

Minute of meeting of the Health & Social Care Partnership Board held within the Committee Room, 12 Strathkelvin Place, Kirkintilloch on **Thursday, 17 January 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
A. Bowman	Acute Services Representative
M. Brickley	Service Users Representative
J. Campbell	Chief Finance and Resource Officer
J. Campbell	Trade Union Representative - Substitute
W. Hepburn	Chief Nurse
A. Jamieson	Carer Representative - Substitute
A. McCready	Trades Union Representative
A. Meikle	Third Sector Representative
J. Proctor	Carers Representative
C. Sinclair	Acting Chief Social Work Officer / Head of Mental Health, Learning Disability & Addictions
G. Thomson	Voluntary Sector Representative
I. Twaddle	Service User Representative – Substitute
L. Williams	Clinical Director

Jacqueline Forbes (Chair) presiding

Also Present: Claire Carthy	Interim Head of Children, Families & Criminal Justice
M. Cunningham	EDC - Corporate Governance Manager
K Donnelly	HSCP Board Standards Officer / EDC – Chief Solicitor & Monitoring Officer
G. Healey	Team Leader – Planning & Service Development
W. Kennedy	Community Justice Co-ordinator
F.P. McLinden	General Manager, Oral Health Lead Officer Dentistry GG&C
G. Notman	Change & Re-Design Manager
D. Pearce	Head of Community Health & Care Services
T. Quinn	Head of People & Change
L. Tindall	Organisational Development Lead

APOLOGY FOR ABSENCE

An apology for absence was submitted on behalf Councillor Moir.

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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.

1. MINUTE OF MEETING – 15 NOVEMBER 2018

There was submitted and approved the minute of the meeting of the HSCP Board held on 15 November 2018.

2. 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:-

- Care Inspectorate Inspection ongoing. Focus Group at the end of today's Board meeting.
- Paolo Mazzoncini remains absent due to ill-health, cover arrangements will continue to operate (Caroline Sinclair and Claire Carthy)
- "Moving Forward Together" – 2 Planning Events beginning of April 2019 share updated plans with stakeholders.
- West of Scotland Regional Plan – will be submitted for consideration to the Board meeting on 21 March 2019.

Following consideration, the Board noted the information.

3. FINANCIAL PERFORMANCE BUDGET 2018/19 – PERIOD 8

The Chief Finance and Resources Officer updated the Board on the financial performance of the Partnership as at period 8 of 2018/19.

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

- a. To note the projected Out turn position is reporting an over spend of £1.4m as at period 8 of 2018/19.
- b. To note the progress to date on achievement of the approved savings plan for 2018/19 as detailed in **Appendix 1**.
- c. To note and approve the updated reserves position as detailed in paragraph 1.20 of the report.
- d. To note the risks associated with the delivery of a balanced budget as detailed in paragraph 2.0 of the report.

4. FINANCIAL PLANNING 2019/2020

A Report by the Chief Finance & Resources Officer, copies of which had been circulated separately, updated the Board on financial planning for the Partnership in 2019/20.

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Following questions and discussion the Board then agreed as follows:-

- a. To note the position on the financial planning assumptions for the partnership based on the latest known position for both the Council and the NHS Board for 2019/20.
- b. To approve the areas for consideration that have been identified to date to meet the financial challenge for the IJB and agree to progress the detail of these for further consideration by the IJB.

5. COMMUNITY JUSTICE ANNUAL REPORT 2017/18, COMMUNITY JUSTICE OUTCOMES IMPROVEMENT PLAN 2018/2021, ANNUAL DELIVERY PLAN 2018/19

A Report by the Interim Head of Children's and Criminal Justice Services, enclosed 3 statutory documents required under sections 11 and 19 of the Community Justice (Scotland) Act 2016, in relation to the Community Justice East Dunbartonshire Partnership (CJED). All 3 documents have been laid before ministers via Community Justice Scotland:

- Community Justice East Dunbartonshire Annual Report 2017/18;
- The Community Justice Outcomes Improvement Plan 2018/2021; and
- Annual Delivery Plan 2018/19

The Board heard from the Community Justice Co-ordinator and thereafter:

- noted the content of the Community Justice Annual Report 2017/18;
- approved the content of the Community Justice Outcome Improvement Plan 2018/2021 and the Annual Delivery Plan 2018/19.

6. EAST DUNBARTONSHIRE HSCP PERFORMANCE REPORT 2018/19 – QUARTER 2

A Report by the Interim Chief Social Work Officer / Head of Mental Health, Learning Disability, Addictions and Health Improvement, copies of which had been circulated separately, 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 July – Sept 2018 (Quarter 2).

In response to members questions, officers confirmed the context of performance in relation to hospital discharges and the impact on acute beds from Adults with Incapacity (AWI) cases. Officers emphasised that the issues were not about the capacity of beds or the inputs currently in operation but the timescales attached to legal processes, exacerbated by the willingness or otherwise of family members participating in Power of Attorney arrangements. The Board agreed the Chief Officer's suggestion of a Development session prior to the next Board Meeting on 21 March 2019.

Thereafter the HSCP Board noted the content of the Quarter 2 Performance Report where 12 of 24 indicators were recorded as showing improvement.

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The Board agreed to the revised order of business for both Oral Health Directorate reports to facilitate a better comparison of local and GG&C area performance.

7. ORAL HEALTH DIRECTORATE UPDATE – OVERALL GGC OHD PERFORMANCE REPORT

A Report by the General Manager OHD, copies of which had previously been circulated, provided an overview of the activities carried out by the Oral Health Directorate across the NHS Greater Glasgow & Clyde area. The Board heard from the General Manager – OHD on aspects of GG&C area performance, programmes and areas of good practice.

