

WEST DUNBARTONSHIRE HEALTH AND SOCIAL CARE PARTNERSHIP BOARD

Report by Chief Officer

20 September 2021

Subject: Schedule of Meetings: Health and Social Care (HSCP) Board and Audit and Performance Committee

1. Purpose

1.1 The purpose of this report is to present the Health and Social Care Partnership Board with a meeting schedule for the period until June 2022.

2. Recommendations

2.1 It is recommended that the Health and Social Care Partnership Board note and approve the meeting schedule outlined in Appendix 1.

3. Background

3.1 Standing Orders state that the Integration Joint Board (IJB) shall meet as such place and such frequency as may be agreed by the Integrated Joint Board, known as the Health and Social Care Partnership Board.

3.2 The HSCP Board meeting of 20 February 2019 approved to extend the number of meetings to six per calendar year from the previously agreed four. The report also highlighted that there may be a further request for realignment of dates to allow for the approval of the audited annual accounts.

3.3 On the 5 August 2020 the Health and Social Care Partnership Board agreed a meeting schedule for the period until June 2022. This schedule has been reviewed at the request of the Chair of the HSCP Board.

4. Main Issues

4.1 The appended meeting schedule has been developed to align financial reporting requirements and provide officers with a planned schedule to report on performance, delivery of services and programmes of work, enabling the HSCP Board to fulfil its monitoring and scrutiny role.

- 4.2 Officers have been instructed to separate the dates of the previously linked Audit and Performance Committee from the HSCP Board. The attached schedule has been amended in order to support this ambition.
- 4.3 On the 19 August 2021 the HSCP Board discussed the Consultation on a National Care Service for Scotland and requested that Officers give some consideration as to how an HSCP Board response could be facilitated. The Scottish Government have now changed the deadline for the response to this Consultation until the 2 November 2021. The Board should therefore note that this will impact on the proposed schedule and may alter the date of the working session in October and may also necessitate the creation of a special HSCP Board meeting that month in order that Members can formally agree a consultation response.

Meeting Format and Location

- 4.4 Currently meetings are being held remotely in line with Scottish Government guidance, that where possible people should work from home. When it is safe to do so, initial meetings will take place at 16 Church Street, Dumbarton to accommodate current social distancing requirements and alternating venues will be re-introduced following updated guidance.
- 4.5 In addition to this on the 24 June 2021 the HSCP Board agreed that, when it is safe to incorporate face to face meetings in to the schedule, a hybrid approach to future meetings will be introduced incorporating both online and face to face meetings. This will include video/online conferencing opportunities to support future HSCP Board meetings – providing a platform for a wide range of subject matter experts to support decision making, where appropriate.

5. Options Appraisal

- 5.1 An options appraisal is not required in respect of the recommendation contained within this report.

6. People Implications

- 6.1 There are no people implications arising from the recommendation contained within this report.

7. Financial and Procurement Implications

- 7.1 There are no financial or procurement implications arising from the recommendation contained within this report.

8. Risk Analysis

8.1 There are no risks arising from the recommendation contained within this report. The recommendation that Audit and Performance and the HSCP Board are uncoupled has raised some operational challenges in relation to meeting statutory deadlines pertaining to Financial Sustainability and Performance Management as highlighted in the Strategic Risk Register. This is primarily because some statutory reports must be presented to Audit and Performance Committee for scrutiny prior to approval by the HSCP Board. However, steps have been taken to mitigate against these risks as far as reasonably practicable.

9. Equalities Impact Assessment (EIA)

9.1 Democratic Services carried out an initial equalities impact screening on the issue of venues for committee and board meetings. The outcome showed that there would be little or no impact for those with protected characteristics within West Dunbartonshire.

10. Environmental Sustainability

10.1 A Strategic Environmental Assessment (SEA) is not required in relation to the recommendations within this report.

11. Consultation

11.1 The Chair of the HSCP Board, the Chair of the Audit and Performance Committee and Monitoring Officers within Finance and Regulatory Services has been consulted in the preparation of this report.

12. Strategic Assessment

12.1 It is essential that the Health and Social Care Partnership Board decisionmaking structures are timetabled effectively, enabling them to make necessary decisions and monitor the work of HSCP functions as they deliver on local, strategic and national priorities.

13. Directions

13.1 No directions are required in relation to the recommendations within this report.

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Date: 10 September 2021

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Appendices: Appendix 1 - Schedule of Meetings: HSCP Board and
Audit and Performance Committee

Background Papers: None