

Minute of meeting of the Health & Social Care Partnership Board held within the Committee Room, 12 Strathkelvin Place, Kirkintilloch on **Thursday, 5 September 2019.**

Voting Members Present: EDC Councillors **MECHAN & MURRAY**

NHSGGC Non-Executive Directors **FORBES,
McGUIRE & RITCHIE**

Non-Voting Members present:

S. Manion	Chief Officer - East Dunbartonshire HSCP
J. Campbell	Chief Finance and Resource Officer
A. McCready	Trades Union Representative
J. Proctor	Carers Representative
V. Tierney	Chief Nurse
A. Meikle	Third Sector Representative
L. Williams	Clinical Director

Councillor Susan Murray (Chair) presiding

Also Present: P. Brown	Internal Auditor
C. Carthy	Interim Head of Children's Services & Criminal Justice
M. Cunningham	Corporate Governance Manager
L. Johnston	Interim General Manager – Oral Health Directorate
R. Murphy	Adult Day Services Manager
D. Pearce	Head of Community Health & Care Services
T. Quinn	Head of Human Resources
D. Radford	Health Improvement Manager
C. Sinclair	Head of Mental Health, Learning Disability, Addictions & Health Improvement. (Acting Chief Social Work Officer)
M. McGranachan	Public Health Researcher

APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Adam Bowman, Martin Brickley and Councillor Alan Moir.

ANY OTHER BUSINESS WHICH THE CHAIR DECIDES IS URGENT

The Chair advised that there was no urgent business.

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SEMINAR – HEALTH & WELLBEING SURVEY

David Radford and Margaret McGranachan provided a presentation on the East Dunbartonshire Health & Wellbeing Survey 2017/18 followed by questions from the Board.

The Board thanked them for an informative presentation on the self-perceived health and wellbeing of our residents, their health behaviours, attitudes, social health and capital & financial wellbeing in the area.

1. DECLARATION OF INTEREST

The Chair sought intimations of declarations of interest in the agenda business. There being none received the Board proceeded with the business as published.

2. MINUTE OF MEETING – 27 JUNE 2019

There was submitted and approved a minute of the meeting of the Health & Social Care Partnership (HSCP) Board held on 27 June 2019.

3. CHIEF OFFICER'S REPORT

The Chief Officer addressed the Board and summarised the national and local developments since the last meeting of the Partnership Board. Details included:-

- Milngavie Friendship Circle – Attended by Chief Officer – good practice example of third sector older people project
- NHS Board Staff Governance Committee – Attended by Chief Officer and Head of Human Resources – very positive highlighting EDHSCP areas of good practice.
- Learning Disability – Renfrewshire Model – Linwood –Attended by Chief Officer and Adult Day Services Manager. Benefits of Capital Programme Planning & Leisure Trust activities.
- Ministerial Steering Group – Update – Led by Scottish Government – matters including – Self Assessment re Integration; Improvement Plan to address issues; areas of good practice and areas for improvement – further report to Board November 2019

Following consideration, the Board noted the information.

4. ALCOHOL & DRUG PARTNERSHIP ACTION PLAN

A Report by the Interim Chief Social Work Officer, Head of Mental Health, Learning Disability, Addictions & Health Improvement, copies of which had previously been circulated, provided a summary briefing to the HSCP Board on the work of the Alcohol & Drug Partnership and Action Plan for 2019/20. Full details were contained within the Report and Appendices 1 and 2.

Following questions and further discussion, the Board noted the contents of the Report.

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5. AUTISM STRATEGY 2014 – 2024 REFRESH

A Report by the Head of Mental Health, Learning Disability, Addictions and Health Improvement Services, Interim Chief Social Work Officer, copies of which had previously been circulated, advised Members of the progress of the current 10 year Autism Strategy; reported on the recent review of the strategy at its half way stage; indicated the focus for the refreshed strategy; advised of the proposed consultation process which would aim to share progress; and sought agreement on the focus for the remaining five years of the local strategy. Full details were contained within the Report and attached Appendix.

