

Minute of virtual meeting of the Health & Social Care Partnership Board held on **Thursday, 23 March 2023.**

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

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

Non-Voting Members present:

<b>C. Sinclair</b>	Chief Officer and Chief Social Work Officer
<b>C. Bell</b>	Trades Union Representative
<b>J. Campbell</b>	Chief Finance and Resource Officer
<b>L. Connell</b>	Interim Chief Nurse
<b>A. Innes</b>	Third Sector Representative
<b>F. McManus</b>	Carers Representative

**Jacquie Forbes (Chair) presiding**

Also Present: <b>D. Aitken</b>	Interim Head of Adult Services
<b>C. Carthy</b>	Interim Head of Children's Services & Criminal Justice
<b>M. Cunningham</b>	Corporate Governance Manager – EDC
<b>L. Dorrian</b>	General Manager – Oral Health NSGG&C
<b>K. Lamb</b>	Head of Specialist Children's Services
<b>V. McLean</b>	Corporate Business Manager
<b>D. Pearce</b>	Head of Community Health and Care Services
<b>T. Quinn</b>	Head of Human Resources - ED HSCP
<b>L. Walsh</b>	Senior OD Advisor

**APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Gordon Cox, Allan Robertson and Alan Cairns.

**1. DECLARATION OF INTEREST**

The Chair sought intimations of declarations of interest in the agenda business. There being none, the Board proceeded with the business as published.

**2. MINUTE OF MEETING – 19 JANUARY 2023**

There was submitted and approved a minute of the meeting of the Health & Social Care Partnership (HSCP) Board held on 19 January 2023.

**3. INTERIM CHIEF OFFICER'S REPORT**

## **HEALTH & SOCIAL CARE PARTNERSHIP (HSCP) BOARD**

### **23 MARCH 2023**

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

- Covid Update – remains present, some outbreaks in care homes, combined impact of seasonal winter viruses.
- National Pressures on Health & Care Services – hospitals, both in-patient and A&E, HSCP continues to assist by supporting as many people as possible in the community, care at home however has significant recruitment issues
- Sandyford Sexual Health Service resumed from Tuesday 21st February at Kirkintilloch Health & Care Centre including the evening service which includes young peoples' clinics for clients aged between 13 and 17.
- Staff awards – Event held at Kilmardinny House on the 2 March 2023. Overall winner will be announced at the NHSGGC Chairman's awards on 4 May 2023.
- Kelvinbank Resource Centre has moved into the new Allander Resource Centre, in the Allander Leisure Centre, which formally opened on 9 March 2023.
- Children at Risk of Harm inspection commenced in East Dunbartonshire in October 2022 - verbal feedback from the inspection team on 16 March highlighted many areas of positive work they had seen and reflected back to us some areas for potential improvement which we were already aware of. Final report next month.
- NHS settlement - received 21 March 2023 - under the agreement, most staff will receive a consolidated uplift of 6.5%, with a floor of £1,548 and a cap of £3,755. In addition to the consolidated uplift, staff will also receive a one-off non-consolidated addition ranging between £387 and £939, depending on an individual's place on the Agenda for Change pay matrix.

Following questions the Board noted the information.

#### **4. SPECIALIST CHILDREN'S SERVICES SINGLE SERVICE ALIGNMENT**

A Report HSCP/230323/04 by the Chief Officer, copies of which had previously been circulated, provided an update on the progress towards planning for implementation of a single service structure for Specialist Children's Services (SCS). SCS comprises Child and Adolescent Mental Health Services (CAMHS) and Specialist Community Paediatrics Teams (SCPT) Services.

Following consideration, and having heard the Chief Officer in response to questions the Board agreed as follows:

- a) To note the content of the Report
- b) To note that the details of the financial and resource transfers related to the implementation of a single SCS service alignment are contained within the budget setting report for consideration.

