



ABERDEEN, 11 October 2022. Minute of Meeting of the INTEGRATION JOINT BOARD.

Present:- Luan Grugeon, Chair; Councillor Cooke, Vice Chair; and Councillor Christian Allard, June Brown, Kim Cruttenden, Councillor Martin Greig, Councillor Deena Tissera, John Tomlinson, Mike Adams, Alan Chalmers, Jim Currie, Jenny Gibb, Maggie Hepburn, Dr Caroline Howarth, Phil Mackie, Sandra MacLeod, Shona McFarlane, Paul Mitchell, Alison Murray and Graeme Simpson.

Also in attendance:- Martin Allan, Jess Anderson, Gale Beattie, Fraser Bell, Kimberley Craik, Kevin Dawson, Kay Diack, Stella Evans, Councillor Lee Fairfull, Nadir Freigoun, Michelle Grant, Emma King, Stuart Lamberton, Graham Lawther Alison MacLeod, James Maitland, Fiona Mitchellhill, Lynn Morrison, Jason Nicol, Shona Omand-Smith, Amy Richert, Jenny Rae, Sandy Reid, and Councillor Kairin van Sweeden.

Apologies:- Steven Close and Angela Scott

**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 extended a warm welcome to everyone. She acknowledged that it had been a particularly busy time for colleagues across health and social care services as residents' needs became increasingly complex. The Chair expressed her thanks on behalf of the IJB to all staff who were working incredibly hard to meet the needs of the most vulnerable people in Aberdeen city. She noted that staff across the partnership were offering innovative solutions to help meet demand and that tests of change were being used to seek to put services on a sustainable footing; some of which were already showing promising results.

The Chair noted the demanding environment and remarked that reports on the agenda today would address some of the ways that ACHSCP was planning to meet demand both in the short term and longer term, aiming to create a much more sustainable system for the future.

**The Board resolved:-**  
to note the Chair's remarks.

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### DECLARATIONS OF INTEREST AND TRANSPARENCY STATEMENTS

2. Members were requested to intimate any declarations of interest in respect of the items on the agenda.

**The Board resolved:-**

to note that Alison Murray advised that she had a connection in relation to agenda item 8.1 (Carers' Strategy) as she was a Carer Representative to the IJB, however, having applied the objective test she did not consider that her connection amounted to an interest which would prevent her from participating in the discussion on the item.

### EXEMPT BUSINESS

3. **The Board resolved:-**

to note that there was no exempt business.

### VIDEO PRESENTATION: DRUG DEATHS - REDUCING STIGMA - WHEN HEROIN TOOK MY DAD

4. The Board received a video presentation entitled When Heroin Took My Dad.

**The Board resolved:-**

to note the video.

### MINUTE OF BOARD MEETING OF 30 AUGUST 2022

5. The Board had before it the minute of its meeting of 30 August 2022.

**The Board resolved:-**

- (i) to note that the information circulated in respect of the action at Article 6(i) (Minute of Risk, Audit and Performance Committee of 23 June 2022) would be further discussed offline with the Chief Officer and Alison Murray;
- (ii) to note that the action in respect of Article 14(c) (ACHSCP Annual Report) was still to be completed; and;
- (iii) to otherwise approve the minute as a correct record.

### MINUTE OF RISK, AUDIT AND PERFORMANCE COMMITTEE OF 9 AUGUST 2022

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6. The Board had before it the minute of the Risk, Audit and Performance Committee of 9 August 2022, for information.

**The Board resolved:-**

to note the minute.

**BUSINESS PLANNER**

7. The Board had before it the Business Planner which was presented by the Chief Operating 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 agree the Planner.

**SEMINAR AND WORKSHOPS PLANNER**

8. The Board had before it the Seminars and Workshops Planner which was presented by the Chief Operating Officer.

**The Board resolved:-**

to note the Planner.

**CHIEF OFFICER'S REPORT - HSCP.22.088**

9. The Board had before it the report from the Chief Officer, ACHSCP, who presented an update on highlighted topics and responded to questions from members.

**The report recommended:-**

that the Board note the detail contained in the report.

**The Board resolved:-**

- (i) to note that further information with regard to Primary Care Demand would form part of the Sustainability Report being presented to the Clinical and Care Governance Committee on 4 November 2022; and
- (ii) to otherwise note the details contained in the report.

**ACHSCP MEETING DATES 2023/24 - HSCP.22.085**

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**10.** The Board had before it a report seeking approval of the Integration Joint Board (IJB), Risk Audit and Performance Committee (RAPC) and Clinical and Care Governance Committee (CCGC) meeting dates for 2023-24 and the approach to hybrid meetings.

**The report recommended:-**

that the Board:

- (a) review and approve the Meeting Schedule for 2023-24 as at section 3.6 of the report; and
- (b) note the update regarding the meeting format.

**The Board resolved:-**

to approve the recommendations.

### **AUDITED FINAL ACCOUNTS 2021/22 - HSCP.22.081**

**11.** The Board had before it the Annual Audited Accounts for 2021/22.

The Chief Finance Officer presented the report and responded to questions from members regarding covid reserves and the financial position of the Integration Joint Board.

**The report recommended:-**

that the Board:

- (a) consider and agree the Integration Joint Board's Audited Accounts for 2021/22, as attached at Appendix A of the report;
- (b) instruct the Chief Finance Officer to submit the approved audited accounts to NHS Grampian and Aberdeen City Council;
- (c) instruct the Chief Finance Officer to sign the representation letter, as attached at Appendix B of the report; and
- (d) note the recommendations and management comments on the Annual Audit Report, as attached at Appendix C of the report.

