

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

At a Meeting of the West Dunbartonshire Health and Social Care Partnership Board held via video conference on Monday, 22 November 2021 at 10.02 a.m.

**Present:** Denis Agnew, John Mooney and Jonathan McColl, West Dunbartonshire Council; Rona Sweeney, 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); 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; Dr Saied Pourghazi, Clinical Director; Helen Little - Lead Allied Health Professional and John Kerr - Housing Development and Homelessness Manager.

**Attending:** Sylvia Chatfield, Head of Mental Health, Learning Disabilities and Addictions, Jennifer Ogilvie, HSCP Finance Manager; Fiona Taylor, Senior Nurse; Jo Gibson, Head of Health and Community Care; Jacqui McGinn, Health Improvement and Inequalities Manager; Dr Fiona Wilson, NHS Health Board; Laura Smith, Child Health Care and Criminal Justice Manager; Jack Kerr, Auditor – Audit Scotland; Christopher Gardner, Auditor – Audit Scotland; Nigel Ettles, Principal Solicitor; Christine McCaffary, Senior Democratic Services Officer and Lynn Straker, Committee Officer.

**Apologies:** Apologies for absence were intimated on behalf of Barbara Barnes, Chair of the Locality Engagement Network, Alexandria and Dumbarton and Anne MacDougall - Chair of the Locality Engagement Network, Clydebank.

**Bailie Denis Agnew in the Chair**

### **DECLARATIONS OF INTEREST**

Jonathan McColl declared a non-financial interest in Item 18 – The Implementation of Eligibility Criteria – Policy for Unpaid Carers, due to him being an unpaid carer for a family member and advised that he would take no part in the discussion on this item of business.

## **MINUTES OF PREVIOUS MEETING**

The Minutes of Meeting of the Health and Social Care Partnership Board held on 20 September 2021 were submitted and approved as a correct record.

## **ROLLING ACTION LIST**

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

## **RECORDING OF VOTES**

The Council agreed that all votes taken during the meeting would be done by roll call vote to ensure an accurate record.

## **VERBAL UPDATE FROM CHIEF OFFICER**

Ms Culshaw, Chief Officer, provided a verbal update on the recent business of the Health and Social Care Partnership. She highlighted the Staff Awards virtual ceremony which had been held recently, noting that she had visited many of the winners to congratulate them on their awards. Ms Culshaw also thanked all staff for their hard work and dedication in sustaining the service throughout the pandemic and noted that a briefing would be issued shortly providing more information on the winners and their achievements.

Ms Culshaw then provided a brief update on the rollout of Covid-19 vaccinations in the area and advised of challenges around scheduling and difficulties in increasing uptake, particularly in the younger age groups. Ms Culshaw stated that priority was still being given to our residents and staff within Care Homes and that staff were liaising with Education Services colleagues to discuss the possibility of vaccinations being delivered in schools.

## **2021/22 FINANCIAL PERFORMANCE UPDATE REPORT**

A report was submitted by Chief Financial Officer providing an update on the financial performance as at period 6 to 30 September 2021 and a projected outturn position to 31 March 2022.

After discussion and having heard from the Chief Financial Officer in further explanation, 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 that the reported revenue position for the period 1 April 2021 to 30 September 2021 was reporting a favourable (under spend) position of £0.450m (0.54%);
- (3) to note the projected outturn position of £0.948m underspend (0.54%) for 2021/22;
- (4) to note that the projected costs of Covid-19 for 2021/22 were currently estimated to be £7.785m;
- (5) to note the update on the monitoring of savings agreed for 2021/22;
- (6) to note the update on the current reserves balances;
- (7) to note the update on the capital position and projected completion timelines; and
- (8) to note the progress on the 2022/23 budget setting process, initial planning assumptions and the expected timeline in relation to our partner bodies budget offers.

### **CHARGING POLICY FOR NON-RESIDENTIAL CARE SERVICES 2022-2023**

A report was submitted by Chief Financial Officer presenting a summary of changes and recommendations on the Charging Policy for Non-Residential Care Services 2022/2023.

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

That the Board agrees:-

- (1) to note and provide feedback on the Charging Policy for Non-Residential Care Services 2022/23;
- (2) to note the proposed recommendation to split the current consolidated building based day centre charge for activities, transport and meals to offer greater flexibility to service users;
- (3) to note the options for the building based day centre charge for activities;
- (4) to note the proposed recommendation to extend the list of exemptions for means tested, non-residential services to those service users who already contribute to their ILF funded element of their care package; and
- (5) to note that the Charging Policy will be reviewed and recommended for approval by West Dunbartonshire Council on 22nd December 2021, and the HSCP Board asks the Council to provide the additional funding to mitigate the costs of these recommendations.

Jonathan McColl requested an addendum to the motion where bullet point (5) reads:-

‘to note that the Charging Policy will be reviewed and recommended for approval by West Dunbartonshire Council on 22nd December 2021, and the HSCP Board asks the Council to consider providing the additional funding to mitigate the costs of these recommendations.

