



Aberdeen City Health & Social Care Partnership

A caring partnership

ABERDEEN, 24 August 2021. Minute of Meeting of the INTEGRATION JOINT BOARD.

Present:- Luan Grugeon, Chair; Councillor Lesley Dunbar, Vice Chair; and Alan Chalmers, Councillor Philip Bell, Kim Cruttenden, Councillor Sandra Macdonald, John Tomlinson, Mike Adams, Councillor John Cooke, Dr Caroline Howarth, Maggie Hepburn, Alison Murray, Shona McFarlane, Dr Malcolm Metcalfe, Graeme Simpson, Sandra MacLeod, Alex Stephen, Councillor Avril MacKenzie and Brenda Massie (substitute for Jim Currie).

Also in attendance:- Jessica Anderson (Legal), Derek Jamieson (Clerk), Pamela MacKenzie and Peter Murray (BAC) and Angela Scott (Chief Executive)

Apologies:- Alan Gray, Jim Currie, Jenny Gibb and Chris Littlejohn

The agenda, reports and meeting recording 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.

INTRODUCTION

1. The Chair welcomed everybody to the meeting including those substitute members and guests which included members of the Bon Accord Care team who were present regarding Article 6 Rosewell House – Options Appraisal – HSCP.21.088.

Members heard that it was intended to withdraw Article 11 Hybrid Meetings – HSCP.21.097 for presenting to a later date.

The Board resolved :-

to note that Article 11 Hybrid Meetings – HSCP.21.097 was withdrawn and would be presented at a later date.

DECLARATIONS OF INTEREST

2. Members were requested to intimate any declarations of interest in respect of the items on today's agenda, thereafter the following was intimated:-

Dr Howarth, Clinical Director, ACHSCP, declared an interest with regards to the 2C Tender Process-Update as referenced within the Chief Officer's Report –

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HSCP.21.0020 at Article 6 and stated an intention to leave the meeting on presentation of this report.

Kim Cruttenden, NHSG Board Member, declared an interest in Article 6 Rosewell House – Options Appraisal – HSCP.21.088 and stated an intention to leave the meeting on presentation of this report.

The Board resolved :-

to note the declarations made.

DETERMINATION OF EXEMPT BUSINESS

3. The Chair indicated that Article 17, Grant Funding to Counselling Services – HSCP.21.021 was an Exempt Report and would be heard in private if members were unable to consider their recommendations at Article 16 Technology Fund – HSCP.21.087.

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 the above item so as to avoid disclosure of information of the classes described in paragraphs 6 and 9 of Schedule 7(A) to the Act.

MINUTE OF BOARD MEETING OF 6 JULY 2021

4. The Board had before it the minute of its meeting of 6 July 2021.

The Board resolved :-

- (i) to note a typographical error at Article 15 on page 14, paragraph 3 where ‘34% felt unsupported’ should read ‘34% felt supported’; and
- (ii) to approve the minute as a correct record

BUSINESS PLANNER

5. 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 note the business planner.

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DECLARATION OF INTEREST

In accordance with article 2 of this minute, Kim Cruttenden withdrew from the meeting prior to the presentation of this report.

ROSEWELL HOUSE - OPTIONS APPRAISAL AND RECOMMENDATIONS - HSCP.21.088 - LATE REPORT

6. The Board had before it the report from the Chief Officer, ACHSCP which presented the outcomes and recommendations of an options appraisal commissioned to identify the most appropriate delivery mechanism for an integrated, intermediate facility at Rosewell House, Kings Gate, Aberdeen.

Members were reminded that members of the Bon Accord Care (BAC) Board were present for this item and were available to participate in any discussions.

The Chair commented that this was about enabling an inter-caring resource and provided a bridge between at home and in hospital care.

Members heard from the Chief Officer, ACHSCP who provided explanation around the journey to deliver the report.

The Chief Executive and the Chair BAC participated in the discussions and acknowledged the innovative approach to health and social care provision.

