

**MINUTES of MEETING of ARGYLL AND BUTE HSCP FINANCE AND POLICY COMMITTEE  
held BY MICROSOFT TEAMS  
on FRIDAY, 24 NOVEMBER 2023**

**Present:** Councillor Amanda Hampsey (Chair)

Graham Bell  
Councillor Gary Mulvaney

Fiona Thomson

**Attending:** Fiona Davies, Chief Officer, Argyll and Bute HSCP  
James Gow, Head of Finance and Transformation, Argyll and Bute HSCP  
Alison McGrory, Associate Director of Public Health, Argyll and Bute HSCP  
Caroline Cherry, Head of Adult Services – Health and Community Care, Argyll and Bute HSCP  
Kristin Gillies, Head of Strategic Planning, Performance and Technology, Argyll and Bute HSCP  
Belen Ramos, Programme Manager, Argyll and Bute HSCP  
Charlotte Craig, Business Improvement Manager, Argyll and Bute HSCP  
Geraldine Collier, People Partner, Argyll and Bute HSCP  
Lynsey Innis, Senior Committee Assistant, Argyll and Bute Council

**1. APOLOGIES FOR ABSENCE**

The Chair welcomed everyone to the meeting.

Apologies for absence were intimated on behalf of:-

Sarah Compton-Bishop  
Kenny Matheson  
Fiona Broderick

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest intimated.

**3. MINUTES**

The Minute of the meeting of the Finance and Policy Committee, held on 29 September 2023, was approved as a correct record.

**4. BUDGET MONITORING - 7 MONTHS TO 31 OCTOBER 2023**

The Committee gave consideration to a report which provided a summary of the financial position of the HSCP as at 31 October 2023. The report also provided

information in respect of the year to date position, the forecast outturn, the progress with the savings plan and reserves spend.

The Head of Finance and Transformation provided a verbal update on recent discussions with officers from NHS Highland on their proposals to clawback sustainability funding from the IJB.

### **Decision**

The Finance and Policy Committee:-

1. Noted that there is a relatively small forecast revenue overspend of £847k as at 31 October 2023.
2. Noted confirmation that savings of £6.8m have been delivered, 76% of target.
3. Noted that reserves of £6m have been committed to date.
4. Noted that additional formula funding has been allocated to Health Boards to improve financial sustainability and that NHS Highland intent to recover this funding from the IJB (£2.3m).

(Reference: Report by Head of Finance and Transformation, dated 24 November 2023, submitted)

## **5. PLANNED USE OF RESERVES**

Consideration was given to a report which outlined the planned use of existing general reserves held by the HSCP.

### **Decision**

The Finance and Policy Committee:-

1. Noted that the HSCP has provisionally allocated £8.4m of its general reserves to specific projects and to fund its current year deficit.
2. Noted that £3.0m is still subject to contact or in the decision making process and not fully committed.
3. Noted that earmarked reserves continue to be allocated to spend on their intended purposes.

(Reference: Report by Head of Finance and Transformation, dated 24 November 2023, submitted)

## **6. TRANSFORMATION TRACKER UPDATE**

Consideration was given to a report which presented the monthly Transformation Tracker. The Tracker provided a progress overview on key transformation projects within the HSCP.

### **Decision**

The Finance and Policy Committee noted the Transformation Tracker update for November 2023.

(Reference: Report by Head of Strategic Planning, Performance and Technology, dated 24 November 2023, submitted)

## **7. MANAGING USER'S SERVICE MONEY - POLICY APPROVAL**

Having noted that the HSCP does not currently comply with best practise in providing support to adults who lack capacity to make decisions in relation to their personal finances, which has resulted in ad-hoc arrangements in some local areas which presents a risk to the HSCP and those involved in administering the finances of vulnerable individuals, consideration was given to a report which outlined and sought approval for new processes that have been developed.

### **Decision**

The Finance and Policy Committee:-

1. Noted that the HSCP has developed a new approach to Managing User's Service Money, which aligns with legislative framework and sector norms and best practice.
2. Approved the policy and associated operational procedures.

(Reference: Report by Head of Finance and Transformation, dated 24 November 2023, submitted)

## **8. CONSULTATION TRACKER**

The Committee gave consideration to the Consultation Tracker, which highlighted current and ongoing Scottish Government Consultations.

### **Decision**

The Finance and Policy Committee noted the Consultation Tracker.

(Reference: Consultation Tracker, dated 24 November 2023, submitted)

## **9. DATE OF NEXT MEETING**

The Finance and Policy Committee noted that their next meeting was scheduled to take place on Friday, 26 January 2024.