



CÙRAM IS SLÀINTE NAN EILEAN SIAR

INTEGRATION JOINT BOARD

MINUTE OF MEETING
27 JUNE 2024
HELD AT 10:00AM
VIA MICROSOFT TEAMS

Voting Members Present:

Julia Higginbottom	Proxy – Voting Member, Non-Executive Director, NHS WI
Calum Maclean	Councillor, CnES/IJB Chair (Chair of the Meeting)
Kenneth J Maclean	Councillor, CnES
Naomi Macdonald	Proxy – Voting Member, Non-Executive Director, NHS WI
Gillian McCannon	Non-Executive Director, NHS WI/IJB Vice-Chair
George Murray	Proxy – Voting Member, Councillor, CnES
Annetta Smith	Non-Executive Director, NHS WI

Non-Voting Members Present:

Debbie Bozkurt	Chief Finance Officer, IJB
Nick Fayers	Chief Officer, IJB
Dena Macleod	Chief Executive, Hebridean Housing Partnership
Eoin MacNeil	Third Sector Representation
Morag Munro	Third Sector
Cathy Anderson	NHS WI – Lead Community Nurse

In Attendance:

Malcolm Burr	Chief Executive, CnES
Karen France Macleod	Proxy – Voting Member, Non-Executive Director, NHS WI
Tim Langley	Head of Law and Governance, CnES
Michelle McPhail	Corporate Business Manager, NHS WI



1. WELCOME

Cllr. Calum MacLean took the Chair and led the meeting, welcoming those present. The Chair expressed his thanks to colleagues for their support during the time of his chairmanship, noting on the agenda the formal handover of Chair position to that of the NHS.

2. APOLOGIES

Jane Bain	NHS WI – Union Representative
Gordon Jamieson	Chief Executive, NHS WI
Norman (Misty) MacDonald	Councillor, CnES
Emma MacSween	Head of Partnership/ Community Care
Michelle Taylor	Proxy – Primary Care Associate Director - Family Health Services Manager, NHS WI
Susan Thomson	Councillor, CnES
Sheena Wright	NHS WI, Non-Executive Director

3. INTRODUCTION

3.1 Chief Officer's Report

The Chief Officer, Nick Fayers, advised on the following:

- **NHS Reform** ~ Cabinet Secretary, Mr. Neil Grey recently announced the Scottish Government's vision for NHS Reform on 4th of June 2024. The focus is on 4 key areas of Health and Social Care to improve the health and wellbeing of the residents of Scotland:
 1. Improving population health;
 2. Prevention and early intervention;
 3. Providing quality services; and
 4. Maximising access
- **National Care Service (NCS)** ~ Mairi Todd, Minister for Social Care, Mental Wellbeing and Sport wrote to Clare Haughey, Convener of the Health, Social Care and Sport Committee advising on the progress and update to the National Care Service Bill. It was noted that the link to the letter will be shared with colleagues.

The Chair allowed colleagues to make comments on the update from the Chief Officer:



4.3 Action Points

The Chair asked the Chief Officer to present the Action Points and provide appropriate updates:

24.09.20 – 7.4 Review of the Integration Scheme – A redraft of the Scheme is in hand and will be completed for presentation to the IJB in September 2024. The draft will be shared with Tim Langley for review prior to presentation. **UPDATE**

Action: Agenda item for September meeting – Nick Fayers

16.12.21 – 6.2 Timetable – Present revised corporate support by parent bodies - Nick Fayers advised that this has been completed as an operational matter. This has been discussed with both Chief Executives this has been concluded and should be removed from the Action Points. Members agreed **REMOVE**

25.08.22 – 8.3 Workforce 3 year Plan update - This item is on the agenda and therefore remove from the Action Points. Members agreed. **REMOVE**

25.08.22 – 7.1 Directions to Parent Bodies – provide an update on the Direction within the inclusion of a narrative link to the Direction and the Strategic Plan - Item is on the agenda for discussion. **REMOVE**

