



## RISK AUDIT AND PERFORMANCE COMMITTEE

<b>Date of Meeting</b>	04 June 2024
<b>Report Title</b>	Directions Update Report
<b>Report Number</b>	HSCP24.035
<b>Lead Officer</b>	Paul Mitchell, Chief Finance Officer
<b>Report Author Details</b>	Name: Alison MacLeod Job Title: Strategy and Transformation Lead Email Address: <a href="mailto:alimacleod@aberdeencity.gov.uk">alimacleod@aberdeencity.gov.uk</a>
<b>Consultation Checklist Completed</b>	Yes
<b>Directions Required</b>	No
<b>Exempt</b>	No
<b>Appendices</b>	A. Directions Tracker
<b>Terms of Reference</b>	6. Instruct Performance Reviews and related processes.

### 1. Purpose of the Report

- 1.1. This report presents the six-monthly update on the status of Directions made by the Integration Joint Board (IJB) to Aberdeen City Council (ACC) and NHS Grampian (NHSG).

### 2. Recommendations

- 2.1. It is recommended that the Risk, Audit and Performance Committee:
- a) Notes the detail and updates in Appendix A.



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### 3. Strategic Plan Context

- 3.1. Under Section 26 of the Public Bodies (Joint Working) (Scotland) Act 2014, in order to carry out the functions delegated, the IJB must give Directions to a constituent authority. For Aberdeen City IJB the constituent authorities are ACC and NHSG. Monitoring the effectiveness of the Direction process provides assurance that activity is being undertaken to help further the delivery of Strategic Plan. Many of the Directions made are linked directly to specific programmes or projects as set out in the Delivery Plan.

### 4. Summary of Key Information

- 4.1. 'Health and Social Care Integration Statutory Guidance - Directions from Integration Authorities to Health Boards and Local Authorities', published in January 2020, states that there should be a log kept of all Directions made. At its meeting on 23 September 2020, the Risk Audit and Performance Committee (RAPC) agreed that a report on Directions would be presented every 6 months to review this log and provide assurance that the Directions were being issued and actioned in accordance with the 2014 Act.

- 4.2. Members agreed at the RAPC on 23rd June 2022 to a new 'traffic lights' system with four classifications to indicate the status of Directions. The classifications are as follows;

GREEN (Ongoing) indicating where the current direction is still valid, in place and not due for renewal or completion.

AMBER (Due) indicating Directions which are due for renewal or completion within the 6 months following the date of the Committee where the report is presented, including those which are at risk of not being completed within the timescale and / or within the allocated budget. In the case of the latter, an update to RAPC is required.

RED (Concern) indicating Directions which have either

- a) Not been implemented due to issues with implementation e.g. no service available to deliver on the direction.
- b) Directions which have expired and have not been reported as renewed or completed.

GREY (Complete) – indicating Directions where the date has expired, and the direction is either no longer required or has been superseded by a new



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direction. It also includes Directions which have been completed within a set timescale and will not be required to continue beyond that.

