

Minute of meeting of the Health & Social Care Partnership Board held within the Committee Room, 12 Strathkelvin Place, Kirkintilloch on **Thursday, 27 June 2019.**

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

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

Non-Voting Members present:

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| S. Manion | Chief Officer - East Dunbartonshire HSCP |
| M. Brickley | Service Users Representative |
| J. Campbell | Chief Finance and Resource Officer |
| A. McCready | Trades Union Representative |
| J. Proctor | Carers Representative |
| V. Tierney | Chief Nurse |
| G. Thomson | Third Sector Representative |

Councillor Susan Murray (Chair) presiding

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| Also Present: M. Cunningham | EDC - Corporate Governance Manager |
| S. Greig | Interim Fieldwork Manager (C&F) |
| L. Johnston | Interim General Manager – Oral Health Directorate |
| G. McConnachie | Internal Auditor |
| D. Pearce | Head of Community Health & Care Services |
| T. Quinn | Head of Human Resources |
| C. Sinclair | Head of Mental Health, Learning Disability, Addictions & Health Improvement. (Acting Chief Social Work Officer) |
| L. Tindall | Organisational Development Lead |

APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillor Sheila Mechan, Lisa Williams, Adam Bowman, and Claire Carthy.

The Chair paid tribute to the late Paolo Mazzoncini, Head of Children & Families and Criminal Justice and CSWO for the East Dunbartonshire HSCP, who had recently passed away. Commenting on his passion, drive, commitment and humanity throughout his career as an individual colleague and team player, she intimated her and the Board's condolences to his wife and extended family.

ANY OTHER BUSINESS WHICH THE CHAIR DECIDES IS URGENT

The Chair advised that there was no urgent business.

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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 – 28 MAY 2019

There was submitted and approved a minute of the meeting of the HSCP Board held on 28 May 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:-

- 10 June 2019 – Visit from Scottish Government re Joint Planning Arrangements for Children's Services – attended by approximately 25 officers across the Community Planning Partnership. Very positive feedback re current arrangements which would help inform review / development of Children's Plan to be published by 1 April 2020.
- 26 June 2019 – Chief Social Work Officer for Scotland hosted event at Dynamic earth in Edinburgh celebrating Joint working across Children's Services and sharing examples of good practice.
- May 2019 – National NHS event – networking and shared good practice.
- Joint Inspection of Strategic Planning – final meeting to agree content and report back to Board with an agreed action plan once completed.
- David Williams formerly Glasgow City HSCP Chief Officer has been appointed on an interim basis as the Scottish Government Director for Integration Delivery incorporating MSG returns.
- Across Scotland there is a review of Integration Schemes. There is an obligation to review schemes 5 five years so the revised scheme will need to be agreed and sent to the Scottish Parliament by June next year. Across GGC, we are collectively working on a review. .

Following consideration, the Board noted the information.

4. PUBLIC DENTAL SERVICE REVIEW

A Report by the Interim General Manager, Oral Health, copies of which had previously been circulated, informing Members of the purpose of the review which was to begin the process of ensuring that the services currently provided by the Public Dental Service were fit for the future in the context of the strategic direction set by the national OHIP. Full details were contained within the Report and attached Appendix.

Members noted that in January 2018, the Scottish Government launched the Oral Health Improvement Plan (OHIP) for Scotland, which set out the Scottish Government's direction of travel for NHS dental services and oral health improvement in Scotland. The review sets out to identify the drivers for change, the challenges, risks and opportunities for the Public Dental Service in the future and to provide

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recommendations to be tested as part of the next steps. The Report gave the GGC wide perspective as well as an outline of the issues for East Dunbartonshire specifically.

Following discussion the Board agreed as follows:-

- a) To note the Review for Greater Glasgow and Clyde, to approve that the review would be subject to wide consultation and engagement and that the Report would be returned to the HSCP Board when the process was complete and in advance of moving to completion; and
- b) To note the Review outlined in the context of East Dunbartonshire would be subject to detailed consultation and stakeholder engagement and that the Report would also be returned to the HSCP Board in advance of implementation.

SEDERUNT

Lisa Johnston left the meeting upon conclusion of the last item.

