



Aberdeen City Health & Social Care Partnership

A caring partnership

ABERDEEN, 1 July 2025. Minute of Meeting of the INTEGRATION JOINT BOARD.

Present:- Hussein Patwa, Chair; Councillor Cooke, Vice Chair; and David Blackburn, Mark Burrell, Councillor Lee Fairfull, Councillor Martin Greig, Ritchie Johnson, Councillor M. Tauqeer Malik, Jim Currie, Jamie Donaldson, Amanda Foster, Jenny Gibb, Maggie Hepburn, Dr Caroline Howarth, Phil Mackie, Amy McDonald, Dr Joy Miller, Fiona Mitchelhill and Graeme Simpson.

Also in attendance:- Sarah Alder, Martin Allan, Councillor Allard, Jess Anderson, Elizabeth Archibald, Jonathan Belford, Bernadette Bularan, Sarah Gibbon, Vicki Johnstone, Catherine King, Stuart Lamberton, Graham Lawther, Alison MacLeod, Brenda Massie, Nicola McLean, Grace Milne, Katharine Paton, Sandy Reid, Amy Richert, Angela Scott, Neil Stephenson, Julie Warrender and Claire Wilson.

Apologies:- Stephen Friar, Kenneth McAlpine and Judith McLenan.

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 meeting in the Health Village and in particular the three Career Ready Scotland Programme students who were observing as part of their four-week industry placement.

The Board resolved:-

to note the Chair's remarks.

DECLARATIONS OF INTEREST AND TRANSPARENCY STATEMENTS

2. Members were requested to intimate any declarations of interest or transparency statements in respect of items on the agenda.

The Board resolved:-

to note that the Chair advised that he had a connection in relation to all items on the agenda by virtue of (1) being a Member of the Diverse Experiences Advisory Panel, a named partner in the Scottish Government's Mental Health and Wellbeing Strategy

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Delivery Plan; (2) the Depute Representative of said Group to the Scottish Government Mental Health and Wellbeing Leadership Board; (3) being an unpaid carer; (4) his participation in a project with Dundee University investigating aspects of coding for chronic pain; and (5) being a client of North East Sensory Services respectively, however having applied the objective test, he did not consider that he had an interest and would not be withdrawing from the meeting.

EXEMPT BUSINESS

3. Members were requested to determine that any exempt business be considered with the press and public excluded.

The Board resolved:-

to consider the exempt appendices at item 10.1 during consideration of item 9.1 with the press and public excluded so as to avoid disclosure of exempt information of the class described in Appendix B (b) of the IJB Standing Orders which correspond to paragraphs 6 and 9 of the Local Government (Scotland) Act 1973.

VIDEO PRESENTATION

4. The Board received a video presentation entitled Just Transition Participatory Budgeting Fund – North East Sensory Services. Members heard that the Scottish Government's Just Transition Participatory Budgeting Fund had distributed over £1million over the last three years to local third sector organisations through a public vote. After such a successful public vote, North East Sensory Services received funding to purchase an electric people carrier which replaced the organisation's former community vehicle which had been in use for the past seven years. The new vehicle had made a huge difference to the lives of people who use the service.

The Board resolved:-

to note the video.

MINUTE OF BOARD MEETING OF 13 MAY 2025

5. The Board had before it the minute of its meeting of 13 May 2025.

The Board resolved:-

- (i) to note that the Lead for People and Organisation would issue a Service Update on abortion care; and
- (ii) to otherwise approve the minute as a correct record.

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MINUTE OF RISK, AUDIT AND PERFORMANCE COMMITTEE OF 30 APRIL 2025

6. The Board had before it the minute of the Risk, Audit and Performance Committee meeting of 30 April 2025.

The Board resolved:-

to note the minute.

BUSINESS PLANNER

7. The Board had before it the Business Planner, which was presented by the Chief Officer.

The Board resolved:-

- (i) to note the reason for (1) removal at line 16 (Financial Position Update); (2) conversion to Service Update at line 17 (Creating Hope Together: Scotland's Suicide Prevention Strategy and Action Plan); and (3) deferral at line 18 (Digital Innovation Programme: Technology Enabled Care); and
- (ii) to otherwise agree the Planner.

IJB INSIGHTS PLANNER

8. The Board had before it the IJB Insights Sessions and Topic Specific Seminars Planners prepared by the Strategy and Transformation Manager.

The Board resolved:-

- (i) to agree that Risk, Audit and Performance Committee finance papers would be circulated to all IJB members; and
- (ii) to otherwise note the Planner.

CHIEF OFFICER'S REPORT - HSCP.25.051

9. The Board had before it the report from the Chief Officer, ACHSCP. The Chief Officer presented the update on highlighted topics and responded to questions from members.

