



ABERDEEN, 10 March 2022. Minute of Meeting of the INTEGRATION JOINT BOARD.

Present:- Luan Grugeon, Chair; Councillor Lesley Dunbar, Vice Chair; and Councillor Philip Bell, Councillor John Cooke, Kim Cruttenden, Alan Gray, Councillor Sandra Macdonald, John Tomlinson, Mike Adams, Jim Currie, Maggie Hepburn, Shona McFarlane, Alison Murray, Graeme Simpson and Alex Stephen.

Also in attendance:- Martin Allan, Kay Diack, Susie Downie (from Item 5.1), Stella Evans, John Forsyth, Debbie Grant, Alison MacLeod, Fiona Mitchelhill (from Item 5.1), Lynn Morrison (from Item 4.5), Amy Richert, Amanda Reid, Sandy Reid, Angela Scott, Neil Stephenson (from Item 5.1), and Claire Wilson.

Apologies:- Alan Chalmers, Jenny Gibb, Dr Caroline Howarth, Sandra MacLeod and Dr Malcolm Metcalfe.

The agenda and reports associated with this minute can be found [here](#).

**Please note that if any changes are made to this minute at the point of approval, these will be outlined in the subsequent minute and this document will not be retrospectively altered.**

## **WELCOME FROM THE CHAIR**

1. The Chair welcomed everyone to the meeting.

The Chair acknowledged that the meeting might be the last IJB for a number of people including Councillors Lesley Dunbar and Bell, and Alan Gray, and wished to thank everyone for being the 'critical friend' to the Executive Team, ensuring they scrutinised and challenged plans and managed to make brave decisions which had helped improve the Aberdeen Health and Social Care Partnership respond to multiple challenges over the last two years. The Chair noted areas where they could look back at what had been achieved. She expressed particular thanks to Councillor Lesley Dunbar for her significant contribution as Vice Chair of the IJB.

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

to thank Councillors Lesley Dunbar and Bell, and Alan Gray for their contributions and support during their time as Board members.

## **DECLARATIONS OF INTEREST AND TRANSPARENCY STATEMENTS**

2. There were no declarations or transparency statements.

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**DETERMINATION OF EXEMPT BUSINESS**

3. The Chair indicated that items 6.1 Grant Funding to Counselling Services - HSCP.22.007 and 6.2 Annual Procurement Workplan 2022/2023 - Exempt Appendices, contained exempt information and therefore it was recommended that they be considered in private.

**The Board resolved:-**

in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, to exclude the press and public from the meeting during consideration of items 6.1 and 6.2 on the agenda so as to avoid disclosure of exempt information of the class described in paragraphs 6 and 9 of Schedule 7(A) of the Act.

**OPENING DOORS - VIDEO PRESENTATION**

4. The Board received a video presentation entitled Opening Doors: Trauma Informed Practice for the Workforce.

**The Board resolved:-**

- (i) to note that the Chair would investigate training on the topic for members; and
- (ii) to otherwise note the video.

**MINUTE OF BOARD MEETING OF 15 DECEMBER 2021**

5. The Board had before it the minute of its meeting of 15 December 2021.

**The Board resolved:-**

to approve the minute as a correct record.

**DRAFT MINUTE OF CLINICAL AND CARE GOVERNANCE COMMITTEE OF 22 FEBRUARY 2022**

6. The Board had before it for information, the draft Minute of the Clinical and Care Governance Committee of 22 February 2022.

**The Board resolved:-**

to note the minute.

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### BUSINESS PLANNER

7. The Board had before it the Business Planner which was presented by the Chief Finance Officer who advised Members of the updates to reporting intentions and that further items would be added to future reporting cycles

**The Board resolved:-**  
to approve the planner.

### CHIEF OFFICER'S REPORT- HSCP22.015

8. The Board had before it the report from the Chief Officer, ACHSCP, which presented an update on highlighted topics. The Chief Finance Officer spoke in furtherance of the report.

**The report recommended:-**  
that the Board note the detail contained in the report.

**The Board resolved:-**  
(i) to note the details contained in the report; and  
(ii) to agree that the National Care Service review should remain as a standing item on the report.

### FINANCIAL MONITORING REPORT QUARTER 3 - HSCP.22.014

9. The Board had before it the Quarter 3 (2021/22) Financial Monitoring Update Report. The Chief Finance Officer spoke to the report and responded to questions from Members.

**The report recommended:-**  
that the Board -  
(a) note the report in relation to the IJB budget and the information on areas of risk and management action that were contained therein; and  
(b) approve the budget virements indicated in Appendix F of the report.

**The Board resolved:-**  
(i) to approve the recommendations; and  
(ii) to instruct the Chief Finance Officer to liaise with Public Health colleagues regarding the impact on health from poverty and cost of living pressures and to provide assurance to the Board on how this was reflected in the new ACHSCP strategy.

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### **MEDIUM TERM FINANCIAL FRAMEWORK - 2022/23 - HSCP22.017**

10. The Board had before it a report on the Medium Term Financial Framework. The Chief Finance Officer spoke to the report and responded to questions from Members.

