

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 Tuesday, 15 November 2022 at 3.10 p.m.

Present: Lesley Rousselet, Rona Sweeney and Michelle Wailes, 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; Barbara Barnes, Chair of the Locality Engagement Network, Alexandria and Dumbarton; John Kerr, Housing Development and Homelessness Manager; Kim McNab, Service Manager – Carers of West Dunbartonshire and Helen Little, Lead Allied Health Professional.

Attending: Lesley James, Head of Children's Health Care and Criminal Justice and Chief Social Work Officer; Margaret-Jane Cardno, Head of Strategy and Transformation; Sylvia Chatfield, Head of Mental Health, Learning Disabilities and Addiction; Fiona Taylor, Head of Health and Community Care; Alan Douglas, Chief Officer – Regulatory and Regeneration; Michelle McAloon, Head of Human Resources; Jack Kerr and Chris Gardner, Auditors, Audit Scotland; Peter O'Neill, WDC Staff Side Co-Chair of Joint Staff Forum; Margaret Williamson, HSCP Officer and Ashley MacIntyre and Lynn Straker, Committee Officers.

Michelle McGinty in the Chair

ADJOURNMENT

The Chair adjourned the meeting for a short comfort break. The meeting reconvened at 3.22 p.m. with all those listed in the sederunt present.

DECLARATIONS OF INTEREST

Clare Steel declared that she is currently Chairperson of the Carers Centre which is referenced throughout a number of the reports on the agenda. The board agreed Ms Steel could remain in the meeting during consideration of all items on the agenda.

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.

MINUTES OF PREVIOUS MEETING

The Minutes of Meeting of the Health and Social Care Partnership Board held on 27 September 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

Beth Culshaw, Chief Officer provided a verbal update on the recent business of the Health and Social Care Partnership.

Ms Culshaw advised Members of the good progress being made in the roll out of vaccinations with all eligible and opting in residents in care homes now vaccinated. The HSCP would continue to observe the need for vaccinations and the requirements going forward as we move in to winter.

Ms Culshaw provided a brief update from the HSCP Audit and Performance Committee noting a number of development sessions would be organised:- Performance Report; Risk Management; Standing Orders and an informal session providing an update on the financial position.

VARIATION IN ORDER OF BUSINESS

Having heard the Chair, 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 Members with the final three year Integrated Workforce Plan for approval following feedback from the Scottish Government being considered and incorporated.

After discussion and having heard the HR Manager in further explanation, the Board agreed:-

- (1) that the Health and Social Care Partnership Board approved the Final version of the plan which was submitted to NHS GGC and Scottish Government at the end of July 2022. Feedback was received from the Scottish Government in October and incorporated into the Workforce Plan; and
- (2) that the Health and Social Care Partnership Board note the requirement for annual reviews to be submitted to the Scottish Government. The reviews will be presented to the HSCP Board for approval annually prior to submission.

Note:- Michelle McAloon, Head of Human Resources left the meeting following consideration of this item.

AUDITED ANNUAL ACCOUNTS 2021-2022

A report was submitted by the Chief Financial Officer presenting Members with the audited Annual Accounts for the year ended 31 March 2022.

After discussion and having heard the Chief Financial Officer and the Senior Auditor, Audit Scotland in further explanation, the Board agreed the audited Annual Accounts for the period 1 April 2021 to 31 March 2022 and recommend their approval for final signature by the Chair, Chief Officer and Chief Financial Officer.

2022-2023 FINANCIAL PERFORMANCE UPDATE REPORT

A report was submitted by the Chief Financial Officer, presenting an update to Members on the financial performance as at period 6 to 30 September 2022, projected to the financial year end.

