

Minute of meeting of the Health & Social Care Partnership Board held within the Committee Room, 12 Strathkelvin Place, Kirkintilloch on **Thursday, 11 August 2016.**

Voting Members Present: EDC Councillors **GEEKIE, MCNAIR & O'DONNELL**

NHSGGC Non-Executive Director **TRISHA McAULEY**

Non Voting Members present:

M. Brickley	HSCP Service User Representative
J. Campbell	HSCP Chief Finance and Resources Officer
K. Murray	Chief Officer - East Dunbartonshire HSCP
G. Thomson	HSCP Voluntary Sector Representative
W. Hepburn	HSCP Professional Nurse Adviser
P. Mazzoncini	Chief Social Work Officer
C. Shepherd	HSCP Carer Representative

Rhonda Geekie (Chair) presiding

Also Present: M. Devlin	EDC Finance Manager
A. Martin	HSCP Head of Adult & Primary Care Services
F. McCulloch	HSCP Planning & Performance Manager
L. McKenzie	EDC Team Leader – Democratic Services
L. Williams	HSCP Clinical Lead Representative

APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of I. Fraser, R. Finnie, S. Cairney, G. Morrison, A. McCready and J. Duffy.

CHAIR'S REMARKS

Councillor Geekie welcomed everyone to the meeting and thereafter everyone, in turn, introduced themselves. Councillor Geekie advised that Lisa Williams was in attendance as a substitute for Graham Morrison.

1. MINUTE OF MEETING – 26 MAY 2016

There was submitted and noted minute of the meeting of the HSCP Board held on 26 May 2016.

With reference to Page 4, Trisha advised that both she and Ross Finnie had raised the issue of Auditing of Accounts by external auditors which she confirmed would be for one year only. It was agreed that this be recorded within the minute.

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 May meeting of the Partnership Board. The report advised HSCP Board

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members that Ministerial approval had been granted for the revised Scheme of Integration to include the additional Children's Services and Criminal Justice Social Work Services functions delegated to the HSCP.

In particular, the Chief Officer highlighted the following: 2016/17 Financial Allocation to East Dunbartonshire Health & Social Care Partnership; and Health Board Budget Setting.

She further highlighted the Annual Review and NHS Board Meeting with the Cabinet Secretary and Team. NHS Board Members, Corporate Directors and Chief Officers had been invited to a private meeting with the Cabinet Secretary at the conclusion of the public meeting and there had been a commitment from the Cabinet Secretary to meet more regularly with the NHS Board. Discussion had taken place regarding the lack of alignment between the processes and timescales for budget setting between Councils and Health Board and it had been noted that this issue would be looked at. The Chief Officer also highlighted: the Scrutiny of IJBs; Reform Agenda; level of resources allocation; and delayed discharges which were all discussed.

It was noted that CoSLA had agreed to develop a briefing note for elected members who were not members of HSCP Boards. It had been agreed that elected members be provided with a Briefing Note, when it is made available by CoSLA.

The Chief Officer advised that the process for appointing her replacement had been agreed. The date of the interviews had still to be confirmed. Discussion had taken place between the Chief Executives of the Health Board and Council over interim cover arrangements. An officer led process will recommend the appointment of an Interim Chief Officer and the recommendation from this process will be ratified by voting HSCP Board members at the meeting of the Board on 6th October 2016.

There followed discussion, during the course of which the Chief Officer confirmed that the IJB had no capital funding or assets. Both the Health Board and Council retained responsibility and liability for their own respective premises. If the HSCP, through its strategic planning process, identifies a business requirement for capital investment then a business case would be developed to seek capital funding via one or both of the constituent bodies.

Following further consideration, the Board:

- a) welcomed the Ministerial Approval for the Revised Scheme of Integration, granted on 5th July 2016;
- b) noted the letter from NHS GGC to the Chief Officer confirming the Health Board approval of the 2016/17 financial plan and the opening NHS budgets for 2016/17 allocated to East Dunbartonshire HSCP;
- c) noted the updates on local integration progress; and
- d) noted the updates on national guidance issued and the requests for information from Scottish Government.