**The Board resolved:-**

- (i) to agree that the Chief Financial Officer provide an update report on the IJB's Financial position as soon as was reasonably practicable, either at its next meeting on 29 November 2022, or prior to that, at a special meeting of the IJB;
- (ii) to agree that the Chief Financial Officer provide as part of the update report referred to at (i) above, an update on the covid reserves and written clarification of the legal position of the Scottish Government's position to reclaim such funding; and
- (iii) to otherwise approve the recommendations.

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### **STRATEGIC RISK REGISTER AND REVISED RISK APPETITE STATEMENT - HSCP.22.083**

12. The Board had before it Strategic Risk Register (SRR) and revised Risk Appetite Statement (RAS).

The Business Manager spoke to the report and responded to questions from members.

**The report recommended:-**

that the Board:

- (a) approve the IJB revised Risk Appetite Statement at Appendix A of the report;
- (b) approve the IJB revised Strategic Risk Register at Appendix B of the report; and
- (c) note that the documents would be reviewed by the IJB as per the Board Assurance and Escalation Framework with an additional review in the first quarter of 2023/24.

**The Board resolved:-**

- (i) to instruct the Business Manager to include a deeper dive on the finance and workforce risks in his report to the Risk, Audit and Performance Committee on 17 November 2022; and
- (ii) to otherwise approve the recommendations.

### **SURGE PLAN - HSCP.22.084**

13. The Board had before it the Surge Plan for 2022/23.

The Business Manager presented the report and responded to questions from Members.

**The report recommended:-**

that the Board note the ACHSCP Surge Plan 2022/23 as outlined in the Appendix to the report and that the Plan would be monitored on an ongoing basis by the ACHSCP's Senior Leadership Team (SLT).

**The Board resolved:-**

- (i) to note that the Chief Officer would bring an update regarding the wider whole system approach to the Clinical and Care Governance Committee;
- (ii) to note that Sandy Reid would issue a paper in respect of vaccinator recruitment to be circulated to Elected Members and would also arrange to meet with Elected Members in respect of dissemination of vaccination information; and
- (iii) to otherwise note the information provided.

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### **CARERS' STRATEGY - HSCP.22.080**

**14.** The Board had before it the Draft ACHSCP Carers' Strategy.

Stuart Lamberton – Transformation Programme Manager, introduced the report which provided an update on the progress with the development of the Aberdeen City Carers' Strategy in advance of a period of public Consultation on the Strategy.

Amy Richert – Senior Project Manager, spoke in furtherance of the report and responded to questions from members regarding engagement, consultation and access to services.

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

that the Board:

- (a) endorse the Draft Strategy included in Appendix A of the report and Action plan in Appendix B of the report;
- (b) endorse the engagement overview and consultation timeline included in Appendix D of the report;
- (c) note that there would be a period of public consultation on the draft strategy; and
- (d) instruct the Chief Officer of the IJB to present the final version of the Aberdeen City Carer Strategy for approval at the next IJB meeting on 29 November 2022.

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

- (i) to agree that the period of consultation would run until 31 December 2022;
- (ii) to instruct the Chief Officer to present the final version of the Aberdeen City Carer Strategy for approval at the IJB meeting on 31 January 2023;
- (iii) to instruct the Chief Officer to report to the IJB on 31 January 2023 on how ACHSCP worked to identify all Carer groups that required to be consulted, to meet with these groups, including those currently not known to the Partnership, and to evidence engagement and opportunities to participate in the consultation. Furthermore to demonstrate that monitoring of the Year 1 Plan would detail any improvements; and
- (iv) to otherwise approve the recommendations.

### **COMPLEX CARE MARKET POSITION STATEMENT - HSCP.22.082**

**15.** The Board had before it a report presenting the Complex Care Market Position Statement.

Kevin Dawson – Lead for Community Mental Health, Learning Disabilities & Substance Misuse Services, introduced the report. Jenny Rae – Programme Manager, then spoke in furtherance of the report and responded to questions from members.

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

that the Board:

- (a) approve the Complex Care Market Position Statement at Appendix B of the report;
- (b) note that progress on delivery of the Complex Care Market Position Statement would be reported to the Integration Joint Board annually;
- (c) note that finance specific updates would be reported annually (at a minimum) to Risk, Audit and Performance Committee;
- (d) to instruct the Chief Officer to continue to explore with partners future new building and property redevelopment opportunities to provide facilities for people requiring complex care; and
- (e) to instruct the Chief Officer to continue to work jointly with the Chief Officer for Children & Family Services to ensure planning and provision of complex care for young people moving into adulthood.

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

to approve the recommendations.

## **RUBISLAW PARK EVALUATION - HSCP.22.087**

16. The Board had before it a report on Rubislaw Park End of Life Care Beds, which provided findings from the evaluation of the Rubislaw Park End of Life Care Beds Test of Change.

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

that the Board:

- (a) note the evaluation presented within Appendix A of the report: and
- (b) instruct the Chief Officer to initiate a Business Case on the End of Life Care beds and report this back to the Integration Joint Board in November 2022.

### **The Board resolved:**

to approve the recommendations.

## **DATE OF NEXT MEETING - TUESDAY 29 NOVEMBER 2022 AT 10AM**

17. The Board had before it the date of the next meeting:  
29 November 2022, at 10am.

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

to note the date of the next meeting.

**- LUAN GRUGEON, Chair.**

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