

**MINUTES of MEETING of ARGYLL AND BUTE HSCP STRATEGIC PLANNING GROUP held
BY MS TEAMS
on THURSDAY, 3 MARCH 2022**

Present: Stephen Whiston, Head of Strategic Planning, Performance and Technology(Chair)
Alison McGrory, Health Improvement Principal
Caroline Cherry, Head of Adult Services
Charlotte Craig, Business Improvement Manager
Edmund Mac Kay, Senior Strategic Improvement Manager
Liz Higgins, Associate Nurse Director
Fiona Broderick, Staff Side Representative
Fiona Davies, Chief Officer
Jean Boardman, Non-Executive Director of Highland NHS Board & Member of the IJB
John Stevens, Chair of North Argyll Carers Service
Julie Hodges, Independent Care Providers Sector Leader
Councillor Kieron Green, Vice Chair of the IJB
Kirsty MacKenzie, Carers Strategy Officer
Alison Ryan, Service Planning Manager
Sarah Compton Bishop, Chair of the IJB
Takki Sulaiman, Chief Executive of Argyll and Bute TSI
Douglas Whyte, Area Housing Manager
Duncan Martin, Public Representative
Hazel Machnes, Committee Services Officer

1. WELCOME, INTRODUCTIONS AND APOLOGIES

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 Donald Watt, David Gibson, George Morrison, Rebecca Helliwell, Kevin McIntosh, Anne MacColl-Smith, James Gow and Kristin Gillies.

2. MINUTES AND MATTERS ARISING

The Minutes of the meeting held on 2 December 2021 were agreed as a correct record subject to noting that Liz Higgin's job title had changed to Associate Nurse Director.

There were no matters arising.

3. EXTENSION OF TIMETABLE FOR JSP

Consideration was given to a report that had been presented to the IJB at their meeting on 26 January 2022. The report had sought agreement to postpone the completion of the new Strategic Plan by 3 months from March 2022 to June 2022 and to approve the extension of the existing Strategic Plan until the new strategic plan was completed; which had been agreed by the IJB.

Decision

The Strategic Planning Group noted the content of the report and the agreement given by the IJB at their meeting on 26 January 2022.

(Reference: Report by Head of Strategic Planning, Performance and Technology dated 26 January 2022, submitted)

4. PRESENTATION ON JSP AND JSCS

The Service Planning Manager, Alison Ryan, gave an informative presentation providing an update on the Joint Strategic Plan and Joint Strategic Commissioning Strategy. She advised that the final draft of the Joint Strategic Commissioning Strategy was before the Group today for approval and that the Joint Strategic Plan would be presented to a special meeting of the Group on 27 April 2022 for approval, before presentation to the IJB on 25 May 2022.

Decision

The Strategic Planning Group noted the presentation.

(Reference: Presentation by Service Planning Manager)

5. JOINT STRATEGIC COMMISSIONING STRATEGY - FINAL DRAFT FOR APPROVAL

The Strategic Planning Group were invited to comment on the final draft of the Joint Strategic Commissioning Strategy.

The following comments were made –

1. The inclusion of an executive summary was suggested by Charlotte, given that it was a public document, and that it should include what the document aimed to do. Duncan advised that he would be happy to sense check it.
2. It was suggested that the document be shared again with all the providers or a briefing of it given that outlined the next steps.
3. It was suggested by Julie and Caroline that a glossary of terms for out of area and out of area and external be provided and also financials for both.
4. Julie asked if a section about the NCHC could be provided and how the negotiations were out with A&B so that the public got the sense of this.
5. There was discussion on how to commission in the future, and about full cost recovery and open book accounting which James Gow would require to pick up.
6. Charlotte suggested that Autism and Learning Development be separated. Alison agreed to check with Gillian Maidment.
7. Charlotte noted that a cover paper would require to be provided for the IJB capturing the financial processes and expectations.
8. Caroline requested an update to page 12, advising that there was collaborative commissioning going on in care at home.
9. Kirsty was asked to change some wording around unpaid carers sections.
10. Charlotte requested that a reference to the children's commissioning plan be included.
11. Charlotte noted that the document would require to be accessibility checked for publishing online.

Decision

The Strategic Planning Group agreed to recommend approval and implementation of the Joint Strategic Commissioning Strategy to the IJB at their meeting on 30 March 2022, subject to the amendments requested being considered and actioned as appropriate.

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(Reference: Joint Strategic Commissioning Strategy, submitted)

6. JSP AND JSCS ENGAGEMENT PLAN UPDATE

The Service Planning Manager, Alison Ryan, provided an update on the most recent draft of the JSP and JSCS engagement plan. She advised that this would be going forward for consideration by the IJB but that it would continue to be updated due to the nature of the document.

Sarah referred to the rag status and noted that it would be interesting to obtain views from third parties in terms of whether they thought that objectives had been achieved; it was agreed that this would be useful for the future.

Decision

The Strategic Planning Group noted the update and the comments made by Sarah in relation to the rag status.

(Reference: JSP and JSCS Engagement Plan, submitted)

7. TRANSFORMATION AND SAVINGS UPDATE

The Group gave consideration to the Transformation and Savings update that had been presented to the Finance and Policy Committee on 25 February 2022.

Decision

The Strategic Planning Group noted the content of the report.

(Reference: Report by Head of Finance and Transformation dated 25 February 2022, submitted)

8. AOCB

There was no AOCB.

9. DATE OF NEXT MEETING

The Strategic Planning Group noted that there would be a special meeting held on 27 April 2022 to consider the final draft of the Strategic Plan.

The date of the next ordinary meeting was noted as 9 June 2022 at 2pm via MS Teams.