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- 2.3 To note the financial due diligence work which has been completed by the Chief Finance & Resources Officer in relation to the SCS budgets being delegated from NHS GG&C from the 1st April 2023.
- 2.4 To note the Chief Finance & Resources Officer assurances in relation to the sufficiency of the SCS budget to be delegated, subject to effective risk mitigation and the successful delivery of efficiency initiatives to deliver a balanced budget for 2023/24 and beyond.
- 2.5 To approve the hosting of SCS within East Dunbartonshire HSCP on behalf of the NHS Board and the other five HSCP's across GG&C and all that this entails.

**5. RECORDS MANAGEMENT PLAN INTERIM UPDATE**

A Report HSCP/230323/05 by the Chief Finance & Resources Officer, copies of which had previously been circulated, outline requested approval to publish and enact the finalised Social Support Strategy for the way in which East Dunbartonshire Integration Joint Board (IJB) will provide an interim update to ED HSCP Records Management Plan (RMP) Version 2 at 2021 to meet the requirements of the Public Records (Scotland) Act 2011 and seeks the IJB's approval for its content as well as onward submission to the Keeper of the Records of Scotland for review and agreement before 31<sup>st</sup> March 2023.

Following consideration, the Board agreed as follows:

- a) To approve the update of the East Dunbartonshire HSCP Records Management Plan, giving approval that this can now be formally submitted to the Keeper of the Records of Scotland by 31<sup>st</sup> March 2023 subject to any further minor amendments.

**6. HSCP FINANCIAL PLANNING & ANNUAL BUDGET SETTING 2023/24**

A Report HSCP/230323/06 by the Chief Finance & Resources Officer, copies of which had previously been circulated, updated the Board on the financial planning for the partnership and presented the proposed budget for 2023/24.

Following consideration and having heard the Chief Finance & Resources Officer in response to questions, the Board agreed as follows:-

- a) To note the position within the financial planning assumptions and acknowledge that these have been formed following partnership collaboration.
- b) To accept the indicative budget settlement for 2023/24 from the NHS (Para 3.11) and Council (3.13 – 3.15) while noting the caveats arising from the risks associated with the uncertain landscape of service delivery and associated costs, particularly in relation to pay uplifts and prescribing

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pressures.

- c) To note and approve the proposed increase in the set aside budget outlined in paragraph 3.12.
- d) To approve the savings programme for 2023/24 to support delivery of a balanced budget position for the partnership outlined in paragraph 3.18.
- e) To approve the approach for reserves outlined in paragraph 3.32 – 3.33 and note this is dependent on the financial performance of the partnership delivering as projected through the Month 10 budget monitoring reports.
- f) To note the impact on the HSCP Medium Term Financial Strategy 2023 – 2028 set out in paragraphs 3.34 – 3.38 of the Report.
- g) 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 set out in paragraph 3.26.
- h) To note and approve the Directions to both East Dunbartonshire Council and NHS GG&C set out in Appendix 7.

**7. HSCP ANNUAL DELIVERY PLAN 2023-2024**

A Report HSCP/190123/07 by Chief Finance & Resources Officer, copies of which had previously been circulated, presented the HSCP Annual Delivery Plan for 2023-24 for consideration and approval by the Board

Following consideration, the Board approved the HSCP Annual Delivery Plan 2023-24 set out at **Appendix 1** of the Report.

**8. HSCP QUARTER 3 PERFORMANCE REPORT 2022-23**

A Report HSCP/230323/08 by the Planning, Performance & Quality Manager, 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, for the period October to December 2022 (Quarter 3).

Following discussion and having heard the Chief Finance & Resources Officer in response to questions, the Board agreed to note the report.

**9. ALCOHOL & DRUGS PARTNERSHIP MEDICATION ASSISTED TREATMENT (MAT) STANDARDS IMPLEMENTATION UPDATE**

A Report HSCP/230323/09 by the Interim Head of Adult Services, copies of which had previously been circulated, updating the Board on the Medication Assisted Treatment (MAT) Standards implementation Plan and progress towards implementation in East Dunbartonshire.

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Following discussion and having heard the Interim Head of Adult Services in response to questions, the Board noted the information and the progress made towards implementation of MAT Standards.

