

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, 21 March 2022 at 10.01 a.m.

Present: Denis Agnew, Jonathan McColl and John Mooney, 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 – Chief Nurse; Diana McCrone – Staff Representative (NHS Greater Glasgow and Clyde); Selina Ross – Chief Officer, West Dunbartonshire CVS; Barbara Barnes - Chair of the Locality Engagement Network, Alexandria and Dumbarton; Kim McNab - Service Manager, Carers of West Dunbartonshire; John Kerr – Housing Development and Homelessness Manager and Helen Little, Lead Allied Health Professional.

Attending: Margaret-Jane Cardno, Head of Strategy and Transformation; Lesley James, Head of Children's Health, Care and Justice (also Chief Social Work Officer); Sylvia Chatfield, Head of Mental Health, Learning Disabilities and Addiction, Audrey Slater, Head of People and Change; Joyce White, Chief Executive – West Dunbartonshire Council; Peter Hessett, Chief Officer – Regulatory and Regeneration; Jennifer Ogilvie, HSCP Finance Manager; Fiona Taylor, Senior Nurse and Acting Head of Health and Community Care; Jack Kerr and Chris Gardner, Auditors – Audit Scotland; Dr Saied Pourghazi – Clinical Director; Nigel Ettles, Principal Solicitor; Lynn Straker and Nicola Moorcroft, Committee Officers.

Apologies: Apologies for absence were intimated on behalf of Peter O'Neill, WDC Staff Side Co-Chair of Joint Staff Forum and Anne MacDougall - Chair of the Locality Engagement Network, Clydebank.

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 21 February 2022 were submitted and approved as a correct record.

ROLLING ACTION LIST

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

VERBAL UPDATE FROM CHIEF OFFICER

The Chief Officer – HSCP provided a verbal update on the recent business of the Health and Social Care Partnership and the position was noted in relation to the undernoted main points:-

- that Item 13 – Quality Improvement Policy and Item 14 – Service Design Policy on the agenda for the meeting would be continued to a future meeting in order to allow report authors an opportunity to have further conversations with colleagues and Board members regarding these reports;
- that the HSCP was continuing to face big challenges in relation to Covid-19 since the last meeting in terms of delivery of services and their staffing. It has been anticipated that what we are currently seeing are perhaps the most challenging weeks of the pandemic in terms of continuing to deliver services;
- that the agenda presented today was almost a microcosm of what HSCP faces this year in terms of challenges and outcomes, and that Board members would today discuss: (i) money, which is a key factor in how we continue to deliver services; (ii) the risks in relation to those services; (iii) Mental Health, specifically in relation to young people and also the anticipated increase in requirement of Mental Health support and how we will deliver this to those most in need; (iv) how HSCP continues to support Carers; (v) Unscheduled Care services; and (vi) Performance and Delivery outcomes.

VARIATION IN ORDER OF BUSINESS

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

2021-2022 FINANCIAL PERFORMANCE REPORT AS AT 31 JANUARY 2022

A report was submitted by the Chief Financial Officer providing an update on the financial performance as at period 10 to 31 January 2022 and a projected outturn position to the 31 March 2022, and advising that the financial impact of the Covid-19 pandemic on Health and Social Care services continued to be refined as services

adapt and renew, and that therefore the outturn projection to the end of 31 March 2022 would be subject to change.

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 updated position in relation to budget movements on the 2021/22 allocation by WDC and NHSGGC and direction back to our partners to deliver services to meet the HSCP Board's strategic priorities;
- (2) to note that the revenue position for the period 1 April 2021 to 31 January 2022 was reporting a favourable (under spend) position of £1.503m (1.08%);
- (3) to note the projected outturn position of £2.118m underspend (1.12%);
- (4) to note that the Covid-19 cost for the period 1 April 2021 to 31 January 2022 was £4.346m (including the costs of the £500 thank-you payments);
- (5) to note that the projected outturn costs of Covid-19 for 2021/22 were currently estimated to be £4.965m (including the costs of the £500 thank-you payments for social care staff and external providers);
- (6) to note the update on the monitoring of savings agreed for 2021/22;
- (7) to note the update on the current reserves balances;
- (8) to agree to the recharge of £0.081m from WDC related to the bad debt write off for some social care charges and the proposed process going forward; and
- (9) to note the update on the capital position and completion timelines.