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3a. 2015/16 FINANCIAL ACCOUNTS FOR THE HSCP BOARD

Report HSCP 2016/17-03(i) by the Chief Finance and Resources Officer, copies of which had previously been circulated, presented to the Board the Unaudited Accounts for the East Dunbartonshire Health and Social Care Partnership for the period from the 3rd September 2015 – 31st March 2016. The Accounts were contained as Appendix 1 to the Report.

The Chief Finance and Resources Officer provided further detail on the content of the Report. It was noted that the finalised accounts would be submitted to the Audit Committee at the end of September and that, currently, officers were working with the Auditors. Comments had been made and these had been incorporated in the accounts appended to the Report. It was also noted that the accounts were for a partial year from 3 September onwards.

There then followed discussion during the course of which the Chief Finance and Resources Officer confirmed that there would be discussion regarding Financial planning and a reserves budget.

Councillor Geekie identified that there was a half our presentation/workshop on the budget arranged as part of the HSCP Board Development session arranged for the 18th August and encouraged board members to attend.

Following further consideration, the Board:

- a) noted the unaudited accounts for 2015/16; and
- b) noted the financial position for the HSCP and agreed to maintain the carry forward balance as a reserve to meet priorities set out in the Strategic Plan and provide resilience for future financial challenges.

3b. FORECAST OUTTURN HSCP BUDGETS 2016/17 (ADULT SERVICES) AT MONTH 3

Report HSCP 2016/17-03(ii) by the Chief Finance & Resources Officer, copies of which had previously been circulated, updated the Board on the projected financial outturn for the Health & Social Care Partnership for 2016/17.

The Chief Finance & Resources Officer provided further detail on the content of the Report and steps being taken to identify recurrent savings/solutions. Any proposals would require to be considered by the Partnership Board and Health Board.

Following further consideration, the Board noted the projected outturn position for the HSCP for 2016/17 and that uncertainty existed in both funding and operational costs of demand sensitive areas.

4. DELAYED DISCHARGES PERFORMANCE UPDATE

The Head of Adult & Primary Care Services presented Report HSCP 2016/17-04, copies of which had previously been circulated, advising the Board on the progress being made in relation to the Delayed Discharges Action Plan.

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The Head of Adult & Primary Care Services advised that Appendix 1 formed part of a larger report, copies of which could be circulated to members on request. He advised further on the two specific cases contained within the Report, and the progress that had been made, he also highlighted the success of the Power of Attorney Campaign and the Hospital Assessment Team and Care Home pressures. There then followed discussion and it was noted that issues raised were being forwarded to the relevant service as part of the feedback cycle. The Chief Officer advised that, Chief Officers across NHS GGC were in dialogue with the NHS Board about delayed discharge targets and the commissioning of acute unscheduled care by HSCPs. This work is still in early stages and would be further discussed at the NHS Board Whole System Planning meeting on 22 August.

Thereafter the Board noted the contents of the Report.

5. PERFORMANCE REPORT QUARTER 4 (2015-16)

The Planning & Performance Manager submitted Report HSCP 2016/17-05, copies of which had previously been circulated, presenting a summary of the agreed HSCP targets and measures, relating to the delivery of the strategic priorities, for the period January - March 2016 (Quarter 4).

The Planning & Performance Manager advised of a typographical error in respect of Page 1, Paragraph 2.2, which should read “21, 19,4,11 and 2”. She was heard further on the content of the Report. She further advised that consideration was being given to revising the Report presentation and that Children and Criminal Justice would be added to future Reports.

There then followed discussion on screening and national media campaigns and whether there was any increase in uptake. It was noted that more people had presented at GPs, however, there was no increase in cancer identification. Councillor Geekie suggested that local publicity be examined in further detail. It was considered that the Mens’ Shed Initiative could be a good local opportunity for the promotion of bowel screening.

There also followed full discussion on issues such as delay in submission of consent forms, percentage uptake of bowel screening programme and referral to alcohol and drug treatment during the course of which officers were heard in response to questions.

Following further consideration, the Board noted the content of the performance report and the progress against targets.

