

INTEGRATION JOINT BOARD

**COUNCIL CHAMBER - WOODHILL HOUSE, WESTBURN ROAD, ABERDEEN, AB16
5GB, WEDNESDAY, 29TH MAY, 2024**

Integration Joint Board Members:

Dr J Tomlinson (Chair), Councillor A Stirling (Vice-Chair), Ms J Duncan, Councillor M Grant, Councillor D Keating, Councillor G Lang and Councillor S Logan, Mr S Lindsay and Ms S Webb.

Integration Joint Board Non-Voting Members:

J Barnard (Nursing Lead Advisor), F Culbert (Carer Representative), R Taylor (Primary Care Advisor), A Mutch (Service User Representative), J Barnard (Nursing Lead Advisor), Kirk (UNISON Trade Union), K Grant (NHS Trade Union), Milliken (Chief Officer) and Smith (Chief Finance and Business Officer)

Officers: M Carle, A Corsar, L Flockhart, L Gravener, E House, J Howie, A MacLeod, R McGregor, A Pirrie, A Priest, J Raine Mitchell, G Robertson, J Shaw (Aberdeenshire Health and Social Care Partnership); C Cameron, K Craik, A McGruther, J McLenan (NHS Grampian); F Campbell, A McLeod, C Scott and N Stephenson (Aberdeenshire Council).

Apologies: S Webb (NHS) and S Kinsey (3rd Sector Representative).

1 Sederunt and Declaration of Members' Interests

The Chair asked for Declarations of Interest. No interests were declared.

2a Public Sector Equality Duty

In taking decisions on the undernoted items of business, the Committee **agreed**, in terms of Section 149 of the Equality Act 2010:-

- (1) To have due regard to the need to:-
 - (a) eliminate discrimination, harassment and victimisation;
 - (b) advance equality and opportunity between those who share a protected characteristic and persons who do not share it; and
 - (c) foster good relations between those who share a protected characteristic and persons who do not share it, and
- (2) to consider, where an Integrated Impact Assessment has been provided, its contents and to take those into consideration when reaching a decision.

2b Exempt Information

The Joint Board **agreed**, that under paragraphs 6 and 7 of the Categories of Exempt Information, found at Appendix 2 of the Standing Orders of the Integration Joint Board, the public and media representatives be excluded from the meeting for Items 15 and 16 of the business below, on the grounds that it involves the likely disclosure of exempt information of the classes described in the relevant paragraphs.

3 Minutes of Meeting of the Integration Joint Board of 20 March 2024

There had been circulated and was **approved** as a correct record the Minute of the Meeting of 20 March 2024, subject to the inclusion of Steven Lindsay in the list of attendees.

With reference to item 6 – overnight changes to MIUs, clarification was provided of the proposed format of the public drop-in sessions in each of the areas and of an online survey being developed to capture public feedback. The Chair asked that any further briefings should be circulated to Members providing relevant information.

4 Integration Joint Board Action Log

There had been circulated and was **noted** a report by the Chief Officer providing updates on progress with actions which had still to be completed and advising when these were scheduled to be reported to the Joint Board.

5 Chief Officer's Report

There had been circulated a report by the Chief Officer, providing an update of the ongoing work of the Health and Social Care Partnership, including an update on (1) Adult Support and Protection Inspection; (2) National Care Service (NSC) update; (3) Equalities Outcomes; (4) Mental Welfare Commission Local Visit to Ashcroft Ward; (5) Delayed Discharges; (6) IJB Stakeholder Recruitment; and (7) Transfer of Huntly Care Home (now Deveron House).

By way of update, the Chief Officer advised that the Adult Support and Protection inspection had found the partnership to be effective and improved since the last inspection in 2017, and the Adult Protection Committee had produced an Improvement Plan based on the findings.

The Chief Officer also advised that the National Care Service Bill had passed Stage 1 of the legislative process and the Scottish Government had committed to co-design with Health and Social Care Partnerships the changes to the legislation and the implementation of the service.

It was noted that the Equalities Outcomes and Progress reports had been delayed due to operational pressures and the Partnership had agreed to publish them in December 2024 in alignment with the new Strategic Plan, following engagement with the Equalities and Human Rights Commission.

The Chief Officer provided an update on a visit by the Mental Welfare Commission to Ashcroft Ward, a dementia ward, and the report of their findings was positive, and recognised that previous recommendations and actions had been addressed or plans were in place.