2022 - 2023 REVENUE BUDGET SETTING

A report was submitted by the Chief Financial Officer seeking members' approval to set an indicative 2022/2023 revenue budget based on budget offers from our funding partners and note the progress on the refresh of the draft Medium Term Financial Plan 2022/2023 and 2026/2027, and advising of the potential financial impact to the 2022/23 budget assumptions as a consequence of West Dunbartonshire Council's decision to review the current allocation of costs for residential school placements between the HSCP and their Education Services.

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

- (1) to accept the flat cash offer of the roll forward of the 2021/22 recurring base allocation from West Dunbartonshire Council of £72.428m;
- (2) to accept the full pass through the allocated share of the £554m and other Scottish Government funding streams for Integration Authorities of £9.288m;

- (3) to accept the additional funding of £0.061m to cover the freeze to Non-Residential Charges levels in 2022/23;
- (4) to note the total 2022/23 allocation from WDC based on (a) to (c) above is £81.777m;
- (5) to note the analysis of the reserves position and the projected balances as at 31 March 2022;
- (6) to note the WDC Council decision to review the allocation method for residential placements at a projected cost of £2.090m to the HSCP is not included within the current HSCP 2022/23 revenue estimates or beyond;
- (7) to note that a further report will come back to the HSCP Board in May 2022 regarding the outcome of the review; and will also clarify in more detail the split within the budget and what reserves are available moving forward if the cost pressure remains;
- (8) to accept the indicative 2022/23 budget allocation from NHSGGC of £101.832m, subject to confirmation of the final 2021/22 recurring base and note that additional Scottish Government funding of £1.159m will follow;
- (9) to accept the indicative set aside budget of £33.620m, based on the 2021/22 projected activity and actual costs with a 2% uplift;
- (10) to approve an overall budget of £185.117m, excluding set aside for the delivery of delegated health and social care services for 2022/23;
- (11) to note the 2022/23 budget allocations for Housing Aids and Adaptations of £0.250m and the Care of Gardens budget of £0.455m, held and managed by the Council on behalf of the HSCP Board;
- (12) to note the update to the WDC's 10 Year Capital Plan from 2022/23 to 2030/31 and the programmes linked to the strategic priorities of the HSCP Board; and
- (13) to note the draft Medium Term Financial Plan 2022/23 to 2026/27.

STRATEGIC RISK REGISTER 6 MONTH REVIEW

A report was submitted by the Head of Strategy and Transformation presenting the updated Strategic Risk Register 6 Month Review.

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

- (1) the recommendations of the HSCP Audit and Performance Committee which were reported verbally to them by the Head of Strategy and Transformation; and
- (2) to approve the updated Strategic Risk Register.

UNSCHEDULED CARE DESIGN AND DELIVERY PLAN

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

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

- (1) to approve the Design and Delivery Plan 2022/23 - 2024/25 (Appendix 1 of the report) as the updated and refreshed Board-wide Unscheduled Care Improvement Programme;
- (2) to note that the programme is iterative and will evolve and further develop over time;
- (3) to approve the financial framework outlined in section 7 of the Plan;
- (4) to note the performance management arrangements to report on and monitor progress towards delivery of the Plan;
- (5) to note that members will receive a further update on the delivery of the programme towards the end of 2022/23; and
- (6) to note that the Plan will be reported to all six West Dunbartonshire HSCP Boards simultaneously and the Health Board Finance, Audit and Performance Committee.

