

**MINUTES of MEETING of ARGYLL AND BUTE HSCP INTEGRATION JOINT BOARD (IJB) held  
VIA MICROSOFT TEAMS on WEDNESDAY, 30 MARCH 2022**

**Present:** Sarah Compton Bishop, NHS Highland Non-Executive Board Member (Chair)  
Councillor Kieron Green, Argyll and Bute Council (Vice Chair)  
Councillor Robin Currie, Argyll and Bute Council  
Councillor Sandy Taylor, Argyll and Bute Council  
Gerard O'Brian, NHS Highland Non-Executive Board Member  
Graham Bell, NHS Highland Non-Executive Board Member  
Susan Ringwood, NHS Highland Non-Executive Board Member  
Fiona Broderick, Lead Staffside Representative  
David Gibson, CSWO/Head of Children, Families and Justice  
Linda Currie, Associate Director AHP, NHS Highland  
James Gow, Head of Finance and Transformation, Argyll and Bute HSCP  
Elizabeth Higgins, Associate Director of Nursing, NHS Highland  
Kenny Mathieson, Public Representative  
Angus McTaggart, GP Representative, Argyll and Bute HSCP  
Kirstie Reid, Carers Representative, NHS Highland  
Dr Nicola Schinaia, Associate Director of Public Health, Argyll and Bute HSCP  
John Stevens, Carers Representative, NHS Highland  
Takki Sulaiman, Chief Executive, Argyll and Bute Third Sector Interface  
Fiona Thomson, Lead Pharmacist  
George Morrison, Depute Chief Officer

**Attending:** Caroline Cherry, Head of Older Adults and Community Hospitals  
Charlotte Craig, Business Improvement Manager  
Abbie McIver, Principal Accountant  
Lorna Jordan, Principal Accountant  
Jean Boardman, NHS Highland Non-Executive Board Member  
Evan Beswick, Head of Primary Care  
Jane Fowler, Head of Customer Support Services  
David Ritchie, Communications Manager  
Dr Tim Allison, Director of Public Health  
Fiona Hogg, Director of People and HR  
Hazel MacInnes, Committee Services Officer, Argyll and Bute Council

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Gary Mulvaney, Fiona Davies, Dr Rebecca Helliwell and Margaret McGowan.

**2. DECLARATIONS OF INTEREST**

Graham Bell declared an interest in item 12 of the agenda (National Strategy for Community Justice – Analysis of Responses) as he was a non-executive member of Community Justice Scotland.

**3. MINUTES**

The Minutes of the meeting of the Integration Joint Board held on 26 January 2022 were approved as a correct record.

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

(a) **Audit and Risk Committee held on 15 February 2022**

The Minutes of the meeting of the Audit and Risk Committee held on 15 February 2022 were noted.

The Chair of the Committee, Councillor Sandy Taylor, advised that the draft Annual Report was currently out for comment.

(b) **Clinical and Care Governance Committee held on 24 February 2022**

The Minutes of the meeting of the Clinical and Care Governance Committee held on 24 February 2022 were noted.

(c) **Finance and Policy Committee held on 25 February 2022**

The Minutes of the meeting of the Finance and Policy Committee held on 25 February 2022 were noted.

(d) **Strategic Planning Group held on 3 March 2022**

The Minutes of the meeting of the Strategic Planning Group held on 3 March 2022 were noted.

(e) **Finance and Policy Committee held on 18 March 2022**

The Minutes of the meeting of the Finance and Policy Committee held on 18 March 2022 were noted.

The Chair of the Committee, Councillor Kieron Green, advised that the Committee had been asked to review and endorse the budget proposals, but as the equality impact assessments had not been available for consideration at the meeting, the Committee had reviewed the proposals but had been unable to endorse them.

#### **5. CHIEF OFFICER'S REPORT**

The Board gave consideration to a report from the Chief Officer covering the Chief Officer appointment, service visits, Chief Officer podcast, award winning Argyll and Bute Community Addictions Nurse, national no smoking day, our winning diabetes team, senior management appointments and Argyll and Bute Suicide Prevention Group.

The Head of Finance, on behalf of the Chief Officer, advised that the previous day letters had been issued centrally with incorrect vaccination appointments, which was a similar issue to that which had taken place the previous autumn. He advised that these appointments would be cancelled and new appointments issued locally.

##### **Decision**

The Integration Joint Board noted the report by the Chief Officer and the verbal update from the Head of Finance.

(Reference: Report by Chief Officer dated 30 March 2022, submitted)

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

The Board gave consideration to a report reviewing the work of Public Health in relation to Covid-19. The report built on accounts provided in earlier reports and presented the most up to date information as possible on how the pandemic was unfolding in Argyll and Bute as well as how the next phase of the pandemic response was developing in Scotland.

### **Decision**

The Integration Joint Board noted the Covid-19 current status in the Argyll and Bute community, in terms of:

- Distribution of infection rates;
- Covid-19 vaccination;
- Covid-19 testing programmes.

(Reference: Report by Associate Director of Public Health dated 30 March 2022, submitted)

## **7. STAFF GOVERNANCE REPORT FOR FINANCIAL QUARTER 3 - 2021/2022**

The Board gave consideration to a report on staff governance performance covering financial quarter 3 (October to December 2021) and the activities of the Human Resources and Organisational Development teams.

