

**MINUTES of MEETING of ARGYLL AND BUTE HSCP INTEGRATION JOINT BOARD (IJB) held in
the BY MICROSOFT TEAMS
on WEDNESDAY, 24 NOVEMBER 2021**

Present: Sarah Compton-Bishop, NHS Highland Non-Executive Board Member (Chair)
Councillor Kieron Green, Argyll and Bute Council (Vice Chair)
Councillor Robin Currie, Argyll and Bute Council
Graham Bell, NHS Highland Non-Executive Board Member
Susan Ringwood, NHS Highland Non-Executive Board Member

Evan Beswick, Head of Primary Care, NHS Highland
Fiona Broderick, Staffside Lead, Argyll and Bute HSCP (Health)
Caroline Cherry, Head of Adult Services, Argyll and Bute HSCP
Charlotte Craig, Business Improvement Manager, Argyll and Bute HSCP
Linda Currie, Lead AHP, NHS Highland
David Forshaw, Principal Accountant, Argyll and Bute Council
Jane Fowler, Head of Customer Support Services, Argyll and Bute Council
David Gibson, Head of Children, Families and Justice
James Gow, Head of Finance and Transformation, Argyll and Bute HSCP
Elizabeth Higgins, Lead Nurse, NHS Highland
Fiona Hogg, Director of People and Culture, NHS Highland
Fiona Davies, Interim Chief Officer, Argyll and Bute HSCP
Hazel MacInnes, Committee Services Officer, Argyll and Bute Council
George Morrison, Head of Finance, NHS Highland
Dr Nicola Schinaia, Associate Director of Public Health, Argyll and Bute HSCP
Fiona Thomson, Lead Pharmacist, NHS Highland
Stephen Whiston, Head of Strategic Planning and Performance, HSCP
Tim Allison, Director of Public Health and Policy, NHS Highland

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Gary Mulvaney, Jean Boardman, Margaret McGowan, Takki Sulaiman, Angus McTaggart and Dr Rebecca Helliwell.

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 15 September 2021 were approved as a correct record.

4. MINUTES OF COMMITTEES

(a) Strategic Planning Group held on 2 September 2021

The Minutes of the meeting of the Strategic Planning Group held on 2 September 2021 were noted.

Stephen Whiston, co-chair of the Group, advised that although he had not been in attendance at this meeting, it had been centred around the Strategic Plan and that they were now moving into the engagement stage of the Strategic Plan.

(b) Clinical and Care Governance Committee held on 9 September 2021

The Minutes of the meeting of the Clinical and Care Governance Committee held on 9 September 2021 were noted.

Sarah Compton Bishop, Chair of the Committee, responded to some concern noted about a lack of reporting on CAMHS and advised that they were currently reviewing how data was presented to the Committee. She advised that she would circulate an update on this once available.

(c) Finance and Policy Committee held on 24 September 2021

The Minutes of the meeting of the Finance and Policy Committee held on 24 September 2021 were noted.

(d) Finance and Policy Committee held on 22 October 2021

The Minutes of the meeting of the Finance and Policy Committee held on 22 October 2021 were noted.

(e) Audit and Risk Committee held on 10 November 2021

The Minutes of the meeting of the Audit and Risk Committee held on 10 November 2021 were noted.

Councillor Sandy Taylor, Chair of the Committee, provided an overview of the meeting advising that John Cornett of Audit Scotland had been in attendance at the meeting and reference had been made to the positive work of the IJB and various staff involved in the completion of the Audited Accounts. He advised that after the Committee an innovative session had been held with the Committee members and John Cornett with regard to the Committees approach to Audit and Risk.

(f) Finance and Policy Committee held on 19 November 2021

The Minutes of the meeting of the Finance and Policy Committee held on 19 November 2021 were noted.

Councillor Kieron Green, Chair of the Committee, advised of the improving financial position which had been reported to the meeting and significant additional money which had been received to deal with winter pressures. He provided an overview of a change in approach in respect of care homes and housing.

