alexandria & Dumbarton; Kim McNabb, Representative of Carers of West Dunbartonshire; Jackie McRory, Substitute for John Kerr, Housing Strategy Manager; Janice Millar, MSK Physiotherapy Service Manager and Peter O'Neill, WDC Staff Side Co-Chair of Joint Staff Forum.

Attending: Serena Barnatt, Head of People and Change; Jo Gibson, Head of Health & Community Care; Wendy Jack, Interim Head of Strategy, Planning & Health Improvement; Julie Lusk, Head of Mental Health, Learning Disability & Addictions; Jacqui McGinn, Health Improvement and Inequalities Manager; Nigel Ettles, Principal Solicitor and Nuala Quinn-Ross, Committee Officer.

Apologies: Apologies for absence were intimated on behalf of Councillor John Mooney; Selena Ross, Chief Officer of WD CVS and Alison Wilding, Chair of the HSCP Locality Core Group for the Clydebank Area.

CHAIR'S REMARKS

Mr Allan MacLeod, newly appointed Chair, welcomed all those present to the meeting and thanked Councillor McNair, former Chair, for her contribution to the Partnership Board. He acknowledged Councillor McNair's effectiveness in her role, the work she had undertaken to effect change and looked forward to working together in a collective approach.

CHAIR/VICE CHAIR

In accordance with Standing Order 3, the Partnership Board noted that from 1 July 2018, the start of the fourth year of the Health & Social Care Partnership Board, that:-

- (1) Mr Allan MacLeod had assumed the position of Chair and Councillor Marie McNair had assumed the position of Vice Chair on the West Dunbartonshire Health & Social Care Partnership Board;
- (2) Councillor Marie McNair had assumed the position of Chair and Mr Allan MacLeod had assumed the position of Vice Chair on the West Dunbartonshire Health & Social Care Partnership Board Audit Committee; and
- (3) Councillor Marie McNair had assumed the position of Chair on the Strategic Planning Group.

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

MEMBERSHIP

In accordance with Standing Order 2, the Partnership Board noted that the membership of the West Dunbartonshire Health & Social Care Partnership Board would be as follows:-

Voting Members

Marie McNair, Denis Agnew, Allan MacLeod, John Mooney, Rona Sweeney and Audrey Thompson.

Non-Voting Members

Barbara Barnes, Beth Culshaw, Wilma Hepburn, Chris Jones, John Kerr, Neil Mackay, Diana McCrone, Anne MacDougall, Kim McNabb, Janice Miller, Carron O'Byrne, Peter O'Neill, Selina Ross, Julie Slavin and Alison Wilding.

DECLARATIONS OF INTEREST

It was noted that there were no declarations of interest in any of the items of business on the agenda at this point in the meeting.

MINUTES OF PREVIOUS MEETING

The Minutes of Meeting of the Health & Social Care Partnership Board held on 2 May 2018 were submitted and approved as a correct record subject to the following amendments:-

- (1) that Janice Miller, MSK Physiotherapy Service Manager be added to the sederunt;
- (2) that the item entitled "Update on Review of Sexual Health Services" be amended to read:

A report was submitted by the Professional Nurse Adviser informing of the sexual health service transformational change and changes that may impact on West Dunbartonshire; and

- (3) that the item entitled "Minutes of Previous Meeting" be amended by adding:-

Subject to it being noted that the Trade Unions had expressed opposition to any budget cuts which affected staffing levels.

ANNUAL PUBLIC PERFORMANCE REPORT 2017/18

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

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 Annual Public Performance Report for publication; and
- (2) that a report on the complaints process and details of lessons learned be submitted to the next meeting of the Partnership Board.

Note:- Jackie McRory left at this point in the meeting.

STRATEGIC PLAN 2016 – 2019; ANNUAL REVIEW 2018 – 2019

A report was submitted by the Interim Head of Strategy, Planning & Health Improvement presenting an annual review of the Strategic Plan 2016 - 2019 in preparation for the development of a new Strategic Plan 2019 - 2022.

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 Partnership Board agreed to approve the Strategic Plan 2016 – 2019; Annual Review 2018 – 2019.

FINANCIAL PERFORMANCE REPORT AS AT PERIOD 3 (30 JUNE 2018)

A report was submitted by the Chief Financial Officer providing an update on the financial performance as at period 3 to 30 June 2018.

After discussion and having heard the Chief Financial Officer and the Head of Health & Community Care 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 approved by the HSCP Board;
- (2) to note the additional funding sources from the Scottish Government to support service delivery and redesign in Primary Care, Alcohol and Drugs Partnership, GP Out of Hours and Mental Health including Action 15 draft implementation plan;
- (3) to note that the revenue position for the period 1 April 2018 to 30 June 2018 had reported an overspend of £0.239m (-0.65%);
- (4) to note the projected 2018/19 outturn position of £0.977m (-0.65%) and the potential impact on the reserves position if new demand is not managed within existing resources;
- (5) the implementation of the Scottish Government's direction to pay the Scottish Living Wage, effective from 1 September 2018 to both internal and external adult care staff providing sleepover support, with additional expenditure being funded from reserves;
- (6) to note the update on the capital position and the projected timelines for completion; and
- (7) to note that an action plan would be submitted to the next meeting of the Partnership Board.

WEST DUNBARTONSHIRE LOCAL PRIMARY CARE IMPROVEMENT PLAN

A report was submitted by the Head of Health & Community Care presenting the Year 1 Draft Primary Care Improvement Plan in line with the new GP Contract 2018 and the Memorandum of Understanding April 2018.

