

ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	2 July 2018
REPORT TITLE	Aberdeen City Integration Joint Board
REPORT NUMBER	GOV/18/029
CHIEF OFFICER	Fraser Bell
REPORT AUTHOR	Iain Robertson

1. PURPOSE OF REPORT

- 1.1 The report provides an update on the activity and governance arrangements of the Aberdeen City Integration Joint Board (IJB).

2. RECOMMENDATIONS

That Council:-

- 2.1 Note the content of this report; and
- 2.2 Agree that where no decisions are required, future IJB updates shall be uploaded to the Council's external website on a quarterly basis as service updates, rather than being reported to Council.

3. BACKGROUND

- 3.1 Council has instructed the Chief Executive to provide quarterly reports to members on matters relating to the IJB that she considers to be of interest to them at Council meetings.

3.2 Renewal of IJB Strategic Plan

- 3.2.1 Integration Joint Boards are required to publish a Strategic Plan showing how the delivery of delegated functions and services will meet national and local outcomes as set out in the Public Bodies (Joint Working) (Scotland) Act 2014.
- 3.2.2 The IJB Strategic Plan is a three year plan which is due for renewal in March 2019. Aberdeen City Health and Social Care Partnership (ACHSCP) officers have outlined a timeline to review the plan, to include engagement events and consultation with key partners, stakeholders and service users; as well as the wider public.

3.2.3 At its meeting on 22 May 2018, the IJB endorsed the following schedule:-

28 August 2018 – IJB developmental workshop session to review the existing Plan and discuss priorities for the next three year Plan;

9 October 2018 – IJB to consider the initial draft Strategic Plan;

29 October 2018 – Community Planning Aberdeen (CPA) Management Group to consider the initial draft Strategic Plan;

3 December 2018 - CPA Board to consider the initial draft Strategic Plan;

11 December 2018 – IJB asked to approve the consultative Strategic Plan;

January – February 2019 –Strategic Plan published for public consultation;

26 March 2019 – IJB asked to approve the refreshed Strategic Plan (2019-22).

3.2.4 Since the last report to Council on 5 March 2018, the IJB has also approved the Learning Disability Strategy and Aberdeen City’s Carers Strategy. The Children and Young Carers element of the Carers Strategy was approved by the Operational Delivery Committee on 29 May 2018.

3.3 Board Governance

3.3.1 The following changes have been made to the Board’s membership since the last quarterly report to Council on 5 March 2018:-

3.3.2 Councillor Laing replaced Councillor Cooke as a voting member representing the Council;

3.3.3 Councillor Imrie replaced Councillor Donnelly as a voting member representing the Council;

3.3.4 Professor Steven Heys replaced Dr Nick Fluck as a voting member representing NHS Grampian;

3.3.5 Dr Malcolm Metcalfe replaced Dr Satchi Swami as the Secondary Care Adviser; and

3.3.6 Heather MacRae replaced Caroline Hiscox as the Professional Nursing Adviser.

3.3.7 The IJB’s Audit and Performance Systems (APS) Committee endorsed the IJB Annual Governance Statement on 10 April 2018 and instructed the Chief Finance Officer to provide responses to Aberdeen City Council and NHS Grampian that reasonable assurance could be placed upon the adequacy and effectiveness of the Aberdeen City Integration Joint Board’s systems of governance.

3.3.8 The IJB appointed NHS Grampian's Information Governance Lead as its Data Protection Officer (DPO) on 22 May 2018. The IJB was required to appoint a DPO to comply with the General Data Protection Regulation (GDPR).

3.4 Chief Officer

3.4.1 Judith Proctor tendered her resignation as Chief Officer of the Aberdeen City Health and Social Care Partnership (ACHSCP) in February 2018 and left the Partnership in April 2018.

3.4.2 The Head of Strategy and Transformation, Sally Shaw was appointed by the Council and NHS Grampian as interim Chief Officer for a period of six months until a permanent appointment could be made.