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 2022/23 allocation by West Dunbartonshire Council and NHS Greater Glasgow and Clyde Health Board and approve the direction for 2022/23 back to partners to deliver services to meet the HSCP Board's strategic priorities;
- (2) to note the reported revenue position for the period 1 April 2022 to 30 September 2022 is reporting an underspend position of £0.288m (0.31%);
- (3) to note the projected outturn position of £0.728m underspend (0.39%) for 2022/23, including all planned transfers to earmarked reserves;
- (4) to note that the forecast costs for Covid-19 for 2022/23 are currently estimated to be £3.946m (including the costs of the £500 thank-you payments) and that the Scottish Government has indicated that there will be a mechanism for returning surplus funds;
- (5) to note the update on the monitoring of savings agreed for 2022/23;

- (6) to note the current reserves balances;
- (7) to note the update in the capital position and projected completion timelines; and
- (8) to note the updated impact of a number of ongoing and potential burdens on the reported position for 2022/23 and the previously reported budget gaps for 2023/24 and 2024/25.

ALLOCATION OF CHILDREN AND YOUNG PEOPLE'S RESIDENTIAL CARE COSTS

A report was submitted by the Chief Financial Officer, providing Members with an update on the progress of West Dunbartonshire Council's 2022/23 budget proposal on the split of residential care costs between HSCP and Education budgets and seeking a recommendation on next steps.

Michelle McGinty, seconded by Clare Steel moved:-

The Health and Social Care Partnership Integration Joint Board notes the report from the Chief Financial Officer West Dunbartonshire HSCP.

The Board agrees, that in 2022/23 and future years, all residential care costs for children under 16, or those in full time education beyond that age, are allocated on a 72%/28% basis with the Health and Social Care Partnership responsible for 72% and West Dunbartonshire Council responsible for 28%.

This split reflecting the allocation of costs was determined independently by Scotland Excel using established framework contracts.

The Board further agrees that the Chief Financial Officer West Dunbartonshire HSCP should incorporate these costs into the next Financial Performance Update Report to be reported to the Board in February 2023.

The Chief Officer – Regulatory and Regeneration then provided Members with advice on how motions and amendments were dealt with.

As an amendment, Rona Sweeney seconded by Michelle Wailes moved:-

An amendment to the second sentence, as follows:-

The Board agrees, that in 2022/23 and future years, all residential care costs for children under 16, or those in full time education beyond that age, are allocated on a 72%/28% basis with the Health and Social Care Partnership responsible for 72% and West Dunbartonshire Council responsible for 28%. **The additional budget resource to support this change to be transferred from West Dunbartonshire Council to the HSCP budget.**

On a roll call vote being taken, 3 Members voted for the amendment, namely Rona Sweeney, Lesley Rousselet and Michelle Wailes and 3 Members voted for the motion, namely Clare Steel, Michelle McGinty and Martin Rooney.

The Chief Officer – Regulatory and Regeneration advised that as there was no agreement the status quo would prevail subject to any future agreement or referral to the dispute resolution process by either party.

ADJOURNMENT

The Chair adjourned the meeting for a short comfort break. The meeting reconvened at 4.35 p.m. with all those listed in the sederunt present.

WINTER OVERVIEW

A verbal presentation was provided by the Head of Health and Community Care showing an overview of the HSCP approach to winter pressures.

After discussion and having heard the Head of Health and Community Care in further explanation and in answer to Members' questions, the Board agreed to note the contents of the presentation.

PROGRESS REPORT CARERS (SCOTLAND) ACT 2016

A report was submitted by the Head of Strategy and Transformation, detailing the current position in relation to the ongoing work of the Carers Development Group and to seek the Boards approval in respect of the use of resources associated with the Carers (Scotland) Act 2016.

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 positive work undertaken by the Carers Development Group; and
- (2) to approve the proposed use of resources as detailed in the report at paragraphs 4.12 and 4.16 as detailed below.

4.12 A summary table is provided as Appendix 1 to this report and reflects the narrative below. The balance available from reserves as of 31 March 2022 was £856,760. The current balance of reserves is £211,272. £645,488 has been invested / earmarked for investment in the following ways:

i. £50,000 invested in Out of the Blue Funding for Carers of West Dunbartonshire. This provides carers access to Short Breaks for occasions which often arise 'out of the blue' e.g. GP appointments or

similar. This £50,000 was drawn from the £266,000 of Carers Act monies approved by the HSCP Board for a short breaks pilot.

ii. £266,000 (now £216,000) approved by the Board for a short breaks pilot. There have been several barriers preventing this pilot from going ahead including but not limited to: infrastructure, staff role clarity and internal capacity.

