

WEST DUNBARTONSHIRE HEALTH & SOCIAL CARE PARTNERSHIP BOARD

At a Hybrid Meeting of the West Dunbartonshire Health and Social Care Partnership Board held in the Civic Space, 16 Church Street, Dumbarton on Monday, 27 June 2022 at 3.09 p.m.

Present: Michelle Wailes, Francis Shennan (for Rona Sweeney) and Emilia Crighton (for Lesley Rousselet), NHS Greater Glasgow and Clyde Health Authority and Michelle McGinty, Martin Rooney and Clare Steel, West Dunbartonshire Council.

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; Clydebank; Barbara Barnes, Chair of the Locality Engagement Network, Alexandria and Dumbarton and John Kerr, Housing Development and Homelessness Manager.

Attending: Margaret-Jane Cardno, Head of Strategy and Transformation; Lesley James, Head of Children's Health Care and Criminal Justice and Chief Social Work Officer; Sylvia Chatfield, Head of Mental Health, Learning Disability and Addiction; Audrey Slater, Head of People and Change; Jennifer Ogilvie, HSCP Finance Manager; Fiona Taylor, Senior Nurse and Acting Head of Health and Community Care; Jack Kerr, Auditor – Audit Scotland; Laurence Slavin, Chief Officer – Resources; Nigel Ettles, Principal Solicitor; and Ashley MacIntyre and Lynn Straker, Committee Officers.

Apologies: Apologies for absence were intimated on behalf of Rona Sweeney and Lesley Rousselet, NHS Greater Glasgow and Clyde Health Authority; Anne MacDougall, Chair of the Locality Engagement Network and Peter O'Neill, WDC Staff Side Co-Chair of Joint Staff Forum.

Michelle McGinty in the Chair

DECLARATIONS OF INTEREST

Michelle McGinty, Chair, and Clare Steel made declarations of interest by noting that they were Unpaid Carers for relatives and would not take part in any decisions relating to Unpaid Carers within the HSCP.

Martin Rooney made a declaration of interest noting that his wife was currently a Home Carer and accordingly he would not take part in any decision relating to Home Carers within the HSCP.

MINUTES OF PREVIOUS MEETING

The Minutes of Meeting of the Health and Social Care Partnership Board held on 21 March 2022 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 Board agreed that all votes taken during the meeting would be carried out by roll call vote to ensure an accurate record.

VERBAL UPDATE FROM CHIEF OFFICER

Beth Culshaw, Chief Officer, provided a verbal update on the recent business of the Health and Social Care Partnership. She welcomed the new Voting Members of the Board – Michelle McGinty, Martin Rooney and Clare Steel, West Dunbartonshire Council and also two representatives from NHS Greater Glasgow and Clyde Health Authority, Francis Shennan and Emilia Crichton, who were substituting for Rona Sweeney and Lesley Rousselet respectively.

Ms Culshaw noted the rates of infection for Covid-19 were difficult to manage now as testing and recording was not being performed in the same way however, it was important to stay vigilant and ensure the risk of infection was minimised. The uptake of Covid-19 vaccines in West Dunbartonshire continued to be high which was positive.

Ms Culshaw also advised Members that the new Queens Quay Care Home in Clydebank had now been formally opened and noted that it was an award winning building with fantastic facilities including a fully integrated digital system which would be of great benefit to both staff and patients.

VARIATION IN ORDER OF BUSINESS

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

INTEGRATED WORKFORCE PLAN

A report was submitted by the Head of Human Resources providing a draft three year workforce plan for approval.

After discussion and having heard from the Head of Human Resources, the Head of Children's Health Care and Criminal Justice and Chief Social Work Officer and the Head of Mental Health, Learning Disability and Addiction in further explanation and in answer to Members' questions, the Board agreed:-

- (1) to note and review the draft version of this plan to allow submission to NHSGGC and Scottish Government at the end of July 2022:
- (2) to note that following feedback from the Scottish Government the Workforce Plan would be brought back to a future IJB for final approval prior to publication at the end of October 2022; and
- (3) to note the requirement for annual reviews to be submitted to the Scottish Government, and that these reviews would be presented to the HSCP Board for approval annually prior to submission.

MEMBERSHIP OF THE HSCP BOARD

A report was submitted by the Head of Strategy and Transformation providing an update on issues pertaining to Board Membership and requesting the Board to make decisions in order to ensure compliance with the Public Bodies (Joint Working) (Membership and Procedures of Integration Joint Boards) (Scotland) Order 2014 ("the Order"). The Order sets out requirements about the membership of an Integration Joint Board. This includes minimum required membership, and provision for additional members to be appointed.

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

- (1) to note that in line with section 5.4.1 of the Scheme of Integration that West Dunbartonshire Council had identified three representatives, post Local Government Elections, to be voting members on the HSCP Board, to serve for a period of three years, namely: Councillor Michelle McGinty; Councillor Clare Steel and Councillor Martin Rooney;
- (2) to instruct officers to establish a process to identify four alternative service user representatives as non-voting members; two representing communities of geography and two representing relevant communities of interest;
- (3) on the basis of long term lack of attendance, that the Chairs of the Locality Groups be removed from the HSCP Board as non-voting members;

- (4) that as the Local Engagement Networks are in abeyance, that the Chairs of the Local Engagement Networks be invited to remain non-voting members of the HSCP Board, pending the conclusion of recommendation;
- (5) to instruct officers to review the profile and tenure of non-voting members as part of the review of the Scheme of Integration;
- (6) to instruct officers to review the HSCP Board Standing Orders and Scheme of Officer Delegation to ensure compliance with The Order and consistency with the Scheme of Integration; and
- (7) to add an additional requirement for an Unpaid Carer representative to sit as a non-voting member of the Board, one who is not currently a representative on any other category.

