

**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, 29 JANUARY 2025**

Members: Councillor Dougie McFadzean, Argyll and Bute Council (Chair)
Councillor Kieron Green, Argyll and Bute Council
Councillor Ross Moreland, Argyll and Bute Council
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)
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
Alison McGrory, Associate Director of Public Health, Argyll and Bute HSCP
Kevin McIntosh, Staffside Lead, Argyll and Bute HSCP (Council)
Angus MacTaggart, GP Representative, 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: Tim Allison, Director of Public Health and Policy
Caroline Cherry, Head of Adult Services, Argyll and Bute HSCP
Charlotte Craig, Interim Head of Service - Strategy Planning, Performance and Technology, Argyll and Bute HSCP
Nikki Gillespie, Interim Head of Service – Mental Health, Disability and Dementia Services, Argyll and Bute HSCP
Kristin Gillies, Senior Service Planning Manager, NHS Highland
Hazel MacInnes, Senior Committee Officer, Argyll and Bute Council
Angela Tillery, Principal Accountant, Argyll and Bute Council
Donald Watt, Interim Head of Service – Acute and Community Care, Argyll and Bute HSCP

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Graham Bell, Councillor Gary Mulvaney and Duncan Scott.

2. DECLARATIONS OF INTEREST

There were none intimated.

3. MINUTES

The Minutes of the meeting of the Argyll and Bute Integration Joint Board held on 27 November 2024 were approved as a correct record.

4. MINUTES OF COMMITTEES

(a) **Argyll and Bute HSCP Clinical and Care Governance Committee held on 28 November 2024**

The Minutes of the meeting of the Clinical and Care Governance Committee held on 28 November 2024 were noted.

(b) **Argyll and Bute HSCP Strategic Planning Group held on 12 December 2024**

The Minutes of the meeting of the Strategic Planning Group held on 12 December 2024 were noted.

(c) **Argyll and Bute HSCP Audit and Risk Committee held on 17 December 2024**

The Minutes of the meeting of the Audit and Risk Committee held on 17 December 2024 were noted.

The Chair of the Committee, Councillor Kieron Green, advised that the Special meeting that had been due to take place in January to review the Audited Accounts had been rescheduled.

(d) **Argyll and Bute HSCP Finance and Policy Committee held on 21 January 2025**

The Minutes of the meeting of the Finance and Policy Committee held on 21 January 2025 were noted.

The Chair ruled and the Board agreed to re-order the Business and to take Agenda item 11 – Director of Public Health Annual Report 2024 – Health Inequalities – at this point in proceedings to allow Dr Tim Allison to make his presentation and leave the meeting.

5. NHS HIGHLAND DIRECTOR OF PUBLIC HEALTH ANNUAL REPORT 2024 - HEALTH INEQUALITIES

The Director of Public Health and Policy presented his Director of Public Health Annual Report 2024 – Health Inequalities, to the Integration Joint Board.

Decision

The Integration Joint Board noted the Director of Public Health Annual Report 2024 – Health Inequalities.

(Reference: Report by Director of Public Health and Policy dated 28 January 2025 and Director of Public Health Annual Report 2024 – Health Inequalities, submitted)

The Chair thanked Dr Allison for his report and for his attendance at the Board.

6. CHIEF OFFICER REPORT

Prior to the presentation of his report, the Chief Officer expressed his thanks to all HSCP staff, partners across agencies during the recent Storm Eowyn; he recognised the professional, coordinated and caring approach by all staff. He extended his thanks to the Senior Leadership Team for their input.

The Chief Officer congratulated the following staff on their recent appointment to new roles – Nikki Gillespie, Interim Head of Service – Mental Health, Disability and Dementia Services; Donald Watt, Interim Head of Service – Acute and Community Care and Charlotte Craig, Interim Head of Service - Strategy Planning, Performance and Technology. He also thanked Julie Lusk, Head of Service –Adult Services, who was retiring from her role.

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 November 2024.

Decision

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

(Reference: Report by Chief Officer dated 29 January 2025, submitted)

7. MEMBERSHIP OF THE INTEGRATION JOINT BOARD

The Board gave consideration to a report advising of the nomination of a non-executive director as an appointee to the Integration Joint Board by NHS Highland following the completion of Susan Ringwood's term as a non-executive director on the NHS Highland Board.

Decision

The Integration Joint Board –

1. noted the proposal of Janice Preston, NHS Highland non-executive director to the Integration Joint Board; and
2. agreed to appoint Janice Preston to the Audit and Risk Committee vacancy.

(Reference: Report by Business Improvement Manager dated 29 January 2025, submitted)

The Chair formally welcomed Janice Preston to her first meeting of the Board.

8. BUDGET MONITORING - 8 MONTHS TO 30 NOVEMBER 2024

The Board gave consideration to a report providing a summary of the financial position of the HSCP as at the end on month 8 and a forecast for the year ahead.

