



ABERDEEN, 21 January 2020. Minute of Meeting of the INTEGRATION JOINT BOARD.

Present:- Councillor Sarah Duncan, Chair; Luan Grugeon, Vice Chair; and Cllr Gill Al-Samarai, Councillor Philip Bell, Kim Cruttenden, Councillor Lesley Dunbar, Alan Gray, John Tomlinson, Mike Adams, Jim Currie, Caroline Howarth, Heather MacRae, Maggie Hepburn, Graeme Simpson, Sandra MacLeod and Alex Stephen.

Apologies:- Dr Howard Gemmell, Chris Littlejohn, Dr Malcolm Metcalfe, Gill Moffat and Faith-Jason Robertson-Foy

## **DECLARATIONS OF INTEREST**

1. Councillor Al-Samarai declared an interest in Item 10 - Update on the Alcohol and Drug Partnership Delivery Plan and Investment – by virtue of her membership of the Adult and Drug Partnership, but had considered her interest and did not intend to withdraw from the meeting.

Luan Grugeon also declared an interest in Item 10 by virtue of her membership as a volunteer of Aberdeen in Recovery, but had considered her interest and did not intend to withdraw from the meeting.

The Chair declared an interest in Item 9 - Engagement and Consultation Protocol with Trade Unions - by virtue of her position as an employee of UNISON and having considered her interest intended to withdraw from the meeting. During that time the Vice Chair would Chair the meeting.

## **EXEMPT BUSINESS**

2. The Board agreed that Item 12 (Learning Disabilities Service Work with Meridian) would be heard in private.

## **MINUTE OF PREVIOUS BOARD MEETING - 19 NOVEMBER 2019**

3. The Board had before it the Draft Minute of the Board Meeting of 19 November 2019.

With reference to Article 3 of the minute, the Board was advised that the timeframe by which a training approval plan was to be returned to the Board had been omitted from the minute.

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With reference to Article 9 of the minute, the date incorrectly stated 12 February 2020 when it should be 11 February 2020.

The Board heard that following the nature and volume of discussions that took place during Item 11 - Integration Joint Board Scheme of Governance - Annual Review - HSCP.19.070, there had been an expectation that those discussions would have been captured within the minute.

The Board further heard that the decision recorded at (ii) - to approve the revised Audit and Performance Committee Terms of Reference, as outlined in Appendix A and as discussed – was insufficiently detailed to advise of the changes sought following those discussions.

The Chair advised that it was not normal to capture such discussion or debate which took place especially as the changes sought were quite extensive. In respect of the recorded decision, any amendments would be reflected in the final document.

**The Board resolved :-**

- (i) to amend Article 3 at 3 (iii) to include ‘and report to the IJB meeting on 25 June 2020.’
- (ii) to amend Article 9 to read, ‘The Board heard that the meeting on 11 February 2020 would now revert to a normal business meeting and not the intended Budget Meeting.’
- (iii) to amend Article 11 to insert after the recommendations, ‘The Board engaged in lengthy and robust discussion during which changes to the Scheme of Governance were identified.’
- (iv) that a track changes document capturing the required amendments be made publicly available on the appropriate websites, and
- (v) to otherwise approve the minute as a true record of the meeting.

**DRAFT MINUTE OF CLINICAL AND CARE GOVERNANCE COMMITTEE - 17 NOVEMBER 2019**

4. The Board had before it the Draft Minute of the Clinical and Care Governance Committee Meeting of 17 November 2019.

**The Board resolved :-**

to note the contents of the minute.

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**BUSINESS PLANNER**

5. The Board had before it the Business Planner.

**The Board resolved :-**

to note the Business Planner.

**CHIEF OFFICER'S REPORT - HSCP.19.085**

6. The Board had before it a report from the Chief Officer, Aberdeen City Health and Social Care Partnership (ACHSCP).

**The report recommended : -**

that the Board note the content of the report.

The Board heard a summary of the report which included an update that the positive work of the Partnership had been acknowledged elsewhere including at a recent Scottish Government meeting.

The Board indicated that they were content on this mode of presenting the Chief Officer's report.

**The Board resolved :-**

(i) to approve the recommendations, and

(ii) to direct the Chief Officer to arrange circulation of a recent Scottish Parliament Health Meeting.

**CHIEF SOCIAL WORK OFFICER'S ANNUAL REPORT - HSCP.19.088**

7. The Board had before it a report from the Chief Officer – Integrated Children's and Family Services which presented the Chief Social Work Officer's Annual Report.

**The report recommended : -**

that the Board note the content of the Annual Report, as attached at Appendix A.

The Board heard that whilst the report could not cover every aspect of social work activity it delivered a good understanding of principle activities. The Board also heard of the strong working relationship with the Lead Social Worker, Aberdeen City Health and Social Care Partnership (ACHSCP).

