

BOARD DECISION SHEET

Please let the Clerk know as soon as possible if you do not agree with any action proposed in this decision sheet. These are decisions of the Board 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 Clerk know as it may be necessary to advise the Board or seek further instructions from the Board.

INTEGRATION JOINT BOARD - TUESDAY, 19 NOVEMBER 2019

	Item Title	Board Decision	Required to take action	Officer to Action
2	<p><u>Members are requested to intimate any declarations of interest</u></p>	<p><u>The Board resolved:-</u> to note the following declarations;</p> <p>(i) John Tomlinson made a declaration of interest in respect of Agenda Item 19 , (2020/2021 Annual Procurement Work Plan), specifically pages 254-256, and intended to remain.</p> <p>(ii) Maggie Hepburn made a declaration of interest in respect of Agenda Item 20 (Grant to Voluntary Organisation) and intended to withdraw.</p> <p>(iii) Councillor Duncan, the Chair, made a declaration of interest in respect of Supplementary Agenda Item 10.1 and intended to withdraw.</p>	Governance - ACC	Derek Jamieson
3	<p><u>Members are requested to determine that any exempt business be considered with the press and public excluded</u></p> <p>Items 16 to 20 are included for such consideration</p>	<p><u>The Board resolved:-</u> to note that the following Agenda Items would be considered in private.</p> <p>(i) Item 16 – Aberdeen City Health and Social Care Partnership (ACHSCP) Strategic Commissioning Activity Plan 2019 – 2022</p> <p>(ii) Item 17 – Review of commissioned Day Care – an update</p> <p>(iii) Item 18 – Supplementary Procurement Work Plan (2019/20)</p>	Governance - ACC	Derek Jamieson

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		(iv) Item 19 – 2020/21 Annual Procurement Work Plan (v) Item 20 - Grant to Voluntary Organisation		
4	<u>Minute of Board Meeting of 3 September 2019</u>	<u>The Board resolved:-</u> (i) to note that the Declaration of Interest by Kenneth Simpson at 1(v) on page 2 of the Minute should state <i>'by virtue that VSA provide one of the services however he did not consider that the nature of his interest required him to withdraw from the meeting during consideration of the item'</i> , and (ii) to note that the Declaration of Interest by Kenneth Simpson prior to Item 9 (transformation Report) on page 6 of the Minute should state <i>'by virtue that ACVO provide one of the services however he did not consider that the nature of his interest required him to withdraw from the meeting during consideration of the item.'</i> And (iii) to otherwise approve the minute as a true record.	Governance - ACC	Derek Jamieson
5	<u>Minute of Audit and Performance Systems Committee of 20 August 2019</u>	<u>The Board resolved:-</u> to note the minute.	Governance - ACC	Derek Jamieson
6	<u>Draft Minute of Audit and Performance Systems Committee of 29 October 2019</u>	<u>The Board resolved:-</u> to note the minute.	Governance - ACC	Derek Jamieson
7	<u>Draft Minute of Clinical and Care Governance Committee of 13 August 2019</u>	<u>The Board resolved:-</u> to note the minute.	Governance - ACC	Derek Jamieson

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8	<u>Business Planner</u>	<p><u>The Board resolved:-</u></p> <p>(i) to note presentation of the reports on this Agenda,</p> <p>(ii) to delay presentation of Item 16 (Chief Social Worker Officer's Report), Item 17 (NHS Grampian Services which are hosted in Aberdeen City, Aberdeenshire and Moray Integration Joint Boards), Item 18 (Consultation Protocol with Trade Unions), Item 19 (Fast Track Cities Initiative) and Item 20 (Countesswells) until the meeting on 21 January 2020 ,</p> <p>(iii) to delay presentation of Item 22 (Transformation Decisions Required) until the meeting on 24 March 2020</p>	Governance - ACC	Derek Jamieson
9	<u>Chief Officer's Update</u>	<p><u>The Board resolved:-</u></p> <p>(i) to agree to invite representatives of the Health and Transport Action Plan (HTAP) Steering Group to a future meeting of the IJB when the outcomes of the Day Care Review are available as well as receiving the Group's Annual Report for consideration, as detailed in the report and Appendix B to the report; and</p> <p>(ii) otherwise note the content of the report.</p>	Chief Officer - ACHSCP	Sandra Ross
10	<u>IJB Scheme of Governance - Annual Review</u>	<p><u>The Board resolved:-</u></p> <p>(i) to approve the name change of the Audit and Performance Systems Committee to Risk, Audit and Performance Committee,</p> <p>(ii) to approve the revised Audit and Performance Committee Terms of Reference, as outlined in Appendix A and as discussed,</p>	Governance - ACC	Derek Jamieson Kundai Sinclair

