

**East Ayrshire Health & Social Care Partnership  
Partnership Management Team Meeting  
11 March 2021 at 3pm  
MS Teams**

<b>Present:</b>	<p>Craig Stewart, Director of Health and Social Care (Chair)          Nicola Taylor, Senior Manager – Primary Care          Sina Currie, Senior Manager – Early Years          Erik Sutherland, Head of Locality Services          Craig Stewart, Associate Nurse Director          Catherine Adair, Partnership Programme Manager          Linda Dickinson, Senior Manager          Claire Gray, Senior Manager Dental Services          Dale Meller, Senior Manager Public Protection          Vicki Campbell, Head of Primary Care Services          Amanda McInnes, Senior Manager Business Support          Charles Rocks, Senior Manager          Margaret Phelps, Senior Manager Planning &amp; Performance          Marion MacAulay, Head of Children’s Health, Care &amp; Justice          Julie Barrie, Senior Nurse          Linda Boyd, Senior Manager          Donna Callaghan, HR Manager          Ewan McGill, Communications Officer          Kirsty Pirrie, HR Manager          Shirley Ferguson, Finance Coordinator          Claire McCamon, Project Implementation Manager          Linda Surgenor, Senior Manager          Clare Wilson, Senior Manager          Lianne McNally, Senior Manager AHP Coordinator          Allina Das, RCN Steward/ Branch Secretary/ Partnership Representative          David Watts, Clinical Director</p>
<b>In Attendance:</b>	<p>Elaine Hill, AHP Senior Manager          Aileen Anderson, Committee Secretary</p>

Agenda	Discussion	Action
1.	<p><b><u>Welcome &amp; Apologies</u></b></p> <p>Erik Sutherland welcomed everyone to the meeting and noted apologies from Alex McPhee, Craig McArthur (would join shortly), Pamela Milliken.</p>	
2.	<p><b><u>Minute of Previous Meeting</u></b></p> <p>The minute of the previous meeting were agreed as an accurate record of discussions.</p>	

3.	<p><b><u>Matters Arising/ Actions</u></b></p> <p>There were no matters arising.</p>	
4.	<p><b><u>Whistleblowing Standards</u></b></p> <p>Elaine Hill advised that the Whistleblowing Standards (the Standards) would launch on 01 April 2021 and the implementation group were looking at the impact of the Standards from the Partnership perspective.</p> <p>The Seven Minute briefing was shared to provide a summary of the Standards and it was highlighted that the Standards impacted on NHS staff, Staff contracted on behalf of NHS and staff working alongside NHS services; all Health and Social Care staff will be covered under the Standards whether they were under NHS or Local Authority contracts.</p> <p>Discussion took place regarding communications to staff ensuring that anyone wishing to raise a concern would know how to raise this appropriately. It was highlighted that the Board had recently advertised for Speak Up Advisors to support the implementation of the Standards.</p> <p>Discussion took place regarding issues being raised through business as usual or via the Standards. Processes will be put in place to support raising concerns through the appropriate route.</p> <p>Discussion took place regarding the process for investigating concerns and who would carry this out; it was anticipated that this would be carried out by staff trained in investigation and root cause analysis. It was noted that steps would be taken to ensure there was no conflict of interest; colleagues from other Partnerships may be invited to undertake investigations to ensure no conflicts of interest.</p> <p>Linda Surgenor advised that, through the Mental Health AERG there were ongoing struggles to identify review teams for the SAER and LMTRs. It was queried how much conversation had been undertaken with the Chairs of the Adverse Event Groups regarding capacity to undertake the oversight of the Standards; it was also queried how the Standards would relate to Duty of Candour if an investigation identified that the concerns were founded. It was noted that a significant influx of whistleblowing concerns weren't anticipated however the organisation would look at additional staff to be trained in root cause analysis in the event of an increase.</p>	

