

Minute of meeting of the Health & Social Care Partnership Board held within the Committee Room, 12 Strathkelvin Place, Kirkintilloch on **Thursday, 28 June 2018.**

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

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

Non-Voting Members present:

S. Manion	Chief Officer - East Dunbartonshire HSCP
J. Campbell	Trades Union Representative - Substitute
J. Campbell	Chief Finance and Resource Officer
W. Hepburn	Chief Nurse
A. Jamieson	Carer Representative - Substitute
A. McCready	Trades Union Representative
P. Mazzoncini	Chief Social Work Officer and Head of Children & Families and Criminal Justice
J. Proctor	Carers Representative
I. Twaddle	Service User Representative – Substitute
L. Williams	Clinical Director

Ian Fraser (Chair) presiding

Also Present: M. Cunningham	EDC - Corporate Governance Manager
L. Johnston	Clinical Service Manager – Oral Health Directorate
F. McCulloch	Planning Performance & Quality Manager
D. Pearce	Head of Community Health & Care Services
T. Quinn	Head of People & Change
C. Sinclair	Head of Mental Health, Learning Disability & Addictions
L. Tindall	Organisational Development Lead

APOLOGIES FOR ABSENCE

Apologies for absence were intimated on behalf of Adam Bowman, Martin Brickley & Gordon Thomson.

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 – 10 MAY 2018

There was submitted and approved the minute of the meeting of the HSCP Board held on 10 May 2018.

2. CHIEF OFFICER'S REPORT

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The Chief Officer addressed the Board and 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 included:-

- Adult Support & Protection Inspection – Delays in publishing report expected July 2018.
- Strategic Planning Adult Services – Inspection October – Working Group established & period of self-assessment prior to Inspection
- NHS GG&C – “Moving Forward Together” – The Board noted Martin Brickley and , Ian Ritchie were involved in the Patient and User involvement work in supporting the development of the plan. Susan Manion & David Leese are members of the Programme Board - progress update to September Board Meeting
- Impact of Industrial Action

Following consideration, the Board noted the Report.

3. FINANCIAL PERFORMANCE BUDGET OUTTURN 2017/18

The Chief Finance and Resources Officer updated the Board on the financial performance and projected outturn of the partnership for the Year-end of 2017/18.

Following discussion and questions, the Board noted the improved position from the Period 10 report and the proposed use of various reserves to balance the final 2017/18 position.

4. HSCP BUDGET 2018 / 19

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 2018/19.

The Chief Finance & Resources Officer summarised the meetings which had taken place between the HSCP, NHS and Council officers following the HSCP Board meeting of 10 May 2018. She highlighted the steps taken to secure a balanced budget for 2018/19, which included a finalisation of the figures since last reported, a list of the transformational changes and efficiencies culminating in the proposed solution as outlined in the report. Members then considered the risks and impacts arising from these proposals as outlined in Table 1.7 of the Report which included total savings required, management efficiency and application of reserves.

Thereafter Members congratulated all officers on achieving the proposed solution. Members noted the increased monitoring arrangements and approved the creation of a Finance & Planning Sub-Committee. In relation to the identified risks with particular regard to the perceived challenges and the reduced level of available reserves the Board agreed that the Chief Officer and the Chief Finance & Resources Officer would reiterate these challenges and risks in a letter to the relevant MSPs to help focus on the issues facing HSCPs across the country.

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The Board then agreed as follows:-

- To approve the proposal to deliver a balanced budget for the HSCP for 2018/19
- To note the use of reserves as outlined in paragraph 1.6
- To approve the efficiency saving proposals outlined in Appendix 1 in respect of social work services
- To note the risks to the partnership in meeting the service demands for health & social care functions and in the delivery of the strategic priorities set out in the Strategic Plan.
- To note the partnership reserves position outlined in 1.9 to 1.11.
- To the establishment of an HSCP Finance and Planning Sub-committee with appropriate membership from the 3 constituent as referred to in the body of the report.
- To note that the terms of reference for the Finance & Planning Sub-Committee would be submitted to the next HSCP Board meeting
- To note the risks to the partnership in meeting the service demands for health & social care functions and in the delivery of the strategic priorities set out in the Strategic Plan.