The report recommended :-

that the Board -

- a) approve Option 4 within the Business Case and options appraisal at Appendix A;
- b) agree that all 60 beds at Rosewell House will be the responsibility of NHS Grampian (NHSG), with Health Improvement Scotland (HIS) functioning as regulator, for a period of two years running from the end of the interim arrangements until 23 October 2023, subject to agreement with Bon Accord Care Ltd (BAC);
- c) agree that the interim arrangements currently in place at Rosewell House will continue until 23 October 2021;
- d) agree that the direction made to Aberdeen City Council (ACC) dated 2 October 2021 shall be revoked on 24 August 2021;
- e) instruct the Chief Officer to extend the current interim arrangements to 23 December 2021 if in their opinion (following consultation with the Chair and Vice Chair of the IJB), such an extension is necessary or expedient in order for the arrangements in (h) below to be finalised, with any such extension to be the

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- subject of an update by the Chief Officer to the IJB at its meeting of 2 December 2021;
- f) make the Direction at Appendix D to NHS Grampian and Aberdeen City Council;
 - g) instruct the Chief Officer of Aberdeen City Health & Social Care Partnership (ACHSCP) to issue the Direction at Appendix D to NHS Grampian and Aberdeen City Council;
 - h) instruct the Chief Officer ACHSCP to make and implement any reasonable and necessary arrangements in furtherance of (b) above with:
 - a. BAC and NHSG to secure the provision of the services described in appendix A;
 - b. ACC, BAC and NHSG regarding occupation and use of the Rosewell House building;
 - c. HIS to ensure scrutiny and assurance on the quality of care to be provided at Rosewell;
 - d. BAC and ACHSCP to establish the identified clinical and care governance processes, including amending the remit of the existing Rosewell House project board to provide oversight and assurance for the implementation of the recommendation;
 - i) instruct the Chief Officer ACHSCP to bring a report to the March 2022 IJB meeting which outlines the progress against developing the step-up elements of care at Rosewell House;
 - j) instruct the Chief Officer ACHSCP, to bring a joint evaluation report to the IJB/BAC board in summer 2022, summarising ongoing progress delivering the intended outcomes (identified in the benefits in the business case) and actions for continuous improvement;
 - k) instruct the Chief Officer, to bring a full evaluation report of the service being delivered at Rosewell House to the IJB board in March 2023;
 - l) note that the Clinical & Care Governance Group (CCGG) shall report to the Clinical & Care Governance Committee (CCGC), who shall have oversight of the operational arrangements in place at Rosewell House.

The Board resolved :-

to approve the recommendations subject to modifying recommendation (k) as below

to instruct the Chief Officer, to bring a full evaluation report of the service being delivered at Rosewell House to the IJB and BAC board in March 2023.

DECLARATION OF INTEREST

In accordance with article 2 of this minute, Dr Howarth withdrew from the meeting prior to the presentation of this report.

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CHIEF OFFICER'S REPORT - HSCP.21.096

7. The Board had before it the report from the Chief Officer, ACHSCP which presented an update on highlighted topics.

Members heard an overview of the report which provided a summary of activity within the ACHSCP and included an update on increased pressure to Mental Health and Learning Disabilities Service (MHLD) which was being actioned.

The Chief Officer advised members of the Consultation on National Care Service/ Meeting with Cabinet Secretary for Health and Social Care and Minister for Mental Wellbeing and Social Care as referenced at recommendation (a) and Item 3.12 within her report.

The Chair commented that there should be encouragement to partners and community to participate within the consultation. Members heard from the Chief Executive, ACC who indicate their participation in the national consultation and advised a cohesive approach across all services was to be adopted.

The report recommended :-

that the Board -

- a) In relation to the consultation on the National Care Service (as outlined at section 3.12 below), to agree that the Chief Officer (following a Board Workshop and final consultation with the Chair and Vice-Chair), sign off the Board's response to the consultation ahead of the deadline of 18 October 2021; and
- b) note the details contained in the report.