- 4.3.** Appendix A shows all 'open' Directions and those Directions which were reported previously to the RAPC meeting in November 2023 but have since had a change in status. Those that are now complete will be archived for future reports. Five Directions have been added to the spreadsheet since the last report – one in relation to the Aberdeen City Vaccination Centre and Priority Intervention Hub with an 'effective to' date of 9<sup>th</sup> May 2025, two in relation to Procurement Workplans with effective end dates of 31<sup>st</sup> March 2028 and 31<sup>st</sup> March 2031 respectively and two in relation to the Medium Term Financial Framework (MTFF) both with effective end dates of 31<sup>st</sup> March 2025. The Directions in Appendix A are sorted in chronological order of the 'Effective To' date, starting with the oldest date.
- 4.4.** The total number of 'open' Directions reported is 42. It should be noted that some IJB decisions require a Direction to be made to both ACC and NHSG. Nine (21.5%) of the 42 Directions are now complete (Grey category). 29 (69%) are classified as Green (ongoing), three (7%) as Amber (due for renewal within 6 months), and one (or 2.5%) as Red (expired).
- 4.5.** The red status Direction is in relation to the Navigator Project which experienced a delay to its commencement date. As such the evaluation and proposal for future arrangements had also been delayed. It has now been confirmed that it is unlikely that the service, as it stands, will be funded going forward. It is possible that a similar service may be commissioned in the future through a competitive procurement route. The Direction remains at Red for the purposes of this report but should it be superseded by a Direction relating to the future competitive commissioning prior to the next reporting period, it will be closed at that point.
- 4.6.** The three Amber status Directions are related to commissioning activity. The 16 services covered by these have all been subject to review. The arrangements to continue or cease these contracts are noted in the narrative column in Appendix A. We are in discussions with the Strategic Procurement Manager as to how best to monitor and track the progress of these Directions with multiple entries linking with the system that manages the Contract Register.
- 4.7.** As part of the 2022/23 Internal Audit Programme an audit was undertaken on Data Sharing. One of the recommendations was to ensure assurance is obtained that Data Protection Impact Assessments (DPIAs) are completed where appropriate and that a register of these is held by each Data Controller.



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The management response was that DPIA's are undertaken, where relevant for projects which are in turn reported to IJB and the subject of a Direction. It was agreed to add this assurance to the process of capturing and monitoring Directions. Data Protection Impact Assessments (DPIAs) have been submitted in relation to the following: -

- Adult Mental Health Mapping
- Community Mental Health Interventions Commissioning
- Transitions Survey
- GIRFE Pathfinder – Older People
- GIRFE Pathfinder – Transitions
- Assisted Care Robots (NB: project not now going ahead)
- Morse integration with TrakCare
- Morse Calendar Sync with O365

A DPIA is in development for Shared Federated Vision but it has not been submitted yet.

- 4.8.** We are working with our partners to ensure we can provide more robust and regular reporting on the number of DPIAs submitted to both ACC and NHSG Information Governance and the relevant timescales involved along with any relevant additional information e.g. impact on project delivery. It is hoped this will be in place for the next report due to the committee meeting in December.

### **5. Implications for Risk Audit and Performance Committee**

#### **5.1. Equalities, Fairer Scotland and Health Inequality**

As this is a report on performance and no changes to service delivery are proposed, there is no requirement for an impact assessment to be undertaken and there are no direct implications in respect of Equality, Fairer Scotland or Health Inequality. The individual reports which prompted the Directions referred to within this report would have been subject to impact assessments where relevant.

#### **5.2. Financial**

There are no direct financial implications as a result of the recommendations in this report. The individual reports which prompted the Directions referred



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to within this report would have noted the financial implications and the budget would have been identified within the Direction.

### **5.3. Workforce**

There are no direct workforce implications as a result of the recommendations in this report. The individual reports which prompted the Directions referred to within this report would have noted the workforce implications and links to the Workforce Plan.

### **5.4. Legal**

The monitoring of the Directions Log ensures that the IJB is discharging the requirement under the Health and Social Care Integration Statutory Guidance- Directions from Integration Authorities to Health Boards and Local Authorities (Jan 2020).

### **5.5. Unpaid Carers**

There are no direct implications for Unpaid Carers as a result of the recommendations in this report.

### **5.6. Information Governance**

There are no direct information governance implications arising from the recommendations in this report.

### **5.7. Environmental Impacts**

There are no direct environmental implications arising from the recommendations in this report.

### **5.8. Sustainability**

There are no direct sustainability implications arising from the recommendations in this report.

### **5.9. Other**

None.



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### 6. Management of Risk

#### 6.1. Identified risks(s)

There is a risk that if the Directions Log is not reviewed on a regular basis there would be no assurance that the IJB is discharging the requirement under the Health and Social Care Integration Statutory Guidance- Directions from Integration Authorities to Health Boards and Local Authorities (Jan 2020).