After discussion and having heard officers in further explanation of the report and in answer to Members' questions, the Partnership Board agreed to approve the draft Primary Care Improvement Plan for implementation.

ADJOURNMENT

Having heard the Chair, Mr MacLeod, the Partnership Board agreed to a short adjournment.

The meeting resumed at 4.39 p.m. with all those Members noted in the sederunt being present, with the exception of Barbara Barnes.

HEALTHY CHILDREN PROGRAMME PROGRESS REPORT

A report was submitted by the Head of Children's Health Care & Criminal Justice Services providing an overview and update on the work streams and progress made within the Healthy Children Programme.

After discussion and having heard the Interim Head of Children's Health Care & Criminal Justice Services 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 the significant progress made to date; and
- (2) that an update report be submitted to the Partnership Board in 6 months' time.

NHSGGC PUBLIC HEALTH STRATEGY; TURNING THE TIDE THROUGH PREVENTION

A report was submitted by the Interim Head of Strategy, Planning and Health Improvement advising on the key areas for the new NHSGGC Public Health Strategy; Turning the Tide Through Prevention.

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

- (1) to note the NHSGGC Public Health Strategy setting the strategic direction for Public Health across NHSGGC and that this would be submitted to the forthcoming NHSGGC Board meeting on 21 August 2018;

- (2) to note the National Public Health Priorities published in June 2018 agreed by COSLA Health & Social Care Board and Scottish Ministers; and
- (3) to note the West Dunbartonshire strategic direction and focus of approaches which will contribute to the high level priorities in both National and NHSGGC policies.

MOVING FORWARD TOGETHER

A report was submitted by the Interim Head of Strategy, Planning & Health Improvement seeking agreement on the continued delivery of the transformational change programme within NHS Greater Glasgow and Clyde – Moving Forward Together.

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

- (1) to note the contents of the transformational change programme;
- (2) to support the principles of Moving Forward Together and to support moving to the next stage of development;
- (3) to note the ongoing involvement of officers to develop the Moving Forward Together Strategy; and
- (4) that a standing item of business be added to future agendas of the Partnership Board to discuss progress.

ANNUAL CLINICAL AND CARE GOVERNANCE REPORT 2017/18

A report was submitted by the Professional Nurse Advisor providing an update on the Clinical and Care Governance progress and the improving quality in care.

After discussion and having heard the Professional Nurse Advisor in further explanation of the report and in answer to Members' questions, the Partnership Board agreed to note the contents of the report.

NHSGGC MUSCULOSKELETAL PHYSIOTHERAPY SERVICE

A report was submitted by the MSK Physiotherapy Service Manager providing an annual update from the NHSGG&C Musculoskeletal (MSK) Physiotherapy Service which is hosted by West Dunbartonshire HSCP.

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 a report providing an update on the progress of a National Information Access Portal be provided to a future meeting;

ANNUAL REPORT AND ACCOUNTS 2017/2018 PROCESS

A report was submitted by the Chief Financial Officer providing an update on the progress of the 2017/18 Annual Accounts process.

The Partnership Board agreed:-

- (1) to note that following Partnership Board approval on 2 May 2018, the 2017/18 draft Annual Report and Accounts were approved by the 20 June 2018 Audit Committee and passed to external audit ; and
- (2) that authority be delegated to the WD HSCP Board Audit Committee to formally approve the audited accounts on 26 September 2018, prior to submission to the Accounts Commission by 30 September 2018 in line with the approved Terms of Reference.

MINUTES OF MEETINGS FOR NOTING

The undernoted Minutes of Meetings were submitted for information:-

- (1) Minutes of Meeting of the West Dunbartonshire HSCP Board Audit Committee held on 14 March 2018;
- (2) Draft Minutes of Meeting of the Strategic Planning Group held on 21 June 2018;
- (3) Minutes of Meeting of the Local Engagement Event held on 5 June 2018;
- (4) Minutes of Meeting of the Local Engagement Event held on 7 June 2018; and
- (5) Draft Minutes of Meeting of the Joint Staff Forum held on 11 July 2018, (the Partnership Board agreed to note the Trade Unions' position as recorded within these minutes).

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

Members agreed the undernoted programme of dates for future meetings of both the Partnership Board and Audit Committee, all meetings starting at 2.00 p.m.:-

Health & Social Care Partnership Board

2019

Wednesday, 20 February 2019
Wednesday, 8 May 2019
Wednesday, 7 August 2019
Wednesday, 13 November 2019

2020

Wednesday, 19 February 2020
Wednesday, 20 May 2020
Wednesday, 5 August 2020
Wednesday, 4 November 2020

2021

Wednesday, 27 January 2021
Wednesday, 19 May 2021

Health & Social Care Partnership Audit Committee:-

2019

Wednesday, 13 March 2019
Wednesday, 12 June 2019
Wednesday, 25 September 2019
Wednesday, 11 December 2019

2020

Wednesday, 1 April 2020
Wednesday, 17 June 2020
Wednesday, 23 September 2020
Wednesday, 9 December 2020

2021

Wednesday, 31 March 2021
Wednesday, 16 June 2021

VALEDICTORY

The Chair, Mr MacLeod, advised the Partnership Board that this would be the last meeting Dr Neil Mackay would be attending. The Chair thanked Dr Mackay for his commitment and contribution to the Partnership Board and wished him well for the future.

The meeting closed at 5:28 p.m.