

## 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, 8 SEPTEMBER 2020

	Item Title	Board Decision	Required to take action	Officer to Action
2	<u>Declarations of Interest</u>	Luan Grugeon declared her interest in Article 12 - Alcohol and Drug Partnership (ADP) Annual Report - HSCP.20.038 in her role as a Trustee of Aberdeen in Recovery and indicated she would not exclude herself.		
3	<u>Determination of Exempt Business</u>	There was no exempt business.		
4	<u>Draft Minute of Board Meeting of 11 August 2020 (by Additional Circulation)</u>	to approve the minute as a correct record.		
5	<u>Draft Minute of Risk, Audit and Performance Systems Committee of 26 August 2020 (by Additional Circulation)</u>	to note the minute.		
6	<u>Draft Minute of Clinical and Care Governance Committee of 28 July 2020</u>	to note the minute.		
7	<u>Business Planner</u>	to note the planner		

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8	<b><u>Chief Officer's Report - HSCP.20.031</u></b>	(i) to note the content of the report, (ii) to instruct the Chief Officer, ACHSCP to provide an update on the NHSG Winter Plan to the Board on 23 March 2021.	Chief Officer, ACHSCP	Chief Officer, ACHSCP
9	<b><u>Board Development and Governance Contingency Plan - HSCP20.032</u></b>	(i) to approve the outline Development Plan for IJB Board Members as appended to this report; and (ii) to approve the proposals to ensure continuity of governance matters if there is a requirement to revert to earlier Phases of the Scottish Government's Route Map for Covid-19, as detailed in the report.		
10	<b><u>Integration Joint Board Draft Records Management Plan - HSCP20.033</u></b>	(i) to approve in principle, the draft IJB Records Management Plan and associated documents outlined in Appendices A to E to this report; (ii) to instruct the Chief Officer, ACHSCP to finalise the Plan and documents following the meeting of Aberdeen City Council's Information Governance Group on the 14 <sup>th</sup> of September, 2020; and (iii) to agree to forward the Plan and documents to the National Records of Scotland by the required deadline of 31 <sup>st</sup> October 2020.	Chief Officer, ACHSCP	Business Lead, ACHSCP
11	<b><u>Annual Performance Report - HSCP.20.034</u></b>	(i) to approve the Annual Performance Report 2019-20, (ii) to agree that the Annual Performance Report 2019-20 should be published on the partnership's website, (iii) to instruct the Chief Officer to present the approved Annual Performance Report to both Aberdeen City Council and NHS Grampian; (iv) to instruct the Chief Officer to bring forward an Appendix to the Annual Performance Report containing benchmarked data on the national and MSG performance indicators when these are available to the October meeting of the IJB, and	Chief Officer, ACHSCP	Lead Strategy and Performance Manager

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		(v) to republish the amended Annual Performance Report once so updated.		
12	<b><u>Alcohol and Drug Partnership (ADP) Annual Report - HSCP.20.038</u></b>	(i) to note the progress of the ADP in delivering its stated remit and objectives, (ii) to hold a workshop about drugs and alcohol issues in the City and the work of the ADP, (iii) to instruct the Chief Officer, ACHSCP to present a Governance overview of ADP to include an organisational chart, partnership working and decision flows to a future meeting; and (iv) to instruct the Chief Officer, ACHSCP to present a report on redistribution of funding aligned to ADP approved workstreams to the Risk, Audit and Performance Committee on 3 November 2020	Chief Officer, ACHSCP	ADP Lead
13	<b><u>Progress Update on Ministerial Steering Group (MSG) Self Evaluation Action Plan - HSCP.20.035</u></b>	to approve delivery of the actions within the MSG Self Evaluation Action Plan.		
14	<b><u>Immunisations - HSCP.20.037</u></b>	(i) to note the update on immunisation delivery in Aberdeen as set out in this report, (ii) to request an update report to be brought back to IJB following on from this years flu programme, and (iii) to instruct the Chief Officer, ACHSCP to present an Evaluation and Lessons Learned report to the Board on 25 May 2021.	Chief Officer, ACHSCP	Transformation Lead

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