

Minute of meeting of the Health & Social Care Partnership Board held within the Committee Room, 12 Strathkelvin Place, Kirkintilloch on **Thursday, 1 December 2016.**

Voting Members Present: EDC Councillors **GEEKIE & MCNAIR**

NHSGGC Non-Executive Directors **FRASER, LEGG & RITCHIE**

Non Voting Members present:

<b>J. Hobson</b>	Interim Chief Officer - East Dunbartonshire HSCP
<b>M. Brickley</b>	HSCP Service User Representative
<b>G. Thomson</b>	HSCP Voluntary Sector Representative
<b>W. Hepburn</b>	HSCP Professional Nurse Adviser
<b>A. Jamieson</b>	HSCP Carer Representative – substitute
<b>A. McDaid</b>	HSCP Staff Partnership Forum - Secretary
<b>G. Morrison</b>	HSCP Clinical Lead Representative
<b>C. Shepherd</b>	HSCP Carer Representative
<b>I. Twaddle</b>	HSCP Service User Representative – substitute

Rhondda Geekie (Chair) presiding

Also Present: <b>F. Borland</b>	HSCP Communications
<b>S. Cairney</b>	Head of Strategy, Planning & Health Improvement
<b>J. Campbell</b>	Chief Finance and Resources Officer
<b>M. Cunningham</b>	EDC Corporate Governance Manager
<b>A. Martin</b>	Head of Adult & Primary Care Services
<b>P. Mazzoncini</b>	Chief Social Work Officer
<b>F. McCulloch</b>	Planning & Performance Manager
<b>G. Notman</b>	Change & Re-Design Manager
<b>L. Tindall</b>	Organisational Development Lead

## **APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillor O'Donnell.

## **CHAIR'S REMARKS**

Councillor Geekie welcomed everyone to the meeting particularly Ian Ritchie and Anne McDaid who were attending for the first time. Susan Manion, the newly appointed Chief Officer was also present, prior to taking up post in January 2017. The Board agreed that appropriate officers should arrange a meeting / seminar with the Carers and Users representatives for early 2017.

**HEALTH & SOCIAL CARE PARTNERSHIP (HSCP) BOARD  
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**1. MINUTE OF MEETING – 6 OCTOBER 2016**

There was submitted and noted minute of the meeting of the HSCP Board held on 6 October 2016.

**2. CHIEF OFFICER'S REPORT**

The Interim Chief Officer submitted a Report HSCP 2016/17-02, copies of which had previously been circulated, which summarised the national and local developments in relation to the implementation of the Public Bodies (Joint Working) (Scotland) Act 2014 since the last meeting of the Partnership Board. Details from the report included:-

- Appointment of Susan Manion as Chief Officer;
- Progress with implementation of Intermediate Care Service by the Head of Adult & Primary Care Services;
- Update on refurbishment of KHCC;
- Accounts Commission report on Social Work in Scotland; and
- Audit Scotland report on the NHS in Scotland 2016.

Thereafter the Board agreed to note the Report.

**3. FINANCE REPORT – MONTH 6 OUTTURN & FORECASTING TO YEAR END**

Report HSCP 2016/17-03 by the Chief Finance and Resources Officer, copies of which had previously been circulated, update the Board on the projected financial outturn for the Health & Social Care Partnership for 2016/17 and to update on the IJB Budget 2016/17.

The financial performance in relation to the forecast outturn for the Health & Social Care Partnership was based on the period 6 reporting cycle for the period to 30 September 2016 (dates vary between the differing NHS and Council reporting cycles). This was still early in the financial year and the position could vary significantly based on unknown demand pressures (particularly throughout the winter period) and the volatile nature of Social Work budgets.

Following further consideration, the Board:

- Noted the projected outturn position for the HSCP for 2016/17 - £2.6m surplus and that uncertainty existed in both funding and operational costs of demand sensitive areas;
- Agreed net revenue budgets of £96.9m (including Acute Set Aside) to NHS GG&C and £52.1m to East Dunbartonshire Council and direct that this funding be spent in line with the strategic plan;
- Agreed the application of the transformation savings (£372,208) applied by the Council to the allocation to the IJB detailed in 4.17.
- Noted the risk to the projected out turn position detailed in 4.22.

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**4. BOARD DIVERSITY AND THE PUBLIC SECTOR EQUALITY DUTY**

Report HSCP 2016/17-04 by the Head of Strategy, Planning & Health Improvement, copies of which had previously been circulated, which informed the HSCP Board of their - as members of the Board, and the Partnership's - legal duties, to comply with Section 149 of the Equality Act 2010 (The Public Sector Equality Duty) and the Equality Act 2010 (Specific Duties)(Scotland) Regulations 2012.

Following further consideration, the Board agreed as follows:-

- That when invited by Scottish Ministers, they would complete the online system designed to gather equalities information.
- To analyse the anonymised information to ensure that it met the general duties contained within the Equalities legislation.
- To include reference to the protected characteristic of the gender of its board members within its Equalities mainstreaming report.
- To report on intended actions and progress within the Equalities mainstreaming report relating to Board diversity.

**5. LOCALITY PLANNING GROUP PROGRESS REPORT**

Report HSCP 2016/17-05 by the Interim Chief Officer, copies of which had previously been circulated, updated the Board on the progress made by the established Locality Planning Groups in East Dunbartonshire.

The Board noted that the East and West Locality Planning Groups had each met three times.

The West Locality Planning group focused on the following priorities:-

- Supporting people with dementia and mild cognitive impairment in their community
- Developing positive dialogue with acute on shared experiences of intermediate and continuing care.

The East Locality Planning group's priorities:-

- Prevention and early screening for cancer.
- Supporting people who are housebound in the community
- Outcomes of discussions and actions report into the Strategic Planning Group.