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		<ul style="list-style-type: none"> (iii) to approve the revised Clinical and Care Governance Committee Terms of Reference, as outlined in Appendix B, (iv) to approve the revised Roles and Responsibilities Protocol, as outlined in Appendix C, (v) to approve the revised Standing Orders, as outlined in Appendix D, and as discussed (vi) to note that Aberdeen City Council is currently reviewing its Scheme of Governance. A report on this will be submitted to Council in March 2020. Council Officers will evaluate these changes and inform the IJB of any changes that will impact the business of the ACHSCP or the IJB and its sub-committees. This update will be brought to the IJB meeting immediately following the March 2020 Council meeting. 		
11	<u>Training and Development Proposal - December 2019</u>	<p><u>The Vice-Chair resolved:-</u> to accept and introduce Item 10.1 as a late and urgent item of business.</p> <p><u>The Board resolved:-</u></p> <ul style="list-style-type: none"> (i) to approve the travel and attendance of a member of the IJB at the forthcoming national Health and Social Care Scotland Conference on Wednesday 4th December 2019, and (ii) to nominate the Chair to attend and represent this IJB, and (iii) to instruct the Chief Finance Officer to work together with Aberdeen City Council (ACC) Governance to develop a training approval 	<p>Governance – ACC</p> <p>Chief Finance Officer – ACHSCP Governance - ACC</p>	<p>Derek Jamieson</p> <p>Alex Stephen Kundai Sinclair</p>

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		plan to include justification and upper cost levels.		
12	<u>2020/2021 Proposed Meeting Dates</u>	<p><u>The Board resolved:-</u></p> <p>(i) to approve the meeting schedule for 2020-2021;</p> <p>(ii) to note that the Provisional Budget Meeting intended for 11 February 2020 will revert to a regular meeting,</p> <p>(iii) to note the stand-alone developmental workshop schedule for 2020-2021, and</p> <p>(iv) to instruct the Chief Officer to publish the meeting schedule on the Aberdeen City Health and Social Care Partnership (ACHSCP) and Aberdeen City Council (ACC) websites.</p>	<p>Governance – ACC</p> <p>Chief Officer – AHSCP</p> <p>Support - ACHSCP</p>	<p>Derek Jamieson</p> <p>Sandra Ross</p> <p>Grace Milne</p>
13	<u>Local Survey</u>	<p><u>The Board resolved:-</u></p> <p>(i) to note the results of the Local Survey,</p> <p>(ii) to note the comparison between the local and national survey results in relation to national indicators 1 through 9,</p> <p>(iii) to note that the independent company is commissioned to repeat the local survey in three years' time,</p> <p>(iv) to instruct the Chief Officer to bring forward a report cross referencing the key findings of the local survey with existing areas of improvement activity and identifying any further initiatives required to the February meeting of the Audit and Performance Systems committee, and</p> <p>(v) to instruct the Chief Officer to bring forward a further report following publication of the results of the current national survey which are expected in April</p>	<p>Chief Officer – ACHSCP</p> <p>Strategic Lead - ACHSCP</p>	<p>Sandra Ross</p> <p>Alison MacLeod</p>

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		2020 along with details of actions undertaken to address those areas of the survey which would benefit from improvement. This report will come to the June meeting of the IJB.		
14	<u>Localities</u>	<p><u>The Board resolved:-</u></p> <p>(i) to approve the re-alignment and refresh of the existing four Locality Leadership Groups to three Locality Empowerment Groups focussed on community empowerment and aligned to each of the IJB localities,</p> <p>(ii) to instruct the Chief Officer to work with the members of the Locality Empowerment Groups to build their capability to help co-design the reshaping of community services delivered by the partnership,</p> <p>(iii) to note the plans of the Chief Officer to build the capability and capacity of staff within the partnership to work collaboratively with local communities in the reshaping of community services,</p> <p>(iv) to agree that we will use terminology of localities to describe large geographical areas and neighbourhoods to describe more natural communities within these boundaries,</p> <p>(v) to instruct the Chief Officer, to report within Chief Officer's Updates to IJB on the progress towards integrated locality working,</p> <p>(vi) to instruct the Chief Officer, to report back on the progress towards integrated locality working, on 1 December 2020,</p> <p>(vii) to instruct the Chief Officer to arrange a workshop on the topic for IJB members</p>	<p>Chief Officer – ACHSCP</p> <p>Transformation Lead - ACHSCP</p>	<p>Sandra Ross</p> <p>Gail Woodcock</p>
15	<u>Finance Update as at end August 2019</u>	<u>The Board resolved:-</u>		

