

**MINUTES of MEETING of ARGYLL AND BUTE HSCP INTEGRATION JOINT BOARD (IJB)  
held VIA SKYPE  
on WEDNESDAY, 16 SEPTEMBER 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 Gary Mulvaney, Argyll and Bute Council  
Councillor Sandy Taylor, Argyll and Bute Council  
Professor Boyd Robertson, Chair, NHS Highland  
Dr Gaener Rodger, NHS Highland Non-Executive Board Member  
Rebecca Helliwell, Associate Medical Director, Argyll and Bute HSCP  
Elizabeth Higgins, Lead Nurse, NHS Highland  
Linda Currie, Lead AHP, NHS Highland  
Fiona Broderick, Staffside Lead, Argyll and Bute HSCP (Health)  
Julie Lusk, Chief Social Worker/Head of Adult Services Mental Health, Learning Disability, Argyll and Bute HSCP  
Joanna Macdonald, Chief Officer, Argyll and Bute HSCP  
Donald MacFarlane, Assistant Clinical Dental Director, NHS Highland  
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  
Judy Orr, Head of Finance and Transformation, Argyll and Bute HSCP  
Angus MacTaggart, GP Representative, Argyll and Bute HSCP  
Margaret McGowan, Independent Sector Representative  
Kevin McIntosh, Staffside Lead, Argyll and Bute HSCP (Council)  
George Morrison, Deputy Chief Officer/Head of Finance, NHS Highland

**Attending:** Caroline Cherry, Head of Adult Services Older Adults and Community Hospitals, Argyll and Bute HSCP  
Patricia Renfrew, Interim Head of Children and Families, Argyll and Bute HSCP  
Jane Fowler, Head of Customer Support Services, Argyll and Bute Council  
David Forshaw, Principal Accountant, Argyll and Bute Council  
Fiona Hogg, Director of Human Resources and Organisational Development, NHS Highland  
Hazel MacInnes, Committee Services Officer, Argyll and Bute Council  
Charlotte Craig, Business Improvement Manager, Argyll and Bute HSCP  
Boyd Peters, Medical Director, NHS Highland  
Alex Taylor, Former Head of Children and Families and Justice, Argyll and Bute HSCP

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Jean Boardman, Fiona Thomson and Stephen Whiston.

## **2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

## **3. MINUTES**

### **(a) Minutes of Integration Joint Board held on 5 August 2020**

The Minutes of the meeting of the Integration Joint Board held on 5 August 2020 were approved as a correct record subject to amending the list of those present to include Councillor Gary Mulvaney.

## **4. MINUTES OF COMMITTEES**

### **(a) Audit and Risk Committee held on 23 June 2020**

The Minutes of the meeting of the Audit and Risk Committee held on 23 June 2020 were noted.

### **(b) Finance and Policy Committee held on 26 June 2020**

The Minutes of the meeting of the Finance and Policy Committee held on 26 June 2020 were noted.

### **(c) Audit and Risk Committee held on 18 August 2020**

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

### **(d) Finance and Policy Committee held on 28 August 2020**

The Minutes of the meeting of the Finance and Policy Committee held on 28 August 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 attending Team meetings, successful drone delivery trials, Children & Families and Justice Services / Adult Services management restructure, Courageous Conversations training, Next Steps for Adult Social Care in Scotland Conference, and Staffside update.

The Chair, on behalf of the Board, extended thanks to Alex Taylor, Head of Children and Families and Justice for his contribution during his time as Head of Service and for the stability he provided to the Service. The Chair then welcomed Patricia Renfrew who was filling the post on an interim basis.

### **Decision**

The Integration Joint Board noted the report from the Chief Officer.

(Reference: Report by Chief Officer dated 16 September 2020, submitted)

## **6. PUBLIC HEALTH UPDATE**

The Board gave consideration to a report that focused on changes in the epidemiology of Covid-19 in Argyll and Bute, which had led to changes of priorities in the testing programme and the uptake of testing by different population groups. The report reflected on lessons learnt during the first wave of Covid-19 in Argyll and Bute.

### **Decision**

The Integration Joint Board noted the update on Covid-19 in Argyll and Bute in terms of –

1. The changing nature of the distribution of infections in the Argyll and Bute community.
2. The role Covid-19 testing is playing in building such a picture.
3. How the support to the Argyll and Bute Community due to the Covid-19 pandemic is adapting to the changed epidemiological and social situation.

