

**MINUTES of MEETING of INTEGRATION JOINT BOARD (IJB) held in the BY SKYPE  
on WEDNESDAY, 5 AUGUST 2020**

**Present:** Councillor Kieron Green, Argyll and Bute Council (Chair)  
Sarah Compton-Bishop, NHS Highland Non-Executive Board Member (Vice Chair)  
Councillor Aileen Morton, Argyll and Bute Council  
Councillor Sandy Taylor, Argyll and Bute Council  
Jean Boardman, NHS Highland Non-Executive Board Member  
Professor Boyd Robertson, Chair, NHS Highland Board  
Fiona Broderick, Staffside Lead, Argyll and Bute HSCP (Health)  
Julie Lusk, Chief Social Work Officer / Head of Adult Services, HSCP  
Dr Rebecca Helliwell, Associate Medical Director, Argyll and Bute HSCP  
Joanna Macdonald, Chief Officer, Argyll and Bute HSCP  
Kevin McIntosh, Staffside Lead for Argyll and Bute HSCP (Council)  
Angus MacTaggart, GP Representative, Argyll and Bute HSCP  
George Morrison, Head of Finance, Argyll and Bute HSCP  
Kirsteen Murray, Chief Executive, Argyll and Bute Third Sector Interface  
Elizabeth Rhodick, Public Representative  
Dr Nicola Schinaia, Associate Director of Public Health, Argyll and Bute HSCP  
Fiona Thomson, Lead Pharmacist, NHS Highland

**Attending:** Caroline Cherry, Head of Adult Services, Argyll and Bute HSCP  
Charlotte Craig, Business Improvement Manager, Argyll and Bute HSCP  
Lorna Davies, Occupational Therapist, Argyll and Bute HSCP  
David Forshaw, Principal Accountant, Argyll and Bute Council  
Jane Fowler, Head of Customer Support Services, Argyll and Bute Council  
Paul Hawkins, Chief Executive, NHS Highland  
Hazel MacInnes, Committee Services Officer, Argyll and Bute Council  
Pippa Milne, Chief Executive, Argyll and Bute Council  
Margaret McGowan, Independent Sector Representative  
Emma Pickard, External Culture Advisor, NHS Highland  
Patricia Renfrew, Acting Head of Children and Families, Argyll and Bute HSCP  
Alex Taylor, Head of Children and Families, Argyll and Bute HSCP  
Jennifer Swanson, Organisational and Workforce Development Manager, Argyll and Bute HSCP  
Stephen Whiston, Head of Strategic Planning and Performance, Argyll and Bute HSCP

The Chair welcomed Lorna Davies, Occupational Therapist, to the meeting. She gave the following account of her experience during lockdown –

“While talking with my colleagues in Occupational Therapy it was illuminating to hear their unique perspective on the lockdown. At their very core Occupational Therapists understand the basic human need of purposeful and meaningful occupations within the roles we play in our lives.

So many of us have had a different experience of Lockdown; for some key roles of colleague, carer, friend, grandparent were ripped from us without warning, our daily routines and rituals taken over night.

For others roles were not taken but added too, many found themselves grappling with the new role of teacher or carer. Others sought roles in volunteering, becoming more part of a community and looking after those that couldn't do for themselves.

If ever there was a time to notice the impact, value and necessity that meaningful occupation gives our life then lockdown has shone a light on it.

We have all had to get used to a slower pace of life; find new ways to connect and many people have found the space to tap into their creative side, whether that be revisiting a past hobby long forgot or taking up a new pursuit, the joy and NEED to find a meaningful way to fill our days have resulted in new musicians, painters, crafters, gardeners, DIY'ers, bakers, you name it we tried it, and I do hope that when the lockdown restrictions ease and life goes back to a new normal that our connection with what makes life meaningful is not something that is forgotten."

The Chief Officer and the Chair thanked Lorna for her contribution on behalf of the IJB and all HSCP Staff.

#### **1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Linda Currie, Elizabeth Higgins, Fiona Hogg, Donald MacFarlane, Judy Orr, and Gaener Rodger.

#### **2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **3. MINUTES**

The Minutes of the meeting of the Integration Joint Board held on 27 May 2020 were approved as a correct record subject to the following amendments –

Amending Nicola Shinaia's job title to read HSCP instead of NHS Highland.

Removing the title of Chief Social Work Officer from Alex Taylor's job title and adding the title of Chief Social Work Officer to Julie Lusk's job title.

#### **4. MINUTES OF COMMITTEES**

Prior to the consideration of the Minutes of Committees it was agreed that in future draft Committee Minutes would come forward to the IJB before approval by the Committees to allow the most up to date Minutes to come forward to the Board.

##### **(a) Audit and Risk Committee held on 18 February 2020**

The Minutes of the meeting of the Audit and Risk Committee held on 18 February 2020 were noted.

The Chair of the Audit and Risk Committee, Councillor Sandy Taylor, provided the Board with a verbal update on the decisions taken by the Audit and Risk

Committee held on 23 June 2020. The Chair of Audit and Risk highlighted the discussion that was had over workforce planning, the delay in the audit of learning disability services due to a redesign of the service and the issues raised within the Internal Audit Report on Business Continuity Planning.

(b) **Finance and Policy Committee held on 13 May 2020**

The Minutes of the meeting of the Finance and Policy Committee held on 13 May 2020 were noted.

**5. CHIEF OFFICER'S REPORT**

The Board gave consideration to a report from the Chief Officer covering a range of issues including Bute Dialysis Unit Work to Restart, "Upwards and Onwards" Videos Helping with Falls Prevention, Successful Drone Delivery Trials, Survey on Video Consulting Held in Argyll and Bute, Local Carers Services Thanked for the Support they Provide to Carers, Jean's Bothy Improving Access to Mental Health and Wellbeing Services, and Staffside Update.

