

**MINUTES of MEETING of ARGYLL AND BUTE HSCP INTEGRATION JOINT BOARD (IJB) held in
the BY MICROSOFT TEAMS
on WEDNESDAY, 24 AUGUST 2022**

Present: Sarah Compton-Bishop, NHS Highland Non-Executive Board Member (Chair)
Councillor Amanda Hampsey, Argyll and Bute Council (Vice Chair)
Councillor Kieron Green, Argyll and Bute Council
Councillor Dougie Philand, Argyll and Bute Council
Jean Boardman, NHS Highland Non-Executive Board Member
Graham Bell, NHS Highland Non-Executive Board Member
Susan Ringwood, NHS Highland Non-Executive Board Member

Attending: Fiona Davies, Chief Officer, Argyll and Bute HSCP
Fiona Broderick, Staffside Lead, Argyll and Bute HSCP (Health)
Linda Currie, Lead AHP, NHS Highland
James Gow, Head of Finance and Transformation, Argyll and Bute HSCP
Elizabeth Higgins, Lead Nurse, NHS Highland
Kenny Mathieson, Public Representative
Julie Hodges, Independent Sector Representative
Alison McGrory, Interim Associate Director of Public Health, Argyll and Bute HSCP
Kevin McIntosh, Staffside Lead, Argyll and Bute HSCP (Council)
Betty Rhodick, Public Representative
Kirstie Reid, Carers Representative, NHS Highland
Takki Sulaiman, Chief Executive, Argyll and Bute Third Sector Interface
John Stevens, Carers Representative, NHS Highland
Fiona Thomson, Lead Pharmacist, NHS Highland
Evan Beswick, Head of Primary Care, Argyll and Bute HSCP
Caroline Cherry, Head of Adult Services, Argyll and Bute HSCP
Charlotte Craig, Business Improvement Manager, Argyll and Bute HSCP
Lorna Jordan, Principal Accountant, Argyll and Bute Council
Geraldine Collier, HR People Partner, Argyll and Bute HSCP
Hazel MacInnes, Committee Services Officer, Argyll and Bute Council
David Ritchie, Communications Manager, Argyll and Bute HSCP
Jillian Torrens, Head of Adult Services, Argyll and Bute HSCP
Stephen Whiston, Head of Strategic Planning and Performance, HSCP

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Gary Mulvaney, David Gibson, Dr Rebecca Helliwell, Margaret McGowan and Angus MacTaggart.

2. DECLARATIONS OF INTEREST

There were no declarations of interest intimated.

3. MINUTES

The Minutes of the meeting of the Argyll and Bute Integration Joint Board held on 25 May 2022 were approved as a correct record.

4. MINUTES OF COMMITTEES

(a) **Finance and Policy Committee held on 27 May 2022**

The Minutes of the meeting of the Finance and Policy Committee held on 27 May 2022 were noted.

(b) **Strategic Planning Group held on 9 June 2022**

The Minutes of the meeting of the Strategic Planning Group held on 9 June 2022 were noted.

(c) **Audit and Risk Committee held on 28 June 2022**

The Minutes of the meeting of the Audit and Risk Committee held on 28 June 2022 were noted.

(d) **Finance and Policy Committee held on 5 August 2022**

The Minutes of the meeting of the Finance and Policy Committee held on 5 August 2022 were noted.

5. CHIEF OFFICER REPORT

The Board gave consideration to a new format of Chief Officer report which had been updated to fully reflect the wide range of activity taking place both in Argyll & Bute and nationally. The report highlighted the formal launch of the Strategic Plan; Ministerial thanks for the work undertaken by staff every day; and a report back from the NHS Scotland Event that had taken place from 21-22 June 2022 in Aberdeen. It also included updates under the headings HSCP Updates; Change to Senior Management Responsibilities within Adult Care; Service Updates; Operational Challenges; National Updates; Good News and New Colleagues.

The Chief Officer welcomed Alison McGrory to her new role as Interim Associate Director of Public Health.

Decision

The Integration Joint Board noted the report from the Chief Officer.

(Reference: Report by Chief Officer dated 24 August 2022, submitted)

6. NATIONAL CARE SERVICE (SCOTLAND) BILL

The Board gave consideration to a report providing information on the National Care Service (Scotland) Bill which had been introduced on 20 June 2022. The report advised that the Bill was currently at Stage 1 which allowed the Scottish Parliament to debate and consult publicly on the general principles of the Bill.

The Chief Officer advised verbally that following publication of the report a call to respond had been received from the Parliamentary Committee.

Decision

The Integration Joint Board –

1. Noted the proposed Bill and timeline.
2. Noted the formation of an operational working group.

(Reference: Report by Chief Officer dated 24 August 2022, submitted)

7. PUBLIC HEALTH UPDATE

The Board gave consideration to a report outlining Public Health activity in relation to Covid-19 prevalence in Scotland. The report also included details on new legislation for smoke free hospital grounds, and deaths statistics related to alcohol, drugs and suicide.

Decision

The Integration Joint Board noted –

1. The latest Covid-19 issues, in terms of:
 - Distribution of infection rates
 - The success of the Covid-19 testing programmes
 - The autumn vaccination programme
2. The new legislation on smoke free hospital grounds.
3. The latest statistics on deaths related to suicide, alcohol and drugs and work being undertaken.