iii. £189k to be awarded to Y Sort-It pending ongoing work regarding Service Level Agreement.

iv. £127,900 to be invested in Welfare Rights post (3 year post at WDC G6). Discussions regarding this post are in their infancy however it is likely to be a much needed resource given the current climate and impact on carers.

v. £68,500 to be invested in a 2 year WDC G5 post to support the

4.16 Subsequently, the following is proposed whereby the current HSCP budget and recharge rate (how much is currently recharged to Carers Act monies) and proposed recharge for 22/23 and 23/24 is provided:

i. External Accommodation Facilities for Physical Disabilities: Current HSCP budget is £52,978 with no recharge to carers. Proposed recharge for 22/23 and 23/24 is £20,000.

ii. External Residential & Day Support Learning Difficulties: Current HSCP budget is £636,108. Current recharge is £117,353. Proposed additional recharge for 22/23 is £180k (totalling £297,353). Proposed total recharge for 23/24 is £305,235.

iii. Respite for older people: Current HSCP budget is £77,104, current recharge is zero. Proposed recharge for 22/23 and 23/24 £115,656.

iv. Flexible respite – HSCP budget is £60,000; recharge for 22/23 is £120k; recharge for 23/24 is £122,496

v. Support Services for Children: Current HSCP budget is £225,018; current recharge is zero; propose recharge for 22/23 and 23/24 is £80,000.

vi. Unpaid Carer Liaison Officer: recharge for 22/23 is £22,071; recharge for 23/24 is £45,508.

vii. Other budgetary lines which have minimal or no change from current status and across 22/23 and 23/24 include: WDC grade 8 post (28hrs); Respite Resource Worker and Respite Co-ordinator posts; Direct Payments for Carers; Carers of West Dunbartonshire core funding; YSort-It; SDS post.

viii. Deducting the total proposed recharge values for 22/23 of £455,656 from what was an unallocated amount of Carers Act monies of £575,045 for 22/23 leaves an unallocated amount of £119,389 from a total budget for 22/23 of £1,563,761.

ix. Deducting the total proposed recharge values for 23/24 of £455,656 from the unallocated budget of £497,701 leaves a remaining budget of £42,045.

x. Pending discussions with the CDG, it is proposed that the combined budget of recurring monies (£42,045) and reserves (£211,272) will total approximately £253,317 to support the implementation of the LCS not yet covered by the actions and services outlined above.

CHIEF SOCIAL WORK OFFICER ANNUAL REPORT

A report was submitted by the Head of Children's Health, Care and Justice Services and Chief Social Work Officer providing the Chief Social Work Officer's (CSWO) Annual Report for 2021-22 (Appendix 1 to the report) which provides information on the statutory work undertaken on the HSCP Board's behalf, including a summary of governance arrangements, service delivery, resources and workforce.

After discussion and having heard the Head of Children's Health, Care and Justice Services and Chief Social Work Officer in further explanation and in answer to Members' questions, the Board agreed to note the contents of the Chief Social Work Officer Annual Report 2021-22 and approve its submission to the Office of the Chief Social Work Advisor to the Scottish Government.

DEMENTIA STRATEGY UPDATE

A report was submitted by the Head of Mental Health, Learning Disabilities and Addiction, providing an update on progress of West Dunbartonshire HSCP Dementia steering group Dementia strategy implementation.

After discussion and having heard the Head of Mental Health, Learning Disabilities and Addiction in further explanation and in answer to Members' questions the Board agreed to note the content of the report.

DEVELOPMENT AND ENGAGEMENT REGARDING HSCP STRATEGIC PLAN 2023-2026

A report was submitted by the Head of Strategy and Transformation, updating Members on active and proposed engagement and to seek the Board's comments on the draft HSCP Strategic Plan 2023-2026.

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 work undertaken to develop an initial draft of the Strategic Plan;
- (2) to note the work currently underway to engage with stakeholders regarding the Strategic Plan;
- (3) to approve the proposed timeline for progressing the Strategic Plan through respective governance and oversight bodies; and
- (4) to provide comment on the initial draft of the Strategic Plan.

The meeting closed at 6.05 p.m.