

Agenda Item Number: 2.

Minute of meeting of the Health & Social Care Partnership Board held via Webex Remote Meeting, on **Thursday, 25th June 2020 at 9.00am.**

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

NHSGGC Non-Executive/Executive Director
FORBES, McGUIRE & RITCHIE

Non-Voting Members present:

C. Sinclair	Interim Chief Officer - East Dunbartonshire HSCP
J. Campbell	Chief Finance and Resource Officer - East Dunbartonshire HSCP
P. Treon	Interim Clinical Director
V. Tierney	Chief Nurse – East Dunbartonshire HSCP
M. Brickley	Service User Representative

Councillor Susan Murray (Chair) presiding

Also Present:

T. Quinn	Head of People and Change, NHS
D. Pearce	Head of Community Health and Care Services – East Dunbartonshire HSCP
G. Cornes	EDC Chief Executive
M. Cunningham	EDC Corporate Governance
A. Meikle	TSI
G. McConnachie	HSCP Chief Internal Auditor
K. Donnelly	EDC Chief Solicitor and Monitoring Officer
V. McLean	Corporate Business Manager – East Dunbartonshire HSCP
L. Tindall	Organisational Development Lead – East Dunbartonshire HSCP

APOLOGIES FOR ABSENCE

J. Proctor	Carers Representative
L. Johnston	Interim General Manager, Oral Health Directorate

HEALTH & SOCIAL CARE PARTNERSHIP (HSCP) BOARD
25 JUNE 2020

ANY OTHER BUSINESS WHICH THE CHAIR DECIDES IS URGENT

The Chair advised that planning permission has been approved for Allander Sports Centre and Adult Resource Centre.

The Chair also wished to thank Caroline Sinclair Chief Officer, HSCP Senior Management Team, and HSCP staff for the significant work undertaken during Covid-19 and business continuity delivery.

1. DECLARATION OF INTERESTS

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 HSCP BOARD HELD ON 26TH MARCH 2020

There was submitted and approved a minute of the meeting of the Health & Social Care Partnership (HSCP) Board held on 26th March 2020.

3. CHIEF OFFICERS REPORT

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

- Resumption of HSCP Board arrangements and stand down of fortnightly update.
- Thanks to staff and providers on work delivered throughout the pandemic.
- Incredible support and work underway for Care Homes.
- As Recovery and Transition progresses, and resumption of services begin there will be continued use of technology to deliver services moving forward.
- Life Changes Trust bid was successful and will commence in the near future.
- Dr Paul Treon, appointed to Clinical Director post effective from 29th June 2020.
- Val Tierney will take up full time secondment as Chief Nurse in West Dunbartonshire HSCP until Christmas 2020. Process underway to backfill Chief Nurse post from 6th July 2020.

4. UNSCHEDULED CARE COMMISSIONING PLAN

A Report by the Head of Community Health and Care Services, copies of which had been circulated, was presented to the HSCP Board as an NHS GG&C wide plan noting unscheduled care performance and actions for East Dunbartonshire HSCP. Full details were contained within the Report and attached Appendices.

HEALTH & SOCIAL CARE PARTNERSHIP (HSCP) BOARD
25 JUNE 2020

Following questions and further discussion, the Board noted the report and agreed:

- a) to the interim implementation of the draft East Dunbartonshire Unscheduled Care Action Plan 2020-21, noting it will be further updated in line with wider consultative process and covid led changes;
- b) to approve the East Dunbartonshire Ministerial Strategic Group unscheduled care performance targets for 2020-21 at **Appendix 4**, progress against which will be reported to the HSCP Board on a quarterly basis.

5. DRAFT ANNUAL ACCOUNTS 2019/20 AND FINANCIAL OUTTURN YEAR END

A Report by the Chief Finance and Resources Officer, copies of which had been circulated, was presented to update the HSCP Board on the financial outturn for 2019/20 and present the draft Annual Accounts.

It was noted that the annual accounts for the IJB are prepared in accordance with appropriate legislation and guidance. The Accounts have been forwarded to Audit Scotland with expected return end of September 2020.

The Chief Finance and Resources Officer provided an update highlighting;

- The partnership incurred a deficit during 2019/20 of £0.2m.
- The actual over spend on services is nearer £0.6m, after adjusting for the impact of funding received during the year for specific initiatives which would be taken to earmarked reserves to support future expenditure in these areas.
- This represents a positive movement from that reported in Month 10 of £1.3m (Month 10 projected a £1.9m deficit). This related in the main to a number of year end entries related to services managed outwith the HSCP, bad debts and the outcome of direct payment audits which all had a positive impact on the budget position. These are areas which will be monitored and reported on throughout the year to ensure the board has effective oversight of these as the year progresses.
- The HSCP reviewed the earmarked reserves available and applied a number of these to mitigate the over spend and also applied the limited general reserves available of (£41k) which provided a total of £0.6m applied from reserves to balance the year end position.
- There are no remaining general reserves going forward and the level of earmarked reserves is £0.8m and covers specific funding provided by the Scottish Government.