5. ORAL HEALTH PERFORMANCE REPORT - EAST DUNBARTONSHIRE HEALTH & SOCIAL CARE PARTNERSHIP

A Report by the General Manager, Oral Health Lead Officer Dentistry GG&C, copies of which had previously been circulated, provided the HSCP with an overview of the activities carried out by the Oral Health Directorate within the East Dunbartonshire HSCP.

The CSM – Oral Health Directorate presented the Report, which summarised performance data in relation to oral health programmes and monitoring of oral health activities in East Dunbartonshire and was heard in response to members' questions.

Thereafter the HSCP Board noted the report

6. ORAL HEALTH PERFORMANCE REPORT – GREATER GLASGOW & CLYDE

A Report by the General Manager, Oral Health Lead Officer Dentistry GG&C, copies of which had previously been circulated, provided the HSCP with an overview of the activities carried out by the Oral Health Directorate across NHS GG&C.

The CSM – Oral Health Directorate presented the Report, which summarised performance data in relation to oral health programmes and monitoring of oral health activities across NHS GG&C and was heard in response to members' questions contrasting the overall picture with the local picture in East Dunbartonshire.

Thereafter the HSCP Board noted the report

7. DRAFT ANNUAL PERFORMANCE REPORT 2017-18

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A Report by the Chief Finance & Resources Officer, copies of which had previously been circulated, detailed the HSCP's achievements and progress made during 2017/18 against the priorities set out in the 2015-18 Strategic Plan.

The Board heard from the Planning Performance & Quality Manager in response to members' questions, Members emphasised the successes and challenges outlined in this valuable report, in particular in relation to unpaid carers and the negative performance recorded in the annual report.

Thereafter the Board approved the draft Annual Performance Report.

8. PERFORMANCE REPORT – QUARTER 4 - 2017/18

A Report by the Chief Finance & Resources Officer, copies of which had previously been circulated, informed the Board of progress made against an agreed suite of performance targets and measures, relating to the delivery of the HSCP strategic priorities, This report covered the period January - March 2018 (Quarter 4).

Following discussion, the Board noted the Q4 Performance Report.

9. PUBLIC SERVICE USER & CARER 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)

Following discussion the Board noted the Report.

10. ED HSCP – CLINICAL & CARE GOVERNANCE GROUP – 28 MARCH 2018 - MINUTES

The Board noted the draft Minutes of the Clinical Care & Governance Group meeting of 28 March 2018. Members also commented on the reduced attendance / apologies recorded. The Clinical Director confirmed that this had been addressed with all constituent parties agreeing to send a written progress update and where possible a substitute to all future meetings.

11. ED HSCP STAFF PARTNERSHIP FORUM – 26 MARCH 2018 - MINUTES

The Board noted the draft Minutes of the ED HSCP Staff Partnership Forum meeting of 26 March 2018.

12. EAST DUNBARTONSHIRE PRIMARY CARE IMPROVEMENT PLAN

A Report by the Head of Community Health and Care Services, copies of which had previously been circulated, presented the East Dunbartonshire Draft Primary Care Improvement Plan, which outlined proposals to implement the new General Medical Services (GMS) Contract 2018-2021.

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The Head of Community Health and Care Services summarised that a Memorandum of Understanding (MOU) as agreed between the Scottish Government, and the British Medical Association, will be adopted by all Integration Authorities. This MOU covered an initial 3 year period 1 April 2018 to 31 March 2021 and sets out the key aspects relevant to facilitating the commissioning of Primary Care Services and service redesign to support the role of the GP as the Expert Medical Generalist.