5. LEARNING DISABILITY SERVICES STRATEGIC REVIEW

A Report by the Interim Chief Social Work Officer, Head of Mental Health, Learning Disability, Addiction & Health Improvement Services, copies of which had previously been circulated, advising Members of the outcome of the consultation relating to proposed learning disability day service redesign principles. Full details were contained within the Report and attached Appendix.

The Interim Chief Social Work Officer, Head of Mental Health, Learning Disability, Addiction & Health Improvement Services sought approval; to agree to a further period of consultation on a proposed framework of service redesign principles for accommodation-based support services and to authorise a process of exploration of day care service site options.

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 day services redesign principles, as set out at Appendix 1;
- c) To approve the day 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 potential alternative day care service sites that align with the service redesign principles, as set out at section 1.4 of the Report;

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- e) To agree to the HSCP engaging with the public and stakeholders on proposed accommodation-based support service redesign principles as set out in section 1.11 of the Report;
- f) To request a further report to the HSCP Board at the conclusion of the consultative process on proposed accommodation-based support service redesign principles, outlining responses and recommendations for further action; and
- g) To request a further report to the HSCP Board on progress in identifying a suitable alternative day care service site.

6. STRATEGIC REVIEW OF CARE AT HOME SERVICES – OUTCOME AND NEXT STEPS

A Report by the Head of Community Health and Care Services, copies of which had previously been circulated, advised Members on the outcome to date of the Care at Home Service Review and sought approval to implement the proposed revised model and structure. Full details were contained within the Report and attached Appendices.

Members noted that Care at Home was a cornerstone service in the delivery of health and social care services in the community. It was noted that Care at Home provides essential services for vulnerable people in the community and prevents the escalation of need resulting in increased service input. There were on average 110 referrals for care at home each month, with around 60% of all referrals for care at home coming from secondary care to facilitate hospital discharge. The levels of referrals were increasing in line with the demographic pressures and in the last 5 years the level of referrals has increased 5% year on year.

Following discussion and having heard the Head of Community Health and Care Services in response to questions, the Board agreed as follows:-

- a) To note the outcome of the service review;
- b) To approve the proposed new service model and structure for care at home;
- c) To note the intended next steps to continue the on-going development of the service; and
- d) To note the intention to bring back a report focussed on the demand and capacity based on current levels of activity and future projections.

7. SELF DIRECTED SUPPORT POLICY – MAY 2019 UPDATE

A Report by the Interim Chief Social Work Officer, Head of Mental Health, Learning Disability, Addiction & Health Improvement Services, copies of which had previously been circulated, requesting approval from Members to publish and disseminate the updated Self-Directed Support Policy. Full details were contained within the Report and attached Appendix.

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Following discussion and having heard from the Interim Chief Social Work Officer, Head of Mental Health, Learning Disability, Addiction & Health Improvement Services, the Board agreed to approve the Self-Directed Support Strategy.

8. RE-PROVISIONING OLDER PEOPLE DAY CARE SERVICES – EAST LOCALITY

A Report by the Head of Community Health and Care Services, copies of which had previously been circulated, updating Members on the completion of the re-provisioning of Day Care services in the East Locality. Full details were contained within the Report.

The Head of Community Health and Care Services confirmed the successful delivery of the Plan within budget and ahead of schedule, which generated part year savings of £54k and full year recurring savings of £155k.

Following discussion the Board agreed to note the contents of the Report.

9. THE COMMUNITY CARE (PERSONAL CARE AND NURSING CARE) (SCOTLAND) AMENDMENT (NO. 2) REGULATIONS 2018 (FRANK’S LAW) FREE PERSONAL AND NURSING CARE EXTENSION TO ADULTS AGED UNDER 65 – ‘FRANK’S LAW’

A Report by the Interim Chief Social Work Officer, Head of Mental Health, Learning Disability, Addiction & Health Improvement Services, copies of which had previously been circulated, updating Members on the implementation of the extension of free personal & nursing care in Scotland to adults aged under 65 as set out in the Community Care (Personal Care and Nursing Care) (Scotland) Amendment (No.2) Regulations 2018, commonly referred to as ‘Frank’s Law’. Full details were contained within the Report and attached Appendices.

