**MINUTES of MEETING of ARGYLL AND BUTE HSCP INTEGRATION JOINT BOARD (IJB)**
**held BY MICROSOFT TEAMS**
**on WEDNESDAY, 27 NOVEMBER 2024**

**Present:** Councillor Dougie McFadzean, Argyll and Bute Council (Chair)
Councillor Kieron Green, Argyll and Bute Council
Councillor Ross Moreland, Argyll and Bute Council
Councillor Gary Mulvaney, Argyll and Bute Council
Graham Bell, NHS Highland Non-Executive Board Member (Vice Chair)
Karen Leach, NHS Highland Non-Executive Board Member
Susan Ringwood, NHS Highland Non-Executive Board Member
Emily Austin, NHS Highland Non-Executive Board Member

Evan Beswick, Chief Officer, Argyll and Bute HSCP
Fiona Broderick, Staffside Lead, Argyll and Bute HSCP (Health)
Linda Currie, Associate Director AHP, NHS Highland
James Gow, Head of Finance, Argyll and Bute HSCP
Rebecca Helliwell, Depute Medical Director, Argyll and Bute HSCP
Elizabeth Higgins, Associate Nurse Director, NHS Highland
Julie Hodges, Independent Sector Representative
Angus MacTaggart, GP Representative, Argyll and Bute HSCP
Alison McGrory, Associate Director of Public Health, Argyll and Bute HSCP
Takki Sulaiman, Chief Executive, Argyll and Bute Third Sector Interface
Kirstie Reid, Carers Representative, NHS Highland
Fiona Thomson, Lead Pharmacist, NHS Highland
Tracey White, Carers Representative, NHS Highland

**Attending:** Caroline Cherry, Head of Adult Services, Argyll and Bute HSCP
Charlotte Craig, Business Improvement Manager, Argyll and Bute HSCP
Kristin Gillies, Head of Strategic Planning, Performance and Technology, Argyll and Bute HSCP
Nicola Gillespie, Acting Head of Adult Care, Argyll and Bute HSCP
Hazel MacInnes, Senior Committee Officer, Argyll and Bute Council
Karl McLeish, Unscheduled Care Programme Lead, Argyll and Bute HSCP
Pippa Milne, Chief Executive, Argyll and Bute Council
Angela Tillery, Principal Accountant, Argyll and Bute Council

## 1. APOLOGIES FOR ABSENCE

Apologies for absence were received from David Gibson, Kenny Mathieson and Duncan Scott.

## 2. DECLARATIONS OF INTEREST

There were no declarations of interest intimated.

## 3. MINUTES

The Minutes of the meeting of the Argyll and Bute HSCP Integration Joint Board held on 25 September 2024 were approved as a correct record.

## 4. MINUTES OF COMMITTEES

(a) **Argyll and Bute HSCP Finance and Policy Committee held on 27 September 2024**

The Minutes of the Argyll and Bute HSCP Finance and Policy Committee held on 27 September 2024 were noted.

(b) **Argyll and Bute HSCP Finance and Policy Committee held on 22 November 2024**

The Minutes of the Argyll and Bute HSCP Finance and Policy Committee held on 22 November 2024 were noted.

## 5. CHIEF OFFICER REPORT

The Board gave consideration to a report from the Chief Officer providing an update on activity across the Health and Social Care Partnership since the last report to the Board in September 2024.

**Decision**

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

(Reference: Report by Chief Officer dated 27 November 2024, submitted)

The Chair advised of his intention to reorder the Business and to take item 10 of the agenda (Integrated Community Services Improvement Plan) at this point in proceedings to allow the Head of Adult Services – Health and Community Care to attend another important meeting at 2.00pm.

## 6. INTEGRATED COMMUNITY SERVICES IMPROVEMENT PLAN

The Board gave consideration to a report providing an overview of the system wide health and community care improvement plan.

**Decision**

The Integration Joint Board noted –

1. the strategic national context around unscheduled care; and

2. developments around sustainable integrated community services.

(Reference: Report by Head of Adults – Health and Community Care dated 27 November 2024, submitted)

## 7. INTEGRATION JOINT BOARD MEMBERSHIP AND ADVISORY

The Board gave consideration to a report in respect of continued membership and advisory to the Integration Joint Board.

**Decision**

The Integration Joint Board –

1. noted the death of Elizabeth Rhodick and thanked her for her service to the board;

2. noted the term end for Ms Susan Ringwood and thanked her for her service to the board;

3. noted NHS Highlands' arrangements for a replacement non-executive member;

4. agreed the nomination of Kirstie Reid and Kenny Matheson for a further term of 3 years in line with the Standing Orders; and

5. appointed Kirstie Reid to the Strategic Planning Group and Kenny Mathieson to the Finance and Policy Committee.

(Reference: Report by Business Improvement Manager dated 27 November 2024, submitted)

In respect of the foregoing item, the Chair, on behalf of the Board, offered condolences to Betty Rhodick's family and expressed his thanks for her contribution to the Board. He invited other members of the Board to pay tribute to Betty if they so wished.