29.06.23 – 6.1 Annual Accounts – Provide a report nothing the occupied bed days by age included in the performance report. On the agenda for discussion. **REMOVE**

29.06.23 – 8.1 Health & Social Care Strategic Framework – LPGs will be active and running from September onwards, before consultation process proceeds. Update the IJB on individual LPG meeting timelines. This action has been completed with a paper presented in March. All LPGs are functioning and the Chief Officer has met with the majority of Chairs. **REMOVE**

Morag Munro raised the issue of the Harris Locality Planning Group requiring a new IJB Councillor representation as Donald MacSween is no longer an IJB member. Nick Fayers will discuss this with Emma MacSween and respond back to Mrs. Munro.

29.06.24 – 8.2 Primary Care Improvement Board Governance Arrangements – Produce a clear statement nothing the IJB Strategic duty in relation to the Primary Care Improvement Fund allocation – An audit of the Primary Care Improvement Fund is being commissioned and the recommendations are being noted by the NHS Board. **REMOVE**



22.02.24 – 8.1 Strategic Planning Group – Terms of Reference – Arrange a meeting with the Chair and Mrs. McCannon to discuss the membership of the SPG – Nick Fayers noted that he will arrange a meeting with the new IJB Chair and Emma MacSween to take forward. **UPDATE**

Gillian McCannon noted her concern at the information noting that the Strategic Planning Groups are currently meeting under a historical set of terms of reference (ToR) and with no representation from the IJB Members on the decision of commissioning of services. It was noted that there is a need to expedite that meeting to discuss the ToR.

Nick Fayers noted that in moving forward a copy of the SPG minutes will be presented to the Board.

Malcolm Burr advised, to enable the group to be established and thereafter homologate the decision would be to enable the SPG to meet quickly, gathering the membership of the group including members of the IJB. Thereafter the revised updated Terms of Reference can be presented to the Board.

Board Members agreed to this and Nick Fayers to arrange.

Action: Nick Fayers to bring together the SPG Members, including representation from the IJB Membership and hold a newly revised SPG group as a matter of urgency.

28.03.24 – 4.2 IJB 24/25 Budget Proposal – Present an in-depth savings and choices plan to the Development session in May '24 and then onwards to the June '24 Board meeting. Debbie Bozkurt advised that there was no need to hold a development session in May as she was able to bring the budget back into balance and the financial paper is on the agenda for discussion. **REMOVE**

Gillian McCannon requested that the Board has sight of the Financial Efficiency Plan in moving forward to enable appropriate choices and planning to be better understood.

Debbie Bozkurt responded that there is a Financial Recovery Plan, however monitoring within the first few months of a new fiscal year is a challenge. Therefore monitoring will be at quarter 2 (July – Sept'24) and then present a report to the Board.

Action: Regular presentation to the Board of the Financial Efficiency Plan.
Debbie Bozkurt



28.03.24 – 8.1 IJB Development of Workforce Strategy – Workforce Strategy created jointly by NHS and Comhairle. This item is on the agenda for discussion.

REMOVE

Decision: The above updates were provided to Members

Action: The updates will be reflected in the revised Action Points.

4.4 IJB Audit & Risk Committee

4.4.1 Minute of 06.03.24

4.4.2 Minute of 05.06.24

The Committee Chair, Gillian McCannon, presented the minutes to colleagues' drawing their attention to the minute of 05th of June 2024.

The meeting of the 05th of June was drawn to a close early due to members unable to remain in the meeting due to other commitments, resulting in the meeting not being quorate and the meeting having to be suspended. To enable the necessary business of the Committee to be addressed a further meeting had to be convened on the 11th of June at short notice, impacting on members and those attending.

Mrs. McCannon raised her concern at the situation being unacceptable position which the Board should not be accepted. The IJB Audit & Risk Committee is a safety net for the Board and there is a requirement that the Committee complies with its obligations.

The Committee Chair, advised that the minute of the 11th of June has yet to be formally approved and noted that at the meeting the Committee Members undertook a detailed scrutiny of the audit recommendations and outstanding actions. The Committee asked the Chief Officer to provide an interim report to the Board, escalating the position upwards.