FUTURE MEETING SCHEDULE OF HSCP BOARD AND HSCP AUDIT AND PERFORMANCE COMMITTEE

A report was submitted by the Head of Strategy and Transformation providing a proposed meeting schedule for meetings of both the HSCP Board and the HSCP Audit and Performance Committee for the period August 2022 until August 2024.

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

- (1) to approve the meeting schedule as noted as Appendix I to these minutes, with a request for the meetings to be held in the afternoon to avoid a clash with other Board meetings and for the dates to be confirmed with Rona Sweeney, Vice Chair; and
- (2) to approve that future meetings of both the HSCP Board and Audit and Performance Committee be Hybrid meetings which will also be live streamed by audio.

2021-2022 FINANCIAL OUTTURN REPORT

A report was submitted by the Chief Financial Officer.

After discussion and having heard from the Chief Financial Officer and the Chief 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 West Dunbartonshire Council and NHS Greater Glasgow and Clyde Health Board and the final direction for 2021/22 back to our partners to deliver services to meet the HSCP Board's strategic priorities;

- (2) to note the reported revenue position for the period 1 April 2021 to 31 March 2022 was reporting a favourable (under spend) position of £12.753m (6.68%), including all planned transfers to earmarked reserves;
- (3) to note the main movements since last reported to the HSCP Board;
- (4) to note the reported Covid-19 full year position for the period 1 April 2021 to 31 March 2022 was £5.767m (including the costs of the £500 thank-you payments) resulting in a final earmarked reserve of £9.213m;
- (5) to note the update on the monitoring of savings agreed for 2021/22; and
- (6) to note the analysis of the reserves position and the draft balances as at 31 March 2022 and approve the earmarking of £0.714m to support the delivery of a range of initiatives arising from recent inspections of children and family services.

MENTAL HEALTH RECOVERY AND RENEWAL FUND UPDATE

A report was submitted by the Head of Mental Health, Learning Disabilities and Addiction providing an update on the investment of the Mental Health Recovery and Renewal Fund.

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

- (1) that a screen and signpost service model would be developed in response to the mental health needs of patients hospitalised due to Covid-19.
- (2) to note that Child and Adolescent Mental Health Services (CAMHS) have a detailed workforce plan to fully allocate funding and deliver against implementation of the CAMHS specification, expansion of transition timescales and clearance of the CAMHS waiting list backlog;
- (3) to note that recruitment to support the psychological therapies workforce plan has had mixed success. Proposals for reconfiguration will be made if/where posts remain unfilled;
- (4) to note that capacity was being increased across child and adolescent and adult services eating disorder services to address the significant increase in Covid-19 related demand;
- (5) that existing Dementia post-diagnostic support service would to be extended via additional staffing through commissioned service in West Dunbartonshire HSCP;
- (6) that subject to approval, Pharmacy would progress recruitment, develop the mental health pharmacy services infrastructure, and identify priorities for pilots /tests of change in collaboration with the mental health leadership; and

- (7) to note that West Dunbartonshire HSCP was creating a plan for the establishment of 'mental health and wellbeing in primary care' services and was developing this in collaboration with a range of partners to ensure a consistent whole-system approach.

EQUALITIES MAINSTREAMING REPORT 2022

A report was submitted by the Head of Strategy and Transformation providing the biennial update on the HSCP Equality Outcomes and Mainstreaming Report 2020-2024 required as part of the HSCP duties in relation to the Equality Act 2010.

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

- (1) to note the update on equality mainstreaming and equality outcomes;
- (2) to publication in line with the duty placed on the HSCP by the Equality and Human Rights Commission (EHRC) to publish a mainstreaming report; and
- (3) to refresh the current equalities outcomes and integrate reporting directly as part of the new three-year strategic plan in line with the proposed revised mainstreaming approach outlined in the Scottish Government Public Sector Equality Duty review (2022) and the enhanced local approach to Equalities through the Improvement Action Plan and the HSCP Equalities group.

WEST DUNBARTONSHIRE INTEGRATION JOINT BOARDS RECORDS MANAGEMENT PLAN

A report was submitted by the Head of Strategy and Transformation providing a Records Management Plan to the Keeper of the Records of Scotland. The Records Management Plan sets out how West Dunbartonshire Integration Joint Board's records will be created and managed in line with national policy. This being a responsibility which all public bodies must fulfil.

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

- (1) to approve and implement the Records Management Plan to fully meet its obligations under the Public Records (Scotland) Act 2011; and
- (2) to delegate responsibility to the Chief Officer, to review the West Dunbartonshire Integration Joint Board's Records Management Plan in collaboration with the Keeper of the Records of Scotland.

MINUTES OF MEETING FOR NOTING

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

- (1) Joint Staff Forum held on 17 March 2022;
- (2) Joint Staff Forum held on 21 April 2022; and
- (3) Joint Staff Forum held on 19 May 2022.

The meeting closed at 5.07 p.m.