

Minute of meeting of the Health & Social Care Partnership Board held within the Committee Room, 12 Strathkelvin Place, Kirkintilloch on **Thursday, 23 March 2017.**

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

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

Non-Voting Members present:

<b>S. Manion</b>	Chief Officer - East Dunbartonshire HSCP
<b>M. Brickley</b>	Service User Representative
<b>W. Hepburn</b>	Professional Nurse Adviser
<b>P. Mazzoncini</b>	Chief Social Work Officer
<b>A. McDaid</b>	Staff Partnership Forum - Secretary
<b>C. Shepherd</b>	Carers Representative

Rhondda Geekie (Chair) presiding

Also Present: <b>G. Cornes</b>	Chief Executive
<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>G. Cameron</b>	Trades Union Representative
<b>A. Martin</b>	Head of Adult & Primary Care Services
<b>L. McKenzie</b>	Team Leader – Democratic Services
<b>G. Notman</b>	Change & Re-design Manager

## **APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillor O'Donnell, Ian Fraser, Fiona McCulloch and Lisa Williams.

## **CHAIR'S REMARKS**

The Chair advised that she had requested that there a separate item on the Agenda for Carers and Services Users to allow them the opportunity to raise any issues. On this occasion, it would be considered as part of Agenda Item 11 (Paragraph 11, below, refers).

### **1. MINUTE OF MEETING – 26 JANUARY 2017**

There was submitted and noted minute of the meeting of the HSCP Board held on 26 January 2017.

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**2. CHIEF OFFICER'S REPORT**

The 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:-

- An update on the refurbishment of Kirkintilloch Health and Care Centre;
- Highlight our response to the National Health and Social Care Delivery Plan;
- HSCP Communications Plan;
- HSCP Strategic Planning Group;
- NHS Greater Glasgow and Clyde Chief Executive.

Following consideration, during the course of which the Chief Officer provided further detail in the content of the Report, the Board noted the Report.

**3. UNSCHEDULED CARE COMMISSIONING PLAN**

The Chief Officer submitted a Report HSCP 2016/17-03, copies of which had previously been circulated, which updated the Health & Social Care Partnership Board on Scottish Government expectations regarding unscheduled care and detailed HSCP and cross system work to develop a commissioning plan for unscheduled care for 2017/18 and beyond.

Following discussion, the Board agreed as follows:-

- a) to approve the East Dunbartonshire Unscheduled Care Commissioning Plan for implementation 2017/18; and
- b) to approve the HSCP's commitment to whole system planning across Greater Glasgow & Clyde to further develop and implement shifts in the balance of care.

**4. PROCESS FOR DEVELOPING STRATEGIC PLAN 2018 - 2021**

Report HSCP 2016/17-04 by the Chief Finance & Resources Officer, copies of which had previously been circulated, described the process and timeline for developing the East Dunbartonshire HSCP Strategic Plan 2018-21.

In accordance with the Public Bodies (Joint Working) (Scotland) Act 2014, the first East Dunbartonshire HSCP Strategic Plan covered the period 2015-18. Therefore, a replacement Plan was required for the three year period 2018-21.

The Act prescribed that the Strategic Planning Group (SPG) support the preparation of the Strategic Plan and subsequent reviews and monitoring arrangements. Rather than prescribing formal consultation on the Strategic Plan, the Act stated the content of the Plan and identified priorities which would be presented and consulted upon within the SPG. This paper described the process and timeline for developing the Strategic Plan 2018-21, in accordance with the requirements set out in the Act.

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In response to a request from Councillor Geekie regarding feedback being back to the Partnership for discussion, the Head of Strategy, Planning & Health Improvement advised that this could be built in to the process.

Following further consideration, the Board noted the Report.

**5. FINANCIAL PLANNING 2017/18**

Report HSCP 2016/17-05 by the Chief Finance & Resources Officer, copies of which had previously been circulated, updated members on the financial allocations from partner agencies which would inform the level of funding available to the partnership to deliver on its strategic priorities for 2017/18.

The Chief Finance & Resources Officer provided members with further detail on the content of the Report. Councillor Geekie advised that, as an individual, she had written to Mr Robert Calderwood, Chief Executive of the NHS, advising that she did not accept the principles behind the proposed allocation from the NHS to the HSCP. There then followed full and detailed discussion with regard to the allocations from both the NHS and East Dunbartonshire Council. The Chief Officer was heard in response to members' questions. The Chief Finance Resources Officer advised that as work progressed she would bring back further reports to the Board. It was agreed that the recommendation be amended to reflect discussion.

