

**MINUTES of MEETING of ARGYLL AND BUTE HSCP INTEGRATION JOINT BOARD (IJB)  
held ON A HYBRID BASIS IN THE COUNCIL CHAMBER, KILMORY, LOCHGILPHEAD AND  
BY MICROSOFT TEAMS  
on WEDNESDAY, 26 MARCH 2025**

**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)  
Emily Austin, NHS Highland Non-Executive Board Member  
Karen Leach, NHS Highland Non-Executive Board Member  
Janice Preston, NHS Highland Non-Executive Board Member

Evan Beswick, Chief Officer, Argyll and Bute HSCP  
Fiona Broderick, Staffside Lead, Argyll and Bute HSCP (Health)  
Jan Chapple, on behalf of Linda Currie, Associate Director AHP, NHS Highland  
David Gibson, Chief Social Worker/Head of Children and Families and Justice, Argyll and Bute HSCP  
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  
Kenny Mathieson, Public Representative  
Angus MacTaggart, GP Representative, Argyll and Bute HSCP  
Alison McGrory, Associate Director of Public Health, Argyll and Bute HSCP  
Kirstie Reid, Carers Representative, NHS Highland  
Takki Sulaiman, Chief Executive, Argyll and Bute Third Sector Interface  
Fiona Thomson, Lead Pharmacist, NHS Highland  
Tracey White, Carers Representative, NHS Highland

**Attending:**

Gareth Adkins, Director of People and Culture, NHS Highland  
Caroline Cherry, Head of Adult Services, Argyll and Bute HSCP  
Charlotte Craig, Interim Head of Strategic Planning, Performance and Technology, Argyll and Bute HSCP  
Nikki Gillespie, Interim Head of Service – Mental Health, Disability and Dementia Services, Argyll and Bute HSCP  
Douglas Hendry, IJB Standards Officer/Executive Director, Argyll and Bute Council  
Hazel MacInnes, Senior Committee Officer, Argyll and Bute Council  
Pippa Milne, Chief Executive, Argyll and Bute Council

Prior to the commencement of Business, the Chair advised that this was Caroline Cherry's last meeting of the Integration Joint Board as she would be leaving her role as Head of Adult Services on 1 June 2025. The Chair, on behalf of the Board, thanked Caroline for her hard work and support and wished her well for the future.

Caroline thanked the Chair, the Board and all staff within the HSCP for their support during her time as Head of Adult Services.

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Linda Currie 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 Integration Joint Board held on 29 January 2025 were approved as a correct record.

**4. MINUTES OF COMMITTEES**

**(a) Argyll and Bute HSCP Clinical and Care Governance Committee held on 6 February 2025**

The Minutes of the meeting of the Argyll and Bute HSCP Clinical and Care Governance Committee held on 6 February 2025 were noted.

**(b) Argyll and Bute HSCP Audit and Risk Committee held on 18 February 2025**

The Minutes of the meeting of the Argyll and Bute HSCP Audit and Risk Committee held on 18 February 2025 were noted.

**(c) Argyll and Bute HSCP Finance and Policy Committee held on 25 February 2025**

The Minutes of the meeting of the Argyll and Bute HSCP Finance and Policy Committee held on 25 February 2025 were noted.

**(d) Argyll and Bute HSCP Strategic Planning Group held on 13 March 2025**

The Minutes of the meeting of the Argyll and Bute HSCP Strategic Planning Group held on 13 March 2025 were noted.

**(e) Argyll and Bute HSCP Finance and Policy Committee held on 18 March 2025**

The Minutes of the meeting of the Argyll and Bute HSCP Finance and Policy Committee held on 18 March 2025 were noted.

**5. CHIEF OFFICER'S 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 January 2025.

**Decision**

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

(Reference: Report by Chief Officer dated 26 March 2025, submitted)

## **6. TRANSITION OF THE CHAIR AND VICE CHAIR OF THE INTEGRATION JOINT BOARD**

The Board gave consideration to a report advising that the current Chair, Dougie McFadzean would complete his tenure on 31 March 2025 and the current Vice Chair and NHS Nominated Chair, Graham Bell would take up the office of Chair for the two year period from 1 April 2025 to 31 March 2027; with Council nominee Dougie McFadzean taking up the position of Vice Chair from 1 April 2025 to 31 March 2027.

### **Decision**

The Integration Joint Board noted the transition to a new Chair and Vice Chair of the Integration Joint Board in accordance with the Integration Scheme and the Public Bodies (Joint Working) (Integration Joint Boards) (Scotland) Order 2014.

(Reference: Report by Interim Head of Strategic Planning, Performance and Technology dated 26 March 2025, submitted)

## **7. REVIEW OF THE INTEGRATION SCHEME 2025**

The Board gave consideration to a report advising of the requirement to review the Health and Social Care Integration Scheme (the Scheme) and the proposed steps to achieve this.

### **Decision**

The Integration Joint Board noted –

1. the requirement for a review of the current Integration Scheme to be carried out by 23rd March 2026;
2. the proposed steps in respect of carrying out the review, including the formation of a working group; and
3. that further updates in respect of the review would be prepared for future meetings of Argyll and Bute Council, IJB and NHS Highland Board.

