

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

**Present:** Councillor Amanda Hampsey, Argyll and Bute Council (Chair)  
Councillor Kieron Green, Argyll and Bute Council  
Councillor Dougie Philand, Argyll and Bute Council  
Graham Bell, NHS Highland Non-Executive Board Member (Vice Chair)  
Karen Leach, NHS Highland Non-Executive Board Member  
Emily Woolard, NHS Highland Non-Executive Board Member

Evan Beswick, Interim Chief Officer, Argyll and Bute HSCP  
Fiona Broderick, Staffside Lead, Argyll and Bute HSCP (Health)  
Caroline Cherry, Head of Adult Services, Argyll and Bute HSCP  
Geraldine Collier, People Partner, Argyll and Bute HSCP  
Charlotte Craig, Business Improvement Manager, Argyll and Bute HSCP  
Linda Currie, Associate Director AHP, NHS Highland  
Fiona Davies, Chief Officer, Argyll and Bute HSCP  
David Gibson, Chief Social Worker/Head of Children and Families and Justice, Argyll and Bute HSCP  
Kristin Gillies, Head of Strategic Planning, Performance and Technology, Argyll and Bute HSCP  
James Gow, Head of Finance, Argyll and Bute HSCP  
Rebecca Helliwell, Associate Medical Director, Argyll and Bute HSCP  
Douglas Hendry, Executive Director / IJB Standards Officer, Argyll and Bute Council  
Elizabeth Higgins, Lead Nurse, NHS Highland  
Kenny Mathieson, Public Representative  
Hazel MacInnes, Committee Services Officer, Argyll and Bute Council  
Kirsty MacKenzie, Carers Act Implementation Officer, Argyll and Bute HSCP  
Alison McGrory, Associate Director of Public Health, Argyll and Bute HSCP  
Kevin McIntosh, Staffside Lead, Argyll and Bute HSCP (Council)  
Stuart McLean, Committee Manager, Argyll and Bute Council  
Takki Sulaiman, Chief Executive, Argyll and Bute Third Sector Interface  
Kirstie Reid, Carers Representative, NHS Highland  
Elizabeth Rhodick, Public Representative  
Fiona Thomson, Lead Pharmacist, NHS Highland  
Angela Tillery, Principal Accountant, Argyll and Bute Council  
Jillian Torrens, Head of Adult Care, Argyll and Bute HSCP

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Gary Mulvaney, Susan Ringwood, Julie Hodges and Angus MacTaggart.

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

### 3. MINUTES

The Minutes of the Meeting of the Argyll and Bute HSCP Integration Joint Board held on 31 January 2024 were approved as a correct record.

### 4. MINUTES OF COMMITTEES

(a) **Argyll and Bute HSCP Clinical and Care Governance Committee held on 1 February 2024**

The Minutes of the meeting of the Argyll and Bute HSCP Clinical and Care Governance Committee held on 1 February 2024 were noted.

(b) **Argyll and Bute HSCP Audit and Risk Committee held on 20 February 2024**

The Minutes of the meeting of the Argyll and Bute HSCP Audit and Risk Committee held on 20 February 2024 were noted.

The Chair of the Committee, Councillor Kieron Green, advised that members of the Committee had the opportunity to meet auditors at the conclusion of the meeting.

(c) **Argyll and Bute HSCP Finance and Policy Committee held on 23 February 2024**

The Minutes of the meeting of the Argyll and Bute HSCP Finance and Policy Committee held on 23 February 2024 were noted.

(d) **Argyll and Bute HSCP Strategic Planning Group held on 14 March 2024**

The Minutes of the meeting of the Argyll and Bute HSCP Strategic Planning Group held on 14 March 2024 were noted.

(e) **Argyll and Bute HSCP Finance and Policy Committee held on 22 March 2024**

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

### 5. CHIEF OFFICER REPORT

The Board gave consideration to the Chief Officer report for March 2024 which included detail under the headings - Interim HSCP Chief Officer; 2024-2027 Carers Strategy; National Audiology Review and HSCP Response; Locality Information Profiles; National Care Service Bill; Improving the Nation's Diet; Minimum Unit Pricing Rise; Good Food Nation Plans Published; Argyll and Bute Telecare Service Keeps you Safer at Home; Power of Attorney; Quit Smoking and Embrace Smoke Free Life; Braw Initiative to Tackle Deconditioning; and Cowal Heart Start Team.

#### **Decision**

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

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

The Chief Officer, as this was her last Board meeting, recorded her thanks to all staff in the HSCP, current and former Board Members, the community and members of the public, the partners NHS Highland and Argyll and Bute Council, and both Chief Executives.

The Chief Officer then extended her thanks to Jillian Torrens, for her contribution in her role as Head of Adult Care, as this was also her last Board meeting.

The Chair thanked the Chief Officer on behalf of the Board for her service to Argyll and Bute, adding that she was pleased she would still have some overview of Argyll and Bute in her new role as Chief Executive of NHS Highland.

The Chair also recorded her thanks on behalf of the Board to Jillian Torrens, Head of Adult Care.

## **6. FINANCE**

### **(a) Budget Monitoring - 10 months to 31 January 2024**

The Board gave consideration to a report providing a summary of the financial position of the HSCP as at the end of February 2024. Information was provided in respect of the year to date position, forecast outturn, progress with the savings plan and reserves spend.