Having heard Mr Mooney confirm his acceptance to the addendum, the Board agreed the motion as amended.

### **WINTER PLANNING FOR HEALTH AND SOCIAL CARE AND PANDEMIC FUNDING**

A report was submitted by Chief Financial Officer providing an update on the recently announced Scottish Government funding for Winter Planning for Health and Social Care and Pandemic funding for 2021/22 and beyond.

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

- (1) to note the funding made available by Scottish Government for the ongoing costs of the pandemic and Winter Planning for Health and Social Care;
- (2) to note the priorities to be addressed and outcomes to be achieved in return for this investment;
- (3) to agree to passing on the element of funding, aligned to the Adult Social Care Pay Uplift, to providers to enable them to increase pay for staff delivering direct care in adult social care to a minimum of £10.02 per hour. This is on the proviso that the funding is sufficient to cover all the costs;
- (4) to agree that best endeavour is made to provide this uplift for December or as soon as possible thereafter given the requirement to communicate directly with every adult social care provider and have them formally commit to paying a minimum of £10.02 per hour to direct care staff;
- (5) to note that a significant element of the funding would be made available on a recurrent basis into 2022/23 and was likely to cover priorities already committed to and therefore must be considered as part of the budget setting process to support projected budget gaps across health and social care; and
- (6) to note that further reports will be submitted to the Board as all funding shares are confirmed and plans for delivering on specific priorities and outcomes are developed.

## **AUDIT SCOTLAND: COVID-19 – TRACKING THE IMPACT OF COVID-19 ON SCOTLAND’S PUBLIC FINANCES: A FURTHER UPDATE**

A report was submitted by Chief Financial Officer providing an overview of the Audit Scotland report on ‘Covid-19 – Tracking the impact of Covid-19 on Scotland’s public finances: A further update.

After discussion and having heard from the Chief Financial Officer in further explanation, the Board agreed:-

- (1) to note the content of the report; and
- (2) to note that the challenges identified within the report had been considered.

## **MENTAL HEALTH RECOVERY AND RENEWAL SPECIALIST CHILDREN’S SERVICES – CAMHS FUNDING**

A report was submitted by Chief Officer providing an update on proposals for the planned use of the first and second tranches of the new Scottish Government Mental Health Recovery and Renewal Fund 2021/22 and 2022/23 specifically in relation to Specialist Children’s Services (SCS) CAMHS.

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 priorities and funding made available by the Scottish Government for Phase 1 and Phase 2 Mental Health Recovery & Renewal priorities for CAMHS;
- (2) to agree to a centralised whole GGC approach to increasing the workforce, undertaken in the initial stages the approach will be similar to that used for Action 15 monies in Adult Mental Health with budget delegated thereafter. Recruitment decisions will follow governance arrangements within each HSCP Board;
- (3) to approve the proposed spending priorities identified for Phase 1 funding as outlined in Appendix 2a & b of the report; and
- (4) to note that funding proposals for Phase 2 funding will be the subject of a future report; and
- (5) that a briefing would be issued to HSCP Board members in the near future detailing further information on how this approach would be governed and monitoring how it was applied, including how it interacted with our school Counselling services.

## **SCOTTISH GOVERNMENT FUNDING FOR CHILDREN & YOUNG PEOPLE'S COMMUNITY MENTAL HEALTH SUPPORTS AND SERVICES PROGRESS UPDATE**

A report was submitted by the Interim Head of Children's Services and Social Work providing an update on any progress on work to develop and improve community mental health supports and services for children and young people within West Dunbartonshire.

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

- (1) to note contents of report; and
- (2) to agree that a full report would be presented to the HSCP Board in March 2022.

### **DO NOT ATTEMPT CARDIOPULMONARY RESUSCITATION (DNACPR) – REVIEW OF EXISTING POLICY IN WEST DUNBARTONSHIRE**

A report was submitted by the Clinical Director providing an update on the approach to DNACPR taken in West Dunbartonshire.

After discussion and having heard from Dr Saied Pourghazi, Clinical Director and Dr Fiona Wilson from NHS Health Board in further explanation and in answer to Members' questions, the Board agreed to note the contents of the report and thanked both doctors for the further explanation of how this approach was applied within West Dunbartonshire.

### **COVID-19 RECOVERY AND RENEWAL PLAN – KEEP BUILDING BETTER: A JOURNEY OF CONTINUOUS IMPROVEMENT**

A report was submitted by the Head of Strategy and Transformation providing an update on COVID-19 recovery planning as we move through the Scottish Government Road Map out of recovery which sets out a 'phased' planned approach to how we collectively recover across Scotland.

After discussion and having heard from the Head of Strategy and Transformation in further explanation, the Board agreed to note the progress made on a local authority level.

### **UPDATE ON STRATEGIC PLANNING**

A report was submitted by Head of Strategy and Transformation providing an update on the approach of reviewing the Strategic Commissioning Plan and seeking

approval to extend the current Strategic Plan 2019 – 2022 for a further 12 months from March 2022.

Following advice from Mr. Ettles, Principal Solicitor, the Board agreed to suspend Standing Order 12.1 to allow consideration of this item of business to proceed.

