



# Aberdeen City Health & Social Care Partnership

*A caring partnership*

ABERDEEN, 9 July 2024. Minute of Meeting of the INTEGRATION JOINT BOARD.

Present:- Councillor John Cooke, Chair; Hussein Patwa, Vice Chair; and Councillor Christian Allard, Councillor Jennifer Bonsell, June Brown, Mark Burrell, Councillor Martin Greig, Jim Currie, Jenny Gibb, Christine Hemming, Maggie Hepburn, Dr Caroline Howarth, Kenny Low, Phil Mackie, Shona McFarlane, Paul Mitchell, Fiona Mitchelhill and Graeme Simpson.

Also in attendance:- Caroline Anderson, Fraser Bell, Jenni Campbell, Kevin Dawson, Kay Diack, Jane Gibson, Vicki Johnston, Graham Lawther, Alison MacLeod, Stephen Main, Judith McLenan, Lynn Morrison, Shona Omand-Smith, Jenny Rae, Sandy Reid, Iain Robertson, Angela Scott, and Claire Wilson.

Apologies:- Professor Siladitya Bhatti and Jamie Donaldson

## **WELCOME FROM THE CHAIR**

1. The Chair extended a warm welcome to everyone and stated that there were a number of greetings and farewells as he welcomed the three new Integration Joint Board Service User representatives and Kenny Low who had been appointed as the new Chief Finance Officer with effect from 1 July 2024.

The Chair paid tribute to Paul Mitchell - Chief Finance Officer, who retired on 12 July 2024. The Chair thanked Paul for all his hard work and dedication and wished him a long, healthy and happy retirement. The Chair also thanked Professor Bhatti who was standing down as an IJB Member due to a change in role, and wished him well in his new post as Vice Principal for Global Engagement at the University of Aberdeen commencing on 18 July 2024.

Finally, the Chair congratulated the ACHSCP staff who attended and led presentations at the NHS Scotland Event 2024 – Planning for the Future: Delivering Health & Care Services through Innovation & Collaboration in Glasgow on 10 June 2024, where they shared some of the innovative work being undertaken in ACHSCP.

**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 statement in respect of items on the agenda.

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**The Board resolved:-**

- (i) to note that the Vice Chair advised that he had a connection in relation to all of the agenda items by virtue of being a Member of the Diverse Experiences Advisory Panel, a named partner in the Scottish Government's Mental Health and Wellbeing Strategy Delivery Plan and the Depute Representative of said Group to the Scottish Government Mental Health and Wellbeing Leadership Board, however having applied the objective test, he did not consider that he had an interest and would not be withdrawing from the meeting; and
- (ii) to note that the Vice Chair advised that he had an interest in agenda item 4.1 (New Service User Representative Members) by virtue of having a close connection to one of the nominees and having applied the objective test, he considered that he had an interest and would therefore be withdrawing from the meeting in respect of that item.

**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 appendix during consideration of item 7.1 with the press and public excluded so as to avoid disclosure of exempt information of the classes described in paragraphs 6 and 9 of Schedule 7A of the Act.

**At this juncture, and in accordance with article 2 of the minute, the Vice Chair withdrew from the meeting for this item.**

**NEW SERVICE USER REPRESENTATIVE MEMBERS - HSCP.24.052**

4. The Board had before it a report prepared by the Senior Project Manager - Strategy, in respect of the appointment of new Service User Representatives.

**The report recommended:-**

that the Board:

- (a) approve the appointment of three new Service User Representatives with immediate effect for a three-year term to July 2027; and
- (b) formally note their appreciation for the work undertaken by Alan Chalmers as previous IJB Service User Representative.

**The Board resolved:-**

to approve the recommendations.

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**VIDEO PRESENTATION**

5. The Board received a video presentation in respect of the Wellbeing Team's partnership with RGU's Sport and Exercise Science degree, where each year a student was hosted to highlight the opportunities of working in the Health and Social Care Partnership. Members heard that the Team had worked in partnership in many pilots, one being "RGU students as befrienders", which was co-produced with TLC - the charity that worked with the Link Work Practitioners.