The report recommended:-

that the Board note the detail contained within the report.

The Board had before it an amendment from Councillor Malik:-

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that the Board –

- (1) Agree the report noting the Scottish Government announced on 12 May 2025 that NHS Grampian had been escalated to Stage 4 of the NHS Scotland Support and Intervention Framework;
- (2) Agree that Councillor Malik's amendment to the recommendations in respect of the Financial update at the last meeting as noted in the agreed minutes failed to get a seconder and therefore was not put to a vote, which highlights concerns about the financial stewardship of the IJB; and
- (3) Agree that four members of this Board are also responsible for NHS Grampian's current position and in part the IJB's financial position. If this Board is to work through our financial position it must not continue to ignore and discuss reasonable amendments to recommendations designed to strengthen the discussion around proposed Recommendations.

Councillor Malik's amendment failed to attract a seconder and was therefore not put to the vote, in accordance with Standing Order 23.9.

The Board resolved:-

to agree the recommendation.

STRATEGIC RISK REGISTER AND RISK APPETITE STATEMENT - HSCP.25.061

10. The Board had before it the revised versions of the Risk Appetite Statement and Strategic Risk Register, prepared by the Business, Resilience and Communications Lead who presented the report and responded to questions from Members.

The report recommended:-

that the Board:

- (a) approve the Integration Joint Board (IJB) revised Risk Appetite Statement as detailed at Appendix A of the report;
- (b) agree that the Risk Appetite Statement be added to the agendas of the IJB, the Clinical Care and Governance Committee and to the Risk, Audit and Performance Committee to further support the Board and committee decision making process; and
- (c) approve the revised summary of the IJB Strategic Risk Register as detailed at Appendix B of the report.

The Board resolved:-

to agree the recommendations.

IJB SCHEME OF GOVERNANCE ANNUAL REVIEW - HSCP.25.056

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11. The Board had before it the revised Scheme of Governance for the IJB prepared by the Team Leader - Regulatory and Compliance Team, Legal Services, Aberdeen City Council.

The report recommended:-

that the Board:

- (a) consider and approve the revised Roles and Responsibilities Protocol (as attached at Appendix C of the report);
- (b) note that there were no changes to the IJB Carers and Service User Representatives Expenses Policy;
- (c) note there were no changes to the Code of Conduct;
- (d) agree to the establishment of the Appointment Panel Committee and note that it would only meet when there is business to determine;
- (e) agree the Terms of Reference for the Appointments Panel attached at Appendix C;
- (f) consider and approve the revised Standing Orders for the IJB (as attached at Appendix A of the report);
- (g) agree that the Chief Officer shall, where necessary, make arrangements to secure interim cover for the Chief Finance Officer role; and
- (h) instruct the Chief Officer to upload the revised documents, as approved, to the Aberdeen City Health and Social Care Partnership's website.

The Board resolved:-

to agree the recommendations.

MEDIUM TERM FINANCIAL FORECAST - HSCP.25.053

12. The Board had before it the estimated four year Medium Term Financial Forecast prepared by the Chief Finance Officer. The model considered the category expenditure of the IJB and the changes which needed to be actioned within the cost base to work towards bringing financial balance. The Chief Finance Officer introduced the report and responded to questions from Members.

The report recommended:

that the Board note the further development of the Medium Term Financial Forecast as the new IJB Strategy was brought forward. The MTFF sets out anticipated cost pressures and future funding projections based on planning assumptions to allow the IJB to work towards financial balance under the new Strategic Plan (2025-29).

The Board resolved:-

to note the information provided.

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ALCOHOL & DRUG PARTNERSHIP ANNUAL REPORT 2025 - HSCP.25.060

13. The Board had before it a report from the Alcohol and Drug Partnership Lead in respect of overall progress on the Alcohol and Drug Partnership Delivery Framework since 2019, with a specific update in relation to highlights from 2024-2025. The Alcohol and Drug Partnership Lead introduced the report and responded to questions from Members.

The report recommended:-

that the Board:

- (a) note the detail contained within the report; and
- (b) note the completed Scottish Government Survey at Appendix A of the report.

The Board resolved:-

to note the information provided.

FINAL STRATEGIC PLAN - HSCP.25.058

14. The Board had before it a report prepared by the Strategy and Transformation Lead, ACHSCP presenting the final Strategic Plan 2025-2029 for approval.

The report recommended:-

that the Board:

- (a) approve the Strategic Plan 2025-2029, and
- (b) instruct the Chief Officer to publish the Strategic Plan and instigate the formal launch and promotion activities.

The Board resolved:-

to agree the recommendations.