	<p>It was noted that the whistleblowing governance should be a side process to the AERG to ensure confidentiality. Issues would be reported via the Whistleblowing Coordinator who will be appointed by the Board and separate module on Datix will record the whistleblowing issues.</p> <p>Elaine Hill advised that the Implementation Group were developing a training package for line managers and service managers in the Partnership with training sessions planned for April, May and June 2021.</p> <p>Kirsty Pirrie queried the cover of local authority staff in the Standards as they had not been involved in the development of the Standards and it was highlighted that anyone linked with the Health Board can raise a whistleblowing concern regardless of their employer.</p> <p>It was highlighted that Dr Sukhomoy Das was a member of the IJB and had been appointed as the National Champion for NHS Ayrshire &amp; Arran.</p>	
5.	<p><b><u>Website Development</u></b></p> <p>Margaret Phelps advised that the Wellbeing Partnership were developing a website; it has been anticipated that this would launch April 2021 however this had been delated and will launch as soon as possible.</p> <p>Ewan McGill delivered a presentation on the design of the webpage. Discussion took place regarding ensuring the webpage was user friendly and easily accessible for children and young people as well as older people; it was noted that an engagement plan was underway to get feedback from a variety of audiences and ensure the information was relevant to a wide audience.</p> <p>Lianne McNally advised that she had been involved in the development of the webpage at North Lanarkshire and the algorithms around keeping well and identifying particular issues for people. Lianne agreed to link Ewan with the development team from North Lanarkshire to support the local webpage development.</p> <p>Ewan McGill advised that the visuals and graphics weren't available to share at present and this would be shared as the development progressed.</p> <p>Margaret Phelps advised that there was a working group with representation from across the services to ensure the information on the webpage is accurate and tailored to the services.</p>	
6.	<b><u>Social Work Out of Hours Service</u></b>	

	<p>Dale Meller advised that the Ayrshire Social Work Out of Hours Service – Review Proposal was considered at the Strategic Commissioning Board to share the details of the Out of Hours Review across the three HSCPs. It was highlighted that the change in governance was due to the Social Work OOH service now sitting under the Public Protection Service.</p> <p>It was noted that the initial stage of the review will be to liaise with the Unions and have staff engagement sessions as this process will impact on Social Work staff.</p>	
7.	<p><b><u>Black Start Incident &amp; Power Resilience – Formation of a HSCP Task &amp; Finish Group</u></b></p> <p>Amanda McInnes raised awareness of the Black Start Resilience Plans following a National Risk Assessment undertaken in 2017 between Scottish Power, Energy Networks and the National Grid around the potential total failure of the UK Transmission Network. This would result in a potential total black out across the UK which could take up to five days to recovery from with a further two weeks of power disruptions.</p> <p>It was highlighted that this would have a huge impact nationally on staff ability to travel, food provision, heating and water and it was anticipated that this would result in fatalities if this occurred throughout the winter months.</p> <p>It was further noted that mobile phones would stop working and home phones would only work if they were analogue; there would be no radio signal or TV unless battery powered and petrol stations would stop working as well as electrical car charging ports.</p> <p>The Partnership would require a plan on how they would continue to deliver services, particularly around the Personal Carer Service as these staff communicate via mobile phones.</p> <p>It was noted that the District Nursing Service would have to deliver end of life care and make difficult decision around this in event of a power loss.</p> <p>Amanda McInnes advised that a Task and Finish Group would be formed with membership from the Resilience Group and additional representation from the District Nursing Service.</p> <p>It was highlighted that the Community Alarms system was moving from analogue to digital which also presented a risk if there was a power outage.</p>	