Councillor Green advised that since he joined the Board in 2016, taking on the role of Chair, Betty had been a valuable contributor to the Board, who drew on her personal experience and that of others. He advised that having a service user perspective was important and that she had carried out that role very well. He advised that she would be sorely missed.

The Business Improvement Manager echoed Councillor Green's words adding that Betty had been a robust community voice who had presented challenge to the Board, always striving for improvement. She advised that she would be sorely missed.

The Chair, on behalf of the Board, noted that this was Susan Ringwood's last meeting of the Board. He thanked her for her contribution to Board and its Committees.

The Chair invited Kirstie Reid to say a few words on her re-appointment to the Board for a further three years.

The Chair then invited Susan Ringwood to say a few words about her time on the Board.

## 8. FINANCE

### (a) Budget Monitoring - 7 months to 31 October 2024

The Board gave consideration to a report providing a summary of the financial position as at the end of month 7 and a forecast for the year.

**Decision**

The Integration Joint Board noted that –

1. the HSCP had overspent its budget by £1.6m;

2. an overspend of £2.9m was forecast;

3. actions were required to reduce spend and additional funding was required from Argyll & Bute Council who hold pension saving resource on behalf of the IJB; and

4. savings of £4.7m had been delivered, 72% of target.

(Reference: Report by Head of Finance dated 27 November 2024, submitted)

(b) **Budget Update 2025/26**

The Board gave consideration to a report providing an estimate of the budget gap for 2025/26 and a summary of progress made in developing savings plans.

**Decision**

The Integration Joint Board noted –

1. that budget planning for 2025/26 was on-going and national budgeting intentions were not yet published;

2. the HSCP was not currently operating on a financially sustainable basis;

3. the potential budget gap of £15.0m for 2025/26;

4. the on-going work and next steps in the budget preparation process; and

5. that the HSCP did not expect to be able to propose a balanced budget for NHS services based on current planning assumptions.

(Reference: Report by Head of Finance dated 27 November 2024, submitted)

(c) **Climate Change Reporting 2023/24**

The Board gave consideration to a report providing an opportunity to review the climate change report for 2023/24 in advance of its submission to the Sustainable Scotland Network.

**Decision**

The Integration Joint Board –

1. noted that the IJB was required to submit a Climate Change Duties Report by 30 November 2024;

2. approved the proposed submission attached as Appendix 1 to the submitted report; and

3. endorsed the partnership approach taken by the HSCP in respect of its Climate Change Duties.

(Reference: Report by Head of Finance dated 27 November 2024, submitted)

## 9. Q2 WORKFORCE REPORT 2024/25

The Board gave consideration to a report detailing workforce data of the HSCP as at 30 September 2024.

**Decision**

The Integration Joint Board noted the content of the submitted report.

(Reference: Report by Deputy Director of People dated 27 November 2024, submitted)

## 10. ARGYLL AND BUTE HSCP PERFORMANCE REPORT FQ1 2024/25

The Board gave consideration to a report detailing performance for financial quarter 1 2024/25.

**Decision**

The Integration Joint Board –

1. acknowledged performance for FQ1 2024/25 (April - June);

2. acknowledged performance update on the National Health & Wellbeing Outcomes and Ministerial Steering Group Integration Indicators (Appendix 1); and

3. noted Delayed Discharge Sitrep as of 01 July 2024 (Appendix 2).

(Reference: Report by Head of Strategic Planning, Performance and Technology dated 27 November 2024, submitted)

## 11. PUBLIC HEALTH ANNUAL REPORT 2023 TO 2024

The Board gave consideration to a report outlining public health activity in Argyll and Bute to prevent ill-health and improve health and wellbeing outcomes for the population.

**Decision**

The Integration Joint Board –

1. noted the report, “Health and Wellbeing in Argyll and Bute” covering Public Health activity for the year 2023 to 2024;

2. noted the strategic approach to prevention in Argyll and Bute;

3. endorsed the role of the IJB in providing leadership to prevent health and social care problems from arising; and

4. noted the forthcoming Population Health Framework for Scotland expected in early 2025.

(Reference: Report by Associate Director of Public Health dated 27 November 2024, submitted)

## 12. UPDATE - RENEWAL OF JOINT STRATEGIC PLAN

The Board gave consideration to a report providing the draft Strategic Priorities for the Joint Strategic Plan to cover the period 1 April 2025 to 31 March 2030.

**Decision**

The Integration Joint Board noted –

1. the draft Strategic Priorities for the Joint Strategic Plan; and

2. timelines.

(Reference: Report by Head of Strategic Planning, Performance and Technology dated 27 November 2024, submitted)

## 13. DRAFT PROGRAMME OF MEETINGS 2025/26

The Board gave consideration to a draft Programme of Meetings for the year 2025/26.

**Decision**

The Integration Joint Board approved the draft Programme of Meetings for 2025/26.

(Reference: Draft Programme of Meetings 2025/26 by Business Improvement Manager, submitted)

## 14. DATE OF NEXT MEETING

The date of the next meeting was noted as Wednesday 29 January 2025.