



ABERDEEN, 29 November 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, John Tomlinson, Mike Adams, Jim Currie, Maggie Hepburn, Christine Hemming, Dr Caroline Howarth, Councillor Sandra Macdonald (as a substitute for Councillor Tissera), Sandra MacLeod (from Article 9), Shona McFarlane, Alison Murray and Graeme Simpson.

Also in attendance:- Jess Anderson, Sophie Beier, Fraser Bell, Matthew Carter, Kay Diack, Susie Downie, Stella Evans, Councillor Lee Fairfull, Sarah Gibbon, Michelle Grant, Arlene Hurst, Stuart Lamberton, Graham Lawther, Alison MacLeod, James Maitland, Fiona Michelhill, Lynn Morrison, Jason Nicol, Shone Omand-Smith, Alison Penman, Simon Rayner, Jenny Rae, Sandy Reid, Amy Richert, Angela Scott, Neil Stephenson, Councillor Kairin van Sweeden, Teresa Waugh and Claire Wilson.

Apologies:- Councillor Deena Tissera, Jenny Gibb, Phil Mackie and Paul Mitchell.

**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 paid tribute to colleagues across Aberdeen Health and Social Care who had recently responded to adverse weather and flooding that had occurred which Police Scotland had declared as a major incident. She noted that the Grampian Local Resilience Partnership was activated and ACHSCP in its role as a Category 1 responder was at the heart of the response. The Chair praised the many staff involved helping ensure that some of the most vulnerable residents stayed safe. Furthermore, she advised that Multi Agency preparations for any further adverse weather events over winter were well under way and the Partnership was playing its role in these. The Chair wished to place on record her thanks to all staff who were contributing and who would be on stand-by over the winter period to respond to any incidents and additionally to those working over the festive period.

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The Chair reported that on 25 November 2022 the United Nations' Global Annual 16 days of Activism campaign had started which sought to eliminate gender-based violence. She noted Aberdeen's Violence Against Women Partnership's contribution to the campaign with a number of initiatives and events taking place.

Finally, the Chair acknowledged that this was John Tomlinson's last meeting of the Aberdeen Integration Joint Board and that he had brought great experience and wise counsel to the Board and Risk, Audit and Performance Committee. On behalf of all Members, the Chair expressed her thanks.

**The Board resolved:-**

- (i) to express its thanks to John Tomlinson and acknowledge the significant contribution he had made to the Integration Joint Board as NHS Member and Chair of the Risk, Audit and Performance Committee; and
- (ii) to otherwise note the Chair's remarks.

**DECLARATIONS OF INTEREST AND TRANSPARENCY STATEMENTS**

2. There were no declarations of interest or transparency statements intimated.

**EXEMPT BUSINESS**

3. The Chair indicated that item 7.1 Supplementary Work Plan Social Care - HSCP.22.098, contained exempt information and therefore it was recommended that it be considered in private.

**The Board resolved:-**

to consider the exempt sections of items 7.1 with the press and public excluded.

**VIDEO PRESENTATION**

4. The Board received a video presentation entitled 'A Brief Introduction to Horseback UK' which outlined how that organisation's core operation supporting military personnel to understand their own emotional coping mechanisms had translated to working with care homes, team leaders and NHS staff.

**The Board resolved:-**

to note the video.

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**MINUTE OF BOARD MEETING OF 11 OCTOBER 2022**

5. The Board had before it the minute of its meeting of 11 October 2022.

**The Board resolved:-**

to approve the minute as a correct record.

**DRAFT MINUTE OF CLINICAL CARE AND GOVERNANCE COMMITTEE OF 11 NOVEMBER 2022**

6. The Board had before it the minute of the Clinical Care and Governance Committee of 11 November 2022, for information.

**The Board resolved:-**

- (i) to note that in respect of Article 8 of the Minute (Items Where Escalation to IJB is Required) an information governance issue was being investigated by the Chief Operating Officer who was liaising with NHS Grampian and had offered the Integration Joint Board's assistance in progressing the matter; and
- (ii) to otherwise 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 who advised Members that he was looking to identify suitable dates for Workshops in 2023.

**The Board resolved:-**

to note the Planner.

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**CHIEF OFFICER'S REPORT - HSCP.22.105**

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 in respect of the Link Practitioner Update, the contract had been awarded to SAMH; and
- (ii) to otherwise note the details contained in the report.

**ACHSCP CLIMATE CHANGE PROJECT & SCOTTISH GOVERNMENT REPORTING - HSCP.22.100**

10. The Board had before it a report entitled Climate Change Project & Scottish Government Reporting, the purpose of which was to advise on the requirements to report on net zero and emissions targets and the proposed Climate Change Project for 2022-25, and to seek approval for the submission of the attached climate change report to the Scottish Government by 30 November 2022.

Sophie Beier, Senior Project Manager, presented the report and responded to questions from members regarding net zero and emissions targets and the importance of working with the commissioned sector to enable actions to be achieved while building on the IJB's existing approach to ethical commissioning.

**The report recommended:-**

that the Board:

- (a) approve the Climate Change Report;
- (b) instruct the Chief Officer to submit the Climate Change Report to the Scottish Government by 30 November 2022;
- (c) approve the content and governance of the Climate Change Project for 2022-2025; and
- (d) instruct the Chief Officer to bring an annual progress report on the climate change work to future October IJB meetings.

**The Board resolved:-**

- (i) to agree that the target year should be reviewed annually in order to explore opportunities to become net zero at an earlier date; and
- (ii) to otherwise approve the recommendations.

