

WEST DUNBARTONSHIRE HEALTH & SOCIAL CARE PARTNERSHIP (HSCP) 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 Wednesday, 16 May 2023 at 2.04 p.m.

Present: Rona Sweeney, Lesley Rousselet and Michelle Wailes, NHS Greater Glasgow and Clyde and Michelle McGinty, Martin Rooney and Clare Steel, West Dunbartonshire Council.

Non-Voting Beth Culshaw, Chief Officer; Julie Slavin, Chief Financial Officer; Diana McCrone, Staff Representative (NHS Greater Glasgow and Clyde); Barbara Barnes, Chair of the Locality Engagement Network – Alexandria and Dumbarton; Anne MacDougall, Chair of the Locality Engagement Network - Clydebank; Selina Ross, Chief Officer – West Dunbartonshire CVS; Kim McNab, Service Manager – Carers of West Dunbartonshire, Saied Pourghazi, Associate Clinical Director and General Practitioner; Val Tierney, Chief Nurse and Tom Reid, Mazars External Auditor.

Attending: Peter Hessett, Chief Executive – West Dunbartonshire Council; 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; Gillian Gall, Head of Human Resources; Lesley James, Head of Children's Health Care and Criminal Justice and Chief Social Work Officer; Jennifer Ogilvie, HSCP Finance Manager; Gillian Calderhead, Lead Pharmacist; Nigel Ettles, Principal Legal Officer; Carolanne Stewart, Business Support Officer and Ashley MacIntyre and Lynn Straker, Committee Officers.

Apologies: Apologies for absence were intimated on behalf Barbara Barnes, Chair of the Locality Engagement Network – Alexandria and Dumbarton; John Kerr, Housing Development and Homelessness Manager; Helen Little, MSK Physiotherapy Manager Greater Glasgow and Clyde and Peter O'Neill, Unison Union Representative.

Michelle McGinty 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.

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 15 March 2023 were submitted and approved as a correct record.

ROLLING ACTION LIST

The Rolling Action list for the Health and Social Care Partnership Board was submitted and updates on Actions were noted by Members of the Board.

VERBAL UPDATE FROM CHIEF OFFICER

Beth Culshaw, Chief Officer of HSCP Board provided a verbal update on the recent business of the Health and Social Care Partnership. She noted since the Board last met, there had been a number of important visitors to the Partnership including Michael Matheson, the new Cabinet Secretary for Health and Social Care and Caroline Lamb, Chief Executive of NHS Scotland and Director-General of Health and Social Care. It was their first visit to the new Clydebank Health Centre and they were very impressed with the new facilities and the high level of service being delivered.

Ms Culshaw also noted that she and Sylvia Chatfield, Head of Mental Health, Learning Disabilities and Addiction, met with Elena Whitham, the new Scottish Minister for Drugs and Alcohol Policy and briefed her on the range of policies for Drugs and Alcohol which Sylvia and her team were delivering and what they were focusing on in the near future.

Ms Culshaw advised there had been 3 Inspections since the Board last met; the Community Planning Partnership (CPP) Inspection for Children and Young People at Risk of Harm, the Homecare Inspection and the Inspection on Sheltered Housing. They are awaiting final publication and will all be brought to the next meeting of the HSCP Audit and Performance Committee in June 2023. They will also be shared with Members of the HSCP Board.

Ms Culshaw noted there had been ongoing challenges due to the delay in provision of Disabled Blue Badges, largely as a result of staff shortages. She advised there

was work ongoing to reduce the backlog and options are being developed to advance the progress, in particular for people where their Badge had expired and they had not received a replacement in time. Ms Culshaw will provide an update on this at the next HSCP Board meeting in August 2023.

Lastly, Ms Culshaw advised that Members were likely aware the World Health Organisation had declared the Covid-19 pandemic officially over and some of the guidance with relation to Personal Protective Equipment (PPE) and masks in health care situations had been relaxed. However work was ongoing to deliver optimum care to all patients including the delivery of the latest round of vaccinations for Care Home residents and house bound patients.