The discussion focussed on the long outstanding recommendations which in some instances has been outstanding for more than 5 years old and originally undertaken by the then Internal Auditors within the Comhairle, noting the challenging in aligning them with subsequent audit reviews undertaken by Azets. Nevertheless it was noted that the number and the length of time the outstanding recommendations have been on the tracker is an unsatisfactory position for both Committee and the Board.

Gillian McCannon explained to Board Members that the Audit & Risk Committee have placed a deadline on the Chief Officer to complete and provide the evidence to remove all audit recommendations by September 2024, which he has agreed to and Mr. Fayers will work with the Internal Auditors, Azets, to achieve this.



The Chair thanked Mrs. McCannon for the update and supported her in the actions taken.

Annetta Smith acknowledged the work being undertaken and the presentation of the two key issues affecting the Audit & Risk Committee in addressing its work by the September deadline and the issue of the Committee not always being quorate.

Gillian McCannon explained that the Committee and the Board agreed to the increase in membership to ensure that the quorate position could be maintained, increasing from 2 to 3 members and quorum increased from 1 to 2. However the action has not provided the required outcome in ensuring that all meetings are quorate.

The Chair reflected on the discussion, acknowledging that members have sometimes legitimate reasons for being unable to attend meetings, however it was recognised that meetings are not always quorate for the full duration and that does have an impact on the Board and its Committee in fulfilling its remit.

Members suggested utilising the proxy members to support the Committee. It was noted that the issue is being discussed between Michelle McPhail and Tim Langley and will update the Board at its next meeting.

Gillian McCannon remarked in utilising proxy members, there is a loss of continuity of discussion knowledge. This can hinder the ability to make decisions as individuals may not be well informed to enable a decision to be made.

In relation to meetings being quorate, Members should advise as to their ability or inability to attend as soon as possible, however, currently this is not being done timeously.

Members acknowledged the impact that lack of attendance has on the IJBs ability to address its remits of both the Board and its Committees.

Decision: Board Members formally noted the minutes and actions being taken.

Action: Proxy membership of the Audit & Risk Committee to be considered and report back to the IJB in September 2024. Michelle McPhail



4.4.3 Interim Audit Report

Nick Fayers, Chief Officer, as noted in the previous discussion, drew members' attention to the interim report advising on the number of audits undertaken and the number of recommendations either completed, partially completed or completed but requiring evidence. It was noted that all the recommendations should be completed by September 2024 with the completed Tracker presented to the Audit & Risk Committee.

The Chair thanked Mr. Fayers for the report and the detailed explanation as to the audit areas and recommendations.

Decision: Board Members formally noted the report.

Action: No actions required.

5. AUDIT & FINANCIAL GOVERNANCE

5.1 Code of Conduct – update

5.1.1 Appendix 1 – Advice Note for Members of Health & Social Care IJBs

Tim Langley, Standards Officer, advised Members of the update to the Standards Commission for Scotland Guidance on the Code of Conduct for Members of Devolved Public Bodies. Mr. Langley indicated that the report is for Members awareness and explained the main changes in the guidance being the potential for conflict of interest between members' parent bodies and the function of making decisions in the best interest of the IJB.

Members were advised that the guidance applies to all IJB members and not just those of the NHS or Comhairle. In supporting all members, Mr. Langley advised that if members have any concern as to potential areas of conflict he would be happy to review and advise.

The Chair thanked Mr. Langley for his continued support.

Decision: Board Members noted the report as guidance.

Action: No Actions required.

A refreshment break was taken from 11:00 until 11:15.

