

SUPPLEMENTARY PACK 2

ARGYLL AND BUTE HSCP INTEGRATION JOINT BOARD (IJB) - BY MICROSOFT TEAMS on WEDNESDAY, 31 MAY 2023 at 1:00 PM

I enclose herewith **item 4(d) (MINUTES OF COMMITTEES – Argyll and Bute HSCP Strategic Planning Group held on 25 May 2023)** which was marked to follow on the Agenda for the above meeting.

ITEM TO FOLLOW

4. MINUTES OF COMMITTEES

- (d) Argyll and Bute HSCP Strategic Planning Group held on 25 May 2023
(Pages 3 - 6)

Argyll and Bute HSCP Integration Joint Board (IJB)

Contact: Hazel MacInnes Tel: 01546 604269

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MINUTES of MEETING of ARGYLL AND BUTE HSCP STRATEGIC PLANNING GROUP held BY MICROSOFT TEAMS on THURSDAY, 25 MAY 2023

Present: Kristin Gillies, Senior Service Planning Manager (Chair)
 Jean Boardman, Non-Executive Director of NHS Highland and Member of IJB
 Alison McGrory, Associate Director of Public Health
 Stephen Whiston, Head of Strategic Planning, Performance and Technology, HSCP
 Jillian Torrens, Head of Adult Services – Acute and Complex Care
 James Gow, Head of Finance and Transformation, HSCP
 Councillor Amanda Hampsey, Chair of IJB, Argyll and Bute Council
 Charlotte Craig, Business Improvement Manager
 Nicola Gillespie, Service Manager for Mental Health and Addictions
 Takki Suliaman, Chief Executive, TSI
 Duncan Martin, Public Representative
 John Stevens, Carers Representative
 Jennifer Dryden, Interim Argyll and Bute Drug and Alcohol Partnership Co-ordinator
 Julie Hodges, Scottish Care Inspectorate
 Alison McCrossan, Engagement Officer – Community Engagement, Health Improvement Scotland (Argyll and Bute)

1. WELCOME, INTRODUCTIONS AND APOLOGIES

The Chair welcomed everyone to the meeting.

Apologies for absence were intimated on behalf of the following:

Caroline Cherry, Head of Adult Services, HSCP
 Margaret Jacobsen, Chair of Dochas Centre
 Michelle Mundie, Chief Executive, ACHA
 Douglas Hunter, Senior Manager, Performance and Improvement, HSCP
 Alison Ryan, Service Planning Manager
 Sarah Compton-Bishop, Non-Executive Director of NHS Highland Board
 Fiona Broderick, Staffside Lead, HSCP (Health)
 Fiona Davies, Chief Officer, HSCP
 Douglas Whyte, Housing Strategy Manager, Argyll and Bute Council

2. MINUTES AND MATTERS ARISING

The Minute of the Strategic Planning Group held on 16 March 2023 was approved as a correct record.

There were no matters arising.

3. LOCALITY PLANNING GROUP

Consideration was given to a report providing an update on recent meetings of the Locality Planning Groups of the Integration Joint Board.

Decision

The Strategic Planning Group noted the update from the Locality Planning Groups.

(Reference: Report by Business Improvement Manager dated 25 May 2023, submitted)

4. TRANSFORMATION PROGRAMME UPDATE

Consideration was given to a report and presentation providing a progress overview and update in respect of the Transformation Programme following on from the March Transformation Board, now meeting every two months.

Decision

The Strategic Planning Group noted:

1. the Transformation Programme updates; and
2. that the assurance reports and project tracker referred to in the report were considered by the Finance & Policy Committee and the Service Transformation Board and were available on request.

(Reference: Report by Head of Finance and Transformation dated 25 May 2023, submitted)

5. JOINT STRATEGIC PLAN REFRESH UPDATE

Consideration was given to a report introducing the year one progress report on the HSCP Joint Strategic Plan 2022-2025.