5. CHIEF OFFICER REPORT

The Board gave consideration to a report by the Interim Chief Officer providing updates on Vaccination; Lorn and the Isles Hospital Awarded Macmillan Quality Environment Mark; Women In Leadership; HSCP Dieticians Win British Dietetic Association Award; Thank your Cleaner Day; Children and Young People's Service Plan; Scottish Health Awards;

Bute Dialysis Unit; Jean's Bothy recognised for its work with the Local Community; New Community Link Working Launched in Argyll and Bute; Strategic Plan and Service Visits.

The Director of Public Health and Policy, Tim Allison, was in attendance for this item to respond to any queries around the Covid-19 vaccination programme. The Chair thanked him for his attendance at the meeting.

Decision

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

(Reference: Report by Interim Chief Officer dated 24 September 2021, submitted)

6. APPOINTMENT OF IJB CARERS AND PUBLIC REPRESENTATIVES

The Board gave consideration to a report recommending appointments to carers and public/service users roles on the IJB.

Decision

The Integration Joint Board approved the recommendation to appoint Kirstie Reid and John Stevens to the Carers Representative role; and Kenny Mathieson to the public/service users role on the Board.

(Reference: Report by Business Improvement Manager dated 24 November 2021, submitted)

7. AUDITED ANNUAL ACCOUNTS 2020-21

The Board gave consideration to a report which sought approval of the Audited Annual Accounts for the year 2020-21.

Decision

The Integration Joint Board –

1. Noted that Audit Scotland had completed their audit of the annual accounts for 2020-21 and had issued an unqualified Independent Auditor's Report.
2. Noted the 2020/21 Annual Audit Report prepared by Audit Scotland and the management responses to the recommendations.
3. Approved the draft Letter of Management Representation to Audit Scotland.
4. Approved the Audited Accounts for signature and publication.

(Reference: Report by Head of Finance and Transformation dated 24 November 2021, submitted)

8. A&B HSCP ANNUAL PERFORMANCE REPORT 2020/21

The Board gave consideration to the Annual Performance Report for the Health and Social Care Partnership.

Decision

The Integration Joint Board approved the Annual Performance Report for the Health and Social Care Partnership (HSCP) for the year 2020/21.

(Reference: Report by Head of Strategic Planning, Performance and Technology dated 24 November 2021, submitted)

9. INTEGRATION JOINT BOARD - PERFORMANCE REPORT (NOVEMBER 2021)

The Board gave consideration to a report providing an update on the impact on service performance with regards to the Covid-19 pandemic and the progress made with regard to remobilising health and social care services in Argyll and Bute.

Decision

The Integration Joint Board –

1. Noted the HSCP performance progress regarding remobilisation of activity in line with NHS Highland performance target for 2021/22 agreed with Scottish Government to 70%-80% of 2019/20 activity as at 1st August 2021.
2. Noted Waiting Times Performance and continued progress made with regards to reducing Consultant Outpatient breaches at 12 weeks.
3. Acknowledged performance with regards to both Argyll & Bute and Greater Glasgow and Clyde current Treatment Time Guarantee for Inpatient/Day Case Waiting List and activity.

(Reference: Report by Head of Strategic Planning, Performance and Technology dated 24 November 2021, submitted)

10. COVID-19 PUBLIC HEALTH UPDATE

The Board gave consideration to a report reviewing the work of Public Health in relation to Covid-19. The report built on accounts provided in earlier reports and presented the most up to date information as possible on how the pandemic was unfolding in Argyll and Bute as well as improved response, in terms of timely access to testing and clinical management.

Decision

The Integration Joint Board –

1. Noted the COVID19 current status in A&B community, in terms of:
 - distribution of infection rates;
 - COVID-19 testing programmes;
 - COVID-19 vaccination.
2. Noted the updates on Health Improvement activities in A&B community that have gradually increased during 2021.

(Reference: Report by Associate Director of Public Health dated 24 November 2021, submitted)

11. CULTURE UPDATE

(a) Staff Governance Report for Financial Quarter 2

The Board gave consideration to a report on staff governance performance covering financial quarter 2 (July-September 2021) and the activities of the Human Resources and Organisational Development teams.

The Board received a verbal update from Fiona Hogg, Director of People and Culture on progress against NHS Highland's programme of culture improvement work.

