

Minute of virtual meeting of the Health & Social Care Partnership Board held on
Thursday, 17 September 2020.

Voting Members Present: EDC Councillor **MOIR & MURRAY**

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

Non-Voting Members present:

C. Sinclair	Interim Chief Officer - East Dunbartonshire HSCP
J. Campbell	Chief Finance and Resource Officer
L. Connell	Chief Nurse
G. Cox	Service User Representative
A. McCready	Trades Union Representative
A. Meikle	Third Sector Representative

Councillor Susan Murray (Chair) presiding

Also Present: D. Aitken	Interim Adult Services Manager
C. Bell	Trades Union Representative
A. Cairns	Planning, Performance & Quality Manager
C. Carthy	Interim Head of Children's Services & Criminal Justice
M. Cunningham	Corporate Governance Manager
L. Johnston	General Manager – Oral Health Directorate
R. Murphy	Resources and Registered Services Manager HSCP
G. McConnachie	Audit & Risk Manager
V. McLean	Corporate Business Manager – East Dunbartonshire HSCP
D. Pearce	Head of Community Health & Care Services
T. Quinn	Head of Human Resources
P. Treon	Associate Clinical Director

OPENING REMARKS

The Chair welcomed Gordon Cox, newly appointed Service User Representative to his first meeting of the Partnership Board following the resignation of Martin Brickley. The Chair requested that thanks be recorded to Martin for his years of service as a regular contributor and wished him best wishes for the future. She also undertook to write to him conveying the appreciation and thanks of the Board of all his valuable contribution.

The Chair also welcomed Leanne Connell to her first meeting since moving into her temporary role as Chief Nurse.

In addition, she congratulated Lisa Johnston on her permanent position as General Manager, Oral Health Directorate.

HEALTH & SOCIAL CARE PARTNERSHIP (HSCP) BOARD
17 SEPTEMBER 2020

Furthermore, she advised that Ketki Miles had been appointed as a NHS Non-Executive Board Member and Ian Ritchie had also taken up the role of Joint Vice-Chair of GG&C Board.

APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillor Meechan and J. Proctor, Carers Representative.

SEMINAR – AUTISM STRATEGY

A Report by the Interim Head of Adult Services, copies of which had been circulated, was presented to the HSCP Board advising on supports to individuals with autism in East Dunbartonshire and our local prevalence with regard to national statistics. The Report also advised of work undertaken to support individuals with autism across the lifespan and future areas of focus and development in line with Scottish Government policy. Full details were contained within the Report and attached Appendices.

Richard Murphy, Resources and Registered Services Manager provided a presentation on the Autism Strategy, followed by questions from the Board.

The Board thanked Richard Murphy for an informative presentation on Autism prevalence and provision in East Dunbartonshire, and areas of focus for 2020. Thereafter, the Board agreed to:-

- a) note the locally funded initiatives established through funding from the National Autism Strategy;
- b) note the establishment of support to early years and education to help support more effective diagnosis and support;
- c) note the autism prevalence in East Dunbartonshire in line with national statistics;
- d) note the difficulty in establishing a definitive figure regarding individuals affected by autism and the reasons for this;
- e) note current supports and resources for those affected by autism in East Dunbartonshire; and
- f) request further reports to the HSCP Board as required, to update on developments and progress with regard to the development and focus of the local ten year strategy.

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 – 25 JUNE 2020

HEALTH & SOCIAL CARE PARTNERSHIP (HSCP) BOARD
17 SEPTEMBER 2020

There was submitted and approved a minute of the meeting of the Health & Social Care Partnership (HSCP) Board held on 25 June 2020, subject to the undernoted amendment, copies of which had previously been circulated.

Page 13, include Andrew McCready's Apologies.