A discussion took place regarding those areas of service with a Red RAG status and the following actions were agreed:

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| Child Protection – multi agency training | Check to see if post of Training Officer has been filled allowing this to be moved to Amber. Seek confirmation from Brian Reid. |
| Child Protection – Develop and implement training framework etc | As above |
| Adult Protection | Charlotte to add narrative that reflects public protection. Charlotte to liaise with Beth Wiseman and Jillian Torrens. |
| Right Care Right Time – Evaluate spend on Community Teams, unpaid carer services & short breaks, | Seek further clarity from Caroline Cherry around risk for that action being carried forward to year 2. |

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| response services, care at home, community palliative care and NHS GG&C delayed discharge – moved to year 2. | |
| Right Care Right Time – What do our Communities want from HSCP community teams? | Agreed this should be Amber in view of engagement work being undertaken. More dialogue to be added. |
| Right Care Right Time – Agree model that assist us to move towards a National Care Service | Agreed this should be Amber. Work paused at National level. Include evidence of what has been completed at local level to support preparation for National Care Service. |
| Primary Care – contribute to review of sustainable services on the island of Coll. | Should be Green – significant work done on this. |
| Drug and Alcohol Partnership | Jennifer Dryden confirmed all those marked red should be Amber and she will provide narrative. |

Decision

The Strategic Planning Group agreed to approve the HSCP Joint Strategic Plan (2022-2025) Monitoring Report and provide assurance to the IJB that the Joint Strategic Plan was on track.

(Reference: Report by Senior Services Planning Manager dated 25 May 2023 and Year One Progress Report on HSCP Joint Strategic Plan 2022-2025, submitted)

6. STRATEGIC REPRESENTATIVES VOICES SCOTLAND

The Strategic Planning Group received a very informative presentation from Alison McCrossan, Engagement Officer – Community Engagement, Health Improvement Scotland (Argyll and Bute) on the work of the Strategic Engagement Advisory Short Life Working Group set up in September 2022 to oversee and inform the refresh of the HSCP's Engagement Framework.

Decision

The Strategic Planning Group:

1. noted the presentation and discussion; and
2. agreed to recommend to the IJB:
 - a) that this SLWG should become a permanent Development Engagement Sub Group of the Strategic Planning Group, led by the Associate Director of Public Health; and
 - b) that public representatives on the IJB should have clear signposts and support to carry out their roles.

7. MONITORING OF JOINT STRATEGIC COMMISSIONING STRATEGY (2022-2025)

Consideration was given to a report introducing the year one progress report on the HSCP Joint Strategic Commissioning Strategy 2022-2025.

Following discussion it was noted that the Senior Service Planning Manager and Chief Executive of TSI would discuss off line how this Strategy will be tracked from a governance perspective.

Decision

The Strategic Planning Group agreed to approve the HSCP Joint Strategic Commissioning Strategy (2022-2025) and provide assurance to the IJB that the Joint Strategic Commissioning Strategy was on track.

(Reference: Report by Senior Service Planning Manager dated 25 May 2023 and Year One Progress Report on HSCP Joint Strategic Commissioning Strategy 2022 - 2025, submitted)

8. A & B HSCP ANNUAL PERFORMANCE REPORT 2022/23

Consideration was given to a report introducing the Annual Performance Report for the Health and Social Care Partnership for the year 2022/23.

Decision

The Strategic Planning Group agreed to approve the Annual Performance Report for the Health and Social Care Partnership for the year 2022/23.

(Reference: Report by Senior Service Planning Manager dated 25 May 2023 and HSCP Annual Performance Report 2022-2023, submitted)

9. DATE OF NEXT MEETING

The Strategic Planning Group noted that their next meeting was scheduled to take place on 7 September 2023 at 2.00 pm by Microsoft Teams.

10. VOTE OF THANKS

Kristin Gillies advised that this was the outgoing Chair, Jean Boardman's last meeting and last IJB next week. She thanked Jean for her input to the IJB over the last 4 years and for all the work she had done for the SPG and wished her a long and happy retirement.

It was also noted that this was Stephen Whiston's last meeting and that he would be handing the reigns over to Kristin.