

**MINUTES of MEETING of ARGYLL AND BUTE HSCP FINANCE AND POLICY COMMITTEE  
held BY SKYPE  
on FRIDAY, 19 MARCH 2021**

**Present:** Councillor Kieron Green (Chair)

Sarah Compton-Bishop  
Elizabeth Higgins

Councillor Gary Mulvaney  
Councillor Sandy Taylor

**Attending:** Joanna MacDonald, Chief Officer, Argyll and Bute HSCP  
George Morrison, Depute Chief Officer, Argyll and Bute HSCP  
Judy Orr, Head of Finance and Transformation, Argyll and Bute HSCP  
Caroline Cherry, Head of Older Adult Services and Community Hospitals,  
Argyll and Bute HSCP  
Charlotte Craig, Business Improvement Manager, Argyll and Bute HSCP  
Jim Littlejohn, Locality Manager, Argyll and Bute HSCP  
David Forshaw, Principal Accountant, Argyll and Bute Council  
Fiona Broderick, Staffside, Argyll and Bute HSCP  
Louise Beattie, Service Improvement Officer, Argyll and Bute Council  
Donald Watt, Service Manager Registered Services, Argyll and Bute HSCP  
Dr Nicola Schinaia, Associate Director of Public Health, Argyll and Bute HSCP  
Graham Bell, Non-Executive Member from NHS Highland (Observer)  
Dafydd Jones, Audit Scotland (Observer)  
Lynsey Innis, Senior Committee Assistant, Argyll and Bute Council

**1. APOLOGIES FOR ABSENCE**

The Chair welcomed everyone to the meeting and in particular Dafydd Jones from Audit Scotland and Graham Bell who was the new Non-Executive Director from NHS Highland, both of whom were attending the meeting on an observation basis.

Apologies for absence were intimated on behalf of:-

Jane Fowler, Head of Customer and Support Services  
Julie Lusk, Head of Adult Services, Argyll and Bute HSCP  
Stephen Whiston, Head of Strategic Planning and Performance, Argyll and Bute HSCP  
Brian Reid, Acting Head of Adult Services, Argyll and Bute HSCP  
Kevin McIntosh, Staffside, Argyll and Bute Council

**2. DECLARATIONS OF INTEREST**

Sarah Compton-Bishop declared a non-financial interest in relation to the Jura Progressive Care Centre, as discussed at agenda item 10 (Budget Proposals 2021-22) by virtue of having a family member resident within the Centre.

### **3. MINUTES**

The Minute of the previous meeting of the Finance and Policy Committee, held on 26 February 2021, was approved as a correct record.

### **4. BUDGET MONITORING AS AT 28 FEBRUARY 2021**

The Committee gave consideration to a report providing a summary of the financial position of the Health and Social Care Partnership as at 28 February 2021. The report included information on the Covid-19 funding announced on 5 February 2021 for both Health and Social Work.

Discussion took place in terms of the reporting format and in particular to the level of information contained within appendix 3c. It was agreed that in addition to this information, future reports would be provided in respect of each of the four work streams on a cyclical basis with the Head of Older Adult Services and Community Hospitals agreeing to provide the first of these reports in relation to older adult care at the next meeting of the Committee.

#### **Decision**

The Finance and Policy Committee –

1. Noted the forecast outturn position for 2020-21 is a forecast underspend of £2.016m as at 28 February 2021 and that there is a year to date underspend of £4.055m as at the same date.
2. Noted the above position includes provision for Scottish Government assistance with non-delivery of savings due to Covid-19.
3. Noted that £2.65m is included in Social Work annual budget and forecasted expenditure which relates to funding from Scottish Government and is intended to be carried forward into next year. They also noted that there is a £0.8m in Health reserves similarly expected to be carried forward in relation to Covid funding, as well as £1.6m new allocations received this month for Primary Care Improvement Fund (PCIF - £1.418m) and Action 15 of the Mental Health Strategy (£217k).

(Reference: Report by Head of Finance and Transformation, dated 19 March 2021, submitted)

### **5. COVID-19 RESPONSE AND FINANCIAL IMPLICATIONS**

Consideration was given to a report providing an overview of the HSCP's Covid-19 mobilisation costs and its future cost planning for living and operating with Covid-19. The report provided a snapshot of the financial estimates of the costs of dealing with the Covid-19 response. It was noted that the cost estimates are updated on a regular basis, and are still subject to considerable uncertainties.

#### **Decision**

The Finance and Policy Committee –

1. Noted the details provided in relation to Covid-19 response and associated mobilisation plan costing for 2020-21 and subsequent years.
2. Acknowledged the uncertainties in the cost elements submitted.
3. Noted that the Scottish Government has in principle approved all mobilisation plans, but that approval for individual cost lines has not yet been received.
4. Noted that any excess funding received must be carried forward as an earmarked reserve at the year end to be used against Covid costs next year.

(Reference: Report by Head of Finance and Transformation, dated 19 March 2021, submitted)

## **6. FINANCIAL RISKS 2021-22**

Having noted the process of identifying and reporting financial risks to the IJB, the Committee gave consideration to a report providing an updated assessment of the risks for 2021/22. The report noted the considerable uncertainty around levels of Covid funding from Scottish Government for next year.