Members noted that following the implementation of ‘Frank’s Law’ on the 1st April 2019 Free Personal and Nursing Care was now available to all adults who were assessed by their HSCP as needing these services regardless of their age, income or assets. Prior to this Free Personal Care (FPC) was only available to people over the age of 65.

The Interim Chief Social Work Officer, Head of Mental Health, Learning Disability, Addiction & Health Improvement Services confirmed that the HSCP had received £562k from the Scottish Government to cover lost income. Furthermore she confirmed that work was ongoing to analyse the level of demand which factored in both increased uptake through increased awareness and the upgrade to the demand for premium service levels caused by Scottish Government funding as opposed to self-funded service level.

Following discussion the Board agreed to note the contents of the Report and consider strategic direction and implications.

10. EAST DUNBARTONSHIRE PRIMARY CARE IMPROVEMENT PLAN (PCIP) 2019/20

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A Report by the Head of Community Health and Care Services, copies of which had previously been circulated, presenting Members with the final draft of the East Dunbartonshire Primary Care Improvement Plan (PCIP) 2019/20. Full details were contained within the Report and attached Appendices.

Members noted the latest draft PCIP was reflective of a reworked financial plan to reflect commitments to deliver the Memorandum of Understanding (MOU) for services within the allocated Primary Care Improvement Fund budget and a reworked financial plan to demonstrate full delivery of the Memorandum of Understanding (MOU), detailing required funding.

Appended to the final draft PCIP was also a letter from the Glasgow Local Medical Council (LMC) stating their concerns around the HSCP's difficulty in achieving the full delivery of the MOU within agreed timescales, reflective of the budget allocation parameters. The HSCP's formal response to the LMC letter was also appended.

The Head of Community Health and Care Services was heard in response to questions and intimated some typographical corrections and thereafter the Board agreed as follows:-

- a) To note the reported progress in delivering the new GP Contract via the Primary Care Improvement Plan in 2018/19;
- b) To approve the revised draft of the East Dunbartonshire Primary Care Improvement Plan, reflecting delivery of the MOU to the extent of the available budget in 2019/20;
- c) To note the revised financial framework for full delivery of the MOU by April 2021, reflecting the funding shortfall and workforce challenges recognised nationally;
- d) To note that the East Dunbartonshire PCIP had been subject to discussion and negotiation with the HSCPs Local Medical Committee (LMC) representative but that formal sign off had not been agreed;
- e) To note the contents of the letter to the HSCP Chief Officer from the LMC rep and our response;
- f) To note that ongoing communication and engagement with key stakeholders would support the cultural transformational changes required to implement the Memorandum of Understanding (MOU); and
- g) To note that regular updates would continue to be provided to the HSCP Board on implementation progress and funding usage.

11. UNAUDITED DRAFT ANNUAL ACCOUNTS 2018/19

A Report by the Chief Finance & Resources Officer, copies of which had previously been circulated, updated Members on the financial out turn for 2018/19 and presented

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the draft Annual Accounts for East Dunbartonshire HSCP. Full details were contained within the Report and attached Appendices.

Members noted the Board was specified in legislation as a “section 106” body under the terms of the Local Government Scotland Act 1973 and as such was expected to prepare annual accounts in compliance with the Code of Practice on Accounting for Local Authorities in the United Kingdom.

In the ensuing discussion, members intimated their significant concerns regarding the budgetary position and the future sustainability of the HSCP. The points raised included:-

- Future sustainability of the financial position and the level of investment required to achieve service transformation before savings were realised
- The level of overspending including the planned use of general reserves
- The speed of the Transformation programme and the timescales for impact / improvement on the financial position
- The impact of the Transformation Programme on partner organisations
- No guarantee of further Scottish Government assistance re the funding gap
- Scale of Transformation required – alterations or complete re-design, and
- Establish consultation with other HSCPs at Senior Officer level ,within GG&C and nationally re their approach to the same issues,

In response, the Chief Officer confirmed the following:-

- The planned use of general reserves as reported to the Board previously, to establish a balanced budget and the risks identified in this approach
- The acknowledgement of the scale of the required change and the continued need to focus on the Transformation Agenda
- The impact of ever-increasing demand for services
- The transformation projects already reported to the Board – including Home Care Services, Learning Disability Review and Day Care Services.
- The Scottish Government had collated all 31 HSCPs Year-end positions for analysis at a national level. As information became available this would be collated and reported to a future meeting of the Board.