Mr. Burr left the meeting – 11:15am



6. FINANCIAL PERFORMANCE

6.1 24/25 Annual Budget Position

The Chief Finance Officer, Debbie Bozkurt, wished to initially advise that within normal circumstances the draft Annual Accounts would be presented in June to enable the External Auditors, Audit Scotland, to undertake the review. However, due to Comhairle nan Eilean Siar's cyber-attack, the Comhairle do not have a working general ledger and therefore cannot provide financial information with any reasonable certainty. It is anticipated that a draft set of Annual Accounts may be available in September 2024. It was also noted that NHS Western Isles Annual Accounts for 2023/24 have been signed off as accurate and await the Director General laying the Accounts before Parliament, before being made public.

Ms. Bozkurt advised that in March she agreed to present a further report in June to enable further detailed work to diminish the financial gap. This has been achieved with the support of:

1. Full cost recovery was agreed at a Comhairle Policy and Resource Committee in April; and
2. The draft figure was £600k increase has been obtained

It was noted that at the year-end there was a higher level of vacancies within the Comhairle which has resulted in more reserves in 23/24 being used to support a break-even position for 24/25. It was iterated that this is a draft position of unaudited accounts. It was noted that although the financial position is supported by the higher level of vacancies, which is not a good position to be in as partner bodies are unable to recruit which in turn impacts on patients and clients not obtaining the services and support they require e.g. noting the level of unmet need and vacancies in care homes.

The Chief Finance Officer asked Board Members to approve the balanced budget for 2024/25, noting that the knock on effect will be slight adjustments to the forecasted in future years.

Members considered the request, taking cognisance of the adjustments and the associated impact of noting year-end savings / underspend.

Ms. Bozkurt thanked Members for their continued support but wished to acknowledge all the hard work and effort provided by all the financial staff within the NHS and the Comhairle to bring forward a balanced budget for 2024/25.



Mrs. McCannon recalled in an earlier discussion that it is crucial that IJB Members obtain report on financial efficiency savings, broken down by each budget department. This will detail how the Board is able to achieve future break-even positions aligned to the Strategic Framework and future Strategic Plan.

The Chair recognised the financial position over the period of 2024 to 2027, however given the financial position, the Scottish Government need to address the necessary uplift across both partner bodies. It is the responsibility of the Board to ensure that the allocation is used to the best possible purposes to meet the needs of the population.

Members enquired if the pay-uplift proposed by Scottish Government and COSLA will be fully funded in-year. Ms. Bozkurt advised that within the NHS there are Non-Pay Awards which relates to reduced working week, where over a period of 3 years there will be a 30 minute reduction annually until the current working week of 37.5hrs is reduced to 36hrs. The other aspect of Non-Pay Awards relates to time to train where training time is secured and enables staff to address this within their working week. Any allocation made by Scottish Government in support of this will be forwarded to the IJB where appropriate and any outstanding funding will be a cost pressure for the Board.

The Chair thanked Ms. Bozkurt for the report.

Decision: The Board formally noted the report.

Action: Presentation at regular intervals of the IJB financial efficiency plan.

Debbie Bozkurt

7. PERFORMANCE & ASSURANCE

7.1 Performance Report

7.1.1 Appendix 1 – Narrative Report

The Chief Officer presented the report for awareness, noting that the performance of the Board is monitored against six of the Scottish Government Management Steering Group (MSG) indicators in relation to Health and Community Care.

It was noted that from the indicator dashboard which covers 9 areas advises that 2 indicators are off trajectory:

- 1 - Emergency Admission – Target 242, actual 246 – 4 above target
- 2 - A&E 4 Hr Performance – Target 99% compliance, actual was 95.1% - 3.9% decrease

The Chair thanked Mr. Fayers for his observations and opened up the floor to questions.



Gillian McCannon noted that the MSG indicators give an indication as to performance, however it was noted that the delayed discharge figure is acceptable, where in actual fact the services are in crisis noting the number of blocked beds in hospital and the level of unmet need in the community social care. There is a need to obtain on a regular basis, the detailed narrative providing explanation and interpretation as to what the data is actually displaying. It was noted that the Board requires assurance that the commissioned services are providing the required outcomes.

Mrs. McCannon expressed her wish that the agreed meeting with the Chief Officer and the appropriate Health Intelligence staff is established to enable the required narrative to be presented regularly as well as setting out the required local Key Performance Indicators.