The video highlighted one such student at RGU who volunteered as a befriender to Bruce as part of the programme and helped him to combat the social isolation he felt and to become more active.

**The Board resolved:-**

to note the video.

**MINUTE OF BOARD MEETING OF 7 MAY 2024 AND ATTENDANCE RECORD**

6. The Board had before it the minute of its meeting of 7 May 2024 and the 2024 attendance record.

**The Board resolved:-**

- (i) to note the attendance record; and
- (ii) to approve the minute as a correct record.

**DRAFT MINUTE OF RISK, AUDIT AND PERFORMANCE COMMITTEE OF 4 JUNE 2024**

7. The Board had before it the draft minute of the Risk, Audit and Performance Committee of 4 June 2024.

**The Board resolved:-**

to note the minute.

**DRAFT MINUTE OF CLINICAL AND CARE GOVERNANCE COMMITTEE OF 18 JUNE 2024**

8. The Board had before it the draft minute of the Clinical and Care Governance Committee of 18 June 2024.

**The Board resolved:-**

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to note the minute.

**BUSINESS PLANNER**

9. 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:-**

- (i) to note the reason for the deferral of line 12 (Market Position Statement 2024-2034 on Independent Living and Specialist Housing Provision); and
- (ii) to otherwise agree the Planner.

**IJB INSIGHTS AND TOPIC SPECIFIC SEMINARS PLANNER**

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

**The Board resolved:-**

to agree the Planners.

**CHIEF OFFICER'S REPORT - HSCP.24.046**

11. 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 within the report.

**The Board resolved:-**

- (i) to instruct the Strategy and Transformation Lead to arrange for a presentation to be led by the Head of Specialist Mental Health and Learning Disability Services in respect of the recommendations from our local response to the Independent Forensic Mental Health Review, to be included in an IJB Insights session in advance of the Market Position statement report to the IJB on 24 September 2024; and
- (ii) to otherwise note the detail contained within the report.

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### **IJB ANNUAL SCHEME OF GOVERNANCE REVIEW - HSCP.24.048**

**12.** The Board had before it the annual Scheme of Governance review prepared by the Team Leader, Regulatory and Compliance Team, Legal Services, Aberdeen City Council.

**The report recommended:-**

that the Board:

- (a) approve the revised Standing Orders for the IJB as attached at Appendix A of the report;
- (b) approve the revised Terms of Reference for the IJB and the Risk, Audit and Performance Committee as attached at Appendix B of the report;
- (c) note that there would be a further review of the governance around Clinical and Care Governance and that this would be reported back to the IJB in November 2024;
- (d) approve the Roles and Responsibilities Protocol as attached at Appendix C of the report;
- (e) note that the review of the IJB Carers and Service User Representatives Expenses Policy would be completed once the new IJB representatives were appointed and presented to the IJB for approval at the same time as the review referred to at (c) above;
- (f) note there were no changes to the Code of Conduct; and
- (g) instruct the Chief Officer to upload the revised Scheme of Governance to the Aberdeen City Health and Social Care Partnership's website.

**The Board resolved:-**

- (i) to note that there would be a further review of the governance around Clinical and Care Governance and that this would be reported back to the IJB in March 2025; and
- (ii) to otherwise approve the recommendations.

### **REFRESHED LOIP AND LOCALITY PLANS - HSCP.24.043**

**13.** The Board had before it the Refreshed Local Outcome Improvement Plan and Locality Plans prepared by the Transformation Programme Manager – Communities.

**The report recommended:-**

that the Board:

- (a) endorse the refreshed Local Outcome Improvement Plan (LOIP) 2016-26 at Appendix A of the report;
- (b) endorse the three Locality Plans at Appendices B,C and D of the report;
- (c) note the Locality Plans would be owned and monitored by the Locality Empowerment Groups and Priority Neighbourhood Partnerships; and

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- (d) instruct the Strategy and Transformation Lead to present Locality Planning annual performance reports to the Risk, Audit, and Performance Committee beginning in June 2025.