3.4.3 At a Special IJB meeting on 10 April 2018, the Board agreed to establish an Appointments Committee to appoint the new Chief Officer. The Committee consisted of Jonathan Passmore (Chair of the IJB), Councillor Sarah Duncan (Vice Chair of the IJB), Councillor Jennifer Laing and Rhona Atkinson (Chair of the IJB Audit and Performance Systems Committee).

3.4.4 A short leet meeting was held on 22 May 2018, followed by an assessment centre and final interviews on 31 May and 1 June 2018.

3.4.5 The Appointments Committee agreed to appoint Sandra Ross as its preferred candidate for the post of Chief Officer.

3.4.6 The following arrangements are in place to cover vacancies within the ACHSCP Executive Team:-

3.4.7 The vacant Head of Operations post is being covered by the four Heads of Locality, the Head of Specialist Older Adults and Rehabilitation Services and the Head of Mental Health and Learning Disability.

3.4.8 The Head of Strategy and Transformation post, substantively held by Sally Shaw is being covered by the Lead Transformation Manager and Lead Strategy and Performance Manager.

3.5 Reserved and Delegated Powers

3.5.1 Aberdeen City Council and NHS Grampian have delegated a range of statutory functions in respect of health and social care to the IJB. It is important to note that these functions have been delegated and not transferred. This means that the statutory accountability for the functions still remains with the Council and NHS Grampian, under the direction of the IJB.

3.5.2 At its meeting on 27 March 2018, the IJB approved its Role and Responsibilities Protocol which set out delegations to the IJB and clarified 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.

- 3.5.3 The IJB Role and Responsibilities Protocol has been prepared to take account of the Council's Scheme of Governance to ensure alignment between the IJB and Council on powers delegated to officers.

3.6 Financial Governance

- 3.6.1 NHS Grampian and Aberdeen City Council agreed their annual funding settlements to the IJB on 21 February and 6 March 2018 respectively, which was then approved by the IJB on 27 March 2018.

- 3.6.2 Aberdeen City Council transferred £2,519,000 to the IJB, which was its share of the £66m allocated by the Scottish Government to meet the costs of the Scottish Living Wage and Carers (Scotland) Act 2016.

- 3.6.3 Following the Council's budget meeting on 6 March 2018, the IJB approved Bon Accord Care's annual settlement of £26,750,000 for 2018-19.

- 3.6.4 The IJB approved its Medium-Term Financial Strategy (MTFS) on 27 March 2018 which identified anticipated budget pressures for the next five years and outlined solutions to close the forecast funding gaps. The Board intend to review the MTFS on an annual basis or as and when required.

- 3.6.5 As at 31 March 2018, an adverse position of £3,480,000 on IJB mainstream budgets was reported for the financial year 2017/18.

- 3.6.6 ACHSCP has undertaken a review of the spend and commitments against the Integration and Change Fund budget. It was reported to the IJB that the mainstream overspend of £3,480,000 could be accommodated from within this budget for 2017/18. This protected Aberdeen City Council and NHS Grampian from incurring any additional financial pressure on their own budgets and adhered to the agreed protocol for overspends within the Aberdeen City Integration Scheme. The major budget pressures were incorporated in the IJB's Medium Term Financial Strategy.

- 3.6.7 The APS Committee reviewed IJB financial governance arrangements at its meeting on 10 April 2018 against the requirements outlined in CIPFA's *Role of the Chief Finance Officer in Local Government* guidance. The Committee identified no significant issues with regards to financial governance but requested further assurance on financial challenges relating to locality planning.

- 3.6.8 The audited annual accounts, prepared by the IJB's external auditor, KPMG were approved by the APS Committee on 12 June 2018, with no substantive changes made to figures that were reported in the unaudited accounts. External Audit also found that IJB financial reporting was in line with statutory requirements; no audit misstatements had been identified; and no

recommendations for improvement had been made, with the outstanding 2016-17 audit recommendation having been satisfactorily closed off. The IJB has delegated responsibility for approving audited annual accounts to the APS Committee.

