

**MINUTES of MEETING of ARGYLL AND BUTE HSCP STRATEGIC PLANNING GROUP held
BY MICROSOFT TEAMS
on THURSDAY, 9 JUNE 2022**

Present: Stephen Whiston, Head of Strategic Planning, Performance and Technology (Co-Chair)
Jean Boardman, Non-Executive Director of Highland NHS Board & Member of the IJB (Co-Chair)
Kristin Gillies, Senior Service Planning Manager
Alison McGrory, Health Improvement Principal
Charlotte Craig, Business Improvement Manager
Julie Hodges, Independent Care Providers Sector Leader
Councillor Amanda Hampsey, 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
Jillian Torrens, Head of Adult Services, Mental Health, Learning Disabilities and Lifelong Learning
Stephen Morrow, Deputy Head of e-Health
David Gibson, Head of Children and Families
Margaret Jacobsen, Chair of the Dochas Carers Centre and all the Carers Centres in Argyll.
Nicola Gillespie, Service Manager, Mental Health and Addictions (Adult Services)
Douglas Whyte, Area Housing Manager
Emma Mason, Planning Department Secretary

1. WELCOME, INTRODUCTIONS AND APOLOGIES

The Non-Executive Director of Highland NHS Board & Member of the IJB, Jean Boardman, Chair, welcomed everyone to the meeting and introductions were made.

Apologies for absence were received from Caroline Cherry, Elizabeth Higgins, Fiona Broderick, Fiona Davies and Douglas Hunter.

2. MINUTES AND MATTERS ARISING

(a) Meeting held on 3 March 2022

The Minutes of the meeting held on 3 March 2022 were agreed as a correct record.

(b) **Special Meeting held on 27 April 2022**

The Minutes of the Special meeting, held on 27 April 2022 were agreed as a correct record.

3. JSP: PLAN ON A PAGE; TEASER AND COMMUNICATION PLAN

Senior Service Planning Manager, Kristin Gillies gave an update on the Joint Strategic Plan (JSP) approved at the IJB on 25th May 2022.

Kristin advised that the social media teaser was created to attract public interest to read the full JSP. The 'plan on a page' is to be used as a tool for all Service Leads, and their teams, to feed into the priorities, strategic objectives and commissioning intentions going forward within their areas, individual strategies and work streams.

Kristin asked the group to note the social media post within the agenda has some errors which have been corrected before being posted on social media.

The group welcomed the one page plan, teaser and communication plan.

The following comments were made -

1. Sarah Compton Bishop suggested to remove the overall budget pie chart, as the overall budget covers a vast area.
2. Jean commented four out of five of the engagement quotes are from staff, and would like to see more quotes from the public as a better balance.
3. It was suggested that the #Keepthepromise hyperlink be added to the one page plan as has been done within the JSP.
4. Alison McGrory advised that the offer of support to create an animated format of the JSP is still there.

Decision

The Strategic Planning Group approved the Plan on a Page, the Teaser and Communication Plan, subject to the amendments requested being considered and actioned as appropriate.

4. JSP AND JSCS: NEXT STEPS

There was discussion on the implementation and delivery stage of the JSP and JSCS.

Kristin Gilles highlighted areas that the plans will be fed through to inform operational plans.

Charlotte Craig informed the group that a template is currently being developed for operational plans. This will be piloted with a small group of managers in the first instance.

Nicola Gillespie asked to note that the Mental Health Service is currently working on priorities set by the Scottish Government for delivery.

Decision

The Strategic Planning Group noted the discussion and the operational template in progress.

5. CO-PRODUCTION WORKSHOP

The Chief Executive of Argyll and Bute TSI, Takki Sulaiman, gave an overview of the workshop held on 7th June 2022. He stated that the feedback will be collated and shared with the group.

Decision

The Strategic Planning Group agreed that a future development session on co-production would be useful.

6. HSCP DIGITAL HEALTH AND CARE MODERNISATION STRATEGY 2022-2025

Deputy Head of e-Health, Stephen Morrow, presented the HSCP Digital Health and Care Modernisation Strategy 2022-2025. The strategy contains in-depth plans and ambitions for the next three years to improve and address some of the challenges for staff and service users.

Sarah Compton Bishop asked if the workforce requirement was achievable due to recruitment challenges within Argyll and Bute. Stephen Morrow suggested that with flexible conditions, such as remote working, we can have some confidence that posts will be filled.

Alison McGrory noted that there has been no reference for the need for an EQA to be completed. She suggested that an EQA is appropriate and should be considered.

Decision

The Strategic Planning Group noted the strategy, with consideration to be made for an EQA to be completed.

7. TRANSFORMATION AND SAVINGS UPDATE

The Head of Finance and Transformation was absent from the meeting as, due to an error, he did not receive the invitation.

Decision

The Strategic Planning Group agreed for this agenda item to roll over to the next SPG meeting on 8th September 2022.

8. ANY OTHER COMPETENT BUSINESS

Discussion was held on Locality Planning Groups (LPGs).

Charlotte confirmed that the LPGs are recommencing in June 2022. Membership gaps continue to be reviewed. The first meeting will be a listening exercise to gather ideas and plan how these will work for each area.

Sarah Compton Bishop suggested to continue links with groups which sit under the LPG's and to be aware of those who may not be present for the purposes of inclusion.

Decision

The Strategic Planning Group noted and welcomed the recommencement of LPG's and acknowledged the processes to be undertaken.

9. DATE OF NEXT MEETING

The Strategic Planning Group noted that the date of the next meeting was Thursday, 8 September 2022.