HOUSING CONTRIBUTION STATEMENT - HSCP.25.059

15. The Board had before it a report prepared by the Strategy and Transformation Lead, ACHSCP presenting the Housing Contribution Statement.

The report recommended:-

that the Board:

- (a) note the content of the Housing Contribution Statement and the links between it, the IJB Strategic Plan, and the Local Housing Strategy; and
- (b) instruct the Chief Officer to publish the Housing Contribution Statement on the Aberdeen City Health and Social Care Partnership's website and ensure it was linked to both the IJB Strategic Plan and the Local Housing Strategy.

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The Board resolved:-

to agree the recommendations.

SHIFTING THE BALANCE OF CARE - A COMMUNITY-FOCUSED APPROACH TO DELIVERY OF FRAILTY AND SPECIALIST REHABILITATION SERVICES WITHIN ACHSCP - HSCP.25.054

16. The Board had before it a report prepared by the Programme Manager, ACHSCP providing an overview of interrelated projects relating to the 'Discharge Without Delay' national programme, highlighting the implications for rebalancing the provision of care from inpatient settings to support within the patient's home where possible. The Chief Nurse and Lead for Frailty and Specialist Rehabilitation introduced the report and responded to questions from Members.

The report recommended:-

that the Board:

- (a) endorse the approach for modernising service delivery and shifting the balance of care from in-patient, bed-based settings, by investing in services provided within the community at the person's home in line with local and national strategy, as outlined in the report;
- (b) agree to a gradual, phased reduction in bed capacity at the intermediate facility at Rosewell House resulting in the eventual withdrawal of services provided by ACHSCP from the facility by 31 March 2026, in support of the Discharge without Delay commitments;
- (c) instruct the Chief Officer to implement the withdrawal of in-house services at Rosewell House accordingly, ensuring each reduction in bed capacity at Rosewell House is monitored to ensure no significant impact on flow within hospital setting;
- (d) instruct the Chief Officer to make and implement any necessary and reasonable arrangements in furtherance of the decision at (c) above;
- (e) make the Direction, as at Appendix 2, and instruct the Chief Officer to issue the Direction to NHS Grampian; and
- (f) instruct the Chief Officer to bring back a future report demonstrating the progress and impact of the Discharge without Delay programme of work and shifting the balance of care.

The Board resolved:-

- (i) to agree to a gradual, phased reduction in bed capacity at the intermediate facility at Rosewell House resulting in the eventual withdrawal of services provided by ACHSCP from the facility by 31 March 2026, in support of the Discharge without Delay commitments, reporting back to the IJB with sufficient assurance in respect of the mitigation plan;

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- (ii) to make the Direction, as at Appendix 2 of the report, and instruct the Chief Officer to issue the Direction to NHS Grampian and Aberdeen City Council;
- (iii) to note that Acute sector and Aberdeenshire colleagues would be invited to join the Chief Nurse at the meeting with NHS Tayside to discuss their approach to the intermediate care facility;
- (iv) to agree that a further mitigation plan would be shared with colleagues; and
- (v) to otherwise agree the recommendations.

SUPPLEMENTARY PROCUREMENT WORKPLAN 2025/26 - DISCHARGE TO ASSESS - HSCP.25.062

17. The Board had before it a report prepared by the Strategic Procurement Manager presenting a Supplementary Procurement Work Plan for 2025/26 for expenditure on social care services, together with the associated procurement Business Case, for approval.

The report recommended:-

that the Board:

- (a) approve a tender for a period of up to five years and subsequent award of contract for Discharge to Assess Service, as detailed in Appendices A, A1, and C of the report; and
- (b) 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 agree the recommendations.

SUPPLEMENTARY PROCUREMENT WORKPLAN 2025/26 - DISCHARGE TO ASSESS - EXEMPT APPENDICES - HSCP.25.062

18. The Board had before it the exempt appendices in respect of the Supplementary Procurement Workplan 2025/26 report at article 17 of the minute.

The Board resolved:-

to note the information contained within the exempt appendices.

VALEDICTORY

19. The Chair paid tribute to Amy McDonald - Chief Finance Officer, who was stepping down from the Partnership. The Chair thanked Amy for her hard work,

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attention to detail and scrutiny while ensuring complex information had been presented accessibly. He wished her all the best for the future.

IJB INSIGHTS SESSION - 9 SEPTEMBER 2025

20. The Board had before it the date of the next IJB Insights Session as 9 September 2025.

The Board resolved:-

to note the date of the IJB Insights Session.

INTEGRATION JOINT BOARD - 30 SEPTEMBER 2025

21. The Board had before it the date of the next IJB meeting as 30 September 2025.

The Board resolved:-

to note the date of the next meeting.

- **HUSSEIN PATWA, Chair.**