3. INTERIM CHIEF OFFICER'S REPORT

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

- As everyone will be aware it has been a busy time delivering response to Covid-19 pandemic, trying to balance with recovery, and re-establish service provision.
- Looking to winter, this year a particular challenging factor will be delivering the flu vaccination programme on a larger scale.
- HSCP continue to provide a high level of support to Care Homes.
- Throughout the past 6 months working closely with the 6 Partnership Boards in the GG&C Health Board area, including delivery of Community Assessment Centres and Mental Health Services. There has been a very collaborative approach and services have been delivered more effectively.
- Working across all service areas in collaboration with partner organisations and across the whole area trying to support services.
- Reflect on huge efforts and hard work from our staff. Creative approach, new or different ways of working, undertaking work in different types of services, staff have been delivering an incredible amount of work.

Councillor Murray echoed the comments made relating to the efforts of staff and advised that the changes they had made to deliver services were greatly appreciated. She added that she regularly received positive comments in this regard. In terms of collaborative working, she commented that it was great to see improvements even during this time.

Ian Ritchie also welcomed the comments and the immense amount of hard work demonstrated within the papers and thanked all the staff.

The Board noted the information.

4. HSCP STRATEGIC PLAN 2018-21: REVIEW

A Report by the Interim Chief Officer, copies of which had previously been circulated, seeking approval for a proposed arrangement for the statutory process of review of the Strategic Plan. Full details were contained within the Report and attached as Appendix 1 was an Extract from the Public Bodies (Joint Working) (Act) 2014.

The Board heard from the Interim Chief Officer regarding the restrictions encountered in preparing a replacement Strategic Plan due to the impact of the Covid-19 pandemic and the proposal to develop a one year bridging document for 2020/21 following discussion with the Scottish Government and the other five HSCP's across Scotland that were also due to review their Strategic Plan by 31 March 2021.

HEALTH & SOCIAL CARE PARTNERSHIP (HSCP) BOARD
17 SEPTEMBER 2020

Following questions and further discussion, which included a request to ensure a bottom-up approach was captured, the Board approved the approach to reviewing the Strategic Plan 2018-21, as set out in the Report.

5. COVID-19: RECOVERY AND TRANSITION PLAN

A Report by the Interim Chief Officer, copies of which had previously been circulated, set out the approach East Dunbartonshire HSCP was taking to the transitional, post-emergency phase of the COVID-19 pandemic. Full details were contained within the Report and attached as Appendix 1 was a copy of the Covid-19 Recovery and Transition Plan.

The Board heard from Alan Cairns, Planning and Performance Manager regarding the ongoing approaches being developed in alignment with the recovery and transition planning activity by East Dunbartonshire Council, NHS Greater Glasgow and Clyde, other HSCP's across GG&C and at national level. He highlighted that the plan was built around flexibility to further waves of the virus given the ongoing changes week-to-week.

Following questions and further discussion around the flu vaccination, the Interim Chief Officer advised that there would be extensive advertising to encourage uptake of the vaccine. The Board noted the number of ways the vaccine was being delivered collaboratively in the community, with a separate programme for children, housebound individuals and within care home facilities. Thereafter, the Board agreed to:

- a) note the contents of the Report; and
- b) note the Recovery and Transition Plan at Appendix 1.

6. DRAFT COMMUNICATIONS STRATEGY (2019 – 2022) AND ACTION PLAN

A Report by the Head of Community Health and Care Services, copies of which had previously been circulated, advising the Board on the outcome of the consultation on the HSCP Communication Strategy, and the Participation and Engagement Draft Strategy, and presenting for approval the HSCP Communication Strategy and Action Plan and the East Dunbartonshire Health and Social Care Partnership Participation and Engagement Strategy final draft (2020-2023).

Following consideration, the Board agreed as follows:-

- a) to note the outcome of the aforementioned consultation;
- b) to approve the HSCP Communication Strategy and Action Plan; and
- c) to approve the East Dunbartonshire Health and Social Care Partnership Participation and Engagement Strategy.

