

**MINUTES of MEETING of ARGYLL AND BUTE HSCP STRATEGIC PLANNING GROUP held
BY MICROSOFT TEAMS
on THURSDAY, 8 SEPTEMBER 2022**

Present: Jean Boardman, Non-

2. MINUTES AND MATTERS ARISING

The Minutes of the meeting of the Strategic Planning Group held on 9 June 2022 were approved as a correct record.

Arising from item3 (JSP: Plan on a Page; Teaser and Communication Plan) the Chair asked if this had now been completed. The Senior Service Planning Manager advised that a significant number of the 'plan on a page' had been printed, laminated and sent around hospitals and council buildings. It was agreed that a link to the plan on a page would be emailed to all members of the Group for further distribution where appropriate.

3. ANNUAL PERFORMANCE REPORT 2021-22

The Health and Social Care Partnership Annual Performance Report for 2021-22 was before the Group for consideration.

The Senior Service Planning Manager expressed her thanks for the work by the team in the development of the performance report.

Decision

The Strategic Planning Group noted the Health and Social Care Partnership Performance Report for 2021-2022.

(Reference: Argyll and Bute Health and Social Care Partnership Annual Performance Report 2021-2022, submitted)

4. INTEGRATED PERFORMANCE MANAGEMENT FRAMEWORK

This item was removed from the agenda due to staff absence and had been rescheduled for the next meeting.

5. CO-PRODUCTION WORKSHOP REPORT

Consideration was given to a report providing feedback from a virtual workshop on co-production which had been held on 7 June 2022.

The Senior Service Planning Manager advised that they were reviewing the Terms of Reference and function of the Commissioning and Market Facilitation Steering Group to ensure that there was no duplication in terms of prevention.

There was discussion around the value of having a partner other than the HSCP leading on co-production and prevention.

Decision

The Strategic Planning Group noted the report.

(Reference: Report by Argyll and Bute Public Health Intelligence dated 18 August 2022, submitted)

6. LIVING WELL STRATEGY

It was noted that this item had been removed from the agenda and will be on the agenda for next meeting.

7. TSI DATABASE

The Group considered a verbal update by the Chief Executive of the Third Sector Interface in respect of the Third Sector Interface database. The Argyll and Bute Community Directory, containing contact details for mainly voluntary services and some primary services, had been launched that week and was intended for use by all professionals and service users.

Discussion took place around the promotion of the directory and the onerous task of ensuring that the directory remained up to date.

Decision

The Strategic Planning Group noted the verbal update.

(Reference: Verbal Update from Chief Executive of TSI)

8. LOCALITY PLANNING GROUP UPDATE

The Group considered a verbal update from the Business Improvement Manager in respect of Locality Planning Groups. The update included information on the two rounds of meetings that had taken place since the Groups had been re-established and information on what was planned for further meetings scheduled for November and February. The main aim of the groups was to build on better dialogue with communities and it had been noted by Groups that if people were taking time to attend meetings then it should be ensured that the meetings were valuable for all in attendance. Health Improvement Scotland would be reviewing the work of the Groups to provide advice on what was working well and what wasn't working well.

Decision

The Strategic Planning Group noted the verbal update.

(Reference: Verbal update from Business Improvement Manager)

9. TRANSFORMATION AND SAVINGS UPDATE

Consideration was given to a report providing a high level overview of the Transformation Programme and a summary of the key pieces of work and projects underway.

Decision

The Strategic Planning Group noted the progress with the Transformation and Savings Programme.

(Reference: Report by Head of Finance and Transformation dated 8 September 2022, submitted)

10. ANY OTHER COMPETENT BUSINESS

There was nothing raised under this item of business.

11. DATE OF NEXT MEETING

The date of the next meeting was noted as 8 December 2022.