Malcolm Burr advised that the Strategic Planning Group (SPG) needs to address some of these points noted to provide clarity to the Board and advising on the direction of commissioning. Therefore while the SPG are reviewing its membership and remit, the SPG should monitor the indicators regularly at each meeting, providing one element of assessment. The detailed report will be presented to the Board on key areas by principle individuals to bring the service delivery closer to Members, noting the positive and negative aspects where assurance can be obtained.

Mr. Fayers would consider this and take forward.

The Chair thanked Members for their comments and asked the Chief Officer to take aspects of these forward.

Decision: The Board formally noted the report.

Action: No actions required.



7.2 Strategic Risk Register

7.2.1 Appendix 1 – Register

Nick Fayers presented the report to Members for discussion, noting the 5 strategic risks contained within the register.

It was noted that there are a suite of documents to support risk, including the register, retention of risks on Datix, and the matrix and the IJBs approved risk appetite. With the development of the Risk Management Strategy, the report will strategy will provide an overarching assessment as to how risks should be managed by the Board.

Mr. Fayers advised that the current risks were scrutinised at the IJB Audit & Risk Committee and in going forward, he will present any new potential risks to the Committee for consideration and scrutiny before being incorporated onto the Strategic Register.

The Chair thanked the Chief Officer for his update.

Decision: The Board formally noted the report.

Action: No actions required.

8. SERVICE DELIVERY

8.1 Chief Social Work Officer Annual Report

This item was deferred.

8.2 Justice Committee Annual Report

8.2.1 Appendix 1 – Annual Report

In the absence of Michael Stewart, the Chief Officer presented the report, advising that the justice report is a very comprehensive annual report with detailed appendices.

If Members had any questions Mr. Fayers would liaise with Mr. Stewart to respond out with the meeting.

The Chair wished his thanks be noted to Mr. Stewart for the detailed self-explanatory report.

Decision: The Board formally noted the report.

Action: No actions required.



9. STRATEGIC GOVERNANCE

9.1 IJB Directions to Main Partners 24/25

9.1.1 Appendix 1 – Direction Report

The Chief Officer drew Members attention to the report, which detailed the commissioning need required from each partner body, which are aligned to Section 26 and 28 within The Public Bodies (Joint Working) (Scotland) Act 2014 and denoted the duties placed on the IJB and those of commissioning partners, NHS Western Isles and Comhairle nan Eilean Siar.

The detail contained within each part of the Directions states the views of the Chief Finance Officer and the level of financial assurance. Within each section it specifies the precise commissioning need, the monetary value attributed to the services and which partner body the Direction is aimed at.

Nick Fayers discussed each part of the Directions with Members, noting that changes to any one aspect of the Direction can be made in-year depending on the views of the IJB in ensuring that strategic delivery is being met.

The Chief Finance Officer, Debbie Bozkurt, had obtained clarification from Tim Langley noting that the Board is able to sign off on the Directions as it has reasonable confidence and appropriate assurance in its budget setting process for 2024/25, in light of the ongoing issues within the Comhairle following its cyber-attack.

Mrs. McCannon explained that this assurance is significantly important for the Board, given that this level of detail was not included in the formal written report but does provide the required assurance to enable the Board to be well informed.

Members deliberated the report noting the benefit of the in-year review of the Directions, proposing quarterly updates and more specifically aligning the detail with the required development of the IJBs Strategic Plan.

Malcolm Burr supported the views of colleagues in relation to the need for the IJB to have a well-developed Strategic Plan coming out of the Strategic Framework. The Strategic Plan has to take cognisance of workforce issues, national development and planning as well as what is needed by the public at large. However, it would be remiss of the Board to specify a model of care which neither partner body was able to deliver as a result of national issues or pressures.



Members reflected on all the reports on the agenda, commenting that the reports are acronym heavy and this impacts of Member's time in reading the reports and obtaining understanding as to the detail.