Following discussion, the HSCP Board noted the report.

8. ORAL HEALTH DIRECTORATE UPDATE – EAST DUNBARTONSHIRE OHD PERFORMANCE REPORT

A Report by the General Manager - OHD, copies of which had previously been circulated, provided an overview of the activities carried out by the OHD within the East Dunbartonshire HSCP area. The General Manager – OHD highlighted areas for improvement and outlined steps being taken to address identified areas of specific performance.

Following discussion, the HSCP Board noted the report.

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

A Joint Report by the Service User Representative and the Carers Representative, copies of which had previously been circulated, outlined the processes and actions undertaken in the development of the Public, Service User & Carer Representatives Support Group (PSUCRSG)

The Board heard from the Service User and Carers Representative with further details, particularly in relation to the adjusted format of these meetings, designed to increase member engagement and knowledge.

Thereafter the Board noted the Report.

10. EAST DUNBARTONSHIRE HSCP CLINICAL & CARE GOVERNANCE SUB GROUP MINUTES OF MEETING HELD ON 28 NOVEMBER 2018

The Board heard from the Clinical Director in relation to the difficulties in recruiting Band 6 specialist nurses across the GG&C area. Thereafter the Board noted the draft Minutes of the Clinical Care & Governance Group meeting of 28 November 2018.

11. EAST DUNBARTONSHIRE HSCP STAFF PARTNERSHIP FORUM MINUTES OF MEETING HELD ON 19 NOVEMBER 2018

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The Board heard the Head of HR in relation to Immunisation take-up (reported 40% now increased to 56%) and thereafter noted the Minutes of the ED HSCP Staff Partnership Forum meeting of 19 November 2018.

12. AUDIT SCOTLAND REPORT – HEALTH AND SOCIAL CARE INTEGRATION

A Report by the Chief Officer, copies of which had previously been circulated, presented Audit Scotland's report on 'Health and Social Care Integration – Update on Progress'.

In the ensuing discussion, officers responded to members' questions related to: the East Dunbartonshire experience of Integration; the relevance of the Audit Scotland recommendations; and the contrasting benefits and challenges of HSCPs in the GG&C area.

Thereafter the Board noted the Report and agreed to consider further reports on the progress of the Audit Scotland recommendations across all partnership bodies tasked with delivering improvement actions.

13. DAY CARE SERVICES FOR OLDER PEOPLE – EAST LOCALITY

A Report by the Head of Community Care and Health Services, copies of which had previously been circulated, updated the Board on the re-provisioning of Day Care services for older people in the "East" Locality and outlined the revised programme for service delivery. This maintained the strategic goal of one building based day care provision in each of the two localities (East and West), delivering two building based day care centres across East Dunbartonshire. However the revised model in the East Locality would be centered around Birdston, Milton of Campsie and the plans for a proposed development at Cleddans Field would be discontinued.

Following discussion the Board noted the Report and agreed the revised plans for provision of day care services for older people in the East Locality of East Dunbartonshire.

14. EAST DUNBARTONSHIRE BRITISH SIGN LANGUAGE PLAN 2018 - 2024

A Report by the Head of Mental Health, Learning Disability, Addictions & Health Improvement, copies of which had previously been circulated, presented the East Dunbartonshire British Sign Language Plan 2018 - 2024 for approval.

Following discussion, the Board noted progressed made to date to improve communication and access to services for those who use BSL and thereafter approved the East Dunbartonshire British Sign Language Plan 2018 - 2024, for the aspects that relate to services in the remit of the HSCP.

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15. HOME CARE REVIEW – INTERIM POSITION

A Report by the Head of Community Health and Care Services, copies of which had previously been circulated, updated the Board of the progress to date of the Care at Home Service Review.

Following discussion the Board noted the progress and the next intended steps and that the finalised service review outcome would be reported to the next meeting of the Board (21 March 2019).

16. STAFF EXPERIENCE UPDATE

A Report by the Chief Officer, copies of which had previously been circulated, provided key background information about iMatter and analysis of the 2018 results for the HSCP and the Oral Health Directorate. The Organisational Development Lead provided an updated summary of the staff responses to this engagement

Following discussion the Board noted the progress and the next intended steps to embed this process.

17. DEVELOPMENT OF THE STRATEGIC PLANNING AND LOCALITY PLANNING GROUPS

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, updated the Board of the recent developments involving the Strategic Planning Group and the East and West Locality Planning Groups. The Change & Re-design Manager provided an update to the Board

Thereafter the Board noted the information and the action plans for both Locality Planning Groups for 2018/19.

18. COMMISSIONING STRATEGY AND MARKET FACILITATION PLAN

A Report by the Chief Finance & Resources Officer, copies of which had previously been circulated, provided the Board with details of plans to develop a Commissioning Strategy and incorporated Market Facilitation Plan. The report also outlined the approach taken to develop and implement the strategy. The Team Leader for Planning & Service Development updated the Board and confirmed a workshop was being arranged in February with 3rd Sector partners.

Following discussion, the Board noted the report and approved the plans and aims outlined therein.

19. HSCP BOARD – SCHEDULE OF TOPICS / BUSINESS PLAN

The Chief Officer provided an updated schedule of topics for HSCP Board meetings 2018/19, which was duly noted by the Board

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20. DATE OF NEXT MEETING – 21 MARCH 2019

The HSCP Board noted that the next meeting would be held on Thursday 21 March 2019 in the Council Chambers.