The Chief Officer provided an update in relation to delayed discharges, which remained high, with the main cause of delays being the lack of capacity in care at home and care homes, and the complexity of some cases. It was noted that there was an IJB development event planned which would focus on this.

The Chief Officer advised of ongoing work to support IJB stakeholder recruitment, following the review of the IJB Governance Handbook and plans to fill a vacant carer position and confirmation was awaited from NHS Grampian on the appointment to the vacant NHS Grampian Board vacancy on the IJB.

Finally, the Chief Officer provided an update on the transfer of the Huntly Care Home to a new provider as of June 2024, which would ensure the sustainability of the service and care home provision in the area, and she thanked all the officers and staff involved in the process.

After discussion, the Integration Joint Board **agreed**:

- (1) to acknowledge the good work done in respect of the Adult Support and Protection Inspection;
- (2) to acknowledge the good outcomes for the ward in respect of the Local Visit to Ashcroft Ward by the Mental Welfare Commission;
- (3) to note the ongoing issues in respect of delayed discharges and that a development session be scheduled in September to explore the existing and alternative pathways; and
- (4) to note the transfer of the Huntly Care Home to a new provider and acknowledge and commend the work of officers and staff in facilitating the transfer.

6 IJB Revenue Budget Update

There had been circulated a report dated 16 May 2024 by the Chief Finance and Business Officer, providing an update on the financial monitoring information for the 2023/24 financial year.

The Chief Finance and Business Officer provided an overview of the report and advised that the unaudited accounts for 2023/24 showed a draft overspend of £10.1 million, which required additional funding from the partner organisations, NHS Grampian and Aberdeenshire, based on the agreed funding position and the requirements of the Integration Scheme. He confirmed that the approved budget for 2024/25, which had contained assumptions made on pressures impacting on 2024/25 and as part of the approved balanced budget adjustments totalling £12.5 million were approved. The total of the measures proposed required that £7.5 million was required to be identified to balance the budget for 2024/25, and it was essential that financial savings were delivered, in order to deliver a balanced budget.

He confirmed that a Budget Oversight Group had responsibility for monitoring and management of progress towards savings and the IJB would receive regular financial

monitoring updates on progress towards achieving the required savings. He advised that an IJB Review Group would be chaired by the IJB Chair, with support from the IJB Vice Chair, the Chair and Vice Chair of IJB Audit Committee and the Chair of CASWG Committee, and this group would receive quarterly detailed reviews on progress undertaken by the Budget Oversight Group and updates would be reported to the IJB, with the first one scheduled for the meeting on 21 August 2024.

During discussion, there were some concerns raised about the capacity to deliver the savings; the impact of pay awards and living wage; details of planned efficiencies in relation to prescribing across Aberdeenshire and medicines management to ensure the most efficient prescribing; and the need to report back on the progress and outcomes of the budget review group.

After consideration, the Integration Joint Board **agreed**

- (1) to note that the IJB Review Group would be chaired by the IJB Chair, with support from the IJB Vice Chair, the Chair and Vice Chair of the IJB Audit Committee and the Chair of the Clinical and Adult Social Work Governance Committee (CASWG), and that an update from the group would be reported to the next meeting of the IJB in August 2024; and
- (2) in other respects to note the terms of the report.

7 IJB Audit Committee Update

There had been circulated a report dated 7 May 2024 by the Chair of the IJB Audit Committee providing an update on key issues in relation to Audit which had been progressed since the last meeting of the IJB.

The Chief Finance and Business Officer provided an overview of the areas which had been covered in terms of audit matters since the last meeting of the IJB and highlighted updates in relation to internal and external audit matters. He provided a summary of the results of two completed Internal Audit reports which had been presented to the Committee in relation to (a) Self Directed Support and (b) Social Work Commissioning. The Committee had sought a further report to the next meeting in relation to Self-Directed Support to provide assurance on the implementation of the major recommendations and to address the areas for improvement, including the management of payment cards and client bank accounts, the monitoring and evaluation of outcomes and the governance and oversight of the self-directed support process.

During discussion of this item, Councillor Logan as incoming Chair of the IJB Audit Committee paid tribute to Joyce Duncan for her work as Chair of the Committee and in return Joyce Duncan thanked the Chief Finance and Business Officer and the Chief Internal Auditor for their support during her term.