Decision

The Integration Joint Board –

1. noted that the HSCP had overspent its budget by £1.6m;
2. noted that an overspend of £2.6m was forecast;
3. noted actions were required to reduce spend and additional funding was required from Argyll & Bute Council who held pension saving resource on behalf of the IJB; and
4. noted savings of £4.8m had been delivered, 73% of target.

(Reference: Report by Head of Finance dated 29 January 2025, submitted)

The Chair advised that in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, Appendix 1 contained at item 8(b) of the Agenda relating to the following item of Business contained exempt information as defined in Paragraph 6 of Part 1 of Schedule 7A to the Local Government (Scotland) Act 1973. He advised that should the Board wish to discuss the content of Appendix 1, it would require the press and public to be excluded for that item of business.

The Integration Joint Board confirmed that they did not want to discuss the content of Appendix 1.

9. 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 the progress made in developing savings plans.

Decision

The Integration Joint Board –

1. noted that budget planning for 2025/26 was on-going;
2. noted the HSCP was not currently operating on a financially sustainable basis;
3. noted the budget gap before savings and use of non-recurring resources was £15m;
4. endorsed the savings proposals to date and approved that work continue on developing these further; and
5. noted that the HSCP may not be able to propose a balanced budget in March and the implications were being discussed with partners.

(Reference: Report by Head of Finance dated 29 January 2025, submitted)

10. STRATEGIC RISK REGISTER UPDATE

The Board gave consideration to a report recommending changes to the Strategic Risk Register to reflect perceived increasing risk.

Decision

The Integration Joint Board –

1. noted that the Strategic Risk Register had been reviewed by the Leadership Team and the Audit & Risk Committee;

2. approved the Strategic Risk Register; and
3. noted the Strategic Risk Register had been considered against the Strategic Objectives.

(Reference: Report by Head of Finance dated 29 January 2025, submitted)

11. 2025/26 SOCIAL WORK FEES AND CHARGES

The Board gave consideration to a report providing detail of the proposed Social Work Fees and Charges uplifts for 2025/26.

Decision

The Integration Joint Board –

1. endorsed the appended 2025/26 Social Work Fees and Charges proposals to be submitted to Argyll and Bute Council for ratification at its 2025/26 budget meeting; and
2. noted the increase in the means tested community-based service charges from £125 per week to £145 per week.

(Reference: Report by Principal Accountant dated 29 January 2025, submitted)

12. ARGYLL AND BUTE HSCP PERFORMANCE REPORT FQ2 2024/25

The Board gave consideration to a report detailing the HSCP performance for quarter 2 2024/25.

Decision

The Integration Joint Board –

1. acknowledged performance for FQ2 2024/25 (July - September);
2. acknowledged the performance update on the National Health & Wellbeing Outcomes and Ministerial Steering Group Integration Indicators contained at Appendix 1 to the submitted report; and
3. noted Delayed Discharge Sitrep as of 30 September 2024 contained at Appendix 2 to the submitted report.

(Reference: Report by Head of Strategic Planning, Performance and Technology dated 29 January 2025, submitted)

13. INTEGRATION JOINT BOARD - REVIEW OF THE STANDING ORDERS

The Board gave consideration to a report advising of an update to the Standing Orders as part of the routine review. The update reflected the updated representation of unpaid carers from one to two.

Decision

The Integration Joint Board approved the revised Standing Orders.

(Reference: Report by Business Improvement Manager dated 29 January 2025, submitted)

14. CATEGORY 1 RESPONDER ASSURANCE UPDATE

The Board gave consideration to a report providing assurance on the delivery of the IJB's duty in relation to Category 1 Response.

Decision

The Integration Joint Board –

1. noted progress against the recommendations made in the previous year's report;
2. noted assurance in the delivery of the duty; and
3. noted that Strategic/Operational Risk Registers inform capacity to respond.

(Reference: Report by Business Improvement Manager dated 29 January 2025, submitted)

15. Q1 AND Q2 WHISTLEBLOWING REPORT 2024/25

The Quarter 1 and Quarter 2 Whistleblowing reports for 2024/25 were before the Board for noting.

Decision

The Integration Joint Board noted the content of the Quarter 1 and Quarter 2 Whistleblowing reports for 2024/25.

(Reference: Reports by Director of People and Culture dated 24 September 2024 and 26 November 2024, submitted)

16. DIRECTION LOG UPDATE

The Direction Log was before the Board for noting.

Decision

The Integration Joint Board noted the content of the Direction Log.

(Reference: Direction Log as at 29 January 2025, submitted)

17. DATE OF NEXT MEETING

The date of the next meeting was noted as 26 March 2025 and it was agreed that meetings would now go forward on a hybrid basis where possible.