(Reference: Report by IJB Standards Officer dated 26 March 2025, submitted)

## **8. STANDARD REVIEW OF THE COMMITTEE TERMS OF REFERENCE**

The Board gave consideration to a report recommending changes to the Committee Terms of Reference by the Committees and Strategic Planning Group to ensure that they remained fit for purpose.

### **Decision**

The Integration Joint Board approved the updated Committee Terms of Reference as recommended by the Committees and Strategic Planning Group.

(Reference: Report by Interim Head of Strategic Planning, Performance and Technology dated 26 March 2025, submitted)

## **9. FINANCE**

### **(a) Audited Annual Accounts 2023/24 & External Audit Report**

The Board gave consideration to a report presenting the Audited Annual Accounts, Audit Report and Letter of Representation which had been considered and endorsed by the Audit & Risk Committee at its meeting on 18 February 2025.

#### **Decision**

The Integration Joint Board –

1. noted that Mazars had completed their audit of the Annual Accounts and for 2023-24 and issued a draft unqualified Independent Auditor's Report;
2. noted the Annual Audit Report prepared by Mazars and management responses to their recommendations;
3. noted that the IJB was reporting an underspend of £2.9m carried forward in general reserves;
4. approved the Letter of Representation and the Audited Accounts for signature and publication; and
5. noted that the accounts were prepared on a going concern basis.

(Reference: Report by Head of Finance dated 26 March 2025, submitted)

### **(b) Management Accounts - 11 Months to 28 February 2025**

The Board gave consideration to a report providing a summary of the financial position of the Health and Social Care Partnership as at the end of month 11 and forecast to the year end.

#### **Decision**

The Integration Joint Board –

1. noted that the HSCP had overspent its budget by £2.2m;
2. noted an overspend of £2.3m was forecast;
3. noted Argyll & Bute Council had confirmed the HSCP could access £3.05m in pension saving resource they hold on behalf of the IJB;
4. noted reserves would be utilised to cover the remaining deficit and new projects funded from this source are on hold; and
5. noted savings of £5.1m had been delivered, 77% of target.

(Reference: Report by Head of Finance dated 26 March 2025, submitted)

Takki Sulaiman joined the meeting at this point.

(c) **Argyll and Bute HSCP Budget 2025/26**

The Board gave consideration to a report which sought approval for the HSCP operational budget for 2025/26.

**Decision**

The Integration Joint Board –

1. noted the budget gap before savings and use of non-recurring resources was £12.8m;
2. approved the HSCP expenditure budget for 2025/26 totalling £398.1m incorporating a savings plan totalling £5.6m and allocation of £3m in non-recurring resourcing;
3. noted the HSCP continues to face severe financial challenge and further savings were required as part of a financial recovery plan;
4. noted the HSCP had not been able to identify 3% in NHS savings and therefore expects to be required to implement further savings or it would require additional resource from NHS Highland. The gap was £4.2m as an opening position;
5. noted the HSCP had worked with both partners throughout the development of the budget; and
6. requested the management team urgently develop plans to move the HSCP into a more sustainable operating model.

(Reference: Report by Head of Finance dated 26 March 2025, submitted)

**10. Q3 WORKFORCE REPORT 2024/25**

The Board gave consideration to a report presenting the workforce data of the HSCP as at 31st December 2024 and providing the current demographic position, highlighting trends and advising of changes and progress made, as well as actions taken to address areas of concern.

**Decision**

The Integration Joint Board noted the content of the report.

(Reference: Report by Deputy Director of People dated 26 March 2025, submitted)

Janice Preston left the meeting during the consideration of the following item of Business.

**11. ARGYLL AND BUTE HSCP PERFORMANCE REPORT FQ3 2024/25 (OCTOBER TO DECEMBER)**

The Board gave consideration to a report detailing performance of the HSCP for Financial Quarter (FQ) 3 2024/25 (October – December 2024).

## **Decision**

The Integration Joint Board –

1. acknowledged performance for FQ3 2024/25 (October - December);
2. acknowledged the performance update on the National Health & Wellbeing Outcomes and Ministerial Steering Group Integration Indicators (Appendix 1); and
3. noted Delayed Discharge Sitrep as of 06 January 2025 (Appendix 2).

(Reference: Report by Interim Head of Strategic Planning, Performance and Technology dated 26 March 2025, submitted)

Councillor Gary Mulvaney, Councillor Ross Moreland and Kenny Mathieson left the meeting during the consideration of the following item of Business.

### **12. UPDATE - RENEWAL OF THE JOINT STRATEGIC PLAN**

The Board gave consideration to a report providing an update on the progress of the renewed Joint Strategic Plan.

## **Decision**

The Integration Joint Board noted the updated timeline for the renewal of the Joint Strategic Plan.

(Reference: Report by Interim Head of Strategic Planning, Performance and Technology dated 26 March 2025, submitted)

### **13. DATE OF NEXT MEETING**

The date of the next meeting was noted as Wednesday 28 May 2025.