The Adult Day Services Manager confirmed the approximate volume of cases in East Dunbartonshire and thereafter following questions and further discussion, the Board agreed as follows:-

- a) to note the progress with regard to delivery of the Local Autism Strategy objectives;
- b) to note the proposed areas of development, in particular the two main focus areas for the next year;
- c) to a consultation with carers and stakeholders affected by, or who have a specific interest in, the local strategy for autism to be undertaken by the end of this calendar year;
- d) to note that the purpose of this consultation was to review the progress of the previous five years and to set the specific focus of the remaining five years of the strategy; and
- e) to request further reports to the HSCP Board following the 2019 consultation, and, as required, to update on developments and progress with regard to the outstanding elements of the ten year strategy.

6. COMMISSIONING STRATEGY & MARKET FACILITATION PLAN - UPDATE

A Report by the Chief Finance and Resources Officer, copies of which had previously been circulated, updated members on plans to develop a Commissioning Strategy and incorporated Market Facilitation Plan and outlined the approach taken to develop and implement the strategy. Full details were contained within the Report and attached Appendix. The final Strategy document would be submitted to the Board meeting scheduled for 14 November 2019.

Following consideration, the Board noted the content of the Report

7. EAST DUNBARTONSHIRE CHILD POVERTY REPORT 2018/19

A Report by the Interim Chief Social Work Officer, Head of Mental Health, Learning Disability, Addictions and Health Improvement, copies of which had previously been circulated, outlined the process and actions towards the development of the East

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Dunbartonshire Child Poverty Report 2018/19. The report, attached at Appendix 1, detailed the challenge and the actions that Partners, including the HSCP, were undertaking towards mitigating the impact of child poverty across East Dunbartonshire. Full details were contained within the Report and Appendices 1 and 2.

Following questions and further discussion, the Board agreed as follows:

- a) to note the content of the Child Poverty Action Report 2018; and
- b) to note the actions taken by the HSCP in meeting the outcomes detailed within the Report.

8. SANDYFORD SERVICE REVIEW

A Report by the Interim Chief Social Work Officer Head of Mental Health, Learning Disability, Addictions and Health Improvement, copies of which had previously been circulated, outlined the process and actions towards the development of revised Sexual Health Services delivered within East Dunbartonshire and operated by The Sandyford Service. Full details were contained within the Report.

Members noted that upon completion of the Review, redesigned services could be operational in the early part of 2020. Thereafter the Board noted the content of the Report and the proposed actions in furthering the review and encouraging participation of services users within the Sandyford Service review process.

9. LEARNING DISABILITY SERVICES STRATEGIC REVIEW

A Report by the Head of Mental Health, Learning Disability, Addictions and Health Improvement Services, Interim Chief Social Work Officer, copies of which had previously been circulated, advised the Board of the outcome of the consultation relating to proposed learning disability accommodation-based service redesign principles, sought approval for these and to authorise officers to proceed with the preferred option for the development of a new day care service in partnership with the Council and East Dunbartonshire Leisure and Culture Trust. Full details were contained within the Report and attached Appendix.

Following discussion, the Board agreed as follows:

- a) to note the progress of the overall Learning Disability Services Strategic Review as outlined at section 1.2 of the Report;
- b) to note the consultative feedback on the proposed accommodation-based support services redesign principles described at sections 1.7 to 1.10 of the Report;
- c) to approve the accommodation-based support services redesign principles, as set out at section 1.4 of the Report;
- d) to note that the HSCP Chief Officer, in consultation with East Dunbartonshire Council, would commence exploration, option appraisal and planning for

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accommodation-based support services that align with these service redesign principles;

- e) to note that, following an option appraisal by the Council's Major Assets Team, in support of the work of the Learning Disability Strategic Review, a preferred site option had been identified for the development of a new Learning Disability Day Service;
- f) that the HSCP Chief Officer pursue this preferred day service option with the Council and the Leisure Trust, consulting on development proposals with HSCP partners and stakeholders; and
- g) to request further reports to the HSCP Board when detailed development plans for redesigned day and accommodation-based support services were proposed for approval.