6. ED HSCP INTEGRATION SCHEME: DELEGATION, DIRECTION AND STRATEGIC PLANNING OF ADDITIONAL FUNCTIONS AND SERVICES

The Chief Officer submitted Report HSCP 2016/17-06, copies of which had previously been circulated, notifying the HSCP Board of the formal approval of the East Dunbartonshire Health and Social Care Integration Scheme by the Cabinet Secretary for Health and Sport on 5th July 2016 and seeking approval for the commencement of the delegation of the additional functions set out in the Scheme on 11 August 2016, subject to a number of technical processes, as set out in the Report.

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During the course of consideration, Councillor Geekie intimated that she wished to record her thanks to Alan Cairns for all his work on the preparation of the Scheme.

Following consideration, the Board agreed to:

- a) note the formal approval of a revised Integration Scheme with extended functional scope for the HSCP Board, in areas of NHS Community Children's Services, Social Work Children's Services and Social Work Criminal Justice (Appendix 1);
- b) note the separate process of HSCP Board empowerment of these new functions, and agrees an "integration start day" of 11 August 2016;
- c) that the overarching Strategic Plan for integrated services pursuant to the delegated functions relating to Health and Social Care Children's Services would be the East Dunbartonshire Children's Services Plan. This plan would be supported by subordinate improvement action plans that will collectively meet the full strategic planning requirements of the Public Bodies (Scotland) (Joint Working) Act 2014;
- d) ratify the improvement planning framework that comprises current plans as described at 3.1(c) and detailed in report 2016/17_6, collectively as the HSCP Board's initial Strategic Plan for integrated Health and Social Care Children's Services;
- e) ratify the Argyll, Bute and East and West Dunbartonshires' Criminal Justice Social Work Partnership Strategy Map and Operational Action Plan 2014-17 as detailed within Appendix 2, as the HSCP Board's initial Strategic Plan for these delegated functions;
- f) direct the Council and Health Board to carry out the new functions delegated to the HSCP Board, in accordance with Section 26 of the Public Bodies (Joint Working) (Scotland) Act 2014, and that these should be delivered in line with the Strategic Plan and pursuant to the functions delegated respectively by them, unless otherwise specified in the Integration Scheme or by subsequent agreement;
- g) the financial allocations that accompany its direction to the Parties to deliver services pursuant to the newly delegated functions, would be exactly the same in amount and origin to those that accompany the delegation of functions for 2016/17 by the Parties to the HSCP Board, and that any amendment to these arrangements in subsequent years was carried out in line with the terms of the Report;
- h) place the Chief Officer at the disposal of the Chief Executives of the Council and the Health Board to operationally manage these services and the employees engaged in their delivery;
- i) request that the Chief Officer work with officers of the Corporate Management Teams of both the Council and the Health Board to establish an arrangement

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for the provision of support services in terms as proposed at paragraph 2.13 of the Report;

- j) note the Good Practice Guidance on content and practice with respect to IJB statutory direction to constituent bodies at Appendix 3 of the Report and request that a report is brought to a future HSCP Board meeting on proposals for local implementation; and
- k) that the incumbent Chief Officer's duties be extended to incorporate these additional functional areas, pending appointment of a new Chief Officer with a suitably amended job description.

7. RATIFICATION OF CURRENT STRATEGIC PLANS FOR EXTENDED FUNCTIONS

The Chief Officer presented Report HSCP 2016/17-07, copies of which had previously been circulated, requesting that the HSCP Board members agree the ratification of current NHS and Social Work Children's Services and Criminal Justice Social Work Plans in order that the HSCP Board would assume responsibility for existing strategic business plans for new areas of functional delegation from 11th August 2016.

It was noted that the existing Plans would be adopted as a starting point. There would be a role for the CPPB in conjunction with the IJB. The Chief Social Work Officer confirmed that he had started the process and draft plans were out for consultation. The plans would be finalised and all plans would be brought together

Following further consideration, during the course of which it was noted that the matter would be reported to the CPPB, the Board:-

- a) approved the proposal to assume responsibility for existing strategic business plans for new areas of functional delegation; and
- b) instructed the Chief Officer to work with key partners towards the development of new integrated transformational plan(s) for these additional functions.

