

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

At a Meeting of the West Dunbartonshire Health and Social Care Partnership Board held via video conference on Monday, 20 September 2021 at 10.00 a.m.

**Present:** Denis Agnew, John Mooney and Jonathan McColl, West Dunbartonshire Council; Dr Lesley Rousselet and Michelle Wailes, NHS Greater Glasgow and Clyde Health Board.

**Non-Voting** Beth Culshaw, Chief Officer; Julie Slavin - Chief Financial Officer; Val Tierney - Professional Nurse Advisor; Diana McCrone - Staff Representative (NHS Greater Glasgow and Clyde); Barbara Barnes, Chair of the Locality Engagement Network, Alexandria and Dumbarton; Selina Ross - Chief Officer, West Dunbartonshire CVS; Peter O'Neill, WDC Staff Side Co-Chair of Joint Staff Forum; Kim McNab, Service Manager, Carers of West Dunbartonshire; Anne MacDougall - Chair of the Locality Engagement Network, Clydebank; Saied Pourghazi, Helen Little - Lead Allied Health Professional and John Kerr - Housing Development and Homelessness Manager.

**Attending:** Sylvia Chatfield, Head of Mental Health, Addictions and Change; Jennifer Ogilvie, HSCP Finance Manager; Fiona Taylor, Senior Nurse; Jacqui McGinn, Health Improvement and Inequalities Manager; Lyn Slaven, Strategy Lead; Nigel Ettles, Principal Solicitor; Lynn Straker and Ashley MacIntyre, Committee Officers.

**Also Attending:** Jack Kerr, Auditor – Audit Scotland.

**Apologies:** Apologies for absence were intimated on behalf of Rona Sweeney, NHS Greater Glasgow and Clyde Health Board; Margaret-Jane Cardno, Head of Strategy and Transformation – West Dunbartonshire Council and John Paterson, Chief Constable – Police Scotland.

**Denis Agnew 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 Health and Social Care Partnership Board held on 19 August 2021 were submitted and approved as a correct record with the adherence that a report detailing the DNACPR policy in West Dunbartonshire is brought to the November Board meeting. This action was added to the Rolling Action list.

## **ROLLING ACTION LIST**

A Rolling Action List for the Partnership Board was submitted for information and relevant updates were noted by the Board.

## **VERBAL UPDATE FROM CHIEF OFFICER**

The Chief Officer provided a verbal update on the recent business of the Health and Social Care Partnership. She discussed the current rates of Covid-19 infection within West Dunbartonshire and stated that it had peaked at a rate of 1300+ infections per 100,000 people which was a significant concern but noted positively that the rate had now fallen steadily since and that this week the data reflected 766 infections per 100,000 which, although still high, is now reducing. She advised it was causing significant pressures within the Health Board, particularly with regard to staffing issues and the Home Care provision.

With regard to Care Homes within West Dunbartonshire, there had been a very small number of positive cases, both for residents and staff, however due to the vaccination program, residents remained on the whole well, and often asymptomatic and that the situation was being monitored very closely.

The Chief Officer noted that the Health Board was in the early planning stages for the vaccination program being rolled out to young people aged 12+ and was also planning for the winter season with regard to rolling out booster vaccinations and preparing for the flu virus alongside Covid-9. It is expected that a report will be presented to the next meeting of the Board providing further information on the plans. She also noted that the Inspection by the Care Inspectorate had concluded and that staff had worked alongside Police Scotland in relation to Adult Support and Protection services in West Dunbartonshire. A report will be published shortly on the Inspection??, and Members will be provided with a copy and the associated Action Plan. . It was also noted that an Inspection of Children at Risk of Harm in West Dunbartonshire had commenced and will run until March 2022.

The Chief Officer advised that the preferred candidate for the role of Head of Children's Services and Chief Social Work Officer had been identified and following standard processes and employment checks, it is hoped this will be announced formally in the coming week.

The Chief Officer noted that with regard to the new Health Centre, Queens Quay, Clydebank, it was considered that sufficient parking was available for users and in fact more spaces were available than the original Health Centre building. She advised that the situation will be closely monitored when the building is officially handed over to in October. She also noted that discussions had started with regard to the Golden Jubilee Hospital being able to provide X-Ray facilities and she would advise the Board of progress at the next meeting.

Dates for a site visit to the new Health Centre facility in Clydebank at the end of October 2022 will be announced soon and she hoped Members are able to attend.

Lastly, she advised that the National Consultation of National Care Service had been extended to 2 November 2021, and in line with a request at the last HSCP Board meeting, a working discussion with Board members in October 2021 was planned. The date will be circulated to Members shortly and this action will be added to the Rolling Action List.

### **SCHEDULE OF MEETINGS: HEALTH AND SOCIAL CARE PARTNERSHIP BOARD**

A report was submitted by the Head of Strategy and Transformation presenting the Health and Social Care Partnership Board with a meeting schedule for the period until June 2022.

The Board noted and approved the meeting schedule outlined in Appendix 1 of the report.

### **UNSCHEDULED CARE JOINT COMMISSIONING PLAN UPDATE**

A report was submitted by the Acting Head of Health and Community Care presenting the draft Design and Delivery Plan as the updated and refreshed Board-wide strategic commissioning plan for unscheduled care.