The Board resolved :-

to approve the recommendations.

POST COVID 19 UPDATE ON ACTIVITY FROM THE STEERING GROUP

8. Members were due receive a presentation and were advised that unforeseen circumstances now prevented this update which would follow to the next meeting.

The Board resolved :-

to note that this update would be presented to the IJB on 2 November 2021.

GUIDANCE FOR PUBLIC ENGAGEMENT - HSCP.21.060

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9. The Board had before it the report from the Chief Officer, ACHSCP which presented the Board's guidance.

Members heard from the Lead Strategy and Performance Manager who provided an overview of the report which included highlights and alignment to legislative requirements.

The Chair, RAPC indicated support for the guide and suggested that any review should also include the impact of the guidance.

Members heard discussion around the 'green credentials' of the guide which it was agreed would be continued in a different environment.

The report recommended:-

that the Board –

- a) approve Our Guidance for Public Engagement, Equality and Human Rights; and
- b) note that the Risk, Audit and Performance Committee (RAPC) shall undertake a review of the guidance on an annual basis.

The Board resolved :-

- (i) to approve 'Our Guidance for Public Engagement, Equality and Human Rights'; and
- (ii) to note that the Risk, Audit and Performance Committee (RAPC) shall undertake a review of the guidance to include the impact of the guidance on an annual basis.

IJB / ACHSCP ANNUAL REPORT - HSCP.21.090

10. The Board had before it the report from the Chief Officer, ACHSCP which presented the Annual Performance Report.

The Board heard from the Lead Strategy and Performance Manager who provided an overview of the report and its journey to completion which had included editorial influence from career ready students.

Members complimented the presentation of the report and agreed on its easy-to-read format.

The report recommended :-

that the Board –

- a) approve the publication of the Annual Performance Report 2020-21 and the Public Summary (as attached at Appendix A & B) on Aberdeen City Health and Social Care Partnership's (ACHSCP's) website; and

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- b) instruct the Chief Officer to present the approved Annual Performance Report to both Aberdeen City Council and NHS Grampian.

The Board resolved :-

to approve the recommendations.

HYBRID MEETINGS - HSCP.21.097

11. Members were reminded that the Chair had deferred this item to a later date.

The Board resolved :-

to defer presentation of this report to the Board meeting on 15 December 2021.

FINANCIAL MONITORING - QUARTER 1 - HSCP.21.094

12. The Board had before it the report from the Chief Finance Officer (CFO), ACHSCP which presented the financial monitoring for Quarter 1 – ending June 2021.

Members were provided with a summary of the report which was early in the current financial year to identify any trends.

The CFO confirmed that funding arrangements in respect of the pandemic continued to be required from Scottish Government and these were awaited, though not considered to present any risk at this time.

The report recommended :-

that the Board -

- a) note this report in relation to the Integration Joint Board (IJB) budget and the information on areas of risk and management action that are contained herein; and
- b) approve the budget virements indicated in Appendix F.

The Board resolved :-

to approve the recommendations.

VACCINATION BLUEPRINT - HSCP.21.066

13. The Board had before it the report from the Chief Officer, ACHSCP which presented an update on the immunisation plan including the re-refresh of the Immunisation Blueprint.

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Members heard from the Programme Manager who provided an overview of the plan and its challenges for delivery.

Members heard that early intentions of combined flu and covid vaccination sessions were not likely to happen as requirements and arrangements had not been concluded at a national level.

Members were advised that learning from previous vaccination sessions including those during the pandemic had been acknowledged and adjustments applied. This included that vaccination sessions would be geographically localised to a home address rather than a registered surgery address.