	<p>It was noted that the Acute hospital and some Local Authority systems have generators however these would only last for a certain amount of time.</p>	
<p>8.</p>	<p><b><u>LiquidLogic Reporting – Expansion of Basic Reporting Provision</u></b></p> <p>Amanda McInnes advised that Liquid Logic was now in place and agreement had been made at the Strategic Commissioning Board to work with the developers to design some complex reports in the system.</p> <p>The local team were in place to support these reports and provide support and feedback to Senior Managers to provide training and access to these reports as they become available.</p> <p>Amanda McInnes advised that 12 staff had been identified to support the reports and that a further 30 licences would be purchased. Craig McArthur advised that he was supportive of the work and that managers should go direct to Amanda for licences; additional licenses can be sought if required.</p>	
<p>9.</p>	<p><b><u>Smarter Working Go Bright Desk Allocation Software Pilot - HSCP Directorate</u></b></p> <p>Amanda McInnes advised that the Partnership beginning to prepare for when social distancing in the workplace was no longer required and highlighted that there was no requirement for staff to be in the building 5 days per week.</p> <p>It was noted that, when the building is busier, it can be difficult to concentrate with meetings and background noise therefore the layout of the building may be amended to allow more smaller spaces and rooms to allow for supervision and MS Teams Meetings.</p> <p>It was proposed to pilot an electronic desk booking system in the Directorate section of the Johnnie Walker Bond and trial the ‘Go Bright’ system.</p> <p>Craig McArthur welcomed the smarter working and was interested in the outcome of the pilot.</p> <p>Linda Surgenor raised concerns around changing the larger meetings spaces as they were required when staff are able to come together again and to retain the larger spaces as part of the staff wellbeing agenda. Amanda McInnes advised that the larger spaces would not be taken away completely but a mix of both larger, smaller and blended spaces.</p>	

	<p>Dr Watts advised that working from home had been successful however he felt people work better when able to meet and interact face-to-face at times.</p> <p>Amanda McInnes advised that she would share the timeline of the pilot and keep the Group updated as the timescales were agreed.</p>	
10.	<p><b><u>Independent Review of Adult Social Care in Scotland</u></b></p> <p>It was noted that that the Independent Review of Adult Social Care in Scotland had been on the Partnership agenda for a long time and had implications for everything the Partnership do, not just adult social care.</p> <p>It was noted that there were a number of different views across Scotland and the Ayrshire Council / NHS Chief Executives asked SPOG to consider that can be taken forward quickly on a pan-Ayrshire basis. This was being discussed further at the next SPOG.</p> <p>Marion MacAulay advised that the Feely Review had been discussed nationally at the Chief Social Work Officers Meetings and South Lanarkshire Council had decided to challenge all the findings of the Review. It was agreed that East Ayrshire HSCP should engage in active discussion on how to drive and develop the appropriate elements of the Review.</p>	
11.	<p><b><u>IJB Agenda – 24 March 2021</u></b></p> <p>The agenda for the IJB was reviewed and it was noted that, due to the time of year this was a large agenda with a number of items required around statutory planning.</p> <p>It was noted that there was no ‘Good News’ story on the agenda for this meeting due to the timescales however this would be included for future meetings.</p> <p>Kistry Pirrie advised that there had been a short notice request for good news stories around the workforce to be showcased to elected members and trade unions.</p>	
12.	<p><b><u>AOCB</u></b></p> <p><u>SLG Agenda</u>  Craig McArthur advised that the Senior Leadership Group would recommence and discussions would take place outwith the meeting to get this restarted.</p> <p><u>£500 payment</u></p>	

	<p>Kirsty Pirrie advised that the Local Authority colleagues would be receiving the £500 COVID payment following a lot of discussions and there were ongoing questions around how to make these payments to avoid staff having their Universal Credit impacted. An email was issued to all relevant staff to provide information on a one off payment, or having this payed over a number of wages with a short deadline for response.</p> <p><u>QI Course</u> Erik Sutherland advised that he was working with quality improvement to pull together a targeted Quality Improvement Session which would run for a half day for 10 weeks. There would be 10 spaces on this for two cohorts.</p> <p>Lianne McNally advised that this was good news for the Partnership and she was supportive of this work.</p> <p><u>AHP Workforce</u> Lianne McNally advised that the Allied Health Professional were looking at the workforce and undertaking a review. The review was at the early stages scoping out what was currently happening and the PMT and IJB will be kept informed of progress.</p>	
13.	<p><b><u>Date of Next Meeting</u></b></p> <p>03 June 2021</p>	