7. DRUG DEATHS TASKFORCE FUNDING UPDATE

A Report by the Interim Head of Adults Services, copies of which had previously been circulated, providing the Board with an update on the Drugs Deaths Taskforce additional

HEALTH & SOCIAL CARE PARTNERSHIP (HSCP) BOARD
17 SEPTEMBER 2020

funding bid submitted to Scottish Government on Friday 26th June 2020 and the subsequent decision. Full details were contained within the Report.

The Board heard from David Aitken, Interim Head of Adults Services regarding the requirement of each Partnership to drive forward the recommendations from the Drug Deaths Taskforce to reduce drug deaths and drug related harm. The Board noted that funding of £37,153 had been made available to East Dunbartonshire to support provision of these services where they were not already in place for all those at risk in the local area.

Following consideration, the Board agreed to note the contents of the Report.

8. OLDER PEOPLE'S HOUSING RESEARCH

A Report by the Head of Community Health and Care Services, copies of which had previously been circulated, reporting progress on East Dunbartonshire HSCP's (and the Council's Land Planning & Development Service and Housing Service) jointly commissioned research on Older People and Specialist Housing Research. Full details were contained within the Report and a copy of the research study undertaken by Ameil Johnson was attached as Appendix 1.

The Board heard from the Head of Community Health and Care Services in relation to the outcomes of the research undertaken, initially to look at older people's housing needs and expanded to include those with specialist needs and younger people and how this would inform the manner in which East Dunbartonshire would require to respond to the different types of housing needs moving forward.

The Board welcomed the Report and the collaborative work undertaken which was timely given the contribution and impact on the Local Development Plan 2.

Following further discussions, the Board agreed:

- a) to note the contents of the Older People and Specialist Housing Research;
- b) to approve ongoing commitment to work with the Council's Land Planning & Development Service and Housing Service; and
- c) to seek an update report at a future date in one year's time to review the impact and changes made.

9. HSCP ANNUAL PERFORMANCE REPORT 2019-20

A Report by the Interim Chief Officer, copies of which had previously been circulated, presenting and seeking approval for the HSCP Annual Performance Report for the year 2019-20 that detailed progress in line with the Strategic Plan and National Health and Wellbeing Outcomes. Full details were contained within the Report and the full Annual Performance Report for 2019-20 was attached as Appendix 1.

Following consideration, the Board approved the Annual Performance Report 2019-20, set out at Appendix 1.

HEALTH & SOCIAL CARE PARTNERSHIP (HSCP) BOARD
17 SEPTEMBER 2020

10. QUARTER 1 ANNUAL PERFORMANCE REPORT 2020-21

A Report by the Interim Chief Officer, copies of which had previously been circulated, informing 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 April to June (Quarter 1). Full details were contained within the Report and attached Appendix.

Following discussion, which included service delivery and the importance to continue to deliver care despite the challenges around Covid-19, the Board agreed to:

- a) note the contents of the Report 2019-20 attached as Appendix 1; and
- b) consider the Quarter 1 Performance Report 2019-20 at Appendix 1.

11. FINANCIAL PERFORMANCE BUDGET 2020/21 – MONTH 3

A Report by the Chief Finance & Resources Officer, copies of which had previously been circulated, updating the Board on the financial performance of the partnership as at month 3 of 2020/2021. Full details were contained within the Report and Appendices 1 and 2.

The Board heard from the Chief Finance & Resources Officer regarding the significant pressure on the budget as a result of Covid related costs and the impact of this on the delivery of savings and transformation during 20/21. She added that in the event that further funding was received from the Scottish Government to fully fund these costs and impacts, the HSCP would deliver an underspend related to a significant downturn in care home and care at home placements. She also highlighted that the HSCP does not hold any general reserves to mitigate these pressures.

Thereafter, the Board agreed as follows:

- a) to note the projected Outturn position was reporting an over spend of £7.1m as at month 3 of 2020/2021 based on the level of SG funding confirmed to support Covid expenditure to date;
- b) to note the progress to date on the achievement of the current, approved savings plan for 2020/2021 as detailed in Appendix 1;
- c) to note the HSCP financial performance as detailed in Appendix 2; and
- d) to note the impact of Covid related expenditure during 2020/2021.