(Reference: Report by Interim Associate Director of Public Health dated 24 August 2022, submitted)

8. PRIMARY CARE MODERNISATION PLAN UPDATE

The Board gave consideration to a report providing a high level summary noting the progress of the Primary Care Modernisation Plan. The report noted the internal governance, progress in key areas and management of risk in the current operating environment. The report reflected the focus of delivery of the General Medical Services Contract in Scotland 2018 in line with the needs of a diversely populated urban, remote and island area with a range of needs.

Decision

The Integration Joint Board noted progress in the delivery of the Primary Care Modernisation Plan.

(Reference: Report by Head of Primary Care dated 24 August 2022, submitted)

9. STAFF GOVERNANCE REPORT FOR FINANCIAL QUARTER 1 (2022/23)

The Board gave consideration to a report on staff governance covering financial quarter 1 (April – June 2022) and highlighting the activities of Human Resources and Organisational Development Teams.

The People Partner advised verbally that the June figure had been omitted from paragraph 3.3.8 of the submitted report and should have read 5.6%, which was higher than anticipated.

Decision

The Integration Joint Board –

1. Noted the content of the quarterly report on the staff governance performance in the HSCP.
2. Took the opportunity to ask any questions on people issues that may be of interest or concern.
3. Endorsed the overall direction of travel, including future topics that they would like further information on.

(Reference: Report by HR People Partner dated 24 August 2022, submitted)

10. INTEGRATION JOINT BOARD - PERFORMANCE REPORT

The Board gave consideration to a report detailing performance for August 2022 with regards to the Health and Social Care Partnership and NHS Highland.

Decision

The Integration Joint Board –

1. Acknowledged the introduction of new Key Performance Indicators to improve long waiting times across Scotland and the move away from previous Remobilisation performance reporting.
2. Acknowledged Long Waiting Time Performance (over 26 weeks) with regards to the New Outpatient Waiting List by main speciality.
3. Noted the Integrated Performance Management Framework- progress update.
4. Acknowledged the Treatment Time Guarantee (TTG) performance with regards to the Inpatient/Day Case Waiting List.

(Reference: Report by Head of Strategic Planning Performance and Technology dated 24 August 2022, submitted)

11. FINANCE

(a) Budget Monitoring - 3 months to 30 June 2022

The Board gave consideration to a report providing a summary of the financial position of the Health and Social Care Partnership as at 30 June 2022 and which provided an early forecast for the year.

Decision

The Integration Joint Board –

1. Noted that the transition to a new ledger system within the Council had had an impact on the Quarter 1 financial reporting as transaction processing had been prioritised.
2. Noted that the current position was a small overspend in respect of NHS budgets.
3. Noted that there was a small forecast revenue overspend of £346k as at 30 June 2021 and that it was anticipated that the HSCP would operate within budget in the current year.
4. Noted the summary of financial risks.
5. Noted progress with the savings programme and confirmation of £3.5m in savings delivered, 42% of target.
6. Noted that earmarked reserves of £2.6m had been committed to date for spend in 2022/23.

(Reference: Report by Head of Finance and Transformation dated 24 August 2022, submitted)

(b) Medium Term Financial Plan 2023-2026

The Board gave consideration to a report providing the current medium term financial plan for the Health and Social Care Partnership covering 2023/24 to 2025/26. The report provided the basis for detailed financial planning and would be used to inform the savings target for 2023/24.

Decision

The Integration Joint Board –

1. Noted the draft Financial Plan and budget outlook for 2023-24 to 2025-26.
2. Noted the risks and uncertainties regarding the Financial Plan.
3. Noted the forecast budget gap and endorsed the proposal that the HSCP seeks to develop a Value for Money and Savings Strategy aimed at addressing the budget gap.

(Reference: Report by Head of Finance and Transformation dated 24 August 2022, submitted)

12. ARGYLL AND BUTE HSCP COMMITTEES ANNUAL REPORTS 2021/22

(a) Audit and Risk Committee Annual Report 2021-22

A report providing a summary of the work of the Audit and Risk Committee during 2021/22, the auditors and an evaluation by the Chair, was before the Board for noting.

Decision

The Integration Joint Board noted the annual report.

(Reference: Report by Chair of the Audit and Risk Committee dated 24 August 2022, submitted)

(b) Clinical and Care Governance Committee Annual Report 2021-22

A report providing a summary of the work of the Clinical and Care Governance Committee during 2021/22 was before the Board for noting.

Decision

The Integration Joint Board noted the annual report.

(Reference: Report by Chair of the Clinical and Care Governance Committee dated 24 August 2022, submitted)

(c) Finance and Policy Committee Annual Report 2021-22

A report providing a summary of the work of the Finance and Policy Committee during 2021/22 was before the Board for noting.

Decision

The Integration Joint Board noted the annual report.

(Reference: Report by Chair of the Audit and Risk Committee dated 24 August 2022, submitted)

13. DATE OF NEXT MEETING

The date of the next meeting was noted as Wednesday 21 September 2022.