#### 6.2. Link to risks on strategic or operational risk register:

This report links to Risk 4 on the Strategic Risk Register,

Cause: Performance standards/outcomes are set by national and regulatory bodies and those locally determined performance standards are set by the board itself.

Event: There is a risk that the IJB, and the services that it directs and has operational oversight of, fails to meet the national, regulatory and local standards.

Consequence: This may result in harm or risk of harm to people.



**APPENDIX A**

Direction in relation to	Total Budget	Report No. (HSCP)	Lead Officer	ACC/ NHSG	Date Approved	Effective To	Status	Narrative
Chaplaincy Listening Service	£178,369 p.a. X 4	18.151	K. Dawson	NHSG	26/03/19	Ongoing	Green	The service continues on an ongoing basis and is funded by Action 15 (PCIP) monies. Original Direction indicates the ongoing nature.
Navigator/Unscheduled Care	£146,160.00	21.086	S. Raynor	NHSG	24/08/21	30/09/23	Red	Direction expired due to delay to service commencement and therefore evaluation and decision on service future. Service due to close on 31/07/24 and now considering next steps.
Immunisations	£55,558,291.81	21.066	F. Mitchellhill	NHSG	24/08/21	Ongoing	Green	Ongoing business as usual.
Grant to Voluntary Organisation	£275,000.00	19.073	S. Omand-Smith	ACC	19/11/19	31/12/23	Grey	Superseded by HSCP23.005 approved at IJB meeting 31/01/23. New Direction effective to 31/03/25
First Contact Service	£1,462,733 p.a. X4	20.051	K. Dawson	NHSG	28/10/20	01/01/24	Grey	Direction now complete. Direction related to specific Action 15 funding which is no longer available. Service has been mainstreamed. Report 21.045 approved 25 <sup>th</sup> May 2021 approved tendering the service for 4 years.
Kingswells Care Home	£3,100,00.00	19.032	S. Omand-Smith	ACC	11/06/19	31/03/24	Grey	Direction now complete. IJB Report 24.007 on 6 <sup>th</sup> Feb 2024 approved up to 4 years extension of BAC SLA which includes Kingswells Care Home.



Direction in relation to	Total Budget	Report No. (HSCP)	Lead Officer	ACC/ NHSG	Date Approved	Effective To	Status	Narrative
National Care Home Contract	£12,950,000.00	20.053	S. Omand-Smith	ACC	02/10/20	31/03/24		Direction complete. Superseded by HSCP24.004 Annual Procurement Workplan. Extension for 1 year.
Medium Term Financial Framework (MTFF)	£122.6m	23.020	P. Mitchell	ACC	28/03/23	31/03/24		Direction complete. Superseded by updated MTFF submitted to IJB March 24
Medium Term Financial Framework (MTFF)	£246M (inc. £23m for hosted services)	23.020	P. Mitchell	NHSG	28/03/23	31/03/24		Direction complete. Superseded by updated MTFF submitted to IJB March 24
Community Nursing Digitisation	£390,924.78	21.069	F. Mitchellhill	NHSG	25/05/21	25/05/24		Report proposing contract renewal for up to 3 years approved by IJB on 7 <sup>th</sup> May 2024. Direction complete and superseded by new Direction (see report number 24.030 effective to 01/10/27 below.)
BAC Contract	Existing Budget	18.035	S. Omand-Smith	ACC	22/05/18	31/07/24		IJB Report 24.007 approved 6 <sup>th</sup> Feb 2024 approved up to 4 years extension of BAC SLA. Superseded by new Direction.
Supplementary Workplan	£2,852,417.00	19.121	N. Stephenson	ACC	24/03/20	31/08/24		This Direction covers 4 services, all of which have been subject to review. 3 are proposed for extension under subsequent Directions and the remaining one will cease at the end of August.
Dual Sensory Impairment Service (NESS)	£215,368 (additional funding)	22.034	S. Omand-Smith	ACC	07/06/22	30/09/24		Service currently under review. Contract has option to extend and a proposal will be made prior to the Direction expiring.