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

- (1) to approve the Design and Delivery Plan 2021/22-2023/24, attached as the appendix to the report, as the updated and refreshed Board-wide unscheduled care improvement programme;
- (2) to approve the financial framework outlined in section 7 of the Plan, and to note specifically that the funding shortfall identified would require to be addressed to support full implementation of phase 1;
- (3) to note the performance management arrangements to report on and monitor progress towards delivery of the Plan, including the KPIs and projections for emergency admissions for 2022/23 outlined in section 8 of the plan;

- (4) to approve the governance arrangements outlined in section 9 of the Plan to ensure appropriate oversight of delivery;
- (5) to note the ongoing engagement work with clinicians, staff and key stakeholders;
- (6) to receive a further update on the delivery of the programme towards the end of 2021/22, including the financial framework; and
- (7) to note that the Plan will be reported to all six IJBs and the Health Board's Finance, Audit and Performance Committee during the next meeting cycle.

### **WEST DUNBARTONSHIRE HSCP DELAYED DISCHARGES**

A report was submitted by the Acting Head of Health and Community Care updating the HSCP Board on the ongoing activities in relation to delayed discharge in West Dunbartonshire and the actions that had been taken to minimise these.

After discussion and having heard the Acting Head of Health and Community Care in further explanation and in answer to Members' questions, the Board agreed to note the content of the report and the efforts being made to continue to prioritise a sustained reduction in those whose discharge is delayed.

### **AUDITED ANNUAL ACCOUNTS**

A report was submitted by the Chief Financial Officer presenting the Audited Annual Accounts for approval and signature for the year ended 31 March 2021.

After discussion and having heard from Chief Financial Officer in further explanation and in answer to Members' questions, the Board agreed to approve the audited Annual Accounts for the period 1 April 2020 to 31 March 2021 and to recommend them for final signature by the Chair, Chief Officer and Chief Financial Officer.

### **FINANCIAL PERFORMANCE UPDATE**

A report was submitted by Chief Financial Officer providing an update on the financial performance as at period 4 to 31 July 2021 and a projected outturn position to the 31 March 2022.

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

- (1) to note the updated position in relation to budget movements on the 2021/22 allocation by WDC and NHSGGC;

- (2) to note the reported revenue position for the period 1 April 2021 to 31 July 2021 was reporting a favourable (under spend) position of £0.207m (0.35%);
- (3) to note the projected outturn position of £0.321m underspend (0.18%) for 2021/22;
- (4) to approve the recommended criminal justice virement of £0.063m from revenue to capital as detailed in section 4.23 of the report;
- (5) to agree that the health pay initial funding shortfall of £0.190m is met by reducing the previously agreed prescribing uplift;
- (6) to note that the projected costs of Covid-19 for 2021/22 are currently estimated to be £6.098m;
- (7) to note the update on the monitoring of savings agreed for 2021/22;
- (8) to note the current reserves balances; and
- (9) to note the update on the capital position and projected completion timelines.

### **ANNUAL PERFORMANCE UPDATE**

A report was submitted by the Head of Strategy and Transformation providing an overview of the HSCPs performance in planning and carrying out integrated functions. The Annual Performance Report is produced for the benefit of Partnerships and their communities. This report also includes a complaints management overview for the year 2020/21.

After discussion and having heard from the Health Improvement and Inequalities Manager in further explanation and in answer to Members' questions, the Board agreed to approve the Annual Performance Report 2020/21 and the Annual Complaints Report 2021/21 for publication.

### **VARIATION IN ORDER OF BUSINESS**

Having heard the Chair, Mr Agnew, the Board agreed to vary the order of business as hereinafter minuted.

### **RISK MANAGEMENT POLICY**

A report was submitted by the Head of Strategy and Transformation presenting the findings of the desktop review and internal audit of the Risk Management Policy and supporting strategy for the Health and Social Care Partnership.

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

- (1) to note the content of this report;
- (2) to note that on the 24 June 2021 the HSCP Audit and Performance Committee scrutinised this report and agreed to recommend to the HSCP Board that the Risk Management Policy for the HSCP be approved;
- (3) to approve the Risk Management Policy for the Health and Social Care Partnership, shown as Appendix A to the report; and
- (4) to note the supporting strategy for Risk Management.

### **STRATEGIC RISK REGISTER SIX MONTH REVIEW**

A report was submitted by the Head of Strategy and Transformation presenting the updated Strategic Risk Register for the West Dunbartonshire Health and Social Care Partnership (HSCP).

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

- (1) to approve the reviewed and updated Strategic Risk Register shown as Appendix A to the report.;
- (2) to note that this review had been undertaken in line with the West Dunbartonshire HSCP Risk Management Policy recommended to the HSCP Board for approval by the Audit and Performance Committee on 24 June 2021; and
- (3) to note that the two current strategic risks will be selected by the HSCP Audit and Performance Committee at its November 2021 meeting and will then be presented in greater detail to the HSCP Board on the 24 March 2022.

### **MINUTES OF MEETING FOR NOTING**

The Minutes of Meeting of the Special Covid-19 Joint Staff Forum held on 15 July 2021 were submitted and noted by the Board.

### **FINAL COMMENTS FROM CHAIR**

The Chair, Mr Agnew, requested that if a Member wished to discuss an item which had not been included in the Agenda, that they speak to the Chief Officer, Ms Culshaw, directly.

The meeting closed at 11.04 a.m.