

## WEST DUNBARTONSHIRE HEALTH & SOCIAL CARE PARTNERSHIP

**Meeting:** Special Monthly COVID – 19 Meeting of Joint Staff Forum

**Date:** Thursday 15 July 2021, 2 p.m.

**Venue:** Microsoft Teams

### MINUTE

**Present:** Beth Culshaw (chair); Diana McCrone; Samantha Stirling; Richy Kennedy; Sylvia Chatfield; Margaret-Jane Cardno; Vivien Thomson; Jonathan Hinds; Fiona Taylor; Leanne Galasso; Michelle McAloon; Margaret Wood; Sandra Cowie; David Smith; David Scott; Sean Davenport; Andrew McCready; Val Jennings.

**Apologies:** Peter O'Neill; Ann Cameron-Burns; Audrey Slater; Mags McCarthy; Allan Wallace; Moira Wilson; Susan Walker; Debbie Duffy.

**In Attendance:** Hazel Slattery (minute)

Item	Description	Action
1.	<b>Welcome, Introductions, Apologies</b> B Culshaw welcomed everyone to the meeting. Fiona Taylor, Interim Head of Community Health and Care who is standing in for Jo Gibson during her absence was introduced to members.	
2.	<b>Standing Agenda Items</b> <b>a) Minutes of Last Meeting</b> D McCrone highlighted that the minute stated that all communications would be shared with JSF. D McCrone is assuming that NHS have had no communication as she has not received any communication. B Culshaw agreed at last meeting that managers would share communication with all staff, and also with the JSF. The last communication was on 24 <sup>th</sup> June 2021 which was circulated to all JSF members. D McCrone added that Alison McBride is meeting with convenors but no NHS convenors have been invited, D Smith added that the time of this meeting was asked if it could be changed as it clashed with the JSF, A McBride was unable to accommodate this request, D Smith asked if meetings could be arranged in consultation with trade unions. A McBride stated to D McCrone that no NHS staff were in Council building's. S Cowie added that NHS were unaware of the convenors meeting held by A McBride today.	

#### Post Meeting Note

A McBride has a weekly meeting with Council Trade Union Convenors specifically to discuss the Council's approach to the re-occupation of buildings. During the employee session, A McBride confirmed with D

McCrone that the normal processes for NHS Trade Union consultation would continue to take place via established frameworks.

MJ Cardno acknowledged that there can be short delay of Council communications being shared with NHS staff, Council Officers are issued with communications by email, managers then cascade this information through teams. J Hinds confirmed that Specialist Children's Services were invited to Zoom meetings held by A McBride, workforce updates are shared across his managers team, J Hinds will reinforce to managers the importance of sharing communications with all staff groups.

A McCready added that risk assessments should also be shared with both Council and NHS unions. Risk assessments will be shared with Trade Unions colleagues. B Culshaw confirmed that some risk assessments have been shared with NHS Unions.

### **b) Chief Officer Update**

Rates of infection continue to go up and down, rates locally have come down quite sharply over the past few days, this is will continue to be monitored closely. There have been pressures in some services, staff have worked hard to ensure services continue to be provided.

There have been a small number of positive cases in care homes.

Vaccinations are rolling out well, vaccination centres are seeing a low uptake in those under 30s, B Culshaw asked members to encourage those under 30 to take up the vaccination. Vaccination bus was in the Dumbarton area last week, drop in clinics are also available.

A number of return to work plans are being finalised. Day services are in the process of re opening. Changing guidance in the use of masks and social distancing have been taken in to consideration.

### **c) Service Updates**

i. Children's Health & Care and Criminal Justice  
Since last JSF a lot of Covid related activity has taken place along with recovery and restart plans, a formal update was provided at the JCC this morning. As of this week Children and Families Team have moved in Aurora House, a Duty service is now provided at both ends of the authority. Further work is required by Assets to remove furniture on the ground floor.

Looked after Children services continue to manage Covid situations, Covid situations have stabilised.

Community Children's Health are feeling pressure on school nursing, the senior nurse has written to Education colleagues advising of the changes in provision to the school nursing.

Criminal Justice Social Work continue with restart plan to upscale service and court work. National changes to one of the recording system Visor

are taking place, HR, ICT and Legal colleagues have been advised, discussion are ongoing re in the impact.

Specialist Children's Service require to get back into their space in Clydebank, it is hoped that staff will be in premises sooner rather than later. A report is going to ORG next Thursday.

Volume of demand continues to be high across Children and Families.

ii. Mental Health, Addictions and Learning Disabilities

Work is ongoing for the Adult Support and Protection inspection, case file reading feedback session will be providing on 31<sup>st</sup> August 2021. A new lead officer – Gail McEwan is in post for six months to support officers.

118 Dumbarton Road – discussions are ongoing, a building will be identified as soon as possible, staff and staff side representatives will be consulted.

The Learning Disability Day Service is reopening, Health and Safety are reviewing how many can be in the building in the anticipation that social distancing is reduced to 1 metre.

The IOM Learning Disabilities is due to start in post on 23<sup>rd</sup> August 2021. Addition services have started 2 newly qualified nurses. There are ongoing discussions with spend from Scottish Government Drug Task Force monies, staff have been involved in discussions.

Mental Health ward had a suspected Covid outbreak within the wards, however came back with negative results. Some issues of vacancies and absences across Mental Health are causing additional pressure on staff, plans are in place to support staff, the next 6-8 weeks will be challenging for staff until vacancies are filled.

A McCready asked if government guidance has been received on moving to 1 metre social distancing, B Culshaw advised that services are pre emptying the change in social distancing. Discussions are ongoing at national level on changes to social distancing and isolations. M Wood asked colleagues to keep isolation changes in their minds as this will have an effect on staff.

iii. Health and Community Care

Day Care Services restarted last week. F Taylor met with Community Care Convenors last week, Care at Home staff are facing significant pressures due to absences. F Taylor recognised the hard work of staff who continue to provide services to our clients.

