



ABERDEEN, 11 June 2019.

Minute of Meeting of the INTEGRATION JOINT BOARD.

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

Also in attendance: - Angela Scott (ACC Chief Executive), Jess Anderson (ACC, Legal)

Apologies: - Dr Howard Gemmell, Alan Gray, Gill Moffat, Faith-Jason Robertson-Foy, Kenneth Simpson and Sandra Ross

WELCOME FROM THE CHAIR

1. Welcome and Introduction

The Chair welcomed all to the Board meeting including Kim Cruttenden and John Tomlinson on their confirmed appointments to the Board. Apologies were received from Alan Gray, Howard Gemmell and Sandra Ross.

The Board heard that Adam Coldwells, Chief Officer of Aberdeenshire Health and Social Care Partnership, (AsHSCP) and Pam Gowans, Chief Officer of Moray Health and Social Care Integration (MHSCI) would be joining the meeting around 11.00am to present Item 14 on the agenda.

Item 18 on the agenda was removed from today's business as a duplication of Item 16.

The Board heard discussion on the exclusion of the Chief Officer's update from the public and it was agreed that this would be reviewed on return of the Chief Officer from holiday.

MEMBERS ARE REQUESTED TO INTIMATE ANY DECLARATIONS OF INTEREST

2. The Chair requested members to declare any interests in today's business.

The Board resolved to :-

(1) Note the following declarations of interest

INTEGRATION JOINT BOARD

11 June 2019

- (i) John Tomlinson declared an interest in Item 16 as a provider of consultancy and coaching support to Inspire and intended to withdraw.
- (ii) Councillor Al-Samarai declared an interest in Items 11 as a Volunteer Befriender and Item 14 as a member of the Alcohol and Drug Partnership but did not intend to withdraw.

MEMBERS ARE REQUESTED TO DETERMINE THAT ANY EXEMPT BUSINESS BE CONSIDERED WITH THE PRESS AND PUBLIC EXCLUDED

3. The Chair indicated that Items 16 and 17 were considered exempt business and would be heard in private.

The Board resolved to :-

Agree that Items 16 and 17 would be held in private.

MINUTE OF BOARD MEETING 12 MARCH 2019 (BUDGET)

4. The Board had before it the Minute of the Board Budget Meeting of 12 March 2019.

The Board resolved to :-

Approve the minutes as a true record

MINUTE OF BOARD MEETING OF 26 MARCH 2019

5. The Board had before it the Minute of the Board Meeting of 26 March 2019.

The Chair indicated that there were two minor errors within the minute.

Firstly, at Item 9(vi) at reference to appointment of the Chair of the APS Committee and secondly at Item 22 with reference to the Banks O'Dee.

The Board resolved to :-

- (1) At Item 9(vi), delete 'and appoint Councillor Dunbar as Chairperson of APS Committee' and replace with 'and appoint Councillor Dunbar as Chairperson of CCG Committee', and
- (2) At Item 22, delete 'Bridge of Dee' and replace with 'Banks O'Dee', and
- (3) Otherwise note the minute as a true record.

INTEGRATION JOINT BOARD

11 June 2019

MATTERS ARISING

6. The Chair raised the matter of the appointment of members to Chair of the APS and CCG Committees. This had been discussed as referenced at Item 9 of the Minute of the Board Meeting of 26 March 2019.

The Chair confirmed that following the appointment of John Tomlinson to the Board, it was intended that he would assume the Chair of the APS Committee and that Luan Grugeon would continue as a member of that committee.

The Board heard that Kim Cruttenden and Alan Gray would join the CCG committee which would continue with Councillor Dunbar as the Chair.

Following decisions arising from Item 9, Appointments at IJB Meeting on 26 March 2019,

The Board resolved to :-

- (i) Allocate John Tomlinson to the APS Committee and as Chair of the APS Committee
- (ii) Allocate Kim Cruttenden and Alan Gray to the CCG Committee

DRAFT MINUTE OF CLINICAL AND CARE GOVERNANCE COMMITTEE - 14 MAY 2019

7. The Board had before it the draft minute of the meeting of the CCG Committee from 14 May 2019.

The Chair reminded members that the purpose of the draft minutes appearing on the Board Agenda was for awareness and noting only. The Chair reaffirmed that minutes would be considered for approval by the respective committee.

The Board resolved to :-

Note the content of this draft minute and reaffirmed that the minutes are approved at the respective Committee.

DRAFT MINUTE OF AUDIT AND PERFORMANCE SYSTEMS COMMITTEE - 28 MAY 2019

INTEGRATION JOINT BOARD

11 June 2019

8. The Board had before it the draft minute of the meeting of the APS Committee from 28 May 2019.

The Chair reminded members that the purpose of the draft minutes appearing on the Board Agenda was for awareness and noting only. The Chair reaffirmed that minutes would be considered for approval by the respective committee.

The Board resolved to :-

Note the content of this draft minute and reaffirmed that the minutes are approved at the respective Committee.

BUSINESS STATEMENT

9. The Board had before it the Business Statement which was presented by Alex Stephen, Chief Finance Officer.

The Board heard an explanation on each item including those matters which had been presented and were intended for removal.