He identified the 6 strands of the MOU and confirmed that each HSCP had to develop a Primary Care Improvement Plan (PCIP) by July 2018. The PCIP clarifies actions over three years to implement each of the 6 strands. Following a period of consultation and engagement culminating in a formal session on 25 April 2018, the East Dunbartonshire draft PCIP was drafted to incorporate the engagement outcomes and in accordance with the level of Scottish Government funding identified.

Following discussion and questions the HSCP Board, having noted the East Dunbartonshire draft PCIP, agreed as follows:-

- To note the intention to submit the draft EDPCIP to the Scottish Government, in draft form, in July 2017, and bring back to the HSCP Board in September for sign off
- To approve plans to inform and engage with key stakeholders around the proposed implementation of the PCIP.
- To approve the proposed use of the East Dunbartonshire HSCP's notional allocation of the Primary Care Fund in line with the draft EDPCIP
- To note regular updates will be provided to the HSCP Board on implementation progress and funding usage.

13. TRANSFORMATIONAL CHANGE PROGRAMME – SEXUAL HEALTH SERVICES

A Report by the Head of Mental Health, Learning Disability and Addiction Services, copies of which had previously been circulated, sought approval in principle for the direction of travel set out in the sexual health services Transformational Change Programme.

The Board heard from the Head of Mental Health, Learning Disability and Addiction Services and thereafter noted the information and agreed as follows:-

- To approve in principle the direction of travel set out in the paper;
- To note the intention to submit a final paper for approval following further engagement to a future meeting of the Board meeting;
- To note that the final paper will be informed by local input and local engagement.

14. WHAT IS INTEGRATION? – AUDIT SCOTLAND REPORT – APRIL 2018

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A Report by the Chief Officer, copies of which had previously been circulated, presented the most recent report by Audit Scotland on the integration of health and social care.

Having heard the Chief Officer with further details, the Board noted the report and that officers would review governance processes of the Board including the use of directions, and bring forward any recommended changes to practice to a future meeting.

15. EQUAL, EXPERT AND VALUED, ENHANCING CARER REPRESENTATIVE INVOLVEMENT ON INTEGRATION JOINT BOARDS, SECOND EDITION, FEBRUARY 2018

A Report by the Head of Mental Health, Learning Disability and Addiction Services, copies of which had previously been circulated, informed the Board of the publication of the report, "Equal, Expert and Valued, Second Edition". It was proposed that officers would consult with the Public Service User and Carer Support Group on the report and bring forward any identified recommendations to a future meeting.

The Board noted the information.

16. NHS HEALTH SCOTLAND NEW RESOURCE - THE ROLE OF HEALTH AND SOCIAL CARE PARTNERSHIPS IN REDUCING HEALTH INEQUALITIES

A Report by the Head of Mental Health, Learning Disability and Addiction Services, copies of which had previously been circulated, advised of the production of a new resource by NHS Health Scotland titled - The Role of Health and Social Care Partnerships in Reducing Health Inequalities.

The Board noted the information and that East Dunbartonshire was mentioned as a contributor to the development of this resource.

17. HSCP BUSINESS PLAN / SCHEDULE OF TOPICS 2018/19

The Chief Officer provided an updated schedule of topics for HSCP Board meetings 2018/19.

20. DATE OF NEXT MEETING – 6 SEPTEMBER 2018

The HSCP Board noted that the next meeting will be held on Thursday 6 September 2018 in the Council Chambers. Jacqueline Forbes will chair this meeting.

Future dates were also provided as under:-

Session 2018 / 19

6 September 2018
15 November 2018
17 January 2019
21 March 2019

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VALEDICTORY REMARKS

Members and Officers paid tribute to Mr Ian Fraser, Chair of East Dunbartonshire HSCP Board, who, having completed 8 years serving NHS GGC was retiring from service.

Mr Fraser responded in suitable terms.