

Integration Joint Board

Date of Meeting: 29 May 2024

Title of Report: Budget Planning Process and timeline

Presented by: Evan Beswick, Interim Chief Officer

The IJB is asked to:

- Approve the approach and timeline

1. EXECUTIVE SUMMARY

Following 2024-25 budget preparations the HSCP officers agreed with the Integration Joint Board to scope and deliver a budget preparation proposal for year 2025-26 based on the medium to high risk forecast for 2025-26 rather than wait for budget allocation. Priority is to ensure the delivery of safe and effective care in line with regulatory requirements and clinical standards and inclusive of our requirement to gain consent from the IJB and fulfil requirements for Equalities and engagement responsibilities.

2. RECOMMENDATIONS

Recommendation is to accept and endorse the process and timeline.

3. DETAIL OF REPORT

The senior leadership team conducted a short workshop session exploring the requirements of Budget Preparation for the year 2025-26 taking cognisance of the forecast financial position, reflecting on previous process and in the current operating context.

The team considered a operational process and timeline, enabling tools, a collective and consistent approach and responsibility, context roles and support.

Primary considerations are priorities for delivery that support core service delivery delivered in a safe and effective way that also supports staff. The proposal further noted consideration of risk, the importance of a collaborative approach and whole system risk and impacts, considering what is not working, whether a service is mature enough to move to an outcome based approach of delivery. We also considered what data would inform and support this and how that compares to the narrative provided by stakeholders.

Community engagement is key with service changes and types and levels of engagement based on types of proposals were reviewed.

Roles were outlined and that this was led strategically by budget holders in terms of setting the direction of travel against our strategic priorities but

offering a whole system approach in terms of delivery. Care impacts as identified by professional advisory remain a key factor in any change to service provision.

Members reviewed the process and the consultation and decision approach noting points of internal and external governance.

In the current budget climate extensive change resource is not available but consideration requires to be given to the facilitation of the volume of activity required. Different tools and resources were outlined.

The timeline was outlined and is provided below. This references already existing processes, infrastructure meeting e.g. budget meetings to minimise additional work. Specialist support such e.g. communications will be available on a planned basis to support specific attendance and input.

Action	Timeline
Scope and develop	current
Approve draft proposals	SLT 5 June 2024
First review IJB	Finance and Policy Committee 28 June
Second Review IJB	Finance and Policy Committee August 2024 (Workshop)
Full board review and consent to move to consultation	IJB Development 25 September 2024
Consultation period	September-January/February 2025
Budget Proposal IJB	26 March 2025

4. RELEVANT DATA AND INDICATOR

Performance a reporting data across the HSCP, performance against regulatory and clinical standards.

5. CONTRIBUTION TO STRATEGIC PRIORITIES

The presentation notes a potential review of year 3 strategic priorities and whether within current financial allocation these can be delivered or require review.

6. GOVERNANCE IMPLICATIONS

6.1 Financial Impact Delivery of safe care in line with regulatory and clinical standards remains the key priority but this requires to be planned within the forecast financial position and any potential impacts on capacity.

6.2 Staff Governance processes are in place.

6.3 Clinical and Care Governance requirements Clinical and care governance framework is in place.

7. PROFESSIONAL ADVISORY Professional advisory in place.

8. EQUALITY & DIVERSITY IMPLICATIONS

8.1 *Consideration during the process should be given as to how any decisions required impact on The Rights of the Child (UNCRC), Islands. Fairer Scotland, Socio-economic Duty, Equalities and protected characteristics, this will be informed through consultative process and subsequent EQSEIA's.*

9. GENERAL DATA PROTECTION PRINCIPLES COMPLIANCE

Applicable where required within scope.

10. RISK ASSESSMENT

10.1 *In scoping proposals a collaborative approach will be taken to ensure that there are no subsequent impacts across the system based on a change or that risk can be mitigated.*

10.2 *Further commentary should be scoped in terms of impact on any Strategic, Operational or Climate risk if required.*

11. PUBLIC & USER INVOLVEMENT & ENGAGEMENT

Proposals will be scoped for consultation with approval for proposals sought from the Integration Joint Board with subsequent consultation taking place between September – February. This will ensure a fully informed report and EQSEIA for the IJB prior to any budget decision making.

12. CONCLUSIONS

The recommendation is to approve and endorse the approach with a view to presenting to the Integration Joint Board for assurance.

It recognises the iterative process required within a whole system and collaborative approach minimising overall risk.

13. DIRECTIONS

Directions required to Council, NHS Board or both.	Directions to:	tick
	No Directions required	x
	Argyll & Bute Council	
	NHS Highland Health Board	
	Argyll & Bute Council and NHS Highland Health Board	

14. PREVIOUS REVIEW OF THE REPORT

Meeting	Title of report	Date	Output (if relevant)
Senior Leadership Team	Budget Planning Process and timeline	01/05/24	Agreed to proceed to IJB

REPORT AUTHOR AND CONTACT

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