12. CLINICAL AND CARE GOVERNANCE ANNUAL REPORT

A Report by the Clinical Director, copies of which had previously been circulated, providing the Partnership Board with the Clinical & Care Governance Annual Report. The Partnership Board noted that the report required to be submitted annually to NHSGGC

HEALTH & SOCIAL CARE PARTNERSHIP (HSCP) BOARD
17 SEPTEMBER 2020

Clinical Governance Support Unit, to provide assurance to the Health Board, in respect of HSCP health & care services provided under direction by the Health Board & East Dunbartonshire Council, and operationally managed by the HSCP Chief Officer. Full details were contained within the Report and attached as an Appendix was the Draft Annual Performance Report.

The Board heard from Paul Treon, Clinical Director regarding the Report, during the course of which he highlighted that Specialist Children's Services would no longer be overseen by this group and the performance would no longer feature as part of this Report. He also advised that the membership of the Clinical & Care Governance Group had been reviewed and the agenda would change moving forward.

Following consideration, the Board noted the contents of the Draft Annual Performance Report attached as Appendix 1.

13. WORKFORCE PLANNING 2020

A Report by the Head of Human Resources, copies of which had previously been circulated, provided Members with the 6 monthly update on workforce demographics for the HSCP and an update on the Workforce Action Plan for 2020-21. In addition, the Report provided an update on the Scottish Government Guidance for workforce planning across Health & Social Care service and the revised actions by the Health & Social Care Partnership to develop and publish a 3 year Workforce Plan for 2022-25 which aligns with our Strategic Plan.

The Board heard from the Head of Human Resources. Following questions and further consideration, the Board agreed as follows:-

- a) to note the workforce demographics and action plan update;
- b) to note the revised actions to develop a robust workforce plan that meets with the Scottish Government Guidance and aligns with the 2022-25 Strategic Plan; and
- c) to seek a progress report on the development of the workforce plan in January 2021.

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

A Report by the Service User Representative and the Carers Representative, copies of which had previously been circulated, describing the processes and actions undertaken in the development of the Public, Service User & Care Representative Group. Full details were contained within the Report and Appendix 1.

Gordon Cox advised the Board that Martin Brickley had resigned as the Service User Representative earlier in the week. He paid tribute to the tremendous amount of work that Martin had been involved in for 15 years. He also highlighted the important part Martin had played and his contribution within the Group over a long period of time.

HEALTH & SOCIAL CARE PARTNERSHIP (HSCP) BOARD
17 SEPTEMBER 2020

Thereafter, Gordon provided the Board with an overview of the Report. Following consideration, the Board noted the progress of the Public, Service User & Carer Representatives Support Group (PSUC).

15. EAST DUNBARTONSHIRE, DRAFT PERFORMANCE AND AUDIT AND RISK COMMITTEE MINUTES HELD ON 18 JUNE 2020

Providing the Board with an update on the business of the Performance, Audit & Risk Committee held on 18 June 2020. Full details were contained within the Report and Appendix 1.

Following consideration, the Board noted the contents of the minute of the Performance, Audit & Risk Committee held on the 18 June 2020.

16. EAST DUNBARTONSHIRE HSCP BOARD AGENDA PLANNER

The Interim Chief Officer provided an updated schedule of topics for HSCP Board meetings 20/21 which was duly noted by the Board. The Board also noted the Development Session arranged for 23rd September – Flu Vaccination Plan. She advised that this was an evolving document and encouraged members to get in touch by email with regards other items emanating from the development session they may wish to see presented.

A. Meikle also advised the Board that EDVA's AGM/Conference had been delayed and would now be held late January 2021.

17. DATE OF NEXT MEETINGS

The HSCP Board noted the next scheduled meeting for 2020/21 was as follows:

- Thursday, 12 November 2020.

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