Decision

The Integration Joint Board –

1. Noted the content of this quarterly report on the staff governance performance in the HSCP.
2. Took the opportunity to ask questions on people issues that were of interest or concern.
3. Endorsed the overall direction of travel, including future topics that they would like further information on.

(Reference: Report by Head of Customer Support Services dated 24 November 2021, submitted)

The Integration Joint Board adjourned for a comfort break for 10 minutes at this point.

12. FINANCE

(a) Budget Monitoring

The Board gave consideration to a report providing a summary of the financial position of the Health and Social Care Partnership for the 7 months to 31 October 2021 and an updated forecast. The report also provided an update in respect of recent additional funding allocations.

Decision

The Integration Joint Board –

1. Noted that the Month 7 forecast outturn position was a reduced forecast overspend of £681k.
2. Noted that actions were currently being progressed to manage income and expenditure to recover the position by the year end.
3. Noted that there was a year to date overspend of £335k as at 31 October 2021.
4. Noted the Financial Risks analysis for 2021/22 and the additional in-year funding allocated to the Argyll and Bute HSCP.

5. Noted that the HSCP would implement the pay increase, as set out by the Scottish Government, for commissioned services as early as practicable.

(Reference: Report by Head of Finance and Transformation dated 24 November 2021, submitted)

(b) **Budget Outlook and Progress Report**

The Board gave consideration to a report summarising the current budget outlook model covering the period 2022-23 to 2024-25 and providing an update in respect of the budget setting process for 2022-23.

Decision

The Integration Joint Board –

Noted the current budget outlook report for the period 2022-23 to 2024-25.

Noted the assumptions and uncertainties in respect of the budget outlook.

Endorsed the approach to the development of the 2022-23 budget and savings proposals.

(Reference: Report by Head of Finance and Transformation dated 24 November 2021, submitted)

(c) **Savings Programme Review**

The Board gave consideration to a report providing details of the outcome of the review of the current savings programme.

Decision

The Integration Joint Board –

1. Noted that the review of the current savings programme had been completed.
2. Noted the projects where managers had indicated that a saving was no longer achievable in full or in part.
3. Noted that an earlier iteration of this report has been considered by the Finance & Policy Committee at its meeting on 22nd October.
4. Approved the proposed cancellations and reductions in the current savings programme.

(Reference: Report by Head of Finance and Transformation dated 24 November 2021, submitted)

13. REVISED FAIRER SCOTLAND DUTY

A report advising of revised Fairer Scotland Duty Guidance for relevant public bodies published by the Scottish Government, was before the Board for noting.

Decision

The Integration Joint Board –

1. Noted the revision of Guidance for Fairer Scotland Duty and requirement for Integration Joint Boards to comply when undertaking strategic decisions.
2. Noted that strategic decisions made by partners were also subject to the duty and that the responsibility for those lies with the partner.

(Reference: Report by Business Improvement Manager dated 24 November 2021, submitted)

14. CHIEF SOCIAL WORK OFFICER ANNUAL REPORT 2020/21

The Argyll and Bute Health and Social Care Partnership Chief Social Work Officer Annual Report 2020/21 was before the Board for noting.

Decision

The Integration Joint Board noted the content of the report.

(Reference: Argyll and Bute Health and Social Care Partnership Chief Social Work Officer Annual Report 2020/21, submitted)

15. HEALTH AND WELLBEING IN ARGYLL AND BUTE ANNUAL REPORT 2020/21

The Health and Wellbeing in Argyll and Bute Annual Report 2020/21 was before the Board for noting.

Decision

The Integration Joint Board noted the content of the report.

(Reference: Health and Wellbeing in Argyll and Bute Annual Report 2020/21, submitted)

16. A NATIONAL CARE SERVICE FOR SCOTLAND - CONSULTATION

A response to the National Care Service for Scotland Consultation was before the Board for noting.

Decision

The Integration Joint Board noted the response to the National Care Service for Scotland Consultation.

(Reference: Consultation Response to National Care Service for Scotland Consultation, submitted)

17. DATE OF NEXT MEETING

The date of the next meeting was noted as Wednesday 26 January 2022 at 1.00pm.