8. CHILDREN'S HEALTH, CHILDREN'S SOCIAL WORK & CRIMINAL JUSTICE SERVICES OPENING BUDGET 2016/17

Report HSCP 2016/17-08 by the Chief Finance & Resources Officer, copies of which had previously been circulated, presented the opening budget for 2016/17 for Children's Social Work & Criminal Justice Services and Children's Health Services.

The Chief Finance & Resources Officer provided members with further detail on the contents of the Report. She specifically highlighted Paragraph 4.4 which detailed the totality of budgets. She confirmed that the Criminal Justice budget was ring-fenced. In response to a question from T McAuley, the Chief Finance & Resources Officer confirmed that the integration of children and adult budgets could be looked at as the funding followed the individual concerned from childhood through to adulthood. With reference to Page 159, Criminal Justice Risks, the Chief Finance & Resources Officer advised that these could be in the region of £30,000 to £50,000 and that the scale was not considered as great. There followed discussion on the costs associated with children in secure accommodation and measures that were being taken by all partners to ensure

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that all other suitable alternatives were being used where this is possible and ensures the best outcome for the child. With reference to Page 161, recurring solutions, the Chief Finance & Resources Officer advised that they were trying to embed the principles of GIRFEC. It was noted that the North Strathclyde Criminal Justice Authority and Scottish Prisons are represented at the CPPB. The Scottish Government and CoSLA are also working through the implications of the planned changes to Criminal Justice Services.

Following further consideration, the Board noted the opening budget position for Children's Health, Children's Social Work & Criminal Justice Services for the HSCP for 2016/17.

9. REVISIONS TO HEALTH & SOCIAL CARE PARTNERSHIP ADMINISTRATIVE SCHEME - SCHEME OF DELEGATION TO OFFICERS; AND CODE OF CONDUCT FOR MEMBERS OF EAST DUNBARTONSHIRE HSCP BOARD

Report HSCP 2016/17-09 by the Chief Officer, copies of which had previously been circulated, advised the HSCP Board of the potential impact of the revised Integration Scheme on the HSCP's Administrative Scheme, sought approval of matters that required attention and updating and advised the HSCP Board that Scottish Government, supported by the Standards Commission, required each IJB to produce their own Code of Conduct and submit this to the Scottish Government for approval.

The Chief Officer confirmed that members would be required to update their register of interests and copies of the form were tabled.

Following consideration, the Board:-

- a) approved the revised East Dunbartonshire Code of Conduct and requested that the Chief Officer submit the Code to Scottish Government for approval;
- b) to review individual member registration of interests as a consequence of the HSCP Board now assuming delegated responsibility for a range of new functions as set out in the revised Integration Scheme, and to update their annual declaration. Members were asked to raise any such matters directly and individually with the Chief Officer;
- c) asked the Chief Officer, after approval was received from Scottish Government, to publish the Code of Conduct for the HSCP Board and the Register of Members' Interests; and
- d) to approve the changes proposed for the Scheme of Delegation to Officers.

10. CHIEF SOCIAL WORK OFFICER: GOVERNANCE AND ACCOUNTABILITY PROTOCOL - REVISION AND CONSULTATION

Report HSCP 2016/17-10 by the Chief Officer, copies of which had previously been circulated, requested that the Shadow IJB consider an updated draft Governance and Accountability Protocol that set out the provisions and limitations to permit the Chief Social Work Officer role to operate across the Council and the Health and Social Care Partnership in East Dunbartonshire.

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The Chief Social Work Officer provided members with further detail on the report and confirmed that the protocol would be similar to as the one for adults. He highlighted the role of the Chief Social Work Officer, reporting aspect, statutory obligation and Limitations. It was also noted that this paper would be submitted for approval to the Social Work Committee on 1 September 2016.

Following further consideration, the Board considered and commented on the amended draft Chief Social Work Officer Governance and Accountability Protocol set out at Appendix 1 of the Report and agreed that it should be submitted to Social Work Committee for approval.