Following questions and further discussion, the Board noted the report and Unaudited Accounts for 2019/20.

HEALTH & SOCIAL CARE PARTNERSHIP (HSCP) BOARD
25 JUNE 2020

6. QUARTER 4/ANNUAL PERFORMANCE REPORT 2019-20

A Report by the Chief Officer, copies of which had been circulated, was presented to the HSCP Board of an interim HSCP Performance Report for the period January to March 2020 (Quarter 4), as the full statutory report has been delayed due to the Covid-19 emergency response. Full details were contained within the Report and attached Appendices.

Following questions and further discussion, the Board agreed with the recommendations;

- Note the deferment of the full statutory HSCP Annual Performance Report for 2019-20 due to the impact of the Covid-19 emergency and agree to its later publication in the Autumn of 2020;
- Note the content of the Quarter 4 and Full Year Performance Report 2019-20 at **Appendix 1**.
- Provide a statement for the HSCP website to let the public know that the full report will be deferred until Autumn 2020.

7. CLINICAL AND CARE GOVERNANCE SUB GROUP – MINUTES OF MEETING HELD ON 13TH MAY 2020

The Chief Nurse provided a Report to the Board, copies of which had previously been circulated with an update of the work of the Clinical and Care Governance Subgroup. Full details are contained within the Report and draft note of Clinical and Care Governance Subgroup meeting – 13th May 2020. Summary points include;

- Meetings of Clinical and Care Governance Group were stood down at the beginning of HSCP Pandemic response. Alternative governance was established e.g. Local Response Management Team and Senior Management Team as well as a weekly Public Protection Leadership Group.
- Regular HSCP Clinical and Care governance meetings were reinstated as of 13.05.20 providing an opportunity to review governance of our Covid response and related service developments including opening of Covid Assessment Centre and, plans for Covid 19 Testing Streams in Care Homes.
- It was agreed that SCI /Datix Incidents and Complaints would be added to the SMT agenda to provide enhanced and more frequent oversight of these matters.
- Recognising the unprecedented demand on care homes during the pandemic period the mechanisms to provide additional assurance and support regarding quality of care within care homes were reviewed. An area of good practice is the significant clinical support that has been provided by

HEALTH & SOCIAL CARE PARTNERSHIP (HSCP) BOARD
25 JUNE 2020

the HSCP – ANP, District Nurses and GP's and this is reported to have been greatly appreciated by local Care Homes.

Following questions and further discussion, the Board noted the report.

8. EAST DUNBARTONSHIRE HSCP STAFF PARTNERSHIP FORUM MINUTES OF MEETING HELD ON 13TH FEBRUARY 2020

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

Head of People and Change noted the HSCP has increased its engagement with staff side partners during the COVID-19 pandemic. The staff side Joint Chairs are invited to attend the weekly Local Response Management Team (LMRT). There has been an increase in the frequency of the staff forum from 8 weekly to 2 weekly by Microsoft Teams to ensure opportunity to engage in transition planning. Staff side colleagues have also been asked to provide nominations to work on a staff well-being strategy, which will focus on local solutions and process as well as connecting to the national frameworks.

Following consideration, the Board noted the contents of the Report.

9. EAST DUNBARTONSHIRE DRAFT PERFORMANCE, AUDIT & RISK COMMITTEE MINUTES OF MEETING HELD ON 17TH MARCH 2020

A Report by the Chief Finance & Resources Officer, copies of which had previously been circulated, provided the Board with an update on the business of the Performance, Audit and Risk Committee held on the 17th March 2020. Full details were contained within the Report and attached Appendix. A further meeting of the Performance, Audit and Risk Committee took place on 18th June 2020, however unable to bring next set of minutes to the Board Meeting as they were unavailable.

Audit Scotland presented plan and Chief Internal Auditor updated on the Transformation Plan.

Following questions and further discussion, the Board noted the contents of the minute of the Performance, Audit and Risk Committee held on the 17th March 2020.

The Board noted the contents of the Report and notes of meeting held on 17th March 2020.

HEALTH & SOCIAL CARE PARTNERSHIP (HSCP) BOARD
25 JUNE 2020

10. EAST DUNBARTONSHIRE HSCP BOARD AGENDA PLANNER

The Chief Officer provided an updated schedule of topics for HSCP Board meetings 2020/21 which was duly noted by the Board. HSCP Organisational Development Lead will set dates for Board Development Sessions with first session to be arranged for August 2020.

ANY OTHER COMPETENT BUSINESS

DATE OF NEXT MEETING

Thursday 17th September 2020, 9.00am to 1pm

All held in the Council Committee Room, 12 Strathkelvin Place, Kirkintilloch, G66 1XT or via remote access during COVID Pandemic restriction arrangements.