10. DRAFT ASSISTANCE WITH TRANSPORT POLICY

A Report by the Chief Finance & Resources Officer, copies of which had previously been circulated, sought Board approval to consult on the Draft Assistance with Transport Policy. Full details were contained within the Report and Appendices 1 and 2.

Following discussion, the Board agreed as follows:

- a) to note the Draft Assistance with Transport Policy, Procedures and Operational Guidance attached as Appendix 1 of the Report; and
- b) to approve the process for consulting on the Draft Assistance with Transport Policy attached as Appendix 2 of the Report.

11. JOINT INSPECTION (ADULTS) – THE EFFECTIVENESS OF STRATEGIC PLANNING IN EAST DUNBARTONSHIRE HEALTH & SOCIAL CARE PARTNERSHIP – JULY 2019

A Report by the Chief Officer, copies of which had previously been circulated, highlighted the publication on 30th July 2019 of the Care Inspectorate and Healthcare Improvement Scotland's 'Joint Inspection (Adults) - The Effectiveness of Strategic Planning in the East Dunbartonshire Health and Social Care Partnership' and sought approval of the draft Action Plan which had been developed to address the improvement areas identified through the inspection process. Full details were contained within the Report and Appendices 1 and 2.

Following consideration, the Board agreed as follows:-

- a) to note the publication of the Joint Inspection (Adults) - The Effectiveness of Strategic Planning in the East Dunbartonshire Health and Social Care Partnership attached as Appendix 1 to the Report; and

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- b) to approve the draft Action Plan attached as Appendix 2 to the Report which had been developed to address the improvement areas identified through the inspection process.

12. EAST DUNBARTONSHIRE HSCP CLINICAL GOVERNANCE ANNUAL REPORT 2018

A Report by the Clinical Director, copies of which had previously been circulated, highlighted and detailed the Clinical and Care Governance activities taking place within East Dunbartonshire, and advised the HSCP Board on some of the past and current activity taking place within the HSCP. The Board noted that the Report required to be submitted annually to NHS GG&C Clinical Governance Support Unit to provide assurance to the Health Board in respect of HSCP health services which were provided under direction from the Health Board, and operationally managed by the HSCP Chief Officer. Full details were contained within the Report and attached Appendix.

Following consideration, Officers agreed to consider harmonising the reporting timeframe and include further details such as the quality of care in Care Homes. Thereafter the Board noted and approved the content of the Report, and accepted it as a true reflection of work ongoing within the HSCP to ensure that service users were provided with safe, effective and person-centred care.

13. FINANCIAL PERFORMANCE BUDGET 2019/20 – MONTH 3

A Report by the Chief Finance & Resources Officer, copies of which had previously been circulated, updated the Board on the financial performance of the Partnership as at period 3 of 2019/20. Full details were contained within the Report and Appendices.

The Chief Officer and Chief Finance & Resources Officer were heard in response to members' questions where members sought assurances regarding the plans in place to address demand and cost pressures while transforming and streamlining service delivery. Concerns were also expressed re the resilience of the organisation in the absence of reserves. The Chief Officer intimated that further updates would be provided at the next Board meeting in November and budgetary matters would also be addressed by several Development Sessions for members.

Following further discussion the Board agreed as follows:-

- a) to note the projected outturn position was reporting an over spend of £3.6m as at period 3 of 2019/20;
- b) to note and approve the recovery plan measures to be implemented with immediate effect to provide robust budgetary controls to mitigate the anticipated in year pressures in respect of social work services as detailed in Appendix 1;
- c) to note the progress to date on the achievement of the approved savings plan for 2019/20 as detailed in Appendix 2;
- d) to note the HSCP financial performance as detailed in Appendix 3;

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- e) to note and approve the updated reserves position as detailed in Paragraph 1.18 of the Report; and
- f) to note the risks associated with the delivery of a balanced budget as detailed in Paragraph 2.0 of the Report.