11. ANNUAL PERFORMANCE REPORT (2015-16)

Report HSCP 2016/17-11 by the Chief Officer, copies of which had previously been circulated, provided the HSCP Board with the Annual Performance Report 2015-16.

The Planning & Performance Manager advised that all HSCPs will be required to produce an Annual Report to be submitted to the Scottish Government for 2016/17, there is no requirement for the East Dunbartonshire HSCP to submit an annual report for 2015/16 as the partnership has not been live for the full year. We have however, developed the report as a learning exercise in preparation for meeting the requirement from 2016/17 onwards and we will provide a copy to Scottish Government colleagues and ask for feedback.

The Planning & Performance Manager provided further detail on the indicators detailed within the Report which covered the period 3 September 2015 to 31 March 2016.

With reference to Page 249, Councillor McNair requested a larger copy of the Locality Boundaries Map. With reference to Page 245, 2.8, it was noted that the data relates to NHS staff only and is collected through the annual NHS Staff Survey. In 2016/17 the NHS annual staff survey is being replaced by the introduction of a team based staff engagement system (iMatter) which we hope to use for both NHS and Social Work staff throughout the HSCP In East Dunbartonshire HSCP the plan is to commence the work on iMatter in November 2016.

Thereafter, the Head of Adult & Primary Care Services provided further detail on the work of the Rapid Assessment Link Team in reducing emergency hospital admissions. The Board noted that there was typographical error in Page 240, Table, Option 2,

Following further consideration, the Board:-

- a) noted the content of the Report; and
- b) approved the Annual Performance Report 2015-16.

12. STRATEGIC PLAN – ONE YEAR PROGRESS AND UPDATE 2016/17

Report HSCP 2016/17-12 by the Chief Officer, copies of which had previously been circulated, provided the HSCP Board with two reports that, together, provide a comprehensive description of the Year 1 progress achieved against the agreed priorities

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set out in the East Dunbartonshire Strategic Plan 2015-18, and the proposed priorities for 2016-17.

The Planning & Performance Manager provided information on the Report and highlighted that Appendix 1 set out progress for 2015/16 and Appendix 2 set out priorities for 2016/17.

There followed discussion during the course of which it was noted that, as a result of the timescale for preparing the Report, the 2016/17 priorities were light in detail in respect of Children's Services and Criminal Justice because formal ministerial approval for the delegation of these functions was not granted until 5th July 2016. The Chief Social Work Officer confirmed that work was already progressing to augment these sections. Councillor Geekie requested that an updated report be brought back to the next meeting of the Board. The Chief Social Work Officer confirmed that he could submit a draft copy to the next meeting. There followed discussion on the Place Projects and it was agreed that further detail be included within the priorities for 2016/17. The Board also discussed the provision of new care homes in Lennoxton and Milngavie & Bearsden and the potential impact on GP workload and the steps that care home managers could take to mitigate the impact by training staff to address specific needs. It was also highlighted that the Plan should recognise the strength and diversity of the voluntary sector.

Following further consideration, the Board:

- a) noted the content of the Strategic Commissioning Plan Progress Report; and
- b) approved the HSCP priorities for 2016-17.

13. STRATEGIC ACUTE SERVICE PLANNING

Report HSCP 2016/17-13 by the Chief Officer, copies of which had previously been circulated, allowed early consideration of NHS GGC Board's proposed approach, how the IJB wishes to engage in the proposed process and proposed a response to the NHS Board's request that early engagement in the process be established through the HSCPs patient and public engagement arrangements.

The Chief Officer advised that the Board was getting early sight of the proposals and an update report was being submitted to the Health Board on Tuesday. Councillor Geekie confirmed that members would be provided with regular feedback on the proposals.

Following further consideration, the Board:-

- a) considered and approved the process proposed by NHS Greater Glasgow and Clyde to develop a strategic plan for acute services; and
- b) considered and approved the approach to engage with the HSCP.

