

**MINUTES of MEETING of ARGYLL AND BUTE HSCP STRATEGIC PLANNING GROUP held  
BY MICROSOFT TEAMS  
on THURSDAY, 2 DECEMBER 2021**

**Present:** Stephen Whiston, Head of Strategic Planning, Performance and Technology (Chair)  
Kristin Gillies, Senior Service Planning Manager  
Alison Ryan, Service Planning Manager  
Sarah Compton Bishop, Non-Executive Director NHS Highland Board & Chair of IJB  
Fiona Coffield, Senior Information Analyst  
Councillor Kieron Green, Vice Chair of IJB  
Sarah Griffin, Senior Information Analyst  
Elizabeth Higgins, Lead Nurse  
Julie Hodges, Independent Care Providers Sector Leader Argyll and Bute  
Jim Littlejohn, Senior Manager, LD and Autism  
Hazel MacInnes, Committee Services Officer, Argyll and Bute Council  
Kirsty MacKenzie, Carers Act Officer  
Duncan Martin, Public Representative  
Alison McGrory, Health Improvement Principal  
Edmund McKay, Senior Strategic Improvement Manager  
George Morrison, Head of Finance  
John Stevens, Third Sector Representative – Chair of North Argyll Carers Centre  
Mags Todd, Young Cares and Child Poverty Assistant

**1. WELCOME, INTRODUCTIONS AND APOLOGIES FOR ABSENCE**

The Head of Strategic Planning, Performance and Technology, Stephen Whiston, welcomed everyone to the meeting and introductions were made. Apologies for absence were received from David Forshaw, Douglas Whyte, Caroline Cherry, David Gibson, Nicola Schinaia, Donald Watt, Anne MacColl-Smith, Fiona Davies, Takki Sulaiman and Jean Boardman.

**2. MINUTES AND MATTERS ARISING**

The Minutes of the meeting of the Strategic Planning Group held on 2 September was agreed as a correct record. There were no matters arising.

**3. JSP AND JSCS PROJECT PLAN**

The Service Planning Manager, Alison Ryan, provided the Group with an update on the project plan for the Joint Strategic Plan, Strategic Commissioning Strategy and Market Facilitation Plan. She advised that all Lead Officers had now returned the templates for their strategic areas and the next step would be to pull together an editorial group. She advised that engagement had been very successful and this would be written up with support from Sarah Griffin who would present on this later in the meeting. She highlighted a couple of items that were showing amber RAG

status – the SLA agreement with Greater Glasgow and Clyde and the EQIA and Islands Impact Assessment.

Sarah Compton-Bishop referred to the SLA with Greater Glasgow and Clyde and the meeting scheduled for May and asked if this was a particular risk. She also asked for further information on the LPGs and TSI nominations. Stephen advised that in respect of the SLA this would reflect where they were with health status within NHS Scotland

## **Decision**

The Strategic Planning Group noted the verbal update.

(Reference: Project Plan for Joint Strategic Plan, Strategic Commissioning Strategy and Market Facilitation Plan, submitted)

### **4. JSP AND JSCS ENGAGEMENT PLAN**

This item was considered under the previous item.

### **5. JOINT STRATEGIC COMMISSIONING STRATEGY 2022/2025 (UPDATED DRAFT)**

The Service Planning Manager, Alison Ryan, advised that version 26 of the Strategy had now been sent to the Group and provided a presentation. She highlighted that the care home table was to be updated by taking out the data of those out with the area to see how much was being spent on beds in Argyll and Bute. She advised of the blue print workshop that had been undertaken where there had been some conversations about care homes. She advised that they were now looking at a new model for care homes which was flexible and locally based but which did not exclude companies from the private sector.