The Board heard there was a desire at the APS Committee for greater awareness of future business and that to maintain assurances, completed business be captured appropriately.

The Chair advised that similar comments had been made at the CCG Committee.

Alex Stephen assured the Board that these observations had been acted upon and that work was already ongoing to produce an enhanced Business Planner for the Board and its respective committees.

The Board resolved to :-

- (1) Agree removal of Items 1, 4 and 9.
- (2) Note the content of the Business Statement
- (3) Note that a revised document was being developed

NO REPORTS

10. No Reports

INTEGRATION JOINT BOARD

11 June 2019

MSG SELF EVALUATION FOR THE REVIEW OF PROGRESS WITH INTEGRATION OF HEALTH AND SOCIAL CARE

11. The Board had before it the report which was presented by Alison Macleod, Lead Strategy and Performance Manager.

The Board heard that the report sought the IJB's endorsement of the Self Evaluation for the review of progress with integration of Health and Social Care which was submitted to the Ministerial Steering Group on 15th May 2019 and to seek approval of the associated action plan for delivering on the proposed improvement actions.

The Board heard that the Action Plan associated with the themes and that after only three years areas of improvement were being identified.

The Board resolved to :-

- (1) Endorse the Self Evaluation for the review of progress with integration of Health and Social Care submitted to the Ministerial Steering Group on 15th May 2019.
- (2) Approve the associated action plan for delivering on the proposed improvement actions.
- (3) Instruct the Chief Officer to provide an update on progress on delivery of the actions in March 2020.

TRANSFORMATION - DECISIONS REQUIRED

12. The Board had before it the report presented by Gail Woodcock, Lead Transformation Manager.

The report sought approval from the IJB to incur expenditure, and for the Board to make Directions to NHS Grampian and Aberdeen City Council, in relation to projects that sit within the Partnership's Transformation Programme. The report also highlights recent financial awards received in respect of TEC pathway and scaling up remote blood pressure monitoring.

The Board heard a summary update on each of the projects which highlighted partnership working and considerations around demand profile and funding.

The Board were assured that performance and review measures were in place.

The Board resolved to :-

- (1) Approve the expenditure, as set out in Appendix C, relating to the

INTEGRATION JOINT BOARD

11 June 2019

Link Working in Custody Suite project, and make the Direction relating to this project as per Appendix B and instructed the Chief Officer to issue this direction to Aberdeen City Council,

(2) Approve the expenditure, as set out in the Business Case at Appendix D relating to Interim Housing, and make the Direction relating to this project as per Appendix E and instructed the Chief Officer to issue this direction to Aberdeen City Council.

(3) Note the award of funding to the city in relation to TEC Pathway and Florence Home Health Monitoring.

GRANITE CITY GOOD FOOD ACTION PLAN

13. The Board had before it the report which was presented by Jenny Gordon, Public Health Dietician.

The report provided the Board with the action plan from the Partnership's Granite City Good Food (GCGF) Steering Group, which has been developed to outline the ACHSCP commitment to the wider GCGF movement in the city.

The Board heard that the plan was developed from previous discussions and that whilst timelines were ambitious, much of the work was either already ongoing or about to commence. The plan had considered the Aberdeen City Council Local Outcome Improvement Plan (ACC LOIP) and a volume of strategy documents from various partners.

The Board were further assured that their earlier observations had been brought back so promptly.

The Board resolved to :-

Note the update report.

NHS GRAMPIAN SERVICES WHICH ARE HOSTED IN ABERDEEN CITY, ABERDEENSHIRE AND MORAY INTEGRATION JOINT BOARDS

14. The Board had before it the report prepared by Sandra Ross, Chief Officer AHSCP which was presented by Adam Coldwells, Chief Officer AsHSCP and Pam Gowan, Chief Officer MHSCI.

The report sought endorsement of a structured framework for the monitoring, performance management and strategic planning of those services delegated to IJBs from NHSG for both strategic planning, and for planning and delivery and recommended that the Board,

INTEGRATION JOINT BOARD

11 June 2019

- (a) Endorse the approach set out for the monitoring and performance management of delegated services which are hosted by one of the three IJBs on behalf of the other two IJBs
- (b) Consider and make any further suggestions to the approach for the Governance arrangements of the Acute Hospital Based Services.
- (c) Consider and comment on the frequency which the North East Partnership should meet and instruct officers to prepare a draft role and remit for this meeting.

The Board heard that the three Chief Officers from the integration boards operating in partnership with NHS Grampian had been working collaboratively to gain an understanding of how each operate and intended to develop a different relationship to what had previously existed. As each Board had matured within their own settings, given the volume of shared services and common outcomes, it was identified that as all service provision involved some form of delegation, it was quite appropriate to encourage enhanced partner working within the Boards.

The Board heard that there was an understanding of requirements to ensure assurance against a common matrix and adopt a whole system approach which would not only ensure a better understanding of challenges and opportunities but assist identify areas for improvement in a continuing arena of budget savings and efficiency requirements. The existing cultures and practices were all impact factors on greater collaboration but could be overcome with understanding and inclusion of management, staff and trade unions.