(Reference: Report by Associate Director of Public Health dated 16 September 2020, submitted)

## **7. ARGYLL AND BUTE CULTURE SURVEY UPDATE**

The Board gave consideration to a report providing an update on progress of the delivery of the Argyll and Bute Culture 100 day Action Plan which had been put in place in response to the key findings of the Argyll and Bute Culture Survey. The report outlined the basis for the creation of the Argyll and Bute Culture Group.

### **Decision**

The Integration Joint Board –

1. Welcomed the progress of the Argyll and Bute Culture 100 Day Plan.
2. Noted the establishment of Argyll and Bute Culture Group.

(Reference: Report by Chief Officer dated 16 September 2020, submitted)

## **8. YEAR 3 (2019/20) ANNUAL REVIEW OF THE CHILDREN AND YOUNG PEOPLE'S SERVICES PLAN 2017-2020**

The Board gave consideration to a report presenting the second annual review of the Children and Young People's Service Plan 2017-20. The report provided an update on the 2019/20 progress of the Plan and areas for improvement. It provided information on key developments that have taken place since the Plan was published and set out key plans for the year ahead.

### **Decision**

The Integration Joint Board –

1. Noted that both NHS Highland and Argyll and Bute Council are jointly and equally responsible for children's services planning.

2. Approved Argyll and Bute's Children and Young People's Services Plan 2017-2020 Year 3 review for the period 2019/20.
3. Approved the Children and Young People's Services Plan Year 3 review for submission to Scottish Government as per the legislative requirement.

(Reference: Report by Acting Head of Children & Families and Justice dated 16 September 2020, submitted)

## **9. SCOTTISH SOCIAL SERVICES COUNCIL (SSSC) REGISTRATION POLICY**

The Board gave consideration to a report introducing an HSCP Policy to support the process for ensuring staff who require to be SSSC registered to undertake their role maintain their registration, how this is supported and any implications of the lapse of registration.

### **Decision**

The Integration Joint Board endorsed the Scottish Social Services Council (SSSC) Registration Policy.

(Reference: Report by Head of Customer Support Services dated 16 September 2020, submitted)

The Chair ruled and the Board agreed to take a 5 minute comfort break from 3pm.

The Board reconvened at 3.05pm.

## **10. FINANCE**

### **(a) Budget Monitoring as at 31 July 2020**

The Board gave consideration to a report providing a summary of the financial position of the Health and Social Care Partnership as at 31 July 2020. The report noted that there was still considerable uncertainty around the financial impact of the Covid-19 pandemic.

### **Decision**

The Integration Joint Board –

1. Noted that the forecast outturn position for 2020-21 was a forecast overspend of £2.964m as at 31 July 2020 and that there was a year to date overspend of £2.117m 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.
3. Approved the proposed settlement of the dispute with NHS Greater Glasgow and Clyde as set out at paragraph 3.4.2.

(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 2021-22 to 2023-24. 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 16 September 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 one new risk had been added.

**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 16 September 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 16 September 2020, submitted)

(e) **Financial Recovery Plan**

The Board gave consideration to a report providing commentary on the causes of the forecast overspend and proposing a financial recovery plan in order to return the forecast to a break even position.

**Decision**

The Integration Joint Board approved the proposed financial recovery plan set out at paragraph 3.3.1.

(Reference: Report by Head of Finance and Transformation dated 16 September 2020, submitted)

## **11. ANNUAL AUDITED ACCOUNTS 2019/2020**

The Board gave consideration to a report presenting the annual accounts for 2019-20 which had been produced within the statutory timescale and had been subject to independent audit by the Integration Joint Board's external auditors, Audit Scotland. The audit process had been completed and Audit Scotland had issued an unqualified independent auditors report. The Audit Scotland report contained a number of key messages which the Board were invited to note.

**Decision**

The Integration Joint Board –

1. Noted that Audit Scotland had completed their audit of the annual accounts for 2019-20 and had issued an unqualified independent auditor's report.
2. Noted the 2019/20 Annual Audit Report prepared by Audit Scotland and noted the key messages and the action plan 2019/20 therein.
3. Noted the verbal recommendation from the Audit & Risk Committee following their consideration of the Audited Accounts at their meeting on 15 September 2020.
4. Approved the Audited Annual Accounts for 2019-20 to be signed for issue.

(Reference: Report by Head of Finance and Transformation dated 16 September 2020, submitted)

## **12. DATE OF NEXT MEETING**

The date of the next meeting was noted as Wednesday 25 November 2020 at 1pm.