Following further consideration, the Board agreed as follows:-

- a) to note the detail of the allocation from GG&C NHS Board and the impact this would have on the partnership's ability to deliver on the strategic priorities set out for the HSCP and not accept at this stage the offer made by the NHS Board on the basis outlined in 4.21 of the Report;
- b) to instruct the Chief Officer to formally write to the NHS Board Chief Executive to advise of the IJB decision and progress further discussions to reach an acceptable settlement for the partnership for the services delegated by NHS GG&C.
- c) to note the detail of the allocation from East Dunbartonshire Council and the impact this would have on the partnership's ability to deliver on the strategic priorities set out for the HSCP and accept the offer made by East Dunbartonshire Council;
- d) to note the Council's position that, as a last resort, the Council's reserves were available to underwrite any unmet demand pressures;
- e) to approve the savings proposals outlined in 4.12 and 4.13 of the Report, subject to further detailed reports to the Board, in respect of Social Work services and 4.23 in respect of community health services;

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- f) to note the risks to the partnership in meeting the service demands for health & social care and progressing with the strategic priorities set out in the plan; and
- g) to note that further Reports would be brought back to the Board and Council.

**6. FINANCIAL PERFORMANCE – UPDTAE REPORT – MONTH 10**

Report HSCP 2016/17-06, by the Chief Finance & Resources Officer, copies of which had previously been circulated, updated members on the projected outturn for the Health & Social Care partnership for 2016/17.

Following consideration, the Board noted the projected outturn position for the HSCP for 2016/17 and the risks to the projected out turn detailed in 4.15 of Report.

**7. STRATEGIC REVIEW OF DAY CARE SERVICES FOR OLDER PEOPLE**

The Head of Adult and Primary Care services submitted Report HSCP 2016/17-07, copies of which had previously been circulated, which described the findings and outcomes of a recent review of older peoples' day services conducted to establish an effective, quality assured and sustainable model of service that would contribute to the overall strategic aim of enabling older people with complex needs to live safely and independently at home or in a homely setting.

There followed full and detailed discussion on various aspects of the Report during the Head of Adult & Primary Care Services was heard in response to members' questions and outline the detail of the engagement process. The Chief Officer also responded to members questions in respect of the process, staff appointments and voluntary sector involvement. She advised that officers would report back with specific and detailed proposals. The Report before members sought approval for the broad principles and direction of travel.

Following further consideration, the Board agreed as follows:-

- a) to note the content of the Report;
- b) to approve both the broad principles and direction of travel set out within the Report;
- c) to note that the Board was not in a position at this stage to approve the proposals to establish Local Area Coordinator posts and that a follow-on report be brought back to the Board; and
- d) to move to a two centre locality model for formal day care as outlined within the Report.

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**8. PROPOSAL TO RELOCATE PODIATRY SERVICES FOR BISHOPBRIGGS**

The Head of Adult & Primary Care presented Report HSCP 2016/17-8, copies of which had previously been circulated, which advised the Board of changes proposed by NHS Greater Glasgow & Clyde Podiatry to service arrangements for the Bishopbriggs area. Furthermore, it outlined the service user consultation that would be taken forward in respect of these changes.

During the course of discussion, Councillor McNair requested further information in respect of the outcome of the consultation. Councillor Geekie advised that officers report back.

Following further consideration, the Board noted the content of the Report.

**9. INTERMEDIATE CARE PILOT - UPDATE**

Report HSCP 2016/17-9 by the Head of Adult & Primary Care, copies of which had previously been circulated, advised the Board of the progress of the Intermediate Care Pilot Project established at Westerton Care Home first approved by the Board on 26th May 2016.

The Trades Union Representative advised that a number of figures contained within the Appendix to the Report had changes and an updated copy was tabled. With reference to the Questionnaire, it was noted that the detail could be reported as part of the next update. It was noted that it would also be useful if officers monitored how long clients remain at home thereafter. It was agreed that officers get a sense from the pilot clients on how valuable the service was.

During the course of further discussion, and having heard the Head of Adult & Primary Care in response to members' questions, the Board noted the Report.

**10. PERFORMANCE REPORT – QUARTER 3**

Report HSCP 2016/17-10 by the Chief Officer, copies of which had previously been circulated, presented a summary of the agreed HSCP targets and measures relating to the delivery of the strategic priorities for the period October - December 2016 (Quarter 3).

The Board were advised as follows:-

- Positive Performance (on target) improving (17 measures);
- Positive Performance (on target) declining (2 measures);
- Negative Performance (below target) improving (5 measures);
- Negative Performance (below target) declining (5 measures); and
- There are 9 measures for which data are not available.

A summary of the performance indicators for the reporting period was provided in Section 1 of the Report. The full list of measures and targets were also provided. Section 2 of the report listed the Adult Services data. Section 3 provided the Children's Services data and Section 4 provided the Community Justice data.