14. HSCP COMPLAINTS PROCEDURE

Report HSCP 2016/17-14 by the Chief Officer, copies of which had previously been circulated, provided the Board with a copy of the integrated Health & Social Care Partnership (HSCP) Complaints Procedure that covered confidentiality, anonymity and

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data protection; complaint handling; detailed algorithm and tools; and learning from complaints.

The Board noted that the procedure would create a single pathway for complaints, process and point of response. Staff would be provided with one document and user would be provided with a single leaflet. Councillor Geekie requested that a report on complaints be submitted to the Board. The Chief Officer confirmed that that it was intended to report twice per year as part of clinical and care governance reports to the Board.

Following further consideration, the Board considered and approved the HSCP Complaints Procedure.

15. HSCP MANAGEMENT STRUCTURE PROGRESS REPORT

Report HSCP 2016/17-15 by the Chief Officer, copies of which had previously been circulated, provided an update to the HSCP Board on progress in taking forward phase 2 of the Senior Management Structure for the HSCP.

The Chief Officer advised that this was an update on the top level management structure. It did not include Children's Services and Community Justice and it was noted that the matter was being taken forward by appropriate officers of the Health Board and Council. With regards to the roles detailed within the Report it was noted that matters were being progressed quickly and that Trades Unions were also involved in the process. In response to a question from Councillor McNair, the Chief Officer advised that the process would be cost neutral or better. The Chief Officer and Head of Adult and Primary Care Services provided further detail on the recruitment process. There was still work to be done before Tier 3 posts were considered and there would be on-going engagement with NHS and Council Trades Unions.

Following further consideration, the Board approved Phase 2 of the Senior Management Structure.

16. AUDIT COMMITTEE – REVISED TERMS OF REFERENCE

Report HSCP 2016/17-16 by the Chief Officer, copies of which had previously been circulated, sought approval for the terms of reference for the Audit Committee for the East Dunbartonshire Health & Social Care Partnership.

Following consideration, the Board approved the revised Terms of Reference for the Audit Committee.

17. EAST DUNBARTONSHIRE HSCP FINANCIAL RESERVES POLICY

Report HSCP 2016/17-17 by the Chief Officer, copies of which had previously been circulated, sought approval for the Reserves Policy for the HSCP.

Following consideration, the Board approved the Reserves Policy attached as Appendix 1 of the Report.

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18. UPDATE REPORT ON IMPLEMENTATION OF THE LIVING WAGE

Report HSCP 2016/17-18 by the Chief Finance & Resources Officer, copies of which had previously been circulated, updated the Board on the implementation of the Living Wage commitment to all care workers in adult social care from the 1st October 2016.

The Chief Finance & Resources Officer provided further detail on the Report. She highlighted the timescales and Scottish Government contribution detailed within Paragraph 2.2. She also highlighted the collaborative approach and good practice. In response to a question from Councillor Geekie regarding the implications for next year, the Chief Finance & Resources Officer confirmed there would be pressures. Any full year effect pressures will be quantified once local implementation has been completed.

Following further consideration, the Board noted the updated position regarding implementation of the Living Wage locally.

19. ALCOHOL AND DRUG PARTNERSHIP UPDATE REPORT

Report HSCP 2016/17-19 by the Chief Officer, copies of which had previously been circulated, updated the Board on actions taken by the Alcohol and Drug Partnership to take forward recently agreed reductions in its budgetary allocation from the Scottish Government.

The Head of Adult & Primary Care Services provided further detail on the Report. He highlighted the budget reductions detailed within Paragraph 4.1 and advised that there had been engagements with all the Organisations. With regard to ARC, meetings were going forward with regard to the decommissioning proposal. Councillor Geekie advised that she had offered to meet with ARC to discuss ways of finding alternative sources of support for ARC's clients. The Head of Adult & Primary Care Services advised that a Technical Note was being prepared which would update elected members on progress.

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

20. UPDATE ON INTERMEDIATE CARE

Report HSCP 2016/17-20 by the Chief Officer, copies of which had previously been circulated, updated the HSCP Board on the service developments of an intermediate care facility within East Dunbartonshire.