3.7 System of Risk Management

3.7.1 Risk Register and Risk Appetite Statement

3.7.2 The IJB held a Board Development Day on 24 April 2018 with a facilitated workshop session to review the Strategic Risk Register and Risk Appetite Statement. The Strategic Risk Register and Risk Appetite Statement have been referred to the APS Committee for further development, before submission to the IJB for formal review and approval.

3.7.3 Responsibility for overseeing the management of risk in relation to health and social care rests with the IJB and the Strategic Risk Register is reviewed on a regular basis by the Board and Audit and Performance Systems Committee at meetings which are open to the public and press.

3.7.4 Internal Audit

3.7.5 The APS Committee received Internal Audit's Annual Report/Internal Financial Control Statement 2017-18 on 10 April 2018 which concluded that reasonable assurance could be placed upon the adequacy and effectiveness of the IJB's internal control system.

3.7.6 The APS Committee also approved Internal Audit's 2018-19 Plan which set out its intention to audit (1) budget setting, monitoring and financial reporting; (2) Issuing Directions to partners; and (3) New models of delivery/co-location of staff.

3.7.7 Audit areas within the remit of the Council for adult social care services were approved by the Audit, Risk and Scrutiny Committee on 22 February 2018. These areas were (1) Criminal Justice; (2) Charging Policy; and (3) National Care Home Contract.

3.8 Delayed Discharge Performance

3.8.1 Aberdeen City recorded a 20% reduction in the number of people delayed between September 2016-January 2017 and September 2017-January 2018. Trend performance has continued to improve on this measure, however at a slower rate than previously recorded.

3.8.2 The census numbers for January 2018, at 50 cases was the best January delayed discharge performance for the Partnership (and previously Aberdeen City Council) since records began. This was despite increased activity, including a new record high level of referrals to hospital social work in January 2018.

- 3.8.3 The overall volume of bed days lost to delayed discharges decreased by 35% during September 2017-December 2017, in comparison to performance between September 2016–December 2016.
- 3.8.4 Code 100 delays (patients with exceptional complex needs, who had previously been long-term hospital inpatients or other such prolonged circumstances) whilst relatively small in volume, remain significant in terms of their combined lengths of delay.
- 3.8.5 An Aberdeen City Delayed Discharge Action Plan has been developed and its implementation is overseen by the Aberdeen City Delayed Discharge Group.

3.9 Kingswells Nursing Home (formerly Kingsmead)

- 3.9.1 At its meeting on 22 May 2018, the IJB issued a Direction to Aberdeen City Council to (1) extend the license to occupy agreement; (2) purchase the building at the value agreed by the Council's Property Services, on the basis that capital funding costs would be funded by the IJB; and (3) conclude the purchase as soon as possible to maintain service provision.

3.10 Directions

- 3.10.1 Directions are the mechanism in which the Aberdeen City Integration Joint Board can direct Aberdeen City Council and NHS Grampian to deliver services on its behalf. Authority for health and social care strategic planning has been delegated to IJBs as per S26-28 of the Public Bodies (Joint Working) (Scotland) Act 2014.
- 3.10.2 The following Directions have been submitted to Aberdeen City Council from the IJB since the last Council meeting on 5 March 2018:-
- 3.10.3 Adult social care services covered by the Aberdeen City IJB Integration scheme for 2018-19– approved by IJB on 27 March 2018.
- 3.10.4 Commissioning for (1) Residential Services, (2) Day Care Services, (3) Very Sheltered Housing and (4) Specialist Rehabilitation Services - approved by IJB on 27 March 2018.
- 3.10.5 Rape Crisis Grampian Funding - approved by IJB on 22 May 2018.
- 3.10.6 License to Occupy Agreement and Purchase of Kingswells Nursing Home - approved by IJB on 22 May 2018.
- 3.10.7 Services provided by Bon Accord Care to the IJB - approved by IJB on 22 May 2018.