The reported recommended :-

that the Board -

- a) note the progress made on the mass vaccination programme and flu delivery in 2020 and lessons learned from both;
- b) agree to the implementation of the new service delivery model for Vaccination services, as outlined within Appendix A, with effect from end of August 2021;
- c) note that fixed term staff funded by Covid funding will be in place to deliver on the Extended Flu and Covid Booster until end of March 2022;
- d) note the identified funding stream required for Covid-19 Booster and Extended Flu; as outlined at paragraph 4.2 of this report; and
- e) make the Direction, as attached at Appendix B, and instruct the Chief Officer to issue the Direction to NHSG.

The Board resolved :-

to approve the recommendations.

NAVIGATOR REPORT - HSCP.21.086

14. The Board had before it the report from the Chief Finance Officer, ACHSCP which sought approval to initiate a Navigator service.

The Strategic Lead (Alcohol and Drugs) provided an overview of the navigator principle including reference to established sites elsewhere in Scotland.

Members were advised this would be a test of change which would include community support and lived-experience learning.

The Chief Officer, ACHSCP advised members that data was available to determine how best to deploy the finite resource which was based around case studies and good practice elsewhere.

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Members were supportive of the system however were keen to review and consider options prior to the 3-year end of test series to best plan any future requirements.

The report recommended :-

that the Board –

- a) approve the Business Case for the development of a Navigator Service in the Emergency Department of Aberdeen Royal Infirmary; and
- b) make the Direction, as attached at Appendix A, and instruct the Chief Officer to issue the Direction to National Health Service Grampian (NHSG).

The Board resolved :-

- (i) to approve the recommendations; and
- (ii) to instruct the Chief Officer, ACHSCP to present an evaluation and update report to the RAPC prior to conclusion of Year 2 funding.

LINK SERVICE - HSCP.21.089

15. The Board had before it the report from the Chief Officer, ACHSCP which sought funding for the future procurement of the Aberdeen Links Service (ALS).

The Transformation Programme Manager provided an overview of the ALS and presented a summary of its activities.

The report recommended :-

that the Board –

- a) approve the expenditure as set out in the report section 6 of the Procurement Business Case (Appendix A);
- b) approve the making of a direct award of a contract to Scottish Association of Mental Health (SAMH) for the Aberdeen Links Service from 8 January 2022 until 31 March 2023 (1 year and 3 months); and
- c) make the Direction as attached at Appendix B and instruct the Chief Officer to issue the Direction to Aberdeen City Council.

The Board resolved :-

to approve the recommendations.

TECHNOLOGY FUND - HSCP.21.087

16. The Board had before it the report from the Chief Officer, ACHSCP which proposed a Technology fund to support the delivery of Care at Home and Supported Living.

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The report included processes that had been put in place to allocate this funding.

The Chair reminded Members that whilst considering this report, should they wish to discuss the related Exempt Reports included at the next agenda item prior to making any decision, they should wait until the meeting moved to private session, if required.

Members heard from the Lead Commissioner, ACHSCP who advised that the Strategic Commissioning and Procurement Board had agreed on this ambitious concept to work collaboratively with suppliers.

Members heard from the Social Care Contracts Manager who explained the diverse range of funding to be considered which was aimed to deliver better care with the assistance of technology and was very innovative.

The report recommended :-

that the Board -

- a) approve the expenditure for social care services as set out in the Supplementary Work plan at Appendix A;
- b) approve the expenditure as set out in the Procurement Business case, at Appendix B;
- c) instruct the Chief Officer to approve grant awards in line with the process set out at 3.8 in this report; and
- d) make the Direction, as attached at Appendix C, and instruct the Chief Officer to issue the Direction to Aberdeen City Council (ACC).

The Board resolved :-

to approve the recommendations

TECHNOLOGY FUND - HSCP.21.087

17. The Board resolved :-

to not require to discuss this item in private as members were satisfied it was not necessary in order to make the recommendations at Article 16 - Technology Fund - HSCP.21.087 on the agenda.

- **LUAN GRUGEON, Chair**