**The Board resolved:-**

to approve the recommendations.

### **CREATING HOPE TOGETHER: SCOTLAND'S SUICIDE PREVENTION STRATEGY AND ACTION PLAN - HSCP.23.049**

14. The Board had before it the published national Suicide Prevention Strategy and Action Plan providing assurance on activities locally. The Lead for Community Mental Health, Learning Disabilities and Drug and Alcohol Services introduced the report.

**The report recommended:-**

that the Board:

- (a) note the progress on the delivery of the national Suicide Prevention Strategy, Action Plan and local implementation; and
- (b) instruct the Chief Officer to provide an update on progress annually to the Integration Joint Board.

**The Board resolved:-**

to agree the recommendations.

### **EVALUATION OF ABERDEEN CITY VACCINATION & WELLBEING HUB - HSCP.24.047**

15. The Board had before it an evaluation report on the first year of the Aberdeen City Vaccination and Wellbeing Hub which sought a decision on its ongoing provision. The Programme Manager provided an overview of the services provided at the Hub and responded to questions from Members.

**The report recommended:-**

that the Board:

- (a) note the evaluation of the Aberdeen City Vaccination & Wellbeing Hub as set out in appendix 4 of the report;
- (b) agree to implement Option 1 as set out in the Exempt Appendix 5 for the ongoing provision of the Vaccination & Wellbeing Hub;
- (c) make the Direction attached at Appendix 1 to NHS Grampian;
- (d) instruct the Chief Officer of the IJB to issue the Direction to NHS Grampian; and
- (e) instruct the Chief Officer of the IJB to make and implement any reasonable and necessary arrangements in furtherance of (c) and (d) above.

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**The Board resolved:-**

- (i) to instruct the Strategy and Transformation Lead to add to the Topic Specific Planner a session led by Public Health in respect of uptake of Childhood Immunisations; and
- (ii) to otherwise agree the recommendations.

**DISCHARGE WITHOUT DELAY - HSCP.24.053**

16. The Board had before it a report advising of the local response to the national oversight of Discharge Without Delay (DWD) following a letter to all Health and Social Care Partnerships from the Cabinet Secretary, Health and Social Care, on 4 July 2024, which outlined a national focus on DWD across local systems. The Chief Officer – Social Work – Adults, spoke to the report and responded to questions from Members.

**The report recommended:**

that the Board:

- (a) note the content of the report;
- (b) instruct the Chief Officer to bring an update to the IJB in September 2024, of the intended improvement activity in order to achieve the target set; and
- (c) note that thereafter progress would be reported to each meeting of the Clinical and Care Governance Committee.

**The Board resolved:-**

to agree the recommendations.

**In accordance with Article 3 of the minute, the following item was considered with the press and public excluded.**

**EVALUATION OF THE ABERDEEN CITY VACCINATION & WELLBEING HUB - HSCP.24.047 - EXEMPT APPENDIX**

17. The Board had before it the exempt appendix in respect of the Evaluation of the Aberdeen City Vaccination and Wellbeing Hub report.

**The Board resolved:-**

to note the recommendations approved at article 15 of this minute.

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**TOPIC SPECIFIC SEMINAR - 3 SEPTEMBER 2024**

18. The Board had before it the date of the next Topic Specific Seminar as 3 September 2024.

**The Board resolved:-**

to note the date of the Topic Specific Seminar.

**IJB INSIGHTS SESSION - 17 SEPTEMBER 2024**

19. The Board had before it the date of the next IJB Insights Session as 17 September 2024.

**The Board resolved:-**

to note the date of the IJB Insights Session.

**INTEGRATION JOINT BOARD - 24 SEPTEMBER 2024**

20. The Board had before it the date of the Integration Joint Board meeting as 24 September 2024.

**The Board resolved:-**

to note the date of the next meeting.

- **COUNCILLOR JOHN COOKE, Chair.**