Thereafter, the Integration Joint Board **agreed** that they were assured by the approach being taken by the IJB Audit Committee and to welcome the robust work of the Committee and assurances in relation to audit matters.

8 General Adult Mental Health Secondary Care Pathway Review

There had been circulated a report dated 25 April 2024 by the Chief Officer which reported on the general adult mental health secondary care pathway review, which was commissioned by the three Chief Officers across Grampian to seek to improve outcomes, efficiency and governance.

The Head of Specialist Mental Health and Disability Services introduced the report and referred to the 40 improvement actions identified by the review group, which included staff, lived experience and external stakeholders. The actions were aligned to the five core mental health secondary care standards and would be delivered as work streams through a series of workshops over the summer.

During discussion, there was discussion of the governance of the shared services, the feasibility and timeline of the work streams, the monitoring and evaluation of the outcomes and the access to mental health services in rural areas and officers provided assurance and clarification.

Thereafter, the Integration Joint Board **agreed**:

- (1) to approve the General AMH Secondary Care Pathway report and agree that the report's actions be delivered as workstreams supported by Task and Finish Working Groups; and
- (2) to note that workshops were scheduled across the summer and outcomes would be reported back.

9 Aberdeenshire Health & Social Care Partnership Annual Report on the Use of Directions Between April 2023 and March 2024

There had been circulated a report dated 31 March 2024 by the Chief Officer which provided an overview of the directions which had been issued by the Aberdeenshire Integration Joint Board during the period 1 April 2023 to 31 March 2024. The report explained that under the Public Bodies (Joint Working)(Scotland) Act 2014, integration authorities were provided with the mechanism to issue binding directions to the Health Board and/or Local Authority, to enable the IJB to action its strategic commissioning plan for how it would plan and deliver services using integrated budgets under its control, providing the legal basis on which the Health Board and Local Authority deliver services under the control of the IJB. The list of the directions which had been issued were attached as Appendix 1 to the report.

After consideration, the Integration Joint Board **agreed**:

- (1) to acknowledge the use of directions as provided in the annual report in Appendix 1; and
- (2) that the report be shared by the Chief Officer with the Chief Executives of both Aberdeenshire Council and NHS Grampian to provide an overview of the directions which have been issued between April 2023 and March 2024.

10 Use of Chief Officer Delegated Powers in Relation to Urgent Matters

There had been circulated a report dated 24 April 2024 by the Chief Officer which provided information on the use of delegated powers by the Chief Officer by reason of special urgency between March 2023 and March 2024. The report advised that to

provide assurance a register was maintained to record the use of the Chief Officer's delegated powers, and the register would be shared in an annual report to the Integration Joint Board.

Following consideration, the Integration Joint Board **agreed** to acknowledge the use of the Chief Officer's delegated powers to take decisions by reason of special urgency between March 2023 and March 2024, as detailed in Appendix 1 to the report.

11 **Aberdeenshire Health & Social Care Partnership Strategic Delivery Plan Performance Report**

There had been circulated a report dated 20 April 2024 by the Chief Officer which provided the quarterly performance report on the Health and Social Care Partnership Strategic Delivery Plan to end of February 2024, which outlined progress being made on the workstreams under the Strategic Delivery Plan, which covered various areas including frailty, carers, Self Directed Support, out of area placements and digital strategy. The report showed some positive developments, such as staff recruitment, Medication Assisted Treatment (MAT) standards implementation and improvement projects. The report also highlighted some challenges and risks, such as the impact of Covid-19, the need to review and prioritise the Strategic Delivery Plan and the governance and accountability arrangements.

The Interim Programme Manager provided some further background to the report and explained that it was proposed to remove four projects from the Delivery Plan, as they were considered to have an operational focus and to be reported to the Senior Management Team instead. She responded to questions in relation to financial implications of the social care management system, the definition of equitable services for PCIP, and the assurance of the sustainability and outcomes of the projects to be removed.

