



ABERDEEN, 2 November 2021. Minute of Meeting of the INTEGRATION JOINT BOARD.

Present:- Luan Grugeon, Chair; Lesley Dunbar, Vice Chair; and Mike Adams, Martin Allan, Councillor Philip Bell, Councillor John Cooke, Kim Cruttenden, Jim Currie, Jenny Gibb, Sarah Gibbon, Alan Gray, Maggie Hepburn, Dr Caroline Howarth, Councillor Sandra Macdonald, Alison MacLeod, Sandra MacLeod, Alison Murray, Sandy Reid, Graeme Simpson, Alex Stephen and John Tomlinson.

In attendance:- John Forsyth (Legal), Dawn Getliffe (NHSG), Amy Ross (Finance, NHSG), Steph Dunsmuir and Emma Robertson (Clerks) and Carol Wright (ACHSCP).
Dr Maggie Whyte and Dr Alastair Palin (for Item 14), Kevin Dawson and Jane Fletcher (for Item 15) and Fiona Mitchelhill (for Item 16).

Apologies:- Angela Scott (Chief Executive) and Michael Wilkie (KPMG).

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 everyone to the meeting and expressed her thanks on behalf of the Board to Derek Jamieson for his help and support during his time as Clerk. The Chair welcomed Emma Robertson as the new Clerk.

The Chair conveyed her thanks to all Social Care and Health Workers working in Aberdeen during pressured times, as well as the 'hidden heroes' across the whole system of health and care, noting that they were appreciated and valued by the IJB. The Chair issued a reminder that a challenging winter lay ahead, and advised members to stick with guidelines, wear a mask and get covid and flu boosters when eligible. Furthermore she recommended using the Know Who to Turn To [guidance](#).

The Board resolved:-

to thank Derek Jamieson for his support to the Board during his time as clerk.

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DECLARATIONS OF INTEREST

2. There were no declarations of interest.

DETERMINATION OF EXEMPT BUSINESS

3. The Chair indicated that item 17, Rosewell House Travel Plan – HSCP.21.117 was an exempt report and therefore it was recommended that it be heard in private as it contained exempt information as described in paragraph 8 (Estimated Expenditure on Contracts) of Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973. This was applied in this case as disclosure of the amount of any expenditure proposed to be incurred by the authority would be likely to give an advantage to a person or organisation entering, or seeking to enter, a contract with the Council.

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 item 17 on the agenda so as to avoid disclosure of exempt information of the class described in paragraph 8 of Schedule 7(A) of the Act.

ROSEWELL HOUSE - VIDEO PRESENTATION

4. The Board received a video presentation illustrating the work of Rosewell House. The chair noted that this input was as a result of the board's work on culture to ensure all present are reminded of the importance of focusing on the strategic intent of the IJB to deliver person centred, integrated care at the start of each meeting.

The Board resolved:-

to note the video.

MINUTE OF BOARD MEETING OF 24 AUGUST 2021

5. The Board had before it the minute of its meeting of 24 August 2021.

The Board resolved:-

to approve the minute as a correct record.

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DRAFT MINUTE OF RISK, AUDIT AND PERFORMANCE SYSTEMS COMMITTEE OF 23 SEPTEMBER 2021

6. The Board had before it for information, the draft minute of the Risk, Audit and Performance Committee of 23 September 2021.

The Board resolved:-

to note the minute.

DRAFT MINUTE OF CLINICAL AND CARE GOVERNANCE COMMITTEE OF 7 SEPTEMBER 2021

7. The Board had before it for information, the draft Minute of the Clinical and Care Governance Committee of 7 September 2021.

The Board resolved:

(i) to note the minute; and

(ii) to request that an email response from Lynn Morrison regarding Psychological and Trauma training for Mental Health and Learning Disability frontline staff be shared with all IJB members.

BUSINESS PLANNER

8. 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:-

(i) note the planner; and

(ii) note that business for meetings further ahead would be included for future meetings.

CHIEF OFFICER'S REPORT - HSCP.21.114

9. The Board had before it the report from the Chief Officer, ACHSCP, which presented an update on highlighted topics. The Chief Officer spoke to her report and in response to a question regarding recruitment advised that officers were looking outwith the public sector and were also working on promotional videos for north east Scotland to attract incoming workers.

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The report recommended:-

that the Board –

- (a) note the details contained in the report; and
- (b) agree that the Scheme of Governance review commence in 2022, with a view to the final scheme being reported to the IJB in Spring 2023.

The Board resolved to:-

- (i) agree that a briefing on the NHS Winter Plan be circulated either via email or presented to the next meeting of the IJB;
- (ii) note that officers would provide further information outwith the meeting on the split of NHS/Social Care staff contained in the 300 whole time equivalent (WTE) workers to be recruited into the Health and Care Workforces;
- (iii) request that information on the number of new staff recruited be provided via future updates on the workforce plan;
- (iv) request that officers give consideration to how to recruit those who historically were less likely to be employed in the sector; and
- (v) approve the recommendations contained in the report.