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The Board queried the volume of unmet demand in respect of provision of care at home and asked what the percentage of decrease in demand was. The Chief Officer – Integrated Children’s and Family Services undertook to provide an update to the query.

**The Board resolved :-**

- (i) to approve the recommendations, and
- (ii) to note that an update on unmet demand would be circulated by the Chief Officer – Integrated Children’s and Family Services

### **FAST TRACK CITIES - HSCP.19.081**

8. The Board had before it a report from the Chief Officer, ACHSCP which presented a Draft Action Plan to achieve the identified 2030 goals.

**The report recommended :-**

that the Board –

- (a) note the ongoing cross partner work to progress towards the long-term goals of achieving zero new HIV transmissions, zero HIV related deaths and zero HIV related stigma by 2030, and
- (b) endorse the draft action plan, noting this is a live working document, and instruct the Chief Officer to provide an update on progress in January 2021.

**The Board resolved :-**

to approve the recommendations

### **ENGAGEMENT AND CONSULTATION PROTOCOL WITH TRADE UNIONS - HSCP.19089**

9. The Board had before it a report from the Chief Officer, ACHSCP which presented the manner in which they wished to engage, consult with and meaningfully involve Staff, Trade Unions, Professional Organisations, and Staff Partnership representatives in the work of the IJB.

**The report recommended :-**

that the Board endorses the proposed principle of how it engages, consults with and involves Staff, Trade Unions, Staff Partnership and Professional Organisation Representatives.

**The Board resolved :-**

to approve the recommendations

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**With reference to Article 2 of the minute, Councillor Duncan withdrew from the meeting prior to discussion of the following item, at which juncture the Vice Chair took the Chair.**

**UPDATE ON THE ALCOHOL AND DRUG PARTNERSHIP DELIVERY PLAN AND INVESTMENT - HSCP.19.087**

**10.** The Board had before it a report from the Chief Officer, ACHSCP which provided an update on the progress in taking forward the Alcohol and Drug Partnership delivery plan and investments, as agreed at the IJB meeting of 11 December 2018.

**The report recommended :-**

that the Board -

- (a) note this report and continue to support and monitor progress, and
- (b) endorse the action to undertake a whole system approach to alcohol and drug issues across the Aberdeen City Health and Social Care Partnership (ACHSCP) and in conjunction with Aberdeen City Council (ACC) and NHS Grampian (NHSG).

The Board heard a summary of the report which included reference to the creation of a Tasking and Coordinating Group (TCG) to assist expedite the delivery of identified actions which included the requirement to spend identified and time limited funding.

**The Board resolved :-**

- (i) to approve the recommendations,
- (ii) to note the creation of a Tasking and Coordinating Group (TCG) to expedite the required spending, and
- (iii) to instruct the Chief Officer to report on the status of the TCG activities to IJB on 8 September 2020.

**STRATEGIC RISK - HSCP 19.086**

**11.** The Board had before it a report from the Chief Officer, ACHSCP which presented the latest version of the ACHSCP Risk Appetite Statement and Strategic Risk Register, as reviewed by the Board at its workshop on 19 November 2019.

**The report recommended :-**

that the Board –

- (a) approve the revised Risk Appetite Statement, as detailed in Appendix A to the report;
- (b) approve the revised Strategic Risk Register in Appendix B to the report; and
- (c) agree that Strategic Risk 9 (Workforce) form the basis of the IJB Workshop on Workforce on 11 February 2020.

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The Board heard a summary of the report and were advised that the majority of the Risk Owners were present to assist with any questions.

The Board discussed Risk 1 and reference to 'provider of last which generated a volume of discussion.

The Board also heard that there had been much benefit in previous workshop sessions around 'Risk'.

### **The Board resolved :-**

- (i) to approve recommendations (a) and (c), and
- (ii) to note recommendation (b) and instruct the Chief Officer to obtain legal direction to revisit Risk 1 specifically in regards to 'Provider of Last Resort' and to report to the Board on 11 February 2020.

### **LEARNING DISABILITIES SERVICE WORK WITH MERIDIAN - HSCP.19.090**

**12.** The Board had before it a report from the Chief Officer, ACHSCP which presented an update which the Board had requested.

### **The report recommended :-**

that the Board –

- (a) note the contents of the report,
- (b) note the current Project Action Plan and implementation progress,
- (c) note ongoing staff and staff side / staff partnership involvement,
- (d) support the ongoing work and creation of an Action Plan for 2020/21, and
- (e) consider and support the LD leadership team offer to share learning and experience with other service areas.

### **The Board resolved :-**

- (i) to approve recommendations (a) to (c) and (e), and
- (ii) to endorse the ongoing work and creation of an Action Plan for 2020/21.

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