2022-2023 FINANCIAL PERFORMANCE DRAFT OUTTURN REPORT

A report was submitted by Julie Slavin, Chief Financial Officer, providing the HSCP Board with an update on the financial performance as at period 12 up to 31 March 2023 and a projected, draft outturn position.

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 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 our partners to deliver services to meet the HSCP Board's strategic priorities;
- (2) to note the draft outturn position for the period 1 April 2022 to 31 March 2023 is reporting an adverse (overspend) position of £0.453m (0.24%);
- (3) to note this will be subject to change as the financial ledgers are not yet closed and transfers to and from reserves have yet to be finalised;
- (4) to note that the forecast costs for Covid-19 cost for 2022/23 are £2.863m, leaving a residual earmarked balance of £0.495m to be returned to the Scottish Government through an amended 2022/23 budget allocation to NHSGGC to reflect the clawback of all unspent reserves;
- (5) to note the update on the monitoring of savings agreed for 2022/23;
- (6) to note the draft projected reserves balances;
- (7) to note the update on the draft projected capital position;
- (8) to note that the HSCP Board's Audit and Performance Committee will consider the 2022/23 draft unaudited accounts at the 20 June 2023 meeting; and

- (9) to the Direction with reference HSCP B000041JS16052023: 'West Dunbartonshire Council is directed to spend the delegated net budget of £83.174m in line with the Strategic Plan and the budget outlined within this report. NHS Greater Glasgow and Clyde is directed to spend the delegated net budget of £102.859m in line with the Strategic Plan and the budget outlined within this report. 2022/23 Revenue Budget for the HSCP Board will deliver on the strategic outcomes for all delegated health and social care services and our citizens. West Dunbartonshire Council is directed to write off £0.000 of outstanding debt as detailed within this report.'

EXTERNAL AUDIT STRATEGY MEMORANDUM: ANNUAL ACCOUNTS

A report was submitted by Julie Slavin, Chief Financial Officer, providing the HSCP Board with a brief overview of Mazars, our external auditors, "Audit Strategy Memorandum" for the year ending 31 March 2023. This annual audit plan sets out the audit scope, approach and timeline for the HSCP Board (IJB) 2022/23 annual accounts.

After discussion and having heard from Tom Reid, External Auditor and Julie Slavin, Chief Financial Officer, in further explanation and in answer to Members' questions, the Board agreed to note the contents of Mazars Audit Strategy Memorandum attached at Appendix 1 of the report.

PRESCRIBING BUDGET SAVINGS ACTIVITIES

A report was submitted by Fiona Taylor, Head of Health and Community Care, providing an update to the HSCP Board on the variety of cost efficiency work which is occurring to minimise risk to the prescribing budget across the HSCP and to suggest additional work that could occur.

After discussion and having heard from the Head of Health and Community Care, the Lead Pharmacist and the Associate Clinical Director and General Practitioner in further explanation and in answer to Members' questions, the Board agreed to note the ongoing activity within the HSCP and support the proposed ways to promote the need for cost effective prescribing amongst healthcare professionals and to increase public engagement.

CHIEF SOCIAL WORK OFFICER: ADULT SERVICES FUNDING

A report was submitted by Lesley James, Head of Children's Health, Care and Justice and Chief Social Work Officer, providing an update the HSCP Board on Scottish Governments funding allocation for additional support for Chief Social Work Officers and to seek HSCP Board approval for targeted investment of this budget.

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

- (1) to note the background information in respect of this fund;
- (2) to approve the CSWO recommendation to allocate funding of £386,041 for the creation of a Principal Social Work Officer role and the development and implementation of an adult and older people review team; and
- (3) to the Direction with reference HSCP B000040MJC16052023: The Chief Executive of West Dunbartonshire Council is directed to mobilise the required recruitment process for the recruitment of a Principal Social Work Officer and the creation of a review team with a focus on all community based adult and older people support plans.

ADJOURNMENT

The Chair adjourned the meeting for a short recess. The meeting reconvened at 3.31 p.m. with all those listed in the sederunt present.