	Item Title	Board Decision	Required to take action	Officer to Action
		<ul style="list-style-type: none"> (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, (ii) to approve the budget virements indicated in Appendix E, (iii) to note the recovery plan highlighted in paragraph 3.3. 	Chief Finance Officer – ACHSCP	Alex Stephen
16	<u>Performance Dashboard</u>	<p><u>The Board resolved:-</u></p> <ul style="list-style-type: none"> (i) to review the draft Performance Dashboard and note future planned Developments, (ii) to agree the revised proposal in relation to performance reporting Arrangements, (iii) to agree the scheduling of a development session to determine the most effective way to use the Performance Dashboard at IJB and committee level. 	Chief Officer – ACHSCP Strategic Lead - ACHSCP	Sandra Ross Alison MacLeod
17	<u>Aberdeen City Health and Social Care Partnership (ACHSCP) Strategic Commissioning Activity Plan 2019 – 2020</u>	<p><u>The Board resolved:-</u></p> <ul style="list-style-type: none"> (i) to approve the plan, and instruct the Chief Officer to provide an annual report against the proposed activity 	Chief Officer – ACHSCP Commissioning Lead - ACHSCP	Sandra Ross Anne McKenzie
18	<u>Review of commissioned Day Care Services - an update</u>	<p><u>The Board resolved:-</u></p> <ul style="list-style-type: none"> (i) to note progress made with the review, and that a final recommendation will be made to the IJB in March 2020. 	Chief Officer – ACHSCP Commissioning Lead - ACHSCP	Sandra Ross Anne McKenzie
19	<u>Supplementary Procurement Work Plan (2019/20)</u>	<p><u>The Board resolved:-</u></p> <ul style="list-style-type: none"> (i) to approve the expenditure for social care services as set out in the supplementary work plan at Appendix A, (ii) to approve the award or extension of contracts as set out in the procurement 	Chief Officer – ACHSCP Strategic Procurement	Sandra Ross Jean Stewart-Coxon

	Item Title	Board Decision	Required to take action	Officer to Action
		<p>business cases HSCP023 and HSPC024, at Appendix B,</p> <p>(iii) to make the Direction, as attached at Appendix C, and instructs the Chief Officer to issue the Direction to Aberdeen City Council.</p>	Manager	
20	<u>2020/21 Annual Procurement Work Plan</u>	<p><u>The Board resolved:-</u></p> <p>(i) to approve the expenditure for social care services as set out in the supplementary work plan at Appendix A,</p> <p>(ii) to approve the award or extension of contracts as set out in the procurement business cases 2020-21-001 to 2020-21-010, at Appendix B,</p> <p>(iii) to make the Direction, as attached at Appendix C, and instructs the Chief Officer to issue the Direction to Aberdeen City Council.</p>	<p>Chief Officer – ACHSCP</p> <p>Strategic Procurement Manager</p>	<p>Sandra Ross</p> <p>Jean Stewart-Coxon</p>
21	<u>Grant to Voluntary Organisation</u>	<p><u>The Board resolved:-</u></p> <p>(i) to approve the expenditure of up to £276,000 (for a total of three years) to provide grant funding to ACVO,</p> <p>(ii) to make the direction as attached at appendix A, with amendment of the end date to 31st December 2022, and instructs the Chief Officer to issue a direction to ACC to procure the service provided by ACVO,</p> <p>(iii) to note the key focus of attention expected by ACVO during this time, and the opportunities that this offers to the AHSCP strategic aims, and transformational activity.</p>	<p>Chief Officer – ACHSCP</p> <p>Commissioning Lead - ACHSCP</p>	<p>Sandra Ross</p> <p>Anne McKenzie</p>

Should you require any further information about this agenda, please contact Derek Jamieson, tel 01224 523057 or email derjamieson@aberdeencity.gov.uk