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 proposal to extend the current Strategic Plan for a period of 12 months from March 2022, following consultation with the Strategic Planning Group and;
- (2) to approve the approach to engagement outlined in paragraphs 4.6 – 4.10 of the report, including the proposal to co-produce an engagement plan and delegate responsibility where possible to external partners to carry out engagement activity.

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

A report was submitted by the Head of Strategy and Transformation presenting the updated Strategic Risk Register.

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 reviewed and updated Strategic Risk Register, shown as Appendix A to the report;
- (2) to note the two current strategic risks selected by the HSCP Audit and Performance Committee to be presented in greater detail to the HSCP Board at its meeting on the 24 March 2022; and
- (3) to note that this review had been undertaken in line with the West Dunbartonshire HSCP Risk Management Policy approved by the HSCP Board on 20 September 2021.

### **STRATEGIC RISK DEEP DIVE - WORKFORCE SUSTAINABILITY**

A report was submitted by the Head of People and Change providing an update on the approach taken to workforce sustainability.

After discussion and having heard the Head of People and Change in further explanation, the Board agreed to note the content of the report.

### **SIX MONTH MONITORING REPORT ON MY LIFE ASSESSMENT / ADULT SOCIAL CARE ELIGIBILITY CRITERIA**

A report was submitted by the Acting Head of Health and Community Care providing monitoring information relating to the six months since launch of the My Life Assessment (MLA) and adult social care eligibility criteria.

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:-

- (1) to note the progress and challenges set out in the report;
- (2) to note that ongoing monitoring would be published in the HSCP Annual Performance Report as previously agreed; and
- (3) to note that the Evaluation Advisory Group (EAG) would provide oversight regarding evaluation of the MLA for the next 18 months.

Note:- Jonathan McColl left the meeting at this point, having declared an interest in the following item of business.

#### **THE IMPLEMENTATION OF ELIGIBILITY CRITERIA POLICY FOR (UNPAID) CARERS**

A report was submitted by the Chief Nurse providing an update on the work of the Carers' Development Group (CDG) on the development of eligibility criteria for carers and the CDG endorsement of same for use in West Dunbartonshire.

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

- (1) to the introduction and implementation of an eligibility criteria policy for unpaid carers in West Dunbartonshire in compliance with Section 21 of the Carers' (Scotland) Act 2016;
- (2) to the implementation date of April 2022;
- (3) to note this work had been endorsed by the Carers' Development Group; and
- (4) to note this aligned with the Eligibility Criteria for Adult Social Care Policy agreed by the HSCP Board on 23 September 2020.

Note: Jonathan McColl re-joined the meeting at this point.

#### **IMPROVEMENT ACTION PLAN FOR JUSTICE SERVICES: UPDATE ON ACTIVITY**

A report was submitted by the Head of Children's Health, Care and Justice providing an update on activity surrounding the Improvement Action Plan for Justice Services.



After discussion and having heard the Head of Children's Health, Care and Justice in further explanation and in answer to Members' questions, the Board agreed to note the content of the report and the ongoing improvement activity in relation to the key findings from the Care Inspectorate Report.

### **EQUALITIES IMPROVEMENT UPDATE**

A report was submitted by the Head of Strategy and Transformation providing an update on the recent and proposed improvement work to embed equalities across the HSCP.

After discussion and having heard the Head of Strategy and Transformation in further explanation, the Board agreed:-

- (1) to note the work and progress that had already taken place; and
- (2) to approve the Equalities Improvement Action Plan.

### **CLINICAL AND CARE GOVERNANCE ANNUAL REPORT 2020-2021**

A report was submitted by the Clinical Director describing the clinical and care governance arrangements of the HSCP and the progress made in improving the quality of health and social care. The report also described work undertaken across the HSCP in response to the unique circumstances of the Covid-19 pandemic in order to maintain safe effective person centred care.

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

- (a) to note the contents of the report; and
- (b) to note that the report would be sent to NHS Greater Glasgow and Clyde as the Annual Report covering the role and remit of the group and future plans for review and evaluation.

### **CHIEF SOCIAL WORK OFFICER'S ANNUAL REPORT 2020-2021**

A report was submitted by the Head of Mental Health, Learning Disabilities and Addictions and Interim Chief Social Work Officer providing the Chief Social Work Officer's (CSWO) Annual Report for 2020-21, shown as Appendix 1 to the report which detailed information on the statutory work undertaken on the Council's behalf, including a summary of governance arrangements, service delivery, resources and workforce.

After discussion and having heard the Head of Mental Health, Addictions and Learning Disabilities in further explanation, the Board agreed:-

- (a) to note the content of the Chief Social Work Officer's Annual Report 2020-21;  
and
- (b) to approve its submission to the Office of the Chief Social Work Advisor to the Scottish Government.

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

The Minutes of Meetings of the Joint Staff Forum held on (a) 23 August 2021; and  
(b) 16 September 2021 were submitted and noted by the Board.

The meeting closed at 11.34 a.m.