

WEST DUNBARTONSHIRE HEALTH & SOCIAL CARE PARTNERSHIP BOARD

At a Meeting of the West Dunbartonshire Health & Social Care Partnership Board held via Video Conference on Thursday, 26 November 2020 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; Barbara Barnes, Co-Chair of the West Dunbartonshire HSCP Public Engagement Network for the Alexandria & Dumbarton area; Jonathan Hinds, Head of Children's Health, Care & Criminal Justice/Chief Social Work Officer; John Kerr, Housing Development & Homelessness Manager; Helen Little, MSK Physiotherapy Service Manager; Kim McNabb, Service Manager, Carers of West Dunbartonshire; Anne MacDougall, Co-Chair of WD HSCP Public Engagement Network for the Clydebank area; Peter O'Neill, WDC Staff Side Co-Chair of Joint Staff Forum; Selina Ross, Chief Officer – WD CVS; Julie Slavin, Chief Financial Officer; and Val Tierney, Chief Nurse.

Attending: Margaret-Jane Cardno, Head of Strategy and Transformation; Jo Gibson, Head of Health and Community Care; Marie Rooney, Interim Head of Mental Health; Fraser Downie, Integrated Operations Manager; Jennifer Ogilvie, HSCP Finance Manager; Andi Priestman, Chief Internal Auditor; John Burns, Service Improvement Lead; Linda Butler, Strategy & Transformation; Nigel Ettles, Principal Solicitor and Nuala Borthwick and Lynn Straker, Committee Officers.

Also Attending: Gemma McNally, Auditor, Audit Scotland and Stephen Rankin, Strategic Inspector, Care Inspectorate.

Apologies: Apologies for absence were intimated on behalf of Councillor Marie McNair, Diana McCrone, NHS Staff Side Co-Chair of Joint Staff Forum and Saied Pourghazi, Clinical Director for the Health & Social Care Partnership.

Mr Allan MacLeod in the Chair

CHAIR'S OPENING REMARKS AND VARIATION IN ORDER OF BUSINESS

The Chair, Allan MacLeod, welcomed everyone present to the meeting and thereafter, it was agreed that the business for the meeting would be varied as hereinafter minuted.

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 Health & Social Care Partnership Board held on 23 September 2020 were submitted and approved as a correct record.

ROLLING ACTION LIST

Having heard the Chair, and following review of the Rolling Action List, the Board agreed that the undernoted three items be closed off having been completed and thereafter the action list updated:-

- Local Code of Good Governance – from HSCP Board meeting held on 25 June 2020
- Draft Unscheduled Care Commissioning Plan – from HSCP Board meeting held on 25 June 2020
- WD HSCP Covid 19 Recovery Planning Update – 23 September 2020

VERBAL UPDATE FROM CHIEF OFFICER

The Chief Officer provided a verbal update on the key issues facing the Health & Social Care Partnership at present in relation to Covid-19 and particularly during the current Tier 4 restrictions to ensure all appropriate measures including risk assessments and health and safety measures were in place to minimise risk to the Partnership Board and to the local population.

The Partnership Board noted the following key points:-

- That Covid-19 infection rates across the area had been moving in a steadily downward direction over the last 2-3 weeks and that infection rate was currently at 91.08 per 100,000 population.
- That the Partnership continued to provide access to testing in the mobile testing unit in Dumbarton and the local testing site in Old Kilpatrick and that both facilities continue to be well used.

- That performance in relation to care homes continued to be a key focus of work within the Partnership. There continued to be daily contact with commissioning and nursing teams to consider issues of what was happening in each home, i.e. any issues of infection amongst residents or staff, any issues in relation to infection control and PPE.
- On a weekly basis, officers continued to meet with the Care Inspectorate and colleagues from Public Health to go through a RAG status (Red, Amber and Green) in relation to each care home. The status is determined by a number of factors but is predominantly driven by whether or not there is infection within the home either through residents or staff. The most recent assessment had been on Tuesday, 24 November 2020 with the meeting chaired by Val Tierney, Chief Nurse and that there had been four amber homes within West Dunbartonshire. It was noted that eight were green and four were amber due to a small number of infections within the care homes.
- The Partnership continues to consider the impact of lack of visiting within the care homes and that visiting during Tier 4 was not within the current guidance. Updated guidance in relation to visiting at Christmas was anticipated to ensure, if at all possible, residents could get to see their families at Christmas. However there was a careful balance to be struck between allowing visiting and the risk of infection in care homes.
- It was noted that work was being finalised on the new care home at Queen's Quay and it was hoped that residents would be moved in to that new facility shortly before Christmas. However discussions were ongoing with colleagues in public health, health and safety and the Care Inspectorate in relation to this work.
- That early plans were being developed in relation to a Covid-19 vaccination programme and that the model used for flu vaccination in the area, which had been very successful, was planned for the Covid-19 vaccination.
- That to date, over 1,300 staff within the Partnership had been vaccinated against flu and that at present, WD HSCP had the highest rate of flu vaccination for staff in the health board area;
- That the Chief Officer was very pleased to report that Fiona Baxter, a local member of staff at Bruce Street Disability Centre, had been shortlisted as a finalist in the Scottish Health Awards in the category of 'Healthier Lifestyle' and wished Fiona well in the finals in early December.
- To note that it was national Carers Rights Day and a very important day to acknowledge all contributions made by both formal and informal carers within the Partnership and across the West Dunbartonshire area. The pandemic had highlighted in particular the importance of everyone playing a part in contributing to the care of the local community.