Direction in relation to	Total Budget	Report No. (HSCP)	Lead Officer	ACC/ NHSG	Date Approved	Effective To	Status	Narrative
Contracts and Commissioning	£123,242,747.00	19.062	N. Stephenson	ACC	19/11/19	30/09/24		This Direction covers 11 services. 3 services are reviewed annually and a further 3 have been extended. All 6 of these are now subject to new Directions. 4 services have been reviewed and ended. The one remaining service covered by this Direction (Care at Home) has been reviewed and is currently out for re-tender.
Action 15 - Prison	£194,786 p.a. X 4	20.050	K. Dawson	NHSG	28/10/20	28/10/24		Project. now mainstreamed. Direction complete.
Grants	£661,227.00	23.005	S Omand-Smith	ACC	31/01/23	31/03/25		TSI, Counselling and Support Services – on Grants Register and all currently under review
Medium Term Financial Framework (MTFF)	£131,067,000	24.012	Paul Mitchell	ACC	01/04/24	31/03/25		Annual Budget Approval due to come back to IJB March 2025
Medium Term Financial Framework (MTFF)	£266,000,000 (of which approximately £30M relates to Hosted Services and £53M is set aside for large hospital services)	24.012	Paul Mitchell	NHSG	01/04/24	31/03/25		Annual Budget Approval due to come back to IJB March 2025



Direction in relation to	Total Budget	Report No. (HSCP)	Lead Officer	ACC/ NHSG	Date Approved	Effective To	Status	Narrative
Aberdeen City Vaccination Centre and Priority Intervention Hub	Not more than £334,300	23.090	Sandra MacLeod	NHSG	05/12/23	09/05/25		Contingency to cover potential shortfall from SG Funding (one off from Reserves) review already underway.
First Contact Mental Health and Wellbeing	£1,462,733.00	21.045	S. Omand-Smith	ACC	25/05/21	31/08/25		Action 15 Funding – service currently under review.
Rosewell House	Existing Budget	23.054	F. Mitchellhill	NHSG	22/08/23	31/12/25		Further report to be brought to IJB summer 2025 to determine the future of Rosewell House
Rosewell House	Existing Budget	23.054	F. Mitchellhill	ACC	22/08/23	31/12/25		Further report to be brought to IJB summer 2025 to determine the future of Rosewell House
Supplementary Workplan	£3,616,748.00	20.001	N. Stephenson	ACC	09/06/20	30/06/26		Training and Skills commissioned services listed on contracts register which is reviewed at least annually. Review date will be noted on 2025/26 Annual Procurement Workplan.
Annual Procurement Plan	£56,205,827.00	21.008	S. Omand-Smith	ACC	23/02/21	30/09/26		Various commissioned services all listed on Contracts Register which is reviewed at least annually. Review date will be noted on 2025/26 Annual Procurement Workplan.
Alcohol and Drugs Partnership (ADP) Investment Programme	ADP Budget	22.037	K. Dawson	NHSG	07/06/22	30/06/27		Scheduled for review a minimum of 12 months in advance of the end date.