### **Decision**

The Finance and Policy Committee –

1. Considered the updated financial risks identified for the Health and Social Care Partnership.
2. Noted that there are continuing uncertainties around Covid costs and funding which are described in more detail in a separate report.
3. Noted that financial risks will continue to be reviewed and monitored on a two monthly basis and reported to the Board.

(Reference: Report by Head of Finance and Transformation, dated 19 March 2021, submitted)

## **7. BUDGET OUTLOOK 2021-22 TO 2023-24**

Consideration was given to a report summarising the budget outlook covering the period 2021-22 to 2023-24. The report noted that the outlook was based on three different scenarios, best case, worst case and mid-range and presented a single scenario for 2021-22.

### **Decision**

The Finance and Policy Committee –

1. Considered the current estimated budget outlook report for the period 2021-22 to 2023-24.

2. Noted that there was a separate report on the agenda detailing savings options to deliver a balanced budget in 2021-22.

(Reference: Report by Head of Finance and Transformation, dated 19 March 2021, submitted)

## **8. BUDGET CONSULTATION FINDINGS**

The Finance and Policy Committee finalised the budget consultation and it was subsequently launched on Friday 22 January 2021 for a 4 week period, closing on 19 February 2021. It was made available online and promoted through social media, and through Community Councils, the Third Sector Interface and the Community Planning Partnership. When it closed, 625 responses had been received. Consideration was given to a report summarising these findings.

### **Decision**

The Finance and Policy Committee noted the findings from the Budget Consultation and agreed to ensure that these were fed into considerations when discussing the separate report on the agenda detailing savings options to deliver a balanced budget in 2021-22.

(Reference: Report by Head of Finance and Transformation, dated 19 March 2021, submitted)

## **9. BUDGET SAVINGS 2021/22: ASSESSING EQUALITY AND SOCIO-ECONOMIC IMPACT**

The Committee gave consideration to a report outlining the work undertaken to ensure that due regard is given to equalities, islands and the Fairer Scotland Duty in the decision-making process relating to budget savings. The report also presented a strategic EQIA for the savings programme to advise on overall impact.

### **Decision**

The Finance and Policy Committee –

1. Noted the findings from the summary Equality and Social-Economic Impact Assessment (EQIA) and agreed to ensure that these are considered when discussing the savings options to deliver a balanced budget in 2021-22.
2. Noted that the EQIA relating to transfer of clients from in house run care home, which was no longer fit for purpose, to private sector care home within the same locality is reported on separately in the Care Homes and Housing Update.

(Reference: Report by Head of Finance and Transformation, dated 19 March 2021, submitted)

## **10. BUDGET PROPOSALS 2021-22**

A report presenting the savings proposals identified by the Strategic Leadership Team in order to deliver a balanced budget in 2021-22 was considered by the Committee.

## **Decision**

The Finance and Policy Committee agreed to recommend the following to the IJB:

1. Approve the management/operational savings at Appendix 1 amounting to £3.658m in 2021-22 and £2.688m in 2022-23.
2. Approve the policy savings at Appendix 2 amounting to £561k in 2021-22 and £1.263m in 2022-23.
3. Approve the removal of £85k previously agreed savings – reference 1920-32 £44.5k and 1920-33 £40.7k both relating to the management restructure as set out at paragraph 3.2.6 of the report.
4. Approve the proposed investment in financial sustainability totalling £517k in 2021/22 and 2022/23 set at 3.3.6 and the proposed extension of the existing investment of £330k for a further year in 2022-23 as set out at paragraph 3.3.7 of the report.
5. Note that in approving the above savings and financial investment this will deliver a balanced budget in 2021-22.
6. Note the financial consequences of the actions set out at paragraph 3.14 in the Care Homes and Housing paper for 2022-23 and beyond.
7. Instruct the Chief Officer to accept the funding from NHS Highland and Argyll and Bute Council and issued formal Directions (see drafts at Appendix 3) delegating resources back to the Partners.
8. Note the high level timetable for the budget preparation 2022-23 set out at paragraph 3.5.1 of the report.

(Reference: Report by Head of Finance and Transformation, dated 19 March 2021, submitted)

## **11. CARE HOMES AND HOUSING UPDATE**

Consideration was given to a report summarising the progress to date of the Care Home and Housing Programme Board.

### **Decision**

The Finance and Policy Committee –

1. Approved the Programme Management Approach to progressing the Care Home and Housing Transformation work.
2. Approved the work stream approach and the short and longer term priorities set out at paragraph 3.3 of the report.
3. Approved the options appraisal scoring framework set out at paragraphs 3.10 to 3.12 of the report.

4. Agreed to ask the IJB to delegate authority to Finance and Policy Committee to approve the outcome of the options appraisal.
5. Agreed the approach to the financial implications set out at paragraph 3.15 of the report.
6. Noted the progress of the Care Home and Housing Programme Board detailed within the report.

(Reference: Report by Head of Adult Services – Older Adults and Community Hospitals, dated 19 March 2021, submitted)

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

The date of the next meeting was noted as Friday, 23 April 2021 at 1:30pm.