The Chair asked Officers to ensure that in future reports acronyms use is limited. The Chair reflecting on the points raised asked the Chief Officer if a development session could be undertaken to enable Members to obtain greater understanding of each of the service areas as detailed in the Directions. The Chief Officer agreed.

Decision: The Board formally approved the Directions.

Action: Each partner body will be written too, to formally advice on the explicit commissioning requirements which sets the formal contract between the IJB and the partner bodies.

Nick Fayers

Establish a development session to review each of the Directions in detail.

Nick Fayers

9.2 Strategic Framework – Consultation Update

9.2.1 Appendix 1 – IJB Flowchart

9.2.2 Appendix 2 – Public Engagement Report

Nick Fayers updated Members on the development of the Strategic Framework consultation process by taking Members through a power point presentation.

Mr. Fayers, reflecting on the comments of Members earlier in the agenda noted the need to ensure that the Strategic Plan is aligned with service need, the Scottish Government direction, workforce issues and the Directions to partner bodies, all brought together to deliver the services needed to the Islands population.

Members deliberated the reports, noting the following:

- From a governance process, the IJB were consulted with the draft Framework and approved it with a number of caveats but this is not reflected in the report. Members asked that the IJB involvement is added.
 - Mr. Fayers indicated that this can be added to the report
- Identification of the Chief Officer's views as to the key strategic issues which the IJB should be focussing on.
 - This could take place as part of the outcome actions
- Would be have been more productive to have a discussion on key drivers rather than Members being asked to read the paper and then ask questions.
 - This can be taken as part of the outcome actions



- It would be beneficial to have a detailed timeline, as to what happens next if the consultation process has finished and this is the final report.
 - Mr. Fayers remarked that the consultation process is finished and there is now a need to set out a series of actions to enable the Board to come to a conclusion on the development towards the Strategic Plan.
- The report does not allude to the number of people taking part in the consultation process or related percentages. Members asked that any update report should including the number of individual and organisations that took part in the consultation and if possible, their location on Islands? Percentage based on this information
 - Mr. Fayers will obtain this information and circulate.
- In reviewing the appendices, Members noted that from the responses there was a lack of clarity as to the purpose of the Framework and the responses were more about individual's experience of the current service delivery.

From the responses there is a gap between the aspirations of the Framework, people's understanding of the purpose of the Framework and people's actual lived experiences of care provision. Therefore unable to ascertain the benefit from the responses in relation to the Strategic Framework and its development of the Strategic Plan.

- Mr. Fayers noted the views remarking that the component parts to form the whole is about the Framework and its mission, to look beyond that of the annual cycle of commissioning and ascertain what is required. Obtaining views is a product of people's current experiences and what should be achieved to address this.

Malcolm Burr, expressed his thanks to the Chair for allowing him to provide advice on a number of issues. Upon reading the comments, Mr. Burr reflected on the issues but it does not reflect the reality on the ground as to what and how services are being delivered. He urged the need to ensure that in writing the Plan the Board needs to be clear as to what it can actually deliver or commission. In processing the comments how will this be done to achieve or identify what the next steps are.

Prof. Smith, considering the points raised by Mr. Burr, noted that if the synthesis of the evidence that is being presented, arising from that could be potential recommendations. Not disregarding the outcome, this will help to revise the Framework and develop the Strategic Plan based on evidence.



Mr. Fayers welcomed the views of colleagues and advised that the outcome of the consultation will be used to refine the Framework with the final version being presented to the Board in September. After that a scheduled development session will be used to advise Members on how the Framework will be aligned into the Directions.

The Chair thanked Mr. Fayers and colleagues for their in-depth review of the reports.

Decision: The Board formally noted the reports.

**Action: Present the final Strategic Framework including consultation data –
Sept'24**

Nick Fayers

9.3 Workforce Strategy

9.3.1 Appendix 1 – CnES Strategy

9.3.2 Appendix 2 – NHS Western Isles Strategy

Nick Fayers advised Board Members that the workforce is managed and employed by NHS Western Isles and Comhairle nan Eilean Siar alongside the Third Sector. Presented are the Workforce Strategies for both partner bodies for Members information.