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Alcohol and Drugs Partnership (ADP) Investment Programme	ADP Budget	22.037	K. Dawson	ACC	07/06/22	30/06/27		Scheduled for review a minimum of 12 months in advance of the end date.
Morse Community Electronic Patient Record Evaluation and Contract Renewal	£913,042.00	24.030	A. MacLeod	NHSG	07/05/24	01/10/27		Approved at IJB May 2024. Contract review will be undertaken a minimum of 12 months prior to contract end date.
Supplementary Workplan	£42,391,380.00	22.098	N. Stephenson	ACC	29/11/22	31/03/28		Various commissioned services all listed on Contracts Register which is reviewed at least annually. Review date will be noted on 2027/28 Annual Procurement Workplan.
Supplementary Procurement Workplan 2024/25	£146,096,300	24.007	Sandra MacLeod	ACC	01/04/24	31/03/28		Bon Accord Support Services including variation to detail (not timescale) of original Direction in relation to Rosewell House
Supplementary Workplan	£12,887,689.00	22.066	N. Stephenson	ACC	30/08/22	30/11/28		ADP and MH commissioned services all listed on Contracts Register which is reviewed at least annually. Review date will be noted on 2028/29 Annual Procurement Workplan.
Annual Procurement Workplan	£110,536,534.00	23.002	N. Stephenson	ACC	31/01/23	31/03/29		Various commissioned services all listed on Contracts Register which is reviewed at least annually. Review date will be noted



Direction in relation to	Total Budget	Report No. (HSCP)	Lead Officer	ACC/ NHSG	Date Approved	Effective To	Status	Narrative
								on 2028/29 Annual Procurement Workplan.
Independent Advocacy	£2,059,612.00	23.018	N. Stephenson	ACC	25/04/23	30/09/29		On Grants Register which is reviewed at least annually. Review date will be noted on 2029/30 Annual Procurement Workplan.
Procurement Workplan (MH Community Intervention Services)	£4,824,046.00	23.056	N. Stephenson	ACC	22/08/23	31/10/29		Listed on Contracts Register which is reviewed at least annually. Review date will be noted on 2029/30 Annual Procurement Workplan.
Link Practitioner Service	£6,129,974.00	22.062	A.MacLeod	NHSG	30/08/22	31/03/30		Funded by PCIP – on Programme for review prior to end of contract.
Annual Procurement Workplan 2024/25	£220,737,528	24.004	Sandra MacLeod	ACC	01/04/24	31/03/31		Various commissioned services including NCHC, Housing Support, Complex Care Support Services which are listed on the Contracts Register and Grant Funded Services which are listed on the Grants Register. Both of these are reviewed at least annually. Review date will be noted on 2030/31 Annual Procurement Workplan.
Supplementary Procurement Workplan 2024/25	£117,716,381	24.026	Fiona Mitchelhill	ACC	07/05/24	31/10/31		Care and Support at Home Services. Listed on the contracts Register which is reviewed at least annually. Review date will be noted on 2031/32 Annual



Direction in relation to	Total Budget	Report No. (HSCP)	Lead Officer	ACC/ NHSG	Date Approved	Effective To	Status	Narrative
								Procurement Workplan. – contract will be reviewed a minimum of one year prior to contract expiry date.
Alcohol and Drugs Partnership (ADP) Investment Programme	ADP Budget	21.119	S. Omand-Smith	ACC	15/12/21	Ongoing		Ongoing funding from ADP Budget.
Alcohol and Drugs Partnership (ADP) Investment Programme	ADP Budget	21.119	S. Omand-Smith	NHSG	15/12/21	Ongoing		Ongoing funding from ADP Budget.
ADP/Blood Borne Viruses (BBV) Partnership Update	£65,000.00	20.068	S. Omand-Smith	ACC	01/12/20	Ongoing		Ongoing funding from ADP Budget.
ADP/Blood Borne Viruses (BBV) Partnership Update	£65,000.00	20.068	S. Omand-Smith	NHSG	01/12/20	Ongoing		Ongoing funding from ADP Budget.
ADP - Tele Healthcare	£70,000.00	20.068	S. Omand-Smith	ACC	01/12/20	Ongoing		Ongoing funding from ADP Budget.
ADP - Tele Healthcare	£70,000.00	20.068	S. Omand-Smith	NHSG	01/12/20	Ongoing		Ongoing funding from ADP Budget.