**10. CARERS STRATEGY DEVELOPMENT UPDATE**

A Report HSCP/230323/10 by the Interim Head of Adult Services, copies of which had previously been circulated, updating the Board members on the development of the new Carers Strategy 2023–2026.

Following consideration, the Board agreed as follows:-

- a) To note the content of the Report;
- b) To approve the proposed areas for priority action, that will form the foundation of the Carers Strategy 2023-26;
- c) To note the timetable for the preparation of the final strategy, for consideration by the Board at its next meeting.

**11. FINANCIAL PERFORMANCE ON BUDGET 2022/23 – MONTH 10**

A Report HSCP/230323/11 by Chief Finance & Resources Officer, copies of which had previously been circulated, updating the Board on the financial performance of the partnership budget as at month 8 of 2022/23. Full details were contained within the Report and attached Appendices.

Following consideration, and having heard the Chief Finance & Resources Officer in response to questions, the Board agreed as follows:

- a) To note the projected outturn position is reporting a surplus on budget of £2.993m as at month 10 of the financial year 2022/23 (after adjusting for anticipated impact of movement to / from earmarked reserves).
- b) To note and approve the budget adjustments outlined within paragraph 3.2 (Appendix 1)
- c) To note the HSCP financial performance as detailed in (Appendix 2)
- d) To note the progress to date on the achievement of the current, approved savings plan for 2022/23 as detailed in (Appendix 3).
- e) To note the anticipated reserves position at this stage in the financial year set out in (Appendix 4).
- f) To note the summary of directions set out within (Appendix 5)

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**12. DRAFT MINUTES OF CLINICAL & CARE GOVERNANCE GROUP MEETING HELD ON 11 JANUARY 2023**

A Report HSCP/1230323/12 by the Lead for Clinical Pharmacy and Prescribing – Carolyn Fitzpatrick, copies of which had previously been circulated, shared the draft minutes of the Clinical and Care Governance Group meeting held on 11 January 2023.

Following consideration, the Board noted the content of the Clinical and Care Governance Group Meeting held on 11 January 2023.

**13. HSCP STRATEGIC PLANNING GROUP DRAFT MINUTES OF 15<sup>th</sup> DECEMBER 2022**

A Report HSCP/230323/13 by Head of Community Health & Care Services, copies of which had previously been circulated, shared the draft minutes of the HSCP Strategic Planning Group held on the 15<sup>th</sup> December 2022.

Following consideration, the Board noted the HSCP Strategic Planning Group draft minutes of 15<sup>th</sup> December 2022.

**14. STAFF FORUM MINUTES OF 18<sup>TH</sup> JANUARY 2023**

A Report HSCP/230323/14 by Head of Human Resources, copies of which had previously been circulated, shared the minutes of the Staff Partnership Forum meeting held on 18<sup>th</sup> January 2023.

Following consideration, the Board noted the minutes of the Staff Partnership Forum meeting held on 18<sup>th</sup> January 2023.

**15. PUBLIC, SERVICE USER & CARER (PSUC) MINUTES of 2<sup>nd</sup> FEBRUARY 2023**

A Report HSCP/230323/15 by the Health Improvement & Inequalities Manager, copies of which had previously been circulated, shared the draft minutes of the Clinical and Care Governance Group meeting held on 2<sup>nd</sup> November 2022.

Following consideration, the Board heard from the Carers representative and thereafter noted the minutes and commended the overall progress made by the Public, Service User & Carer Representatives Support Group.

**16. EAST DUNBARTONSHIRE HSCP BOARD AGENDA PLANNER**

Following consideration, the Board noted the content of the East Dunbartonshire HSCP Agenda Planner

**17. ANY OTHER COMPETENT BUSINESS**

None

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**18. DATE OF NEXT MEETING**

Date of next meeting – 9.30am to 1pm if Seminar scheduled start time will be 9am.

**Thursday 29th June 2023**

All held in the Council Chambers, 12 Strathkelvin Place, Kirkintilloch,  
G66 1XT or via remote access