The Board were confident that the approach to be adopted would maintain existing assurances, foster better relationships and ultimately improve service delivery.

The Board resolved to :-

- (1) Endorse the approach set out for the monitoring and performance management of delegated services which are hosted by one of the three IJBs on behalf of the other two IJBs and requested that the Senior Leadership Team consider aligning performance reporting to the 12 Principles for Integration
- (2) Endorse the approach for the Governance arrangements of the Acute Hospital Based Services and directed that the Senior Leadership Teams work together to produce recommendations for the three IJBs to consider and requested that future reports on hosted services highlight the service alignment to the national indicators and 12 principles of integration, and
- (3) Agree the frequency on which the North East Partnership should meet is four times per annum,
- (4) Propose that the North East Partnership include Chair, Vice Chair and Chairs of IJB key committees, and

INTEGRATION JOINT BOARD

11 June 2019

(5) Instruct the Chief Officer (ACHSCP) to prepare a draft role and remit for this meeting in consultation with the Chief Officers for the Aberdeenshire and Moray Health and Social Care Partnerships.

REVIEW OF COMMISSIONED DAY SERVICES

15. The Board had before it the report presented by Anne McKenzie, Lead Commissioner.

The report sought to inform the Board of the outcome of the recent review of day services commissioned by the ACHSCP, to assure the Board of the strategic commissioning approach used to conduct this review and to ask the Board to direct the ACC to maintain the current funding arrangements for day services commissioned by the ACHSCP until March 31st 2020.

The Board heard an overview of the report

The Board resolved to :-

- (1) Approve the recommendations made from the review of commissioned day services (section 3.6),
- (2) Acknowledged the strategic commissioning approach used to conduct the review,
- (3) Approve the request to maintain the current funding arrangements for 2019/20;
- (4) Make the Direction, as attached at Appendix C, and instructed the Chief Officer to issue the Direction to Aberdeen City Council;
- (5) Note that a report on the strategic commissioning approach will be presented to the IJB in September 2019;
- (6) Note that a report on the future provision of day care services will be presented to the IJB in November 2019;

LEARNING DISABILITIES SERVICE REVIEW

16. The Board had before it the report on the Learning Disabilities Service Review.

The report sought approval from the Aberdeen City Integration Joint Board (IJB) for the implementation of a programme to support the further integration of Learning Disability Services in Aberdeen City.

The report recommended that the Board

- a) Approve the implementation of the proposed programme, including the award of a call-off contract to the preferred Service Provider under the

INTEGRATION JOINT BOARD

11 June 2019

HealthTrust Europe (HTE) “Consultancy and Advisory Services Framework Agreement” and the expenditure of £91,575, and;
 b) Make the Direction at Appendix A and instructs the Chief Officer to issue the Direction to Aberdeen City Council

The Board heard that the increasing demand on the service had been identified and that it was considered appropriate and beneficial to examine this situation further.

It was agreed that the proposal offered a way forward however the Board heard comment regarding some of the consultation that had taken place involving staff and the trade unions. Assurances were given that there were no concerns but that this exercise had highlighted a learning outcome for improved consultation.

The Board further heard of an amended suggestion to recommendation (a) above to reflect the legally authorised spend.

The Board resolved to :-

- (1) Approve the implementation of the proposed programme, including the award of a call-off contract to the preferred Service Provider under the HealthTrust Europe (HTE) “Consultancy and Advisory Services Framework Agreement” and the expenditure of £79,875 plus VAT, plus actual expenses up to £11,700;
- (2) Make the Direction at Appendix A and instructed the Chief Officer to issue the Direction to Aberdeen City Council, and;
- (3) Instruct the Chief Officer to submit a report to the CCG Committee at the conclusion of the review in two cycles,
- (4) Note the staff side/trade union rep comments on consultation processes and
- (5) Instruct the Chief Officer to initiate discussion on adoption of a consultation protocol with staff side through the Joint Staff/Trade Union Forum.

CONTRACT AWARD REPORT

17. The Board had before it the report presented by Jean Stewart-Coxon.

INTEGRATION JOINT BOARD

11 June 2019

This report was heard in private.

The Board resolved to :-

- (1) Approve the award of the contract as detailed in Appendix A
- (2) Make the Direction, as attached at Appendix B, and instructed the Chief Officer to issue the Direction to Aberdeen City Council

KINGSWELLS CARE HOME

- 18. The Board had before it the report presented by Alex Stephen, Chief Finance Officer.

This report was heard in private.

The Board resolved to :-

- (1) Note the contents of the report and the progress made to date;
- (2) Make the direction, as attached at appendix A, and instructed the Chief Officer to submit the Direction to Aberdeen City Council to make the necessary arrangements with the provider to deliver the service.

OPEN SPACE DISCUSSION - INCLUDING CHIEF OFFICER'S UPDATE

- 19. Whilst this item was heard out with the Board meeting, the matter was discussed during Welcome and Introduction by the Chair.

The Board resolved to :-

Agree to review the provision of this update.

WORKSHOP - HOSTED SERVICES

- 20. This was held after the Board Meeting.

INTEGRATION JOINT BOARD
11 June 2019