Julie Hodges asked what the communication and message to existing service providers was and asked if it was business as normal until the strategy was developed. Alison Ryan advised that 2 workshops had been held and that they had joined the TSI Adult Planning where they shared intentions and key messages and had open discussions. She advised that at the workshop with current providers they had shared a lot of detail had held a consultation event with the independent sector. She advised that all providers had seen the slides outlining the key points. She said that it was business as normal at the moment and feedback had been positive around this although they were in the early stages. Julie Hodges agreed and advised that the providers were positive about providing input. Kristin Gillies advised that they were working closely with Procurement around planning for the next commissioning cycle and that they would make sure that more communications went out.

Alison McGrory commented that it was unfortunate that TSI were unable to attend the meeting. In respect of Communities Mental Health there had been a lot of third sector groups which had grown out of community aspirations and there was a lot that could be done as an HSCP service to support people who had aspirations, not just in a financial aspect.

Edmund McKay advised that Strategic planning was fluid and unpredictable and that the plan itself was a lot less important than the strategic planning that goes into it as the plan was constantly evolving. He said well done to everyone involved in terms of the process and the engagement part of it

### **Decision**

The Strategic Planning Group noted the update on the Joint Strategic Commissioning Strategy 2022/25.

(Reference: Joint Strategic Commissioning Strategy 2022/25 (Updated Draft), submitted)

## **6. ENGAGEMENT SUMMARY**

Senior Information Analyst, Sarah Griffin, provided an informative presentation on the results of the strategic plan staff consultation.

Sarah Compton-Bishop asked if the presentation had been shared with the Culture Group as it was rich with data. Kristin Gillies advised that she would be happy to share it with the Culture Group and that the presentation would be sent to Fiona Davies who Chaired the Group.

Duncan Martin highlighted that the information in the summary was crucial and advised that the staff who contributed should be thanked and the issues taken on board. With reference to local empowerment he advised that staff had found it better when they had been authorised to deal directly with issues rather than go through a hierarchy. He added that this was something that may cause governance issues but was viable. He concluded by saying that he was delighted to see the comments from staff.

Kristin Gillies advised that the webinar was still available, the community listening tool was still live as was the survey.

### **Decision**

The Strategic Planning Group supported the use of the feedback from staff in the development of the plan and endorsed the process that had been followed to date.

(Reference: Engagement Summary, submitted)

## **7. ANNUAL PERFORMANCE REPORT 2020/21**

Senior Service Planning Manager, Kristin Gillies advised that the Annual Performance Report 2020/21 had been considered and approved by the Integration Joint Board at their meeting on 23 November 2021. The report had been delayed due to the Covid-19 pandemic and had relayed the impact the pandemic had had on all services, how they had reacted to it and how they had tried to remobilise services. The report thanked staff for how they had risen to the challenge and for the significant effort they had put in and still continued to do so. The next annual performance report was due in July 2021. Kristin expressed her thanks to the Team for the production of the report and to the editorial group for their input.

## **Decision**

The Strategic Planning Group noted that the Annual Performance Report 2020/21 had been approved by the Integration Joint Board and would be publicly available on the website.

(Reference: Annual Performance Report 2020/21, submitted)

## **8. TRANSFORMATION AND SAVINGS UPDATE - FOR NOTING**

A report providing a progress update in respect of each of the current agreed programmes, based on project updates provided to the Transformation Board on 2 November 2021 was before the Group for noting.

## **Decision**

The Strategic Planning Group noted the content of the report.

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

## **9. NATIONAL CARE STRATEGY CONSULTATION HSCP IJB RESPONSE - FOR NOTING**

The HSCP/IJB response to the National Care Service for Scotland was before the Group for noting.

## **Decision**

The Strategic Planning Group noted the content of the response to the National Care Service for Scotland Consultation.

(Reference: National Care Service for Scotland Consultation response, submitted)

## **10. AOCB**

There was no AOCB.

## **11. DATE OF NEXT MEETING**

The date of the next meeting was noted as 3 March 2022 and it was noted that the final draft of the Strategic Plan would be before the Group for consideration and approval.