14. FINANCIAL FRAMEWORK FOR THE NHS GREATER GLASGOW & CLYDE FIVE YEAR ADULT MENTAL HEALTH SERVICES STRATEGY

A Report by the Head of Mental Health, Learning Disability, Addictions and Health Improvement, Interim Chief Social Work Officer, copies of which had previously been circulated, sought approval for the financial framework which had been developed to support the implementation of the Five Year Adult Mental Health Strategy across Greater Glasgow and Clyde. Full details were contained within the Report.

Following discussion, the Board approved the proposed financial framework described at Sections 3.1 and 4 of the Report, which would support the implementation of the NHS Greater Glasgow & Clyde Five Year Adult Mental Health Services Strategy.

15. ORAL HEALTH DIRECTORATE PERFORMANCE REPORT – OVERALL GGC

A Report by the Interim General Manager Oral Health, copies of which had previously been circulated, provided an overview of the activities carried out by the Oral Health Directorate across NHSGGC. Full details were contained within the Report.

Following consideration, the Board noted the contents of the Report.

16. ORAL HEALTH DIRECTORATE PERFORMANCE REPORT – EAST DUNBARTONSHIRE HSCP – JUNE 2019

A Report by the Interim General Manager Oral Health, copies of which had previously been circulated, provided an overview of the activities carried out by the Oral Health Directorate within East Dunbartonshire HSCP. Full details were contained within the Report.

Following consideration, the Board noted the contents of the Report.

17. QUARTERLY PERFORMANCE REPORT Q3 & Q4

A Report by the Head of Mental Health, Learning Disability, Addictions and Health Improvement Services, Interim Chief Social Work Officer, copies of which had previously been circulated, informed the Board of progress made against an agreed suite of performance targets and measures, relating to the delivery of the HSCP strategic priorities, for the period October 2018 to March 2019 (Quarters 3 and 4 of 2018 - 2019). Full details were contained within the Report and attached Appendix.

Following consideration, the Board agreed as follows:-

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- a) to note the content of the Quarters 3 and 4 Performance Report 2018-19 at Appendix 1; and
- b) to approved the proposed future performance reporting schedule and approach as set out at 1.2 and 1.3 of the Report.

18. PUBLIC, SERVICE USER & CARER (PSUC) REPRESENTATIVE SUPPORT GROUP REPORT

A Report by the Service User Representative and Carers Representative, copies of which had previously been circulated, described the processes and actions undertaken in the development of the Public, Service User & Carer Representatives Support Group (PSUC). Full details were contained within the Report and Appendices 1, 2 and 3.

Following consideration, the Board noted the progress of the Public, Service User & Carer Representatives Support Group.

19. CLINICAL AND CARE GOVERNANCE SUB GROUP MINUTES OF MEETING HELD ON 29 MAY 2019

A Report by the Clinical Director, copies of which had previously been circulated, provided the Board with an update on the work of the Clinical & Care Governance Sub Group. Full details were contained within the Report.

Following consideration, the Board noted the contents of the minute of the Clinical & Care Governance Sub Group held on the 29th May 2019.

20. EAST DUNBARTONSHIRE HSCP STAFF PARTNERSHIP FORUM MINUTES OF MEETING OF 17 JUNE 2019

A Report by the Head of People and Change, copies of which had previously been circulated, provided Members with the re-assurance that Staff Governance was monitored and reviewed within the HSCP. Full details were contained within the Report and attached Appendix.

Following consideration, the Board noted the contents of the Report.

21. EAST DUNBARTONSHIRE HSCP BOARD AGENDA PLANNER MEETINGS – OCTOBER 2019 – JANUARY 2021

The Chief Officer provided an updated schedule of topics for HSCP Board meetings 2019/20 which was duly noted by the Board.

22. DATES OF NEXT MEETINGS

The HSCP Board noted that the scheduled meetings for 2019/20 were as follows:

- Thursday 14 November 2019;
- Thursday 23 January 2020; and
- Thursday 26 March 2020.

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Members noted that meetings would be held within the Council Committee Room, 12 Strathkelvin Place, Kirkintilloch, G66 1XT. If a seminar was scheduled, this would start at 9.00 am prior to Board business commencing at 9.30 am..