Following discussion and having heard the Chief Officer in answer to questions from Members, the Chair thanked the Chief Officer and all staff of the Partnership Board for their continued hard work in delivering services adding that recent positive news of the suite of vaccines was very encouraging for everyone. In response to one of the questions from Members, the Chief Officer undertook to provide a weekly update to Members on the Covid-19 statistics for West Dunbartonshire.

2020/21 FINANCIAL PERFORMANCE AND UPDATE REPORT

A report was submitted by the Chief Financial Officer providing an update on the financial performance for period 6 up to 30 September 2020 and the projected out turn position to 31 March 2021.

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

- (1) to approve the formal confirmation from NHS Greater Glasgow and Clyde Health Board (NHS GGC) of the 2020/21 recurring budget contribution of £96.141m for delegated health care services and £30.395m for set aside;
- (2) to note the updated position in relation to budget movements on the 2020/21 allocation by WDC and NHS GGC and direction back to our partners to deliver services to meet the strategic priorities approved by the HSCP Board;
- (3) to note the revenue position for the period 1 April 2020 to 30 September 2020 was reporting an overspend of (£1.162m) (1.48%);
- (4) to note the Covid-19 cost for the period 1 April 2020 to 30 September 2020 was £4.606m and that Covid-19 funding received to date equated to £3.043m with a further allocation in process;
- (5) to note the projected outturn position of £2.104m underspend (1.2%) for 2020/21 if the projected costs of Covid-19 are fully met by the Scottish Government;
- (6) to note that the projected costs of Covid-19 were currently estimated to be £6.931m;
- (7) to consider the financial risk to the HSCP if Covid-19 costs were not fully funded which could trigger the need to revisit 2020/21 funding priorities and approved savings programmes;
- (8) to note the update on the capital position and projected completion timelines; and
- (9) to note the progress on the 2021/22 budget setting process, initial planning assumptions and the expected timeline in relation to partner bodies budget offers.

COMMUNITY MENTAL HEALTH SUPPORT FOR CHILDREN AND YOUNG PEOPLE

A report was submitted by the providing an update on work to progress Community Mental Health Support for Children and Young People within West Dunbartonshire.

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

- (1) to note the progress of work to date regarding the initial planning phase in preparation for developing existing or new community mental health and wellbeing supports or services as set out in the supporting National Framework contained in Appendix 1 of the report;
- (2) to note new Scottish Government funding allocation anticipated to support this work with further commitment within the recent Scottish Government document entitled 'Protecting Scotland, Renewing Scotland: The Government's Programme for Scotland 2020/2021'; and
- (3) to note the delivery of mental health and wellbeing supports and services for children and young people aged 5-25 years and their families/carers via Community Planning Partnerships as agreed between COSLA Leaders and Scottish Government; and
- (4) to note that further reports would be provided as the work progresses.

LOCAL CARERS STRATEGY REVIEW UPDATE

A report was submitted by the Head of Strategy and Transformation seeking approval of the revised draft of the Local Carers Strategy and apprising the Board of a revised structure to oversee and support the implementation.

After discussion and having heard the Head of Strategy and Transformation, the Chief Nurse and Manager of Carers of West Dunbartonshire in further explanation and in answer to Members' questions, the Board agreed:-

- (1) to approve the revised Local Carers Strategy;
- (2) to note the revised role of the Carers Development Group as detailed in the Carers Development Group's Terms of Reference;
- (3) to note the Equalities Impact Assessment associated with the Local Carers Strategy; and
- (4) to note that a formal update on the Local Carers Strategy outcomes and indicators would be provided to the Partnership Board in March/April 2021.

UNSCHEDULED CARE – JOINT COMMISSIONING PLAN PROGRESS UPDATE

A report was submitted by the Head of Health & Community Care:-

- (a) providing an update on the NHS Greater Glasgow and Clyde Joint commissioning Plan for Unscheduled Care; and
- (b) providing the progress of the local Unscheduled Care Action Plan across the West Dunbartonshire Health & Social Care Partnership.

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

- (1) to note the impact of Covid-19 on the Joint Commissioning Plan and the local Unscheduled Care Action Plan; and
- (2) to note that a further version of the plan, including a financial analysis would be submitted to a future meeting of the Health and Social Care Partnership Board in early 2021.