The issue for all parties is:

- Growing its workforce from recruitment and retention.
- Continuous development of integration and the efficiencies which may come from greater integration
- Development of skills and knowledge

Prof. Smith asked enquired as to the purpose in having an IJB Strategy if it does not employ staff. Other Members noted the same view.

Mr. Fayers advised that it would not be a strategy but would be important in arriving at a commonality of core drivers to develop knowledge and skills in areas where integration is developing services or delivering services in a different way.

Malcolm Burr explained that there needs to be a realistic view on workforce across the Islands but there are similarities in both organisations but delivered separately. The IJB should be assured that the two partner bodies have a workforce strategy in place which recognises the needs of health and social care service delivery and that they are recruiting to the best of their abilities to deliver services appropriately and professionally.



The Chair thanked Mr. Fayers reflecting on the discussion noting that Mr. Fayers will produce an overarching report focusing on what the needs are of the IJB to ensure its strategic direction is able to be delivered by the relevant knowledgeable and well trained staff.

Decision: The Board formally noted the report.

Action: Production of an overarching report presented to the IJB Nick Fayers

10. BOARD GOVERNANCE

10.1 IJB Membership & Governance update June 2024

Michelle McPhail advised Members of the changes in Membership, specifically noting the changeover in Chair and Vice-Chair of the IJB and the IJB Audit & Risk Committee, as set out within The Public Bodies (Joint Working)(Scotland) Act 2014 and referred to within the Integration Scheme.

Noted within section 2.1 it states that the Chair of the IJB will be held by the NHS with Annetta Smith taking on the role of Chair and Julia Higginbottom taking on the role of Vice-Chair of the IJB Audit & Risk Committee.

It was noted that the Comhairle has yet to advise on their appointment to the IJB of Vice-Chair and the Chair of the Audit & Risk Committee. Mrs. McPhail indicated that she would advise the Board in due course as to the outcome.

The Chair thanked Mrs. McPhail for the update

Decision: The Board formally noted the report.

Action: Comhairle appointees will be circulated in due course.

Mr. Fayers wished to express his thanks to Cllr. Calum MacLean for the 2 years as Chair and his continued support to the IJB.

Cllr. MacLean expressed his thanks to Members and the Mr. Fayers for their patience in allowing him to learn and understand the working of the IJB and specifically the workings of the NHS.

It was also noted that Gillian McCannon will be taking on the role of proxy voting member for the NHS and Mr. Fayers thanked her for her support since her appointment in 2016.



Mrs. McCannon thanked Members for their support and wished the incoming Chair well in their endeavours.

Mr. Fayers wished to acknowledge and thank Cathie Anderson who as NHS Lead Community Nurse for her support and dedication to delivering community service. Cathie will be leaving at the end of the month and moving to the mainland.

11. EVALUATION

	YES	NO	COMMENTS
Were you satisfied with the content of the agenda?	✓		
Was there sufficient time to review the papers between receipt and the meeting date?	✓		
Were the agenda items placed in the correct order / prioritisation?	✓		
Was there sufficient time allocated to all agenda items?	✓		
Were the Executive Summaries an accurate reflection of the detailed papers?	✓		
Was there sufficient refreshment breaks		✓	
Are there any significant issues which should be escalated?		✓	
Did you consider that the Board / Committee discharged its duty in respect of <ul style="list-style-type: none"> • Proper scrutiny • Relevant questioning • Constructive challenging 	✓ ✓ ✓		
Do you have any suggestions for improvement or additional comments about this meeting?		✓	

12. DATE AND TIME OF NEXT MEETING

Location: Microsoft Teams

Time: 10.00am

Dates:

Meeting Date	Submission of Papers
22.02.24	12.02.24
28.03.24	18.02.24
27.06.24	17.06.24
19.09.24	09.09.24
30.09.24 Annual Accounts	Wk 23.09.24
21.11.24	11.11.24



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