

LEGAL AND DEMOCRATIC SERVICES

COMMITTEE DECISION SHEET

INTEGRATION JOINT BOARD - TUESDAY, 22 MAY 2018

Please let the Committee Officer know as soon as possible if you do not agree with any action proposed in this decision sheet. These are decisions of the Committee and there is an expectation that action will be taken. If for any reason it is apparent that you will not be able to act on these instructions in full or in part or that there will be a delay, please let the Committee Officer know as it may be necessary to advise the Committee or seek further instructions from the Committee.

	Item Title	Committee Decision	Services Required to take action	Officer to Action
1	<u>Welcome from the Chair</u>	<u>The Committee resolved:</u> To note the information provided.		
2	<u>Members are requested to intimate any declarations of interest</u>	<u>The Committee resolved:</u> To note that no declarations of interest were intimated by members for items on today's agenda.	Governance, ACC	I Robertson
3	<u>Members are requested to determine that any exempt business be considered with the press and public excluded</u>	<u>The Committee resolved:</u> To agree to consider items 18 (Skills Framework), 19 (Funding to a Voluntary organisation), 20 (Kingswells Care Home), 21 (Bon Accord Care Contract Review) and 22 (GMS Services to Torry Neighbourhood) with the press and public excluded.	Governance, ACC	I Robertson
4a	<u>Minute of Board Meeting - 27 March 2018</u>	<u>The Committee resolved:</u> To approve the minute as a correct record.	Governance, ACC	I Robertson
4b	<u>Matters Arising</u>	<u>The Committee resolved:</u>		

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		There were no matters arising.		
5a	<u>Minute of Special IJB Meeting - 10 April 2018</u>	<u>The Committee resolved:</u> To approve the minute as a correct record.	Governance, ACC	I Robertson
5b	<u>Matters Arising</u>	<u>The Committee resolved:</u> To note the information provided.		
6	<u>Draft Minute of Clinical and Care Governance Committee - 20 March 2018</u>	<u>The Committee resolved:</u> To note the draft minute.		
7	<u>Draft Minute of Audit and Performance Systems Committee - 10 April 2018</u>	<u>The Committee resolved:</u> To note the draft minute.		
8	<u>Business Statement</u>	<u>The Committee resolved:</u> (i) to agree to remove item 1 (Delegated Functions and Services) and item 4 (IJB Meetings) from the Statement; (ii) to note that a report on item 11 (Mental Health Commissioning) outlining the challenges relating to the re-provision of care, with particular focus on the housing element would be presented to the Board on 28 August 2018; and (iii) otherwise note the Business Statement.	Governance, ACC	I Robertson
9	<u>Review of Committee Terms of</u>	<u>The Committee resolved:</u>	Governance, ACC	I Robertson

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	<u>Reference</u>	<p>(i) to approve the revised Standing Orders and Committee Terms of Reference attached as Appendices A, B and C;</p> <p>(ii) to agree to review Committee Terms of Reference along with the wider IJB Scheme of Governance on an annual basis;</p> <p>(iii) to appoint Rhona Atkinson (Chair), Jonathan Passmore, Cllr Laing and Cllr Samarai onto the Audit and Performance Systems Committee; and</p> <p>(iv) to appoint Cllr Imrie (Chair), Cllr Duncan, Luan Grugeon and Dr Nick Fluck onto the Clinical and Care Governance Committee.</p>		
10	<u>Data Protection Officer</u>	<p>The Committee resolved: To approve the appointment of NHS Grampian's Information Governance Lead (Roohi Bains) as the Data Protection Officer for the Integration Joint Board and instruct the interim Chief Officer to make the necessary arrangements with NHS Grampian.</p>	Governance, ACC/interim Chief Officer	A Thomson/S Shaw
11	<u>Unaudited Annual Accounts</u>	<p>The Committee resolved: (i) to review the rationale outlined on page 82 of Appendix A for the slower than anticipated progress on delivery of the</p>	Chief Officer Finance	A Stephen

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		<p>transformation work; and</p> <p>(ii) otherwise note the Unaudited Accounts for 2017/18.</p>		
12	<u>Financial Monitoring</u>	<p>The Committee resolved:</p> <p>(i) to note this report in relation to the IJB budget and the information on areas of risk and management action that are contained herein;</p> <p>(ii) to approve the budget virements indicated in Appendix D; and</p> <p>(iii) to request that a report be presented to August's Board meeting on the delivery of mainstream services, with a focus on cost pressures, key actions for future improvement and delivery timescales. The report should pay particular attention to (1) prescribing, (2) hosted services and (3) out of area placements.</p>	<p>ACC/NHSG</p> <p>Chief Finance Officer</p>	<p>J Dickie/G Parkin</p> <p>A Stephen</p>
13	<u>Performance Monitoring</u>	<p>The Committee resolved:</p> <p>(i) to note the performance and progress of the partnership against the national and local performance indicators currently reported;</p> <p>(ii) to note the planned development work on performance reporting;</p> <p>(iii) to request the interim Chief Officer to explore the possibility of sharing data that was locally produced by Community Planning Aberdeen's (CPA)</p>	<p>NHSG/ACHSCP</p> <p>interim Chief Officer</p>	<p>J Evans/A MacLeod</p> <p>S Shaw</p>