Thereafter, the Integration Joint Board **agreed**:

- (1) to note the high-level quarterly performance report on the H&SCP Strategic Delivery Plan to end of February 2024, noting work ongoing regarding the prioritisation of workstreams;
- (2) to note the monitoring and reporting of activity linked to the development of the Aberdeenshire Mental Health Accommodation Options will be reviewed within the new Mental Health Strategy therefore this has been removed from the Strategic Delivery Plan as an individual project;
- (3) to note the progress undertaken to further review the improvement projects within the Strategic Delivery Plan;
- (4) to agree that the following operational improvement projects should be removed from the Strategic Delivery Plan and be monitored through quarterly reporting to the AHSCP Senior Management Team:
 - Replacement of Social Care Management System
 - Re-shaping Learning Disability Day Services

- (5) that a further report be provided on Rehabilitation & Enablement and Very Sheltered Housing Review (Central) prior to being moved from the Strategic Development Plan into ‘business as usual’; and
- (6) to endorse the accompanying quarterly report on specific progress against the Medication Assisted Treatment (MAT) Standards Implementation.

12 **Consultation on Learning Disabilities, Autism and Neurodivergence (LDAN) Bill**

There had been circulated a report dated 1 May 2024 by the Chief Officer which presented the response to the Scottish Government consultation on the proposed Learning Disabilities, Autism and Neurodivergence (LDAN) Bill, which had been submitted by the Chief Officer exercising delegated authority and following consultation with the Chair and Vice Chair of the IJB in terms of Paragraph 1.3(z) of Section 2 of the IJB Governance Handbook.

The response highlighted some of the potential benefits and challenges of the Bill, such as the need for clarity on definitions, eligibility, funding and implementation and the report also noted some of the existing work and good practice in Aberdeenshire to support people with learning disabilities, autism and neurodivergence.

The Integration Joint Board **agreed** to acknowledge the Aberdeenshire Health and Social Care Partnership’s response to the Scottish Government consultation on proposed Learning Disabilities, Autism and Neurodivergence (LDAN) Bill, which was submitted by the Chief Officer exercising delegated authority and following consultation with the Chair and Vice Chair of the IJB in terms of paragraph 1.3 (z) of Section 2 of the Aberdeenshire Integration Joint Board Governance Handbook.

13 **Aberdeenshire Health and Social Care Partnership (HSCP) Joint Strategic Needs Assessment**

There had been circulated a report dated 1 May 2024 by the Chief Officer seeking comment on the Health and Social Care Partnership Joint Strategic Needs Assessment (JSNA) and the key findings of the assessment. The report also asked the Integration Joint Board to agree for the JSNA to be taken forward to inform priority themes to be explored through the Strategic Plan engagement, and to be further enhanced through wide stakeholder involvement.

The Interim Strategy Manager introduced the report and highlighted the key findings of the JSNA, including the ageing population, decreasing life expectancy, the increasing complexity of needs, the challenges of rurality and workforce. The JSNA also identified some areas for further exploration and engagement with stakeholders and communities to inform the priority themes and actions for the Strategic Plan.

During discussion, Members commented on the impact of the cost of living crisis on health outcomes and screening rates; the timescales for the new Plan development; the escalation of the ARI based Drugs and Alcohol Care team; the population dependency ratio; the process and the ask of the engagement and involvement of the communities and stakeholders on the JSNA.

After discussion, the Integration Joint Board **agreed**:

- (1) to note the Aberdeenshire HSCP Joint Strategic Needs Assessment and the key findings detailed in Appendix 1;
- (2) that the Joint Strategic Needs Assessment should now be taken forward to inform priority themes to be explored through the Strategic Plan engagement, and to be further enhanced through wide stakeholder involvement;
- (3) that further consideration should be given at the next development session on priorities and the process for engagement; and
- (4) that a briefing note be issued by Officers with further information on questions submitted by IJB Members.

14 Aberdeenshire Health and Social Care Partnership (HSCP) Strategic Planning Group Update

There had been circulated a report dated 3 May 2024 by the Chief Officer which provided a summary of the main items of discussion at the most recent meeting of the Strategic Planning Group (SPG). The report advised that a range of reports had been considered at the last meeting and the key item of business was to present the Joint Strategic Needs Assessment in its initial draft form and the key themes emerging, which had already been covered earlier in the meeting. Work was also ongoing to refine the Strategic Delivery Plan following approval by the IJB in December 2023.

The Interim Strategy and Transformation Manager introduced the report and highlighted key areas which had been under consideration by the SPG.

During discussion, Members asked about the numbers of out of area complex placements, the impact of cost of living on poverty and screening rates and the evaluation of prescribing costs. There was also discussion on the PCIP project update and the MAT standards.

Thereafter, the Integration Joint Board