4. FINANCIAL IMPLICATIONS

- 4.1 There are no significant financial implications arising directly from this report. The report provides information on IJB financial governance and any adverse financial implications, which may arise, would be reported to Council.

5. LEGAL IMPLICATIONS

- 5.1 The Council's service level agreement (SLA) with BAC has been reviewed to allow for the development of BAC services in line with the IJB's Strategic Plan. The Council's SLA with BAC has been reviewed in consultation with ACHSCP.

6. MANAGEMENT OF RISK

	Risk	Low (L), Medium (M), High (H)	Mitigation
Financial	IJB financial management or governance poses a financial risk to the Council or its bond issue.	L	<p>The IJB has appointed internal and external auditors to provide assurance that IJB financial management is robust.</p> <p>The IJB has established an Audit and Performance Systems (APS) Committee to monitor financial performance, procedures and systems. APS Committee meetings and papers are publicly available which provides assurance on the transparency of IJB financial management.</p> <p>IJB audited accounts were approved by the APS Committee on 12 June 2018.</p>
Legal	BAC's service level agreement with the Council is not up to date or align with the IJB's Strategic Plan.	L	BAC's refreshed service level agreement is due to be submitted to the Strategic Commissioning Committee on 13 September 2018 for approval.
Employee	No significant risk.	L	The IJB has endorsed the Ethical Care Charter, which includes a commitment to

			pay the Scottish Living Wage to social care employees.
Customer	No significant risk.	L	Direct responsibility rests with the ACHSCP.
Environment	No significant risk.	L	Direct responsibility rests with the ACHSCP.
Technology	GDPR Compliance.	M	The vast majority of data relating to the IJB or ACHSCP is held by the Council or NHS Grampian. For the few areas in which the IJB does process or hold data, a Data Protection Officer has been appointed by the IJB to comply with the requirements of GDPR and to mitigate risk to IJB partners.
Reputational	IJB governance or performance has a detrimental impact on the Council's reputation.	L	Quarterly IJB updates and regular meetings between Council and Partnership officers provide assurance that reputational risk to the Council is being managed. Council has appointed four elected members onto the IJB which increases understanding of how the IJB/ACHSCP operates and how risks to the Council are being managed and mitigated.

7. OUTCOMES

Local Outcome Improvement Plan Themes	
	Impact of Report
Prosperous Economy	The IJB/ACHSCP supports this theme through the development of locality plans which target socio-economic disadvantage within communities.

Prosperous People	The IJB/ACHSCP supports this theme through its plans to reduce delayed discharges and emergency hospital admissions.
Prosperous Place	The IJB/ACHSCP has a key role in promoting wellbeing throughout Aberdeen City, through collaboration with Public Health and other community partners.

Design Principles of Target Operating Model	
	Impact of Report
Governance	The purpose of this report is to provide an update on IJB governance activity, particularly in relation to powers delegated to the IJB under the Public Bodies (Joint Working) (Scotland) Act 2014 Act which the Council remains statutorily accountable for.
Partnerships and Alliances	ACHSCP are key partners within the Community Planning Aberdeen framework and support the delivery of the Local Outcome Improvement Plan.

8. IMPACT ASSESSMENTS

Assessment	Outcome
Equality & Human Rights Impact Assessment	Full EHRIA not required, sections 1,6 and 8 of EHRIA sent to the Equalities Team on 24 May 2018.
Privacy Impact Assessment	Not required.
Duty of Due Regard / Fairer Scotland Duty	Not applicable.

9. BACKGROUND PAPERS

OCE/18/024 - Aberdeen City Integration Joint Board – reported to Council on 5 March 2018.

10. APPENDICES

N/A

11. REPORT AUTHOR CONTACT DETAILS

Iain Robertson
 Committee Services Officer
iairobertson@aberdeencity.gov.uk

01224 522869