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		<p>Local Outcome Improvement Groups and Locality Partnerships; and</p> <p>(iv) to request the interim Chief Officer to raise concern at the next meeting of the Chief Officers Group with regards to the representativeness and robustness of data derived from bi-annual surveys which were used to populate national integration indicators N1 to N9 and discuss whether an approach should be made to Scottish Government to propose alternative measures or methodologies.</p>	interim Chief Officer	S Shaw
14	<u>Strategic Plan Review Timeline</u>	<p><u>The Committee resolved:</u></p> <p>(i) to note the proposed developmental timeline for the Strategic Plan 2019-2022;</p> <p>(ii) to request a workshop session on 28 August 2018 on strategic planning, and to invite the Community Planning Manager and other community planning partners to this session;</p> <p>(iii) to request strong alignment of engagement and participation activities between ACHSCP and CPA during the review of the IJB Strategic Plan;</p> <p>(iv) to agree that an initial draft of the Strategic Plan be presented to the IJB at its scheduled meeting in October 2018;</p>	<p>ACHSCP</p> <p>ACHSCP</p> <p>ACHSCP</p>	<p>S Gibbon</p> <p>K Toshney</p> <p>K Toshney</p>

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		<p>(v) to instruct the interim Chief Officer to present an initial draft of the Strategic Plan to both the CPA Management Group and CPA Board for consultation; and</p> <p>(vi) to agree that a 'Consultation' draft of the Strategic Plan be presented to the IJB at its scheduled meeting in December 2018.</p>	<p>interim Chief Officer</p> <p>ACHSCP</p>	<p>S Shaw</p> <p>K Toshney</p>
15	<u>Carers Strategy - Eligibility Criteria and Funding Allocation Process</u>	<p><u>The Committee resolved:</u></p> <p>(i) to approve the Eligibility Criteria for Carers; and</p> <p>(ii) to approve the Managing Carer Implementation Funding process.</p>	ACHSCP	A MacLeod
16	<u>Primary Care Improvement Plan</u>	<p><u>The Committee resolved:</u></p> <p>(i) to note the progress towards developing the City's Primary Care Improvement Plan;</p> <p>(ii) to request the Lead Transformation Manager to circulate an initial draft of the Primary Care Improvement Plan to members by email;</p> <p>(iii) to instruct the interim Chief Officer to contact the Scottish Government to explore if there is any flexibility on the Plan's submission date;</p> <p>(iv) in the event that there is no scope for flexibility as outlined in (ii), to instruct</p>	<p>ACHSCP</p> <p>ACHSCP</p> <p>interim Chief Officer</p> <p>Governance, ACC</p>	<p>G Woodcock</p> <p>G Woodcock</p> <p>S Shaw</p> <p>I Robertson</p>

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		<p>the Clerk to arrange a Special IJB meeting on 12 June 2018 to formally approve the Plan before submission to the Scottish Government;</p> <p>(v) to request the Clinical Director to explore whether the GP Sub Group could move their approval meeting for the Plan prior to 12 June 2018; and</p> <p>(vi) to request the interim Chief Officer to raise concern at the next meeting of the Chief Officers Group with regards to the short timescales for consulting on, approving and submitting a statutory plan.</p>	<p>Clinical Director</p> <p>interim Chief Officer</p>	<p>S Lynch</p> <p>S Shaw</p>
17	<u>Primary Care Premises Plan</u>	<p><u>The Committee resolved:</u></p> <p>(i) to approve the updated list of Aberdeen City Primary Care Priorities 2018 – 2019;</p> <p>(ii) to note that the priorities are in line with the Aberdeen City Health & Social Care Partnership Strategic Plan 2016 – 2019 and current service priorities identified;</p> <p>(iii) to instruct officers to submit the Aberdeen City Primary Care Premises Plan annual update 2018 – 2019 to NHS Grampian and the Scottish Government; and</p>	ACHSCP	T Waugh

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		(iv) to request a workshop session focussing on process and sequencing of consultation and approval by ACC, NHSG and the IJB for capital investments.	ACHSCP	S Gibbon
18	<u>Skills Framework</u>	<p><u>The Committee resolved:</u></p> <p>(i) to approve the implementation of the recommendation of the tender evaluation panel;</p> <p>(ii) to make the Direction attached at Appendix 3 and instruct the interim Chief Officer to issue the Direction to Aberdeen City Council; and</p> <p>(iii) to instruct the interim Chief Officer to report back with the outcome of the local negotiations and a proposed way forward beyond the interim period to take account of the Strategic Commissioning Plan and the need to commission on the basis of outcome delivery.</p>	<p>CPS</p> <p>Interim Chief Officer</p> <p>Interim Chief Officer</p>	<p>J Stewart-Coxon</p> <p>S Shaw</p> <p>S Shaw</p>
19	<u>Funding to a Voluntary Organisation</u>	<p><u>The Committee resolved:</u></p> <p>(i) to make the Direction, as at Appendix A and instruct the interim Chief Officer to issue the direction to Aberdeen City</p>	ACHSCP/interim Chief Officer	A MacLeod/S Shaw

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		Council; and (ii) to approve the allocation of resource to explore enhanced integrated working.		
20	<u>Kingswells Care Home</u>	<u>The Committee resolved:</u> To approve the revised recommendations within the exempt report.	NHSG/ interim Chief Officer	K Dunn/S Shaw
21	<u>Bon Accord Care Contract Review</u>	<u>The Committee resolved:</u> To approve the revised recommendations within the exempt report.	interim Chief Officer	S Shaw
22	<u>GMS Services to Torry Neighbourhood</u>	<u>The Committee resolved:</u> To approve the recommendations within the exempt report.	ACHSCP/ interim Chief Officer	E King/S Downie/S Shaw

If you require any further information about this decision sheet, please contact Iain Robertson, 01224 522869 or iairobertson@aberdeencity.gov.uk