MEETING DATES 2022-23 - HSCP21.095

10. The Board had before it a report by the Clerk which proposed the following meeting dates for the period 2022 to March 2023 for the Integration Joint Board (IJB), the Clinical Care and Governance Committee (CCGC) and the Risk Audit and Performance Committee (RAPC):

Board/Committee	Date
IJB	25 January 2022
CCGC	22 February 2022
RAPC	1 March 2022
IJB	10 March 2022 (Budget) (Thursday)
CCGC	19 April 2022
RAPC	26 April 2022 (unaudited accounts)
IJB	7 June 2022
RAPC	21 June 2022
CCGC	2 August 2022
RAPC	9 August 2022
IJB	30 August 2022
IJB	11 October 2022
CCGC	25 October 2022
RAPC	1 November 2022
IJB	29 November 2022

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Board/Committee	Date
IJB	31 January 2023
CCGC	21 February 2023
RAPC	28 February 2023
IJB	28 March 2023

The report recommended:-

that the Board -

- (a) review and approve the Meeting Schedule for 2022-23 as at section 3.7; and
- (b) agree that the meeting schedule be published on the Aberdeen City Health and Social Care Partnership (ACHSCP) and Aberdeen City Council (ACC) websites as appropriate.

The Board resolved to:

- (i) request that RAPC and the NSHG Audit committee dates be checked to avoid clashes;
- (ii) note that a Survey Monkey would be circulated to collate members' preferences for seminar dates; and
- (iii) approve the recommendations.

CHIEF SOCIAL WORK OFFICER ANNUAL REPORT - HSCP21.112

11. The Board had before it the Chief Social Work Officer's Annual Report for year 2020/21.

The Chief Officer – Integrated Children's and Families Services spoke to the report, advising that its purpose was to inform the Integration Joint Board (IJB) of the role and responsibilities exercised by the Chief Social Work Officer (CSWO); to provide information on statutory decision making in the period; and to give a progress report on key areas of social work provision within Aberdeen City. Members noted that the report was on the agendas of the Chief Officers Group (26 October 2021), Public Protection Committee (27 October 2021) and this IJB of 2 November 2021. The report would then be submitted to the Scottish Government.

Members commended Mr Simpson on the excellent work and dedication of him and his team.

The report recommended:-

that the Board note the content of the CSWO Annual Report 2020/21, as attached at Appendix 1.

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The Board resolved to:-

- (i) thank Graeme Simpson and his teams for their hard work and innovation over the pandemic; and
- (ii) to note the report.

FINANCIAL MONITORING - QUARTER 2 - HSCP.21.116

12. The Board had before it a report by the Chief Finance Officer which presented the Quarter 2 (2021/22) Financial Monitoring Update. Mr Stephen highlighted a typographical error at 3.7 where Multi-Disciplinary Teams was listed twice; noting that this should have been listed once with a total estimate of £740,000.

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 are contained herein;
- (b) approve the budget virements indicated in Appendix F;
- (c) approve the plan to spend the additional funding from the Scottish Government (SG) to support the Winter Plan as outlined at paragraph 3.6 of this report;
- (d) instruct the Chief Officer to implement the plan for the spend of the additional SG funding to services as outlined in paragraphs 3.7 to 3.9 of the report; and
- (e) instruct the Chief Finance Officer to provide to the IJB at its 15 December 2021 meeting a report on the exact funding received from SG and how it was allocated.

The Board resolved to:-

approve the recommendations.

GENERAL PRACTICE UPDATE (INCLUDING PRIMARY CARE IMPROVEMENT PLAN) - HSCP21.113

13. The Board had before it a report by the Chief Officer, AHSCP, on the General Practice Update (including Primary Care Improvement Plan), which provided updates on general practice in Aberdeen City, and on the Primary Care Improvement Plan. Members heard from the Programme Manager in respect of the report.

Members discussed whether enough was being done to inform the public of the reshaping. They were advised that not all practices had access to PCIP yet but that a Grampian-wide meeting regarding communication strategy was due to take place on 3 November 2021.

Members noted the difficulties of recruitment across all north-east HSCPs.

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The report recommended:-

that the Board note the content of the report.

The Board resolved to:-

- (i) note that longer term planning in the workforce was an ongoing Grampian-wide issue and to look at how the workforce risk was being addressed in the longer term; and
- (ii) note the report.

COVID-19 MENTAL HEALTH SERVICE FOR PATIENTS HOSPITALISED WITH COVID-19 - HSCP21.110

14. The Board had before it a report by the Chief Officer, AHSCP, which presented an update on development of the COVID-19 Mental Health Clinic for patients hospitalised with COVID-19 in order to provide assurance of implementation. At this juncture, Dr Maggie Whyte, Consultant Clinical Neuropsychologist and Dr Alastair Palin, Medical Director of Adult Mental Health joined the meeting to present their report.