#### **Decision**

The Integration Joint Board –

1. noted that a small underspend of £151k was forecast;
2. noted that savings of £7.4m had been delivered, 83% of target; and
3. noted that reserves of £7m had been committed to date.

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

### **(b) Budget 2024/25 and Consultation**

The Board gave consideration to a report seeking approval of the budget and savings proposals for 2024/25. The report advised that the financial context was difficult and work had been ongoing for a number of months to address the budget gap that had been identified.

#### **Decision**

The Integration Joint Board –

1. noted that the HSCP was seeking approval for its budget for spend of £329m which relied upon financial recovery, in-year savings and/or brokerage via NHS Highland totalling £2.7m;
2. agreed to amend the budget and savings plan for 2024/25 as outlined in the submitted report by:

- a) removing the £160k saving within Older Adult Day Services for 2024/25, to be funded by increasing the allocation of Pension Fund Savings by £160k; and
  - b) revising the proposed review of Older Adult Day Services to emphasise that this would be led by engagement with staff, service users, their families and wider communities, and would not have any associated assumption of savings, service closures, or direction of users to alternative provision;
3. noted that Equality Impact Assessments had been completed for relevant savings proposals and that these were publicly available;
  4. noted that the Social Work Budget was partly funded by non-recurring pension fund savings to be held by Argyll & Bute Council for this purpose and for transformation;
  5. noted that the HSCP expected to be operating on a financial recovery basis in 2024/25;
  6. noted that there may be a requirement to develop and implement additional service reduction plans urgently, and that these were likely to involve service cuts. Any such proposals would be brought back to the IJB and subject to full public consultation, with a process to be agreed through the Finance and Policy Committee;
  7. noted that opening offers and directions were being finalised with partners and were expected to align with the budget; and
  8. noted that the HSCP was proposing to utilise non-recurring funding to support services and that future funding gaps were substantial.

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

## **7. CARERS STRATEGY**

The Board gave consideration to a report seeking endorsement of the 2024-2027 HSCP Carers Strategy. The Strategy set out a plan for identifying carers, providing support and services to adult and young carers; and information about local support available.

### **Decision**

The Integration Joint Board endorsed the 2024-2027 HSCP Carers Strategy.

(Reference: Report by Carers Act Implementation Officer dated 27 March 2024, submitted)

## **8. HEALTH AND SOCIAL CARE PARTNERSHIP PERFORMANCE REPORT - FINANCIAL QUARTER 3 (OCT - DEC 2023/24)**

The Board gave consideration to a report presenting the Health and Social Care Partnership Performance Report for financial quarter 3.

## **Decision**

The Integration Joint Board –

1. acknowledged performance for FQ3 (October - December 2023/24) and performance against the previous quarter;
2. acknowledged supporting performance commentary across 8 key service areas;
3. acknowledged the performance update on the National Health & Wellbeing Outcomes and Ministerial Steering Group Integration Indicators as detailed at Appendix 1 to the submitted report;
4. noted the System Pressure Report for December 2023 as detailed at Appendix 2 to the submitted report; and
5. noted the Delayed Discharge Sitrep as of 15 January 2024 as detailed at Appendix 3 to the submitted report.

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

## **9. WORKFORCE REPORT QUARTER 3 (2023/24)**

The Board gave consideration to the workforce report which is part of the staff governance suit of reports and focused on workforce data for financial quarter 3 (October to December 2023).

### **Decision**

The Integration Joint Board –

1. noted the content of the quarterly workforce report;
2. took the opportunity to ask any questions on issues that were of interest or concern; and
3. discussed the overall direction of travel, including future topics that they wanted further information on.

(Reference: Report by People Partner dated 27 March 2024, submitted)

## **10. CULTURE AND WELLBEING UPDATE**

The Board gave consideration to a report outlining progress in the Culture and Wellbeing environment for Argyll and Bute Health and Social Care Partnership, providing assurance of the positive developments being made and the direction of travel for the coming year.

### **Decision**

The Integration Joint Board –

1. noted the content of the report and the progress being made in the Culture and Wellbeing environment; and
2. discussed and asked questions on elements within the submitted paper.

(Reference: Report by People Partner dated 27 March 2024, submitted)

## **11. HEALTH AND CARE STAFFING ACT IMPLEMENTATION UPDATE**

The Board gave consideration to a report providing a brief overview of the NHS Highland programme arrangements for the implementation of the Health and Care Staffing Act, which will come into force on 1 April 2024.

### **Decision**

The Integration Joint Board –

1. noted the update on activity for assurance; and
2. delegated action to the Clinical and Care Governance Committee to receive regular reporting from the Argyll & Bute Implementation Group and plan annual reporting.

(Reference: Report by Associate AHP Director dated 27 March 2024, submitted)

## **12. DATE OF NEXT MEETING**

The date of the next meeting was noted as Wednesday 29 May 2024 at 1.00pm.

The Chair, on behalf of the Board, thanked Fiona Davies for her hard work and commitment in her time as Chief Officer of Argyll and Bute Health and Social Care Partnership, and wished her well in her new role as Chief Executive of NHS Highland. The Chair then took the opportunity to welcome Evan Beswick in his new role as Interim Chief Officer.