**Decision**

The Integration Joint Board noted the content of the report by the Chief Officer.

(Reference: Report by Chief Officer dated August 2020, Submitted)

**6. COVID-19 PUBLIC HEALTH UPDATE**

The Board gave consideration to a report reviewing the work of Public Health in Argyll and Bute relating to Covid-19 and which focused on 4 main areas: understanding the epidemiology of Covid-19 in Argyll and Bute, caring for people work stream, supporting communities, and the priority of Public Health activities as the Covid-19 responses evolve based on the changing epidemiological, clinical and socio-economic landscape. The report provided the timeliest update and outlined priority Public Health work over the summer months.

**Decision**

The Integration Joint Board –

1. Noted the Covid-19 current status update in terms of –
  - Distribution of infection rates in the Argyll and Bute community
  - Covid-19 testing in the Argyll and Bute community
  - Support to Argyll and Bute community during the peak of the Covid-19 pandemic and its adaptation to the new response phases
2. Agreed the look forward planning themes/implications to allow response to additional "spikes" of Covid-19 infection, whilst "business as usual" resumes.

(Reference: Report by Associate Director of Public Health dated August 2020, submitted)

## **7. HSCP PERFORMANCE EXCEPTION REPORT - FINANCIAL QUARTER 4 (2019/20)**

The Board gave consideration to a report summarising the HSCP performance for FQ4 using available data. The report advised that reporting for FQ4 had been substantially affected by the Covid-19 pandemic impact of escalating health and social care services to an emergency response.

### **Decision**

The Integration Joint Board –

1. Noted the National Health and Wellbeing scorecard performance for the FQ4 19/20 reporting period.
2. Noted the considerable impact Covid-19 restriction had with regards to available data.
3. Approved the revised Annual Performance Report 2019/20 production process.
4. Noted that data from the performance report would be discussed at the Clinical and Care Governance Committee.

(Reference: Report by Head of Strategic Planning and Performance dated August 2020, submitted)

## **8. CULTURE PROGRAMME UPDATE**

The Board gave consideration to a report which had been considered by NHS Highland Board on 28 July 2020 providing an update on Board wide activity for the Culture Fit for the Future Programme during June 2020.

### **Decision**

The Integration Joint Board noted the content of the NHS Highland Board paper.

(Reference: Report by Chief Officer dated August 2020 and Report by Director of HR and OD, NHS Highland dated July 2020, submitted)

## **9. STAFF GOVERNANCE REPORT FOR FINANCIAL QUARTER 4 (2019/20) AND FINANCIAL QUARTER 1 (2020/21)**

The Board gave consideration to a report that set out the key issues and quarterly performance data from the two employing parent bodies for staff governance in the Health and Social Care Partnership.

### **Decision**

The Integration Joint Board noted the content of the quarterly report on the staff governance performance in the Health and Social Care Partnership.

(Reference: Report by Head of Customer Support Services dated August 2020, submitted)

## 10. FINANCE

### (a) **Budget Monitoring as at 30 June 2020**

The Board gave consideration to a report providing a summary of the financial position of the Health and Social Care Partnership as at 30 June 2020.

#### **Decision**

The Integration Joint Board -

1. Noted that the forecast outturn position for 2020-21 was a forecast overspend of £3.840m as at 30 June 2020 and that there was a year to date overspend of £1.981m as at the same date.
2. Noted the above position excluded any provision for Scottish Government assistance with non-delivery of savings due to Covid-19, or for the on-going dispute with NHS Greater Glasgow & Clyde.

(Reference: Report by Head of Finance and Transformation dated August 2020, submitted)

### (b) **Budget Outlook 2021-22 to 2023-24**

The Board gave consideration to a report summarising the budget outlook covering the period 2020-21 to 2022-23. The outlook was based on three different scenarios – best case, worst case and mid-range.

#### **Decision**

The Integration Joint Board noted the current estimated budget outlook report for the period 2021-22 to 2023-24.

(Reference: Report by Head of Finance and Transformation dated August 2020, submitted)

### (c) **Financial Risks 2020-21**

The Board gave consideration to a report providing an updated assessment on financial risks for 2020/21 from the report provided to the Board in May 2020. The report advised that three new risks had been added and one removed.

#### **Decision**

The Integration Joint Board –

1. Noted the updated financial risks identified for the Health and Social Care Partnership.
2. Noted the uncertainties around Covid funding which are described in more detail in a separate report.
3. Acknowledged that delays to the commissioning strategy would cause uncertainty for providers and that this would be reviewed by the Strategic Planning Group.

(Reference: Report by Head of Finance and Transformation dated August 2020, submitted)

(d) **Covid-19 Response and Financial Implications**

The Board gave consideration to a report providing an overview of the HSCP's Covid-19 mobilisation readiness and its future planning for living and operating with Covid-19. The report also provided a snapshot of the financial estimates of costs of dealing with the Covid-19 response. The financial estimates were updated weekly and were subject to considerable uncertainties.

**Decision**

The Integration Joint Board –

1. Noted the details provided in relation to Covid-19 response and associated mobilisation plan costing.
2. Acknowledged the uncertainties in the cost elements submitted.
3. Noted that the Scottish Government had in principle approved all mobilisation plans, but that approval for individual cost lines had not yet been received.

(Reference: Report by Head of Finance and Transformation dated August 2020, submitted)

**11. DATE OF NEXT MEETING**

The date of the next meeting was noted as Wednesday 16 September 2020 at 1.00pm.