SCOTTISH GOVERNMENT FUNDING FOR CHILDREN AND YOUNG PEOPLE'S COMMUNITY MENTAL HEALTH SUPPORTS AND SERVICES

A report was submitted by Head of Children's Health, Care and Justice and Chief Social Work Officer providing an update on work to develop and improve community mental health support and services for children and young people within West Dunbartonshire aligned to programme for government funding.

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

- (1) to note the content of the report;

- (2) to note progress since the previous mid-year report to HSCP Board on 19th August 2021 primarily the launch of a new associate distress brief intervention service for children and young people;
- (3) to note the need to report to Scottish Government at prescribed time intervals; and
- (4) to seek an update and a subsequent half year report in September 2022.

APPROACH TO SELF DIRECTED SUPPORT (SDS) POLICY

A report was submitted by the Head of Strategy and Transformation providing an update on progress in relation to the SDS improvement plan which was agreed following the 2019 Care Inspectorate Thematic Review of Self Directed Support in West Dunbartonshire and secondly, to seek HSCP Board approval for the Self-Directed Support Policy

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 note the progress in respect of the SDS improvement plan which was agreed following the 2019 Care Inspectorate Thematic Review of Self Directed Support in West Dunbartonshire; and
- (2) to agree West Dunbartonshire HSCPs Self-Directed Support Policy.

PILOT TO STREAMLINE SELF-DIRECTED SUPPORT (DIRECT PAYMENT / OPTION 1) FOR UNPAID CARER SHORT BREAKS

A report was submitted by the Chief Nurse detailing the intended pilot approach to the use of nonrecurring Carers Act funding for short breaks for carers via Self Directed Support Option 1 (Direct Payment) and detailing a new process for undertaking of Adult Carer Support Plans.

After discussion and having heard the Service Improvement Lead in further explanation, the Board agreed:-

- (1) to approve for implementation the described approach;
- (2) to receive an update on the implementation of the approach 6 months post-implementation;
- (3) to approve the earmarked reserve of £0.266m be used for the purpose described;
- (4) to note the new process proposed for undertaking Adult Carer Support Plans; and

- (5) to approve earmarking £0.003m (three thousand pounds) for Carers of West Dunbartonshire for contingency management of new approach.

SERVICE DELIVERY PLANS 2022-2023

A report was submitted by Head of Strategy and Transformation providing an update on the operational Service Delivery Plans for the year 2022/23.

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

- (1) to note the contents of the Service Delivery Plans contained in Appendices I to IV of the report; and
- (2) to instruct Officers to provide Service Delivery progress reports for the period 1 April 2022 – 30 September 2022 to the first appropriate HSCP Board after this six month period.

QUALITY IMPROVEMENT POLICY

A report was submitted by Head of Strategy and Transformation providing an update on the proposed approach to embedding continuous quality improvement within the Health and Social Care Partnership (HSCP) and to present the draft Quality Improvement Plan for consideration, discussion and approval.

Having heard Mr Agnew, Chair, the Board agreed to continue consideration of this item to a future meeting of the HSCP Board.

SERVICE DESIGN POLICY

A report was submitted by Head of Strategy and Transformation providing an update on the proposed approach to embedding a consistent approach to service design within the Health and Social Care Partnership (HSCP) and to present the draft Service Design Policy for consideration, discussion and approval.

Having heard Mr Agnew, Chair, the Board agreed to continue consideration of this item to a future meeting of the HSCP Board.

MINUTES OF MEETING FOR NOTING

The Minutes of Meeting for the undernoted were submitted and noted by the Board:-

- (1) Joint Staff Forum held on 20 January 2022;
- (2) Joint Staff Forum held on 3 February 2022; and

(3) Joint Staff Forum held on 17 February 2022.

DATES OF NEXT MEETINGS

Members noted the following dates of the next meetings of the Health and Social Care Partnership Board:-

- (1) Monday 23 May 2022 at 10.00 a.m.
- (2) Monday 27 June 2022 at 10.00 a.m.

The meeting closed at 11.19 a.m.