The Head of Adult & Primary Care Services provided members with further detail on the pilot and the contents of the Report and appendices. He confirmed that he had been in discussion with GPs. There then followed discussion at the conclusion of which Councillor Geekie advised that there would further reports to the Board.

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

21. MENTAL WELFARE COMMISSION REPORT ON EMERGENCY DETENTION CERTIFICATES

Report HSCP 2016/17-21 by the Chief Officer, copies of which had previously been circulated, advised the HSCP Board of a recent report by the Mental Welfare

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Commission (MWC) which highlighted the growing numbers of Emergency Detention Certificates issued without the consent of a Mental Health Office (MHO) and its implications for the partnership.

The Head of Adult & Primary Care Services highlighted the findings of the MWC investigation. He confirmed that there had been no incidents within East Dunbartonshire of patients detained without MHO involvement. He also highlighted the local problems with retaining trained Mental Health Officers.

Following further consideration, the Board:-

- a) noted the content of the Report and Appendices; and
- b) requested that HSCP officers work with Council officers develop a strategic MHO Recruitment and Retention plan.

22. COMMUNICATIONS OBJECTIVE CREATING A BRAND

Report HSCP 2016/17-22 by the Communications Adviser, copies of which had previously been circulated, sought approval for the branding that would be used to identify the East Dunbartonshire Health and Social Care Partnership (HSCP).

There followed discussion on the examples of potential branding as detailed within the report. Of those representing the user and carer groups, they confirmed that they had been asked indicate a preference from the final designs. During further consideration, members expressed the view that were looking for a logo that represented the different organisations coming together to provide integrated, person centred services.

Following consideration, the Board agreed that that more ideas be produced and submitted to the Board for initial consideration. Thereafter the designs would be the subject of wider consultation.

23. PAG MINUTES – 16TH DECEMBER 2015 AND 16TH MARCH 2016

Following consideration, the Board note the contents of the minutes.

24. DRAFT MINUTE OF THE HSCP AUDIT COMMITTEE – 20TH JUNE 2016

Following consideration, the Board note the contents of the minute.

25. HSCP BOARD DEVELOPMENT UPDATE

Following consideration, the Board noted the Programme for the Development Sessions on 18th August and 5th October 2016.

Councillor Geekie suggested that other possible visits include the respite provision in Bishopbriggs and Twechar, the Children's Unit at Ferndale and the Tilly Care Flat.

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26. HSCP RECORDS MANAGEMENT PLAN

Report HSCP 2016/17-26 by the Chief Officer, copies of which had previously been circulated, provided the HSCP Board with an update on the future arrangements required in relation to the development of an ED HSCP Records Management Plan.

The Chief Officer confirmed that a further Report would come to the Board.

Following consideration, the Board noted the contents of the Report and the timeframes applicable for the implementation of the actions which would be informed by National Records Scotland.

27. DATE OF NEXT MEETING – 6TH OCTOBER 2016, 9.30 – 12.30

The Board noted that the next meeting would be held on Thursday, 6 October 2016 at 9.30 am and be held within the Committee Room at the Corporate & Civic Headquarters, 12 Strathklyvin Place, Kirkintilloch.

The Board also noted that the topic of the presentation would be “Understanding the additional scope of HSCP services, NHS, Children & Families, Children’s Social Work & Criminal Justice Social Work”

28. DATE OF HALF DAY SEMINAR – 18TH AUGUST 2016, 9.30 – 12.30

The Board noted that a half day Seminar would be held on Thursday, 18 December 2016 between 9.30 am and 12.30 pm and be held within the Seminar Room 3, ACH Stobhill and the subject would be “Improving the understanding of assessing continuous improvement, performance management systems and performance data.”

29. VALEDICTORY REMARKS

Councillor Geekie advised that Trisha McAuley and Ross Finnie will be replaced as Non-Executive Board Members on the Health & Social Care Partnership Board with effect from 1st September 2016. She thanked them for their valuable contribution to the Board.

Councillor Geekie also advised that this was Karen Murray’s last meeting of the Board. She wished Karen all the best for the future and recognised her contribution to East Dunbartonshire, the IJB and the Community Planning Partnership Board (CPPB).