### **Decision**

The Integration Joint Board –

1. Noted the content of the quarterly report on the staff governance performance in the HSCP.
2. Endorsed the overall direction of travel noting that it would be helpful to have comparative information from both the NHS and the Council at future meetings.

(Reference: Report by Head of Customer Support Services dated 30 March 2022, submitted)

## **8. WHISTLEBLOWING REPORT QUARTER 3**

The Board gave consideration to the third quarterly Whistleblowing Standards report for NHS Highland covering the period 1 October 2021 to 31 December 2021.

### **Decision**

The Integration Joint Board noted the content of the report.

(Reference: Report by Director of People and Culture dated 30 March 2022, submitted)

## **9. ARGYLL AND BUTE HSCP STRATEGIC COMMISSIONING PLAN**

The first Joint Strategic Commissioning Strategy covering the period April 2022 to March 2025 was before the Board for approval.

### **Decision**

The Integration Joint Board approved the HSCP Joint Commissioning Strategy 2022-2025 for implementation.

(Reference: Report by Head of Strategic Planning, Performance and Technology dated 30 March 2022, submitted)

## **10. INTEGRATION JOINT BOARD - PERFORMANCE REPORT (MARCH 2022)**

The Board gave consideration to a report providing an update on the impact on service performance with regards to the Covid-19 pandemic and the progress made with regard to remobilising health and social care services in Argyll and Bute.

### **Decision**

The Integration Joint Board –

1. Noted the HSCP performance progress regarding remobilisation of activity in line with NHS Highland performance target for 2021/22 agreed with Scottish Government to 70%-80% of 2019/20 activity as at November 2021.
2. Noted Waiting Times Performance and a further reduction in Consultant and Nurse Led Outpatient breaches greater than 12 weeks.
3. Acknowledged performance with regards to both Argyll and Bute, and Greater Glasgow and Clyde current Treatment Time Guarantee for Inpatient/Day Case Waiting List and activity.

(Reference: Report by Head of Planning, Performance and Technology dated 30 March 2022, submitted)

## **11. FINANCE**

### **(a) Budget Monitoring**

The Board gave consideration to a report providing a summary of the financial position of the HSCP for the 11 months to 28 February 2022 and an updated forecast. The year to date position was an underspend totalling £224k against a budget to date of £272m.

### **Decision**

The Integration Joint Board noted –

1. That the forecast outturn position was an underspend of £250k.
2. The additional funding allocation by the Scottish Government and the terms associated with it as contained within appendix 4 to the submitted report.

3. That unspent funds would be carried forward as earmarked reserves.
4. That the HSCP now expected to repay debt owed to Argyll and Bute Council early, estimated at an additional payment totalling £1.8m.
5. That there was a year to date underspend of £224k at 28 February 2022.

(Reference: Report by Head of Finance and Transformation dated 30 March 2022, submitted)

**(b) Budget 2022/23 and Savings Plan**

The Board gave consideration to a report providing a proposed budget and associated savings plan for 2022/23 which sought approval by the Board. It had been considered by the Finance & Policy Committee at their meeting on 18 March 2022. The budgeting process for the next year had been underway since October 2021, and the report followed on from a range of related reports considered in recent meetings which provided the Budget Outlook, a summary of the Scottish Budget, set the savings target, outlined draft budget proposals and the consultation process.

**Decision**

The Integration Joint Board –

1. Noted that the HSCP had developed a proposed balanced budget in line with the timetable.
2. Approved the proposed budget for 2022/23.
3. Approved the Budget Proposals / Savings Plan.
4. Noted Equality Impact Assessments had been completed and would be published on the website in respect of relevant savings proposals.
5. Noted the outcome of the public consultation process and noted that this had been considered in the amendments to the savings plan.
6. Approved the implementation of contract uplifts to ensure that all care staff received a minimum of £10.50 per hour from 1 April and noted that this was fully funded.
7. Noted the intention to repay the debt to Argyll and Bute Council early and establish a reserve for capital investment and service transformation as funding allowed.
8. Instructed the Chief Officer to accept Funding Offers from NHS Highland and Argyll and Bute Council and issue formal directions as detailed in the draft at appendix 5 to the submitted report.

(Reference: Report by Head of Finance and Transformation dated 30 March 2022, submitted)

## **12. NATIONAL STRATEGY FOR COMMUNITY JUSTICE - ANALYSIS OF RESPONSES**

The Board gave consideration to a report summarising the key outcomes of the consultation on the National Strategy for Community Justice.

### **Decision**

The Integration Joint Board noted the content of the report.

(Reference: Report by Chief Social Work Officer dated 30 March 2022, submitted)

## **13. NATIONAL CARE SERVICE UPDATE - VERBAL**

The Chief Officer provided a verbal update.

### **Decision**

The Integration Joint Board noted the verbal update from the Chief Officer in respect of the National Care Service.

(Reference: Verbal Update by Chief Officer)

## **14. INTEGRATION JOINT BOARD WORK PLAN - FOR NOTING**

The Integration Joint Board workplan was before the Board for noting.

### **Decision**

The Integration Joint Board noted the content of the workplan.

(Reference: Integration Joint Board Workplan dated 30 March 2022, submitted)

## **15. DATE OF NEXT MEETING**

The date of the next meeting was noted as 25 May 2022.