

MINUTE of MEETING of the HEALTH AND CARE POLICY DEVELOPMENT AND SCRUTINY PANEL held within COUNCIL CHAMBERS, WEST LoTHIAN CIVIC CENTRE, on 20 JUNE 2019.

Present – Councillors Harry Cartmill (Chair), Janet Campbell, David Dodds, Charles Kennedy, Andrew McGuire, George Paul and Damian Timson

1 DECLARATIONS OF INTEREST

Councillor Janet Campbell declared an interest as she was employed by NHS Lothian.

2 MINUTES

The Panel approved the minute of its meeting held on 4 April 2019 as a correct record. The minute was thereafter signed by the Chair.

3 ANTICIPATORY CARE PLANNING

The Panel heard a presentation from Dr Stewart Box, General Practitioner on the work being carried out to implement anticipatory care planning across all West Lothian nursing and care homes.

A covering report provided key information on the anticipatory care planning (ACP) process. ACP meant that health and care practitioners worked with people in nursing and care homes and their carers to ensure the right thing was done at the right time by the right people. This helped to ensure that people could make informed choices about the type of care they wanted to receive.

The presentation provided further detail on the ACP process and outcomes. Dr Box explained that Anticipatory Care Plans were evolving documents which were developed for each person through conversations, collaborative interactions and shared decision making. The Plans recorded the preferred actions, interventions and responses that care providers should make following a clinical deterioration or crisis in the person's care or support. These were reviewed regularly to ensure they took into account any changes in circumstances and the person's condition.

The aims of ACP were to improve care in line with people's wishes, effectively support the health and wellbeing of elderly care and nursing home residents, and reduce unwanted and unnecessary admissions to hospital. Effective planning meant that older people who had expressed that they did not want to be admitted to hospital could be cared for in the nursing or care home environment.

The efficiency of the process relied on improved communication between health professionals, GPs and the ambulance service to ensure the care plans were followed. Nursing and care homes which had implemented

ACP had reduced hospital admissions by 29%; however it was highlighted that this was further improved in establishments which had at least one member of nursing staff. The effectiveness of the planning was also improved in single GP practice care and nursing homes compared to multi-practice.

Following the presentation, members put questions to Dr Box, who advised that nursing and care homes benefitted from having a registered nurse present in crisis situations. Nurses were trained to carry out some additional procedures and were often better placed to deal with emergencies than care staff alone.

Members also questioned whether the different IT systems used by each organisation involved had caused any issues. It was explained that patient information was stored across different systems, for example hospitals, GPs and care homes which made accessing information quickly difficult, but that the anticipatory care plans in place could be shared with those involved.

The Panel was recommended to note the approach that had been taken to develop better anticipatory care planning.

Decision

To note the terms of the report and the presentation.

4 SOCIAL POLICY MANAGEMENT PLAN 2019-2020

The Panel considered a report by the Head of Social Policy (copies of which had been circulated) informing members of the Social Policy Management Plan for 2019-20.

In order to deliver outcomes effectively and efficiently, the Council had identified Management Plans as an essential driver for the provision of continued excellent services. Each plan was created at service group level which was the collection of West Lothian Assessment Model service units under the responsibility of each Head of Service.

The plans contained information on the management of each service. The Social Policy Management Plan covered the service areas of community care, children and families, and criminal and youth justice services. The Plan set out how the service would drive performance in each area and would be utilised by the management team and stakeholders to assess performance and improvement.

The measures, targets and actions in the Plan would be available for management monitoring and reporting on the Council's corporate performance management system.

The Head of Social Policy advised the Panel that some actions were too complex to complete within one year and therefore would be carried over to subsequent plans.

The Panel was recommended to note the Social Policy Management Plan 2019-20.

Decision

To note the terms of the report.

5 LOCALITY PLANS UPDATE

The Panel considered a report by the Depute Chief Executive (copies of which had been circulated) providing an update on the progress of locality planning.

Two locality groups had been established for the east and west areas of West Lothian which were responsible for the production for locality plans for their area. A joint development session of both locality groups had taken place in December 2017. The report noted the key issues identified for each locality at this session, during which the format for the engagement document was also agreed.

A stage 1 consultation exercise had been undertaken. This sought views on the priorities identified during the development session from a range of groups and stakeholders, staff, community councils and equality forums. Surveys and posters were also distributed to various health locations to be displayed.

The number of responses to the consultation was poor with 40 being received. A large majority of the responses were from the deaf community and would be taken into account but it was recognised that these were not particularly representative of the wider community. Two engagement events which had been planned had to be cancelled due to the lack of interest.

A further development session took place to consider what was working well, what could be developed and actions to be incorporated into the locality plans. This was productive and the outcome of the session would assist in developing the draft plans.

The report set out a timetable of next steps to be taken. The draft locality plans would be presented to the West Lothian Integration Strategic Planning Group in August 2019, followed by a further engagement exercise. The plans would be considered by the Integration Joint Board (IJB) in October/November 2019.

The Panel was recommended to note:

1. The requirement of the IJB to produce locality plans;
2. The progress made to date on the development of the locality plans;
3. The purpose and outcome of the stage 1 consultation; and

4. The timescales for developing and finalising the locality plans.

Decision

To note the terms of the report.

6 NHS Lothian Board

A report had been circulated by the Depute Chief Executive to which was attached the minute of the NHS Lothian Board meeting held on 6 February 2019.

Decision

To note the terms of the report.

7 West Lothian Integration Joint Board

A report had been circulated by the Depute Chief Executive to which was attached the minute of the meeting of the West Lothian Integration Joint Board held on 12 March 2019.

Decision

To note the terms of the report.

8 Workplan

The workplan detailing the future work of the Panel was presented.

Comments were made regarding the reactive nature of the workplan and that the business of the Panel could be more proactive. The Chair advised that if members had particular suggestions these could be brought forward to future meetings.

Decision

- 1) To note the workplan.
- 2) To note that members were invited to raise issues they wished to be added to the workplan for future meetings.