Lastly the Chief Officer confirmed that a HSCP Board Development Session would be arranged for August to consider / establish the financial / strategic plan reflecting among other things, the level of risk, the options and current / future service demand levels and their impacts on the transformation programme, the levels of service to be delivered and the consequential impacts across other services.

Thereafter the Board agreed as follows:-

- a) To agree the unaudited Annual Report and Accounts for 2018/19;
- b) To note the annual report and unaudited accounts were subject to audit review;
- c) To approve the reserves allocation outlined at paragraph 1.8; and

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- d) To approve the local code of governance against which the IJB would measure itself in the Annual Governance Statement for 2018/19.

12. EAST DUNBARTONSHIRE HSCP ANNUAL PERFORMANCE REPORT 2018-19

A Report by the Interim Chief Social Work Officer, Head of Mental Health, Learning Disability, Addiction & Health Improvement Services, copies of which had previously been circulated, seeking Members approval for a draft Annual Performance Report for the year 2018-19 that details progress in line with the Strategic Plan and National Health and Wellbeing Outcomes. Full details were contained within the Report and attached Appendix.

Members noted the Annual Performance Report measures and reports on progress in support of the Strategic Plan's Strategic Priorities, which was achieved by providing qualitative evidence in line with the relevant success measures and through the use of quantitative performance data, both national and local.

Following discussion the Board agreed as follows:-

- a) To consider and approve the draft provisional Annual Performance report 2018-19, as set out at Appendix 1; and
- b) To note the reasons for the provisional nature of the publication and the intention to update and reissue the report when NHS data completeness issues were rectified.

13. CLINICAL AND CARE GOVERNANCE SUB GROUP MINUTES OF 3 APRIL 2019

A Report by the Clinical Director, copies of which had previously been circulated, providing Members with an update of the work of the Clinical & Care Governance Sub-Group. The group supports the clinical and care delivery aspects of the Strategic Plan. Full details were contained within the Report and attached Appendix.

Following discussion the Board agreed to note the contents of the minute of the Clinical & Care Governance Sub-Group held on the 3rd April 2019.

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

A Report by the Interim Chief Social Work Officer, Head of Mental Health, Learning Disability, Addiction & Health Improvement Services, copies of which had previously been circulated, describing to Members 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 attached Appendix.

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Members noted the Report supported the ongoing commitment to engage with the Service Users and Carers in shaping the delivery of the HSCP priorities as detailed within the Strategic Plan. The Service Users and Carers representatives commented on the progress made and the recent events which the Board commended, particularly the information leaflet which contained details of Out of Hours GP Services at Stobhill and Gartnavel Hospitals.

Following discussion the Board agreed to note the progress of the Public, Service User & Carer Representatives Support Group.

15. EAST DUNBARTONSHIRE HSCP STAFF PARTNERSHIP FORUM MINUTES OF MEETING OF 18 MARCH 2019

A Report by the Head of People and Change, copies of which had previously been circulated, providing 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.

Members noted the key topics covered within the minute included; Strategic Inspection; Staff Governance Committee; and Combining Survey results.

Following discussion the Board noted the contents of the Report.

16. HSCP AGENDA PLANNER

The Chief Officer provided an updated schedule of topics for HSCP Board meetings 2019/20 which was duly noted by the Board. The Chief Officer intimated this would be updated to reflect the additional sessions noted above. Members also intimated their interest in “e-health” and “Hospital at Home” for future development sessions.

17. DATES OF NEXT MEETINGS

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

- Thursday 5 September 2019;
- Thursday 14 November 2019;
- Thursday 23 January 2020; and
- Thursday 26 March 2020.

Members noted meetings would be held within the Council Committee Room, 12 Strathkelvin Place, Kirkintilloch, G66 1XT, starting at 9.30am. There is a seminar scheduled, and as such, the meeting will start at 9am.

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