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During the course of discussion, it was noted that supplementary information could be made available.

Following further consideration, the Board noted that the Report.

**11. PUBLIC, SERVICE USER & CARER REPRESENTATIVE SUPPORT GROUP**

Report HSCP 2016/17-11 by the Head of Strategy, Planning and Health Improvement, 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 (PSUCRG).

In total 4 meetings have taken place, the most recent on the 13th February 2017. The PSUCRSNG has identified the key resources and mechanisms that members consider central to developing their capacity and understanding to effectively contribute, during the debates and discussions at the HSCP Board, Strategic Planning Group and the two locality Planning Groups. The PSUCRSNG have agreed a process to monitor their progress at every meeting, through a RAG process (detailed in Appendix 1 of the report). At the most recent meeting members appointed a Chair to direct and facilitate their support meetings. Members have also received a comprehensive, draft, induction pack for their consideration and comment and completed a self-evaluation of the meeting, a process that will now be imbedded at all subsequent meetings.

Following discussion the Board noted the report.

**12. HSCP EQUALITIES & DIVERSITY MAINSTREAM REPORT 2017 - 2021**

Report HSCP 2016/17-12 by the Chief Officer, copies of which had previously been circulated, sought approval for the HSCP's Equalities and Diversity Mainstream Report 2017-2021, a copy of which was appended to the Report. Councillor Geekie recommended that the Report be referred to the Equalities Engagement Group and that they also be provided with a presentation.

Following further consideration the Board agreed to:

- a) approve the HSCP's Equality and Diversity Mainstream Report 2017-2021 as attached to the Report; and
- b) to refer the Report to the EDC Equalities Group for consideration and that they also be provided with a presentation.

**13. BUSINESS CONTINUITY PLANNING**

Report HSCP 2016/17-13 by the Chief Officer, copies of which had previously been circulated, sought to assure the HSCP Board that East Dunbartonshire HSCP had the required Business Continuity Planning (BCP) and processes in place. The HSCP BCP and Departmental BCPs were tested on 17<sup>th</sup> January 2107 through a table-top exercise. Actions and learning from the exercise were being taken forward. The Business Continuity Plan was provided as an attachment.

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Following consideration, the Board accepted the assurance provided and noted the attached Business Continuity Plan

**14. UPDATE OF THE ELIGIBILITY CRITERIA POLICY**

Report HSCP 2016/17-14 by the Chief Officer, copies of which had previously been circulated, sought the Board's approval of an update of the Eligibility Criteria Policy which gatekeeps access to all adult and community care services. A copy of the updated Eligibility Criteria Policy was attached as Appendix 1 of the Report.

Following discussion, the Board note and approved the update of language and references to current legislation within the Eligibility Criteria Policy.

**15. FUTURE HSCP BOARD AGENDA ITEMS**

Report HSCP 2016/17-15 by the Chief Officer, copies of which had previously been circulated, presented the undernoted:-

**June HSCP Board**

Service User/Carer Progress Report  
Annual Performance Report  
Winter Plan Update  
Register of Interests  
OHD Performance Report

**Subsequent HSCP Board Meetings**

Finance: Approval of Budgets - August  
Clinical Governance Annual Report - October  
Performance Improvement Report - October  
Winter Plan Update – October  
Strategic Planning Group Progress Report - December  
Chief Social Work Officer Report - December  
GP Clusters Update - December  
OHD Performance Report - December

Following consideration, during the course of which Councillor McNair requested more regular updates on the Strategic Plan, the Board noted the aforementioned information.

**16. DATE OF NEXT MEETING – 22 JUNE 2017**

The Board noted that the next meeting of the H&SCP would be held on Thursday, 22 June 2017 at 9.30 am within the Committee Room at the Council Headquarters, 12 Strathkelvin Place, Kirkintilloch.

**VALEDICTORY REMARKS**

Councillor Geekie advised that Chris Shepherd, Carers Representative, was standing down as a member of the H&SCP and she thanked him for his contribution to the Board.

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She also advised that Councillor McNair and O'Donnell were standing down at the Local Government Elections and she would be standing down as Chair. She wished the Board all the best in the future. She advised that Ian Fraser would now be the Chair of the H&SCP and advised that, following the Local Government Elections, an East Dunbartonshire Councillor would be appointed as Vice-Chair.

On behalf of officers, the Chief Officer thanked Councillor Geekie for steering the new partnership through challenging times and thanked her for the support she had given to herself, colleagues and Karen Murray, the previous Chief Officer. She welcomed the collaborative working a clear steer that Councillor Geekie had provided. John Legg thanked Councillor Geekie for welcoming new members on to the HSCP.