SUPERVISION POLICY FOR SOCIAL WORK AND CARE SERVICES

A report was submitted by Lesley James, Head of Children's Health, Care and Justice and Chief Social Work Officer, providing an update to the HSCP Board of the proposed implementation of HSCP Supervision Policy for all Social Work and Social Care staff.

After discussion and having heard from Head of Children's Health, Care and Justice and Chief Social Work Officer and Michelle McGinty, Chair, in further explanation and in answer to Members' questions, the Board approved the Supervision Policy for all Social Work and Social Care staff.

The Board agreed to the Direction with reference HSCP B000042MJC16052023: The HSCP Board is Directing the Chief Executive of West Dunbartonshire Council to implement the Supervision Policy for all Social Work and Social Care staff as agreed on 16 May 2023.

WEST DUNBARTONSHIRE HSCP STRATEGIC RISK REGISTER

A report was submitted by Margaret-Jane Cardno, Head of Strategy and Transformation, presenting to the HSCP Board the West Dunbartonshire Health and Social Care Partnership Risk Management Policy.

After discussion and having heard from the Head of Strategy and Transformation and the Head of Human Resources in further explanation and in answer to Members' questions, the Board agreed to note the content within the presentation of the report and agree to the Strategic Risk Register as outlined in Appendix 1 of the report.

DUTY OF CANDOUR

A report was submitted by Margaret-Jane Cardno, Head of Strategy and Transformation, providing the HSCP Board with an overview of the legal duty applying to health and social care services which came into effect on 1 April 2018 and make recommendations as to the future development and administration of the process.

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 note the actions to date outlined in the report; and
- (2) to note the proposals for further development and administration of Duty of Candour within the HSCP, including the establishment of an officer lead short life working group.

REVIEW OF HSCP BOARD STANDING ORDERS

A report was submitted by Margaret-Jane Cardno, Head of Strategy and Transformation, providing the HSCP Board with an update on the outcomes of the officer lead review of the HSCP Board Standing Orders which has taken place in line with the current Integration Scheme and seeking the HSCP Boards approval to adopt these revisions.

After discussion and having heard from the Head of Strategy and Transformation in further explanation and in answer to Members' questions, the Board agreed for some of the wording in the proposed changes to be tightened and bring more focus on allowing debate when a Motion or Amendment is proposed. The Board agreed the report and proposals will be brought back to the next meeting of the HSCP Board in August 2023 for consideration.

IMPLEMENTATION OF DIRECTIONS POLICY

A report was submitted by Margaret-Jane Cardno, Head of Strategy and Transformation, providing the HSCP Board with an update on the implementation of the Directions Policy, which was approved by the HSCP Board on the 23 September 2020 and implemented on the 30 September 2020.

After discussion and having heard from the Head of Strategy and Transformation in further explanation, the Board agreed to note the progress made in respect of the implementation of the Directions Policy.

WEST DUNBARTONSHIRE HSCP DELEGATED APPROVAL OF ANNUAL PERFORMANCE REPORT 2022/2023

A report was submitted by Margaret-Jane Cardno, Head of Strategy and Transformation, providing the HSCP Board with an update on the governance arrangements in respect of the publication of the HSCP Annual Performance Report 2022/2023 and seek Board approval that the decision to publish within the legislative timescales be delegated to the HSCP Audit and Performance Committee.

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 note the governance arrangements in respect of the publication of the HSCP Annual Performance Report 2022/23;
- (2) to agree that the decision whether or not to approve the HSCP Annual Performance Report 2022/23 for publication be delegated to the HSCP Audit and Performance Committee at their meeting on 20 June 2023;
- (3) that the HSCP Annual Performance Report 2022/23 is shared with Members of the HSCP Board electronically before being presented at the Audit and Performance Committee on 20 June 2023; and
- (4) that any decision taken by the HSCP Audit and Performance Committee be homologated by the HSCP Board at their meeting on 15 August 2023.

The meeting closed at 4.32 p.m.