



INTEGRATION JOINT BOARD

Report Title	Scheme of Delegation
Lead Officer	Judith Proctor
Report Author	Jessica Anderson / Alan Thomson
Date of Report	10 th June 2016
Date of Meeting	28 th June 2016

1: Purpose of the Report
To outline the delegations reserved to the Integration Joint Board, to set out the Operational Protocol to the Chief Officer and Chief Finance Officer and to clarify the accountability considerations.

2: Summary of Key Information
<p>Under the terms of the Aberdeen City Integration Scheme, Aberdeen City Council and NHS Grampian delegated a range of statutory functions in respect of health and social care to the Aberdeen City Integration Joint Board (IJB)¹. Delegated services are in line with the Public Bodies (Joint Working) (Scotland) Act 2014 (hereinafter referred to as “the Act”) and guidance and also take account of a number of ‘hosted’ services i.e. services managed by one of the three Grampian Integration Joint Boards on behalf of all. This delegation came into effect on 6th of February 2016 when the Integration Scheme was approved by Scottish Ministers. The budgets previously held by Aberdeen City Council and NHS Grampian in respect of these functions were delegated to the IJB on the 1st of April 2016 when the Strategic Plan was published, signalling the Partnership’s formal commencement.</p> <p>Legislation requires that the IJB shall <u>Direct</u> Aberdeen City Council and NHS Grampian to deliver the services (set out in Annex 1, Part 1 and 3, and Annex 2, Part 2 of the Integration Scheme). The IJB, through the Chief Officer, has responsibility for the planning, resourcing and operational delivery of all integrated services within the Strategic Plan. The Chief Officer has a direct line of</p>

¹ Public Bodies (Joint Working) (Scotland) Act 2014



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accountability to the Chief Executives of the Health Board and the Council for the delivery of integrated services. The Chief Officer is responsible for ensuring delivery of the National Health and Wellbeing outcomes, any locally delegated responsibilities for health and wellbeing and for measuring, monitoring and reporting on the underpinning measures and indicators that demonstrate progress.

To assist in the discharge of its functions, the IJB shall appoint a number of committees and will define the powers of those Committees. These Committees have been agreed by the IJB and are the Audit and Performance Systems Committee and the Clinical and Care Governance Committee. Terms of Reference for both of these have similarly been agreed.

Aberdeen City Council and NHS Grampian noted that the functions set out in the Integration Scheme were being delegated to the IJB. It is important to highlight that these functions have been delegated, and not transferred, to the IJB. This means that the legal responsibility for the functions still remains with the Council and NHS Grampian. An annual report will be published by the IJB setting out performance against the National Outcomes.

The Chief Officer has a dual role. She/he is accountable to the IJB for the responsibilities placed on the IJB under the Act and the Integration Scheme, and they are accountable to the NHS Board and Council for any operational responsibility for integrated services, as set out in the Integration Scheme.

In her/his capacity as a Chief Official in the Council and in the NHS, the Chief Officer of the IJB has powers delegated to her/him by virtue of her/his position. The Aberdeen City Council Delegated Powers approved 8 October 2014 and last updated 22 October 2015 applies to the Chief Officer of the IJB, with general delegations at page 3, and more specific delegations at page 52.

Set out in Appendix 1 of this report is a draft Scheme of Delegation which sets out the delegations to the IJB and clarifies the remit and responsibilities of the Chief Officer and the Chief Financial Officer in respect of the operational management and deliverability of the integrated services as set out in the Integration Scheme. The IJB will retain all powers which are specifically reserved to the IJB, its committee, or sub-committees. The matters reserved to the IJB or committees are mainly the strategic policy, financial or regulatory issues requiring to be decided by the IJB, whilst the operation delivery and implementation of integrated services shall be conducted in accordance with the approved Schemes of Delegation of the



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Partners.

The approach as set out in the Scheme of Delegation appears to be akin to neighbouring IJBs.

The Chief Executive of Aberdeen City Council intends to review the Council's Scheme of Delegation as part of Aberdeen City Council's Governance Review, and present the revised version as it relates to the IJB, to a future meeting of the IJB.

3: Equalities, Financial, Workforce and Other Implications

There are no equality, financial or workforce implications.

The agreed Scheme of Delegation will clearly set out lines of accountability, and enable the Chief Officer and Chief Financial Officer to discharge their duties to deliver the integrated services as detailed in the Strategic Plan, in accordance with relevant policies and procedures of the Partner Organisations.

Without an appropriate Scheme of Delegation in place, there is a real risk that the Chief Officer and the Chief Financial Officer will not be able to discharge their responsibilities under the Integration Scheme, or that delivery of key services is significantly delayed. This Scheme of Delegation and Operational Protocol shall be read with the Scheme and each Partner's approved Scheme of Delegation.

It is vital that the Scheme of Delegation is regularly reviewed along with other governance documents to ensure that it is still fit for purpose.

4: Recommendations

The Integration Joint Board is asked to:

- 1) Approve the attached Scheme of Delegation
- 2) Agree that the Scheme of Delegation be reviewed annually, or as and when required by officers.



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3) Note that the Chief Executive of Aberdeen City Council shall review the Council's Scheme of Delegation and agree that she bring a further report to the IJB setting out the outcome of the review as it relates to the IJB.