

**MINUTES of MEETING of ARGYLL AND BUTE HSCP STRATEGIC PLANNING GROUP held BY MICROSOFT TEAMS on THURSDAY, 7 DECEMBER 2023**

**Present:** Kristin Gillies, Head of Strategic Planning, Performance and Technology, Argyll and Bute HSCP (Chair)  
Graham Bell, NHS Highland Non-Executive Board Member and Member of IJB  
Fiona Broderick, Staffside Lead (Health), Argyll and Bute HSCP  
Samantha Campbell, Health Improvement Lead  
Caroline Cherry, Health of Adult Services, Argyll and Bute HSCP  
Charlotte Craig, Business Improvement Manager, Argyll and Bute HSCP  
James Crichton, Programme Manager (Neurodiversity, Learning Disability & Autism), Argyll and Bute HSCP  
Linda Currie, Associate AHP Director, NHS Highland  
Nicola Gillespie, Service Manager for Mental Health and Addictions  
James Gow, Head of Finance, Argyll and Bute HSCP  
Councillor Amanda Hampsey, Argyll and Bute Council (Chair of IJB)  
Rebecca Helliwell, Associate Medical Director, Argyll and Bute HSCP  
Margaret Jacobsen, Chair of Dochas Centre  
Alison McGrory, Associate Director of Public Health  
Kirsty MacKenzie, Carers Act Support  
Duncan Martin, Public Representative  
Michelle Mundie, Chief Executive, ACHA  
Councillor Dougie Philand, Argyll and Bute Council (Co-Chair)  
Anke Roexe, Senior Service Planning Manager, Argyll and Bute HSCP  
Alison Ryan, Service Planning Manager, Argyll and Bute HSCP  
Saskia Schmitz, Health Intelligence Officer, Argyll and Bute HSCP  
Takki Sulaiman, Chief Executive, TSI  
Fiona Thomson, Associate Directory of Pharmacy  
Jillian Torrens, Head of Adult Services – Acute and Complex Care, Argyll and Bute HSCP

**1. WELCOME, INTRODUCTIONS AND APOLOGIES**

The Chair welcomed everyone to the meeting and introductions were made.

Apologies for absence were intimated on behalf of the following:

Fiona Davies, Chief Officer, Argyll and Bute HSCP  
Julie Hodges, Scottish Care Inspectorate

**2. MINUTES AND MATTERS ARISING**

The Minute of the Strategic Planning Group held on 7 September 2023 was approved as a correct record.

There were no matters arising.

### **3. NEURODEVELOPMENTAL STRATEGY UPDATE**

Consideration was given to a report and presentation outlining the work being undertaken to develop a Neurodevelopmental Strategy for Argyll and Bute, the associated work streams and leadership arrangements.

The Strategic Planning Group agreed to:

1. note the progress to date;
2. consider the proposal scope of the strategy and consultation approach;
3. consider the timeline for delivery and establishment of the Neurodevelopmental Strategy and Planning Group and appended Terms of Reference; and
4. have an update report brought to March meeting.

(Reference: Report by Programme Manager dated 7 December 2023, submitted)

### **4. WOMEN'S HEALTH PLAN (2021 - 2024)**

A report advising on progress with implementation of the Women's Health Plan following recommendations agreed by the Strategic Planning Group at its meeting on 16 March 2023 was considered.

A SLWG was set up in September 2023 and the first meeting took place on 24 October 2023. The group was chaired by the Associate Director of Pharmacy who has been identified as one of the Women's Health Champions for the HSCP. The Midwifery Operational Manager has also been identified as a Women's Health Champion. The group identified the role of the SLWG as providing recommendations to quality improve existing services to meet the priorities of the national strategy.

A staff and public survey was carried out to identify needs and barriers to access for each of the priority area and this was shared with the group at the October meeting.

#### **Decision**

The Strategic Planning Group noted the update on the Women's Health Plan.

(Reference: Report by Service Planning Manager dated 7 December 2023, submitted)

### **5. ISLANDS STRATEGY**

A report providing an update on development of the Islands Strategy was considered.

A SLWG has been established with all stakeholders involved in the island services and solutions. The purpose of this group is to establish a high level strategy for the short, medium and long term with key principles and island solutions.

The first meeting of the SLWG took place in September 2023 where data collated on services, staffing and budgets were shared. The group will now work to establish benchmarking standards of quality health and social care with an asset based approach

and set key principles and recommendations. The Island Strategy will be developed over the next few months and will be launched in April 2024.

### **Decision**

The Strategic Planning Group noted the update on the Islands Strategy.

(Reference: Report by Service Planning Manager dated 7 December 2023, submitted)

## **6. JOINT STRATEGIC NEEDS ASSESSMENT 2024**

Argyll and Bute HSCP's last adult Joint Strategic Needs Assessment (JSNA) was conducted in 2019 and informed the Joint Strategic Plan and Joint Strategic Commissioning Strategy.

This JSNA is now due for refresh and a paper outlining the process being followed to ensure the updated framework meets the needs of the HSCP and communities was considered.

### **Decision**

The Strategic Planning Group agreed:

1. the process to update the adult Joint Strategic Needs Assessment; and
2. the timeline to present this work to the Strategic Planning Group throughout 2024.

(Reference: Report by Health Intelligence Officer dated 7 December 2023, submitted)

## **7. TRENDS IN MORTALITY AND LIFE EXPECTANCY IN NHS HIGHLAND**

Consideration was given to a report published by the Public Health Intelligence Team in February 2023 on Trends in Mortality and Life Expectancy in NHS Highland.

### **Decision**

The Strategic Planning Group agreed to:-

1. note the burden of stalled life expectancy and increased mortality and morbidity in the population, with these changes more pronounced in the most deprived areas compared to the least deprived areas;
2. recognise the impact this information has on service delivery and demand, acknowledging the need for a preventative and anticipatory approach;
3. recognise the importance of this information in the strategic planning cycle; and
4. note the need for ongoing surveillance, research and reporting of life expectancy, mortality and measures of population health.

(Reference: Report by Health Intelligence Officer dated 7 December 2023 and Report by Specialist Registrar in Public Health dated February 2023, submitted)

## **8. SHAPING PLACES ASSESSMENT**

Consideration was given to a report of a Place and Wellbeing Assessment held in April 2023 to review the Argyll and Bute Health Care Partnership Joint Strategic Plan and Joint Commissioning Strategy. The Improvement Service facilitated this place-based assessment which focussed on Dunoon with any tests of change and practice potentially for consideration across Argyll and Bute.

### **Decision**

The Strategic Planning Group agreed to:

1. adopt the report as a guiding document in the renewed Strategic Planning Process;
2. give consideration to the recommendations highlighted in the assessment report; and
3. give consideration to how place based actions could be integrated into strategic and transformational work and any opportunities for Locality Planning.

(Reference: Report by Business Improvement Manager dated 7 December 2023, submitted)

## **9. LOCALITY PLANNING GROUP UPDATE**

Consideration was given to a report providing an update on recent meetings of the Local Planning Groups of the Integration Joint Board.

### **Decision**

The Strategic Planning Group noted the update from the Local Planning Groups.

(Reference: Report by Business Improvement Manager dated 7 December 2023, submitted)

## **10. DATE OF NEXT MEETING**

The Strategic Planning Group noted that their next meeting was scheduled to take place on 14 March 204 at 2.00 pm by Microsoft Teams.