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### QUARTER 2 (2022/23) FINANCIAL MONITORING UPDATE - HSCP.22.104

11. The Board had before it the Quarter 2 (2022/23) Financial Monitoring Update report prepared by the Chief Finance Officer, ACHSCP.

The Chief Operating Officer presented 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 instruct the Chief Finance Officer to provide a breakdown in respect of Carer funding;
- (ii) to note that the Risk, Audit and Performance Committee would continue to monitor the financial situation; and
- (iii) to otherwise approve the recommendations.

### WORKFORCE PLAN - HSCP.22.101

12. The Board had before it the final version of the Aberdeen City Health and Social Care Partnership Workforce Plan 2022 – 2025.

Stuart Lamberton - Transformation Programme Manager presented the Plan. Sandy Reid – People and Organisation Lead, spoke in furtherance responding to questions from members in respect of retention, recruitment and career pathways.

Members noted the reality of the system with pressures around recruitment and retention of staff. Members also noted the range of activities and actions being implemented around wellbeing to empower staff and the use of technology and efforts around improving local working conditions.

**The report recommended:-**

that the Board:

- (a) approve the final version of the ACHSCP Workforce Plan 2022 – 2025 as attached at Appendix A; and
- (b) instruct the Chief Officer to report progress annually to the Risk, Audit, and Performance Committee.

**The Board resolved:-**

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- (i) to note the points raised regarding the current system and the pressures around recruitment;
- (ii) to note the actions around staff wellbeing, retention and empowerment;
- (iii) to note the actions around collaboration with secondary and further education institutions and use of new technology;
- (iv) to instruct the Lead for People and Organisation to look at modelling of different scenarios; and
- (v) to otherwise approve the recommendations.

### **SUPPLEMENTARY WORK PLAN – SOCIAL CARE - HSCP.22.098**

**13.** The Board had before it the supplementary Work Plan – Social Care. Neil Stephenson - Strategic Procurement Manager, and Jenny Rae – Transformation Programme Manager, spoke to the report and responded to questions from members.

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

that the Board:

- (a) approve the direct award of a contract to two providers: one contract for fifteen months; one contract for thirty-nine months, as detailed in Appendices A1 and C of the report;
- (b) approve the direct award of eight contracts for mental health care home providers for five years, as detailed in Appendices A1 and D of the report;
- (c) approve the direct award of two contracts for learning disability care home providers for five years, as detailed in Appendices A1 and E of the report;
- (d) approve the direct award of a contract for end-of-life beds for five years, as detailed in Appendices A1 and F of the report;
- (e) approve the direct award of a contract for emergency discharge placements/beds for five years, as detailed in Appendices A1, G and G1 of the report; and
- (f) make the Direction, as attached at Appendix B of the report and instruct the Chief Officer to issue the Direction to Aberdeen City Council.

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

to approve the recommendations.

### **MARYWELL SERVICE REDESIGN - HSCP.22 102**

**14.** The Board had before it a report on the Marywell Service Review providing an update on the redesign of the service. Teresa Waugh - Primary Care Development Manager and Simon Rayner - Strategic Lead, Aberdeen City Alcohol & Drugs Partnership, presented the report and responded to questions from members.

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

that the Board:

- (a) note the progress made with the redesign of the Marywell Service;
- (b) agree that a triage clinic be established in partnership with Aberdeen City Council at West North Street;
- (c) agree that Marywell practice be funded for 24 months via the Alcohol and Drugs Partnership as a response to the public health challenge of drug related deaths from funds agreed by the Alcohol and Drugs Partnership and Integration Joint Board of 7th June 2022;
- (d) instruct the Chief Officer, in consultation with the Public Health team, to develop and deliver a health and inequalities plan to support mainstream Primary Care; and
- (e) instruct the Chief Officer to report to a meeting of the Integration Joint Board on the next phase of the redesign of the Marywell Service, with a Business Case to outline the future provision of services within 18 months.

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

- (i) to note that the Integration Joint Board offered its support with the work of the project: and
- (ii) to otherwise approve the recommendations.

### **PCIP (PRIMARY CARE IMPROVEMENT PLAN) UPDATE - HSCP.22.099**

15. The Board had before it a report providing an update on the Primary Care Improvement Plan (PCIP). Alison Penman - PCIP Programme Manager presented an overview of the update.

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

that the Board note the content of the report as an update on current progress against the Primary Care Implementation Plan.

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

- (i) to note that the Team Leader – Governance, Aberdeen City Council would liaise with NHS Grampian legal colleagues in respect of clarification of the IJB's role and remit around accountability and decision making with respect to PCIP; and
- (ii) to otherwise note the update.

### **ROSEWELL HOUSE TRAVEL PLAN - UPDATE - HSCP.22 103**

16. The Board had before it a report from Fiona Mitchelhill - Lead Nurse, providing an update on the progress of the Rosewell House Travel Plan.

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Members noted that that regular reminders were issued to staff to be considerate when parking and that the parking situation in the vicinity had improved for local residents.

**The report recommended:-**

that the Board note the details contained in the report and the measures to be progressed by Service Manager.

**The Board resolved:-**

to approve the recommendation.

**SUPPLEMENTARY WORK PLAN – SOCIAL CARE - HSCP.22.098 - EXEMPT APPENDICES**

17. The Board had before it the exempt appendices in respect of this item, as approved at Article 13 of this minute.

**The Board resolved:-**

to note that the recommendations had been approved at Article 13.

**IJB MEETING - 31 JANUARY 2023**

18. The Board had before it the date of the next meeting:

31 January 2023, at 10am

**The Board resolved:-**

to note the date of the next meeting.