**The report recommended:-**

that the Board -

- (a) note the anticipated financial out-turn for 2021/22 and the impact on the Reserves position of the IJB;
- (b) note the financial allocations proposed to be allocated by the partner organisations;
- (c) to approve the 2022/23 budget and the Aberdeen City IJB Medium Term Financial Framework included as Appendix 1 of the report;
- (d) note that £2.5 million was held in a risk fund;
- (e) to approve the Bon Accord Contract level for 2022/23 of £32,835,266 and budget assumptions noted in sections 3.17 and 3.18 of the report;
- (f) instruct the Chief Finance Officer to uplift the direct payments for clients with a staffing element included in their payment by the amount calculated using the national guidance;
- (g) instruct the Chief Finance Officer to apply the national guidance to calculate the level of increase on non-National Care Home Contract services and pass this increase across to providers, on the proviso that funding was available to cover the costs; and
- (h) make the budget directions contained in Appendix 2 of the report and instruct the Chief Finance Officer to issue these directions to the constituent authorities.

**The Board resolved:-**

- (i) to approve the recommendations; and
- (ii) to note that in respect of article 3.14 on page 64 of the report (specialist Mental Health and Learning Disabilities (MHL) Services) it was recommended that the transitional period be extended to March 2023 and if anything were to vary with this matter, the Chief Finance Officer would bring a specific report back to the Board.

### **ANNUAL PROCUREMENT WORKPLAN 2022/2023 - HSCP.21.128**

11. The Board had before it the Annual Procurement Plan report and Appendix A1 - Annual Work Plan for 2022/23.

**The Board resolved:-**

to consider the report and appendix in private in conjunction with the exempt appendices at Item 6.2.

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### GRANT FUNDING TO COUNSELLING SERVICES - HSCP.22.007

12. The Board had before it a report on grant funding requirements for the financial year 2022/2023 to five grant funded organisations – four counselling services and the THInC transport service - and information regarding preliminary and proposed work to review the service activity and ensure it was aligned to the whole system service provision across Aberdeen City.

Neil Stephenson, Strategic Procurement Manager, spoke to the report.

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

that the Board –

- (a) approve the total grant funded expenditure to the five organisations identified at Item 3.1 of the report, of up to £304,509 to provide grant funding to the identified counselling and transport services for the financial year 2022/2023;
- (b) make the Direction as attached at Appendix A of the Report and instruct the Chief Officer to issue the Direction to Aberdeen City Council to procure the services; and
- (c) note the intention to continue to work with providers to review the service activity and ensure that it was aligned to the whole system provision of services across the City.

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

to approve the recommendations.

### ANNUAL PROCUREMENT WORKPLAN 2022/2023 - EXEMPT APPENDICES

13. The Board had before it a report presenting the Annual Procurement Work Plan for 2022/23 for expenditure on social care services, together with the associated Exempt Appendix Procurement Business Cases, for approval.

Neil Stephenson, Strategic Procurement Manager, spoke to the report and responded to questions from Members.

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

that the Board –

- (a) approve the extension for one year, of 24 National Care Home Contracts for residential services for older people, as detailed in Appendices A1 and B of the report;
- (b) approve the extension of 1 contract for residential service for one year as is detailed in Appendices A1 and C of the report;
- (c) approve the extension for two years, of three contracts for suicide prevention services as is detailed in Appendices A1 and D of the report;

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- (d) approve the Direct Award, for a period of three years of six contracts for learning disability residential services, as is detailed in Appendices A1 and E of the report;
- (e) approve the extension for one year, of a contract for dementia services as is detailed in Appendices A1 and F of the report;
- (f) approve the Direct Award, for a period of three years of one contract for substance misuse services at Wernham House, as detailed in Appendices A1 and G of the report;
- (g) approve the Direct Award, for a period of four years of contracts to seven Training & Skills Development Services, and the extension of two contracts for one-year in relation to registered day care services as detailed in Appendices A1 and H of the report;
- (h) make the Direction, as attached at Appendix I of the report and instruct the Chief Officer to issue the Direction to Aberdeen City Council; and
- (i) note the update to Individual Out of Area Placements at 3.6 of the report.

**The Board resolved:-**

to approve the recommendations.

### **IJB MEETINGS -**

**14.** The Board had before it the dates for future meetings:

Tuesday 7 June 2022 at 10.00am;

Tuesday 30 August 2022 at 10.00am;

Tuesday 11 October 2022 at 10.00am; and

Tuesday 29 November 2022 at 10.00am

**The Board resolved:-**

to note the future meeting dates.

### **MEMBERS' CODE OF CONDUCT TRAINING**

**15.** Members received a presentation from John Forsyth, Solicitor, regarding Key Changes to the Model Code of Conduct for Members of Devolved Public Bodies. The presentation covered:

- 1) Applicability and Key Principles
- 2) General Conduct
- 3) Registration of Interests
- 4) Declarations of Interest
- 5) Lobbying & Access

**The Board resolved:-**

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- (i) to note the information provided; and
  - (ii) to note that the presentation slides would be circulated to all JB Members.
- **LUAN GRUGEON, Chair**