COVID-19 RECOVERY PLANNING UPDATE

A report was submitted by the Head of Strategy and Transformation:-

- (a) providing an update on COVID-19 recovery planning for the Partnership Board as it moves through the Scottish Government Road Map out of recovery; and
- (b) setting out a 'phased' planned approach to collective recover across Scotland.

After discussion and having heard Head of Strategy and Transformation and the Chief Nurse in further explanation and in answer to Members' questions, the Board agreed to note the progress made in standing up local services and the plan to make further improvements as the Partnership Board moves through the phases as outlined in the HSCP Recovery Plan.

CHIEF SOCIAL WORK OFFICER'S ANNUAL REPORT 2019-20

A report was submitted by the Chief Social Work Officer presenting the Chief Social Work Officer Annual Report for 2019-2020 providing information on the statutory work undertaken and includes a summary of governance arrangements, service delivery, resources and workforce.

Having heard the Chair, the Board agreed to note the contents of the Chief Social Work Officer's Annual Report 2019-20.

WEST DUNBARTONSHIRE HSCP ANNUAL CLINICAL AND CARE GOVERNANCE REPORT 2019-2020

A report was submitted by the Chief Nurse providing an overview of the Annual Clinical and Care Governance Report 2019-20.

The Board agreed to note the content of the report and the impact of achievements around quality assurance and quality improvement.

HSCP BOARD COMPLAINT HANDLING PROCEDURE

A report was submitted by the Head of Strategy and Transformation providing an update on the Scottish Public Service Ombudsmen's review and updated Model Complaints Handling Procedure.

After discussion and having heard the Head of Strategy and Transformation in further explanation and in answer to Members' questions, the Board agreed:-

- (1) to approve the updated complaints handling procedure contained at Appendix A of the report which relates to complaints for Health and Social Care Partnership Board only;
- (2) to encourage an improvement culture that welcomes complaints in any form so that the Partnership Board can capture all expressions of dissatisfaction and use them to drive future improvements; and
- (3) to otherwise note the contents of the report.

ANNUAL COMPLAINTS SUMMARY YEAR ENDED 31 MARCH 2020

A report was submitted by the Head of Strategy and Transformation presenting for scrutiny the West Dunbartonshire Health and Social Care Partnership Annual Complaints Summary for year ended 31 March 2020.

After discussion and having heard the Head of Strategy and Transformation in further explanation of the report and in answer to Members' questions, the Board agreed to note the Health and Social Care Partnership Annual Complaints Summary for year ended 31 March 2020.

CLIMATE CHANGE REPORT 2019/20

A report was submitted by the Head of Strategy and Transformation presenting the Climate Change Report prepared in accordance with the Climate Change (Duties of Public Bodies Reporting Requirements) (Scotland) Order 2015.

After discussion and having heard the Head of Strategy and Transformation in answer to Members' questions, the Board agreed to approve the Climate Change Report prior to formal submission to the Scottish Government in advance of the 30 November 2020 deadline.

AUTISM STRATEGY

A report was submitted by the Interim Head of Mental Health, Addictions and Learning Disability providing an update on progress made in relation to the development of an Autism Strategy.

After discussion and having heard the Interim Head of Mental Health, Addictions and Learning Disability in answer to Members' questions, the Board agreed to note the advances made in developing an Autism Strategy.

DEMENTIA STRATEGY IMPLEMENTATION PLAN

A report was submitted by the Interim Head of Mental Health, Learning Disability and Addictions providing an update on the progress made in relation to the Dementia Strategy Implementation Plan.

After discussion and having heard the Integrated Operations Manager in answer to Members' questions, the Board agreed to note the advances made in developing a Dementia Strategy.

MINUTES OF MEETINGS FOR NOTING

The undernoted Minutes of Meeting were submitted and noted:-

- (1) Minutes of Meetings of the Joint Staff Forum held on 10 September 2020;
- (2) Minutes of Meeting of the Joint Staff Forum held on 24 September 2020; and
- (3) Minutes of Meeting of the Clinical and Care Governance Forum held on 17 September 2020.

PRIMARY CARE IMPROVEMENT PLAN UPDATE

A report was submitted by the Head of Health and Community Care providing an update on the implementation of the Primary Care Improvement Plans (PCIPs) across West Dunbartonshire Health & Social Care Partnership and the submission of updated plans in line with Scottish Government guidance.

After discussion and having heard the Head of Health and Community Care and the Interim Head of Mental Health, Addictions and Learning Disability in further explanation and in answer to Members' questions, the Board agreed:-

- (1) to note the impact of Covid-19 on the implementation of the PCIPs and the new General Medical Services contract within West Dunbartonshire HSCP as detailed at Appendix 1 of the report;
- (2) to note the progress and planned next steps for the PCIP for year 3;
- (3) to note the Covid PCIP 3 tracker for the period up to August 2020; and
- (4) to note the HSCP position on the Primary Care Indicators in the Public Health Scotland Report - Monitoring and Evaluation of Primary Care in Scotland: the baseline position - September 2020.

The meeting closed at 4:00 p.m.

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