D McCrone asked if we are expecting low numbers of clients to return to services, B Culshaw advised that this would be reviewed as the closure of day care services has had a knock on effect on other services i.e. residential.

iv. HR Report

Council absence has increased for 3<sup>rd</sup> consecutive months, 9.3% across the HSCPs for council staff which excludes isolation. Three top reasons for absence remain the same, personal stress, muscular and skeletal, acute conditions. Staff will continue to be supported through council policies and supports.

NHS statistics were shared by email due to technical issues. NHS absence for June was 5.92%, short term absence 2.19% and long term absence 3.37%. This is an increase from 5.21% in May. Top reasons for absence are anxiety/stress/depression/ other psychiatric illness; gastro-intestinal problems; other MSK problems; benign and malignant tumours, cancers and back problems.

A new template is being devised to collate both WDC and NHS absences, this will hopefully be shared at the next meeting.

**d) Trade Union Updates**

Trade Unions have concerns nationally re the reduction to 1 metre for social distancing and changes to isolation guidance. Concerns are that this would provide a two tier workforce.

D Smith asked for it to be noted that a grievance was submitted on 9<sup>th</sup> June and no acknowledgement of grievance received within the policy timescales, 5 weeks later a hearing has still not been arranged. B Culshaw stated that she did not agree with the statement made as an initial acknowledgement was sent when on annual leave and there have been various points clarified via email. The investigation is underway, and a hearing date proposed.

**4 Rolling Agenda Items**

a) Premises

Issues around Aurora continue to be addressed.

b) Ethical Care Charter

MJ Cardno circulated briefing paper prior to the meeting. IJB considered report and action plan on the implementation of Unison's Ethical Care Charter on 25<sup>th</sup> February 2021. This was discussed at the JSF on 23<sup>rd</sup> April 2021 where it was noted that the action plan had been distributed and an update of the work would be brought back to the JSF at an appropriate time. D McCrone disputed that this had been shared with the JSF.

MJ Cardno reassured members that this remains a priority for the HSCP, however there is currently a significant lack of capacity within the Strategy and Transformation Service. Further progress will be made in this area upon the appointments of the Contracts, Commissioning and Quality Improvement Manager.

c) Re-start Plan

Restart plans continue to be put in place.

d) Redesign of Strategy and Transformation Service

This was detailed in the briefing note provided to members prior to the meeting. The Head of Service met with Trade Union Convenors on 6<sup>th</sup> July 2021 and the detailed business case was discussed and shared. In broad terms the proposals were support and the service is progressing with job evaluation, recruitment etc. as appropriate.

e) Financial Plans

Finance session will be arranged in August 2021.

f) iMatter

It was confirmed that the date of issue for the iMatter survey is 23<sup>rd</sup> August.

**5. New Agenda Items**

a) Findings of My Life Assessment

MJ Cardno provided full details on briefing paper provided to members prior to the meeting. Paper provided to IJB on 25<sup>th</sup> February 2021 where it was agreed that the assessment would be launched on 1<sup>st</sup> April 2021 will a full report of project provided back to IJB in six months. The next IJB is scheduled for November 2021, this report will be shared with the JSF for information in order that staff side representatives on the IJB can seek feedback prior to the November Board Meeting.

D Smith asked if any feedback has been received from staff and what the driver of change was given that staff are under pressure due to the Covid pandemic, he was advised that weekly reference meetings have been taking place to gather staff views and implementation. The driver for change came from the SDS inspection which took place in 2019, the outcome of this inspection was to provide a strengths based assessment based on structured, moving to an asset based model. D Smith stated that there is not a place to record unmet need on the assessment, S Chatfield advised that if there no specific council service available to meet that need or person did not meet specific criteria this would be recorded within the summary of the assessment.

b) Area Partnership Forum Exchange

Documents circulated prior to the meeting for information.

**5. Rolling Action Log**

MJ Cardno provided full details on the briefing paper circulated to member prior to the meeting, in the last 6 months services have experience significant challenges in respect of sourcing ICT equipment and it can be confirmed that although orders have been placed in a timely manner, some team continue to await the delivery of hardware. This is reflective of a national challenge in respect of global tensions between the demand for and supply of hardware. Although there remains no definite date for the delivery of this equipment, this continues to be a high priority at GGC Board level with the Chief Officer working closely with procurement colleagues in order to try and expedite delivery times.

MSK Premises – meetings have taken place re Vale of Leven and Glasgow City. Needs have been submitted, the ARC building was suggested as a possible premises however it was felt that the current building would provide the needs of the service. A further meeting has been arranged.

Positive progress has been made with regards to Shettleston and Baillieston, discussion with accommodation leads has resulted with an agreement in principle, architect plans will be produced and agreed prior to sign off with departments. Staff side support has been extremely valued.

Frequency of meetings – a further discussion is required between the joint chairs of the meeting as the meeting is focussing on both Covid and substantive items.

Strategic Planning – trade unions will provide 2 nominated representatives.

**6. Any Other Business**

a) Three Key Elements for Area Partnership Forum

MM

1. Continuing pressures of Covid and how staff continue to respond.
2. Reopening of offices including Day Care and working together.
3. Progress around MSK.
4. Working on Communication challenges between WDC and NHS.

**6. Date of Next Meeting**

19<sup>th</sup> August clashes with HSCP Board needs rearranged.

Acknowledge that this would be J Hinds last meeting of the JSF as he is moving on the Care Inspectorate as Strategic Lead. Members of the group wished J Hinds all the best in his new role.