Dr Palin provided background, reporting that in response to a Scottish Government (SG) paper 'Meeting the mental health needs of people hospitalised with COVID-19', a national Short Life Working Group (SLWG) was set up to implement recommendations; Dr Alastair Palin attended as NHSG representative. The national SLWG made recommendations on the elements for inclusion in a specific mental health service for people who had been hospitalised with COVID-19. Funding allocation for each NHS Board was specified by the SG and boards were asked to submit proposals in line with the recommendations of the SLWG.

NHSG developed a service model in response to extensive consultation with National Health Services within mental health, acute and Health and Social Care Partnership services (including Psychiatry, Psychology, Allied Health Professionals and Social Care representatives from Aberdeen City, Aberdeenshire and Moray Councils). This was led by Dr Murray Smith, Consultant Liaison Psychiatrist and Dr Maggie Whyte. The model was approved by the SG and funding had been allocated. Recruitment to posts was complete.

Dr Whyte spoke to the report and agreed to forward her slides to the Clerk for distribution to Members.

The report recommended:-

that the Board –

- (a) note the progress on the development of the COVID-19 Mental Health Clinic (follow up service for patients hospitalised) in line with Scottish Government (SG)

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- approval of the National Health Service – Grampian (NHSG) specified service design;
- (b) note that recruitment to posts for this service has progressed;
 - (c) note that additional Grampian wide work on post-COVID symptoms is underway, led by Dr Emma Davies, (Public Health, NHSG long COVID lead);
 - (d) request an update report from the Director of Public Health at the 25 January 2022 IJB meeting via Dr Emma Davies, registrar in publichealth, NHSG lead for long-COVID and chair of NHSG long-COVID SLWG; and
 - (e) note the wider SG planning for long-COVID as outlined in SG paper <https://www.gov.scot/publications/scotlands-long-covid-service/>

The Board resolved to:-

agree the recommendations.

UPDATE ON THE GRAMPIAN-WIDE MENTAL HEALTH AND LEARNING DISABILITY PROGRAMME. - HSCP.21.111

15. The Board had before it a report by the Chief Officer, AHSCP, which provided assurance on the ongoing progress to remobilise, recover and renew Grampian-wide Mental Health and Learning Disability (MHL) Services throughout the Covid-19 Pandemic, as well as expanding upon how the recently re-established Transformation Board for Grampian-wide MHL would take forward delivery of the Transformation Programme to ensure a more sustainable model of care moving forward.

At this juncture, Kevin Dawson and Jane Fletcher joined the meeting to present their report and answer questions from Members.

The report recommended:-

that the Board -

- (a) note the progress to date which has ensured the ongoing delivery of ‘ priority and critical services’ throughout the Covid Pandemic;
- (b) approve the agreed approach moving forward to deliver the Transformation Programme (Grampian-wide MHL);
- (c) note the process and oversight for the allocation of Renewal Funding: Psychological Therapies Waiting Times and Child and Adolescent Mental Health Services (CAMHS);
- (d) agree the phased approach across Transformation Programme Work Streams 2021-2025;
- (e) instruct officers to schedule an IJB Workshop Session by the end of April 2022; and
- (f) instruct officers to submit this report on progress to both the Aberdeenshire and Moray IJBs (in a pdf format, attached to their respective reporting templates).

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The Board resolved to:-

- (i) note that officers were to schedule an IJB Workshop Session by the end of April 2022, however to request that this be held in early April if possible due to the local government elections;
- (ii) instruct officers to circulate the Care Opinion briefing note to all IJB members;
- (iii) request that future reports include a summary of demand and capacity, as well as what the impact of any changes would be on service users; and
- (iv) approve the recommendations.

In accordance with the decision taken under article 3 above, the following item was considered with the press and public excluded.

ROSEWELL HOUSE TRAVEL PLAN - HSCP.21.117

16. The Board had before it a report by the Chief Officer, AHSCP, which provided an update on parking at Rosewell House and set out potential mitigations for consideration.

The report recommended:-

that the Board -

- (a) agree the Rosewell Travel Plan as attached at appendix A;
- (b) note the travel measures being considered by colleagues within the Roads team of Aberdeen City Council;
- (c) agree option A as outlined in the report; and
- (d) make the direction at appendix A to Aberdeen City Council and instructs the Chief Officer of ACHSCP to issue the direction to Aberdeen City Council.

The Board resolved to:-

- (i) request that officers give consideration to alternative options such as pool cars / a shuttle bus and reminding staff of the Good Neighbour Policy;
- (ii) approve recommendations (a) - agree the Rosewell Travel Plan as attached at appendix A and (b) - note the travel measures being considered by colleagues within the Roads team of Aberdeen City Council; and
- (ii) instruct officers to monitor the impact of the travel plan and report back to IJB in 12 months on the outcomes and any measures that might be required.

– LUAN GRUGEON, Chair