Members commented on the diversity of priorities between East and West Locality Groups. Clarification was sought as to the membership of these groups which had been prescribed by the Scottish Government and it was agreed that the membership would be circulated to all HSCP members. In addition it was anticipated that the creation of Service User and Carers Support Groups would augment communications across the Locality Groups.

Thereafter the Board noted the contents of the Report.

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**6. CHIEF SOCIAL WORK OFFICER REPORT**

Report HSCP 2016/17-06, copies of which had previously been circulated, presented the Chief Social Work Officer's (CSWO) Annual Report to East Dunbartonshire's Health and Social Care Partnership covering the period 1 April 2015 – 31 March 2016.

The Report covered key matters such as child protection, adult protection, corporate parenting and the management of high risk offenders. The report summarised information relating to:-

- Key Challenges and Developments;
- Partnership Structures/Governance Arrangements;
- Social Services Delivery Landscape;
- Finance;
- Service Quality and Performance;
- Delivery of Statutory Functions;
- User and Carer Empowerment;
- Workforce Planning and Development; and
- Improvement Approaches.

Having heard from the Chief Social Work Officer in response to questions, the Board commended the Report and the template format which assisted benchmarking across Partnerships and thereafter noted the report.

**7. HSCP GP CLUSTERS UPDATE**

The Interim Chief Officer submitted Report HSCP 2016/17-07, copies of which had previously been circulated. This provided an update on development of general practice cluster groups.

The Clinical Director updated the Board on general progress, highlighting the need for support to these fledgling bodies, the separation of remuneration from service quality drivers and also some clarity regarding the clusters and their reporting hierarchy. The Board noted there were 3 clusters – Bearden & Milngavie, Bishopbriggs and Kirkintilloch & the Villages; each GP practice had established a Practice Quality Lead who would report to the Cluster – each Cluster would be led by a Cluster Lead

Following discussion the Board noted the progress of the development of the GP Cluster groups and agreed that progress reports would be submitted on a 6 month basis.

**8. REFUGEE CRISIS AND UNACCOMPANIED ASYLUM SEEKING CHILDREN**

The Interim Chief Officer presented Report HSCP 2016/17-08, copies of which had previously been circulated, updated the Board on East Dunbartonshire Council's decision to support refugees through the Asylum Seeker Dispersal Scheme and the resettlement arrangements for Syrian refugees (up to 4 families) and unaccompanied asylum seeking children (UASC) (up to 4 children).

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The Chair and the Chief Social Work Officer updated the Board on the background, the process and the progress following the Council's decision; they reiterated the existing legislative commitments and limitations, the current and proposed funding position statements;

Following further consideration, the Board noted the content of the report and considered their role in supporting the Council's response to the refugee crisis.

**9. COMMUNICATION OBJECTIVE – CREATING A BRAND FOR THE EAST DUNBARTONSHIRE HEALTH & SOCIAL CARE PARTNERSHIP**

Report HSCP 2016/17-09 by the Interim Chief Officer, copies of which had previously been circulated, sought approval for the branding that will be used to identify the East Dunbartonshire Health and Social Care Partnership (HSCP).

Members considered the various options and identified strengths and weaknesses before selecting Option 2 which received majority approval.

**10. HSCP BOARD DEVELOPMENT - UPDATE**

Report HSCP 2016/17-10 by the Head of Strategy & Health Improvement, copies of which had previously been circulated.

Members thanked Linda Tindall, Organisational Development Lead on the programme to date and noted that, as a priority, a development session to consider how best to work with carers groups would be included in the programme. Thereafter the report was noted.

**11. AUDIT COMMITTEE – MINUTES OF PREVIOUS MEETINGS**

Report HSCP 2016/17-11 by the Interim Chief Officer, copies of which had previously been circulated, which provided the Board with minutes of meetings of the Audit Committee. In response to members questions the Head of Adult & Primary Care services outlined the discussions on-going across the GGCHB regarding the establishment and growth of these groups across HSCPs in the Board area

Thereafter the Board noted the minutes.

**12. CLINICAL & CARE GOVERNANCE GROUP – MINUTES OF PREVIOUS MEETINGS**

Report HSCP 2016/17-12 by the Interim Chief Officer, copies of which had previously been circulated, which provided the Board with minutes of meetings of the Clinical Care & Governance Group which following questions regarding the outstanding Service User representative were noted by the Board.

**13. PROFESSIONAL ADVISORY GROUP – MINUTES OF PREVIOUS MEETINGS**

Report HSCP 2016/17-13 by the Interim Chief Officer, copies of which had previously been circulated, provided the HSCP Board with the minutes of previous meetings of the

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Professional Advisory Group. The Board noted the minutes and took the opportunity to thank Dr Graham Morrison for his contribution to the work of the Board as the Clinical Lead Representative. Dr Morrison responded in suitable terms and intimated he would now focus on work at his practice.

**14. ALCOHOL & DRUG PARTNERSHIP CARE INSPECTORATE VALIDATED SELF-ASSESSMENT FEEDBACK**

Report HSCP 2016/17-14 by the Interim Chief Officer, copies of which had previously been circulated, informed the Board of the feedback recently received from the Care Inspectorate following on from the self-evaluation exercise carried out 2016 into East Dunbartonshire Alcohol & Drug Partnership's implementation of The Quality Principles: Standard Expectations of Care and Support in Drug & Alcohol Services.

Following further consideration, the Board noted the co-production challenge facing public authorities and thereafter noted the report.

**15. DATE OF NEXT MEETING – 26 JANUARY 2017**

The Board noted that the next meeting would be held on Thursday, 26 January 2017 at 9.30 am and be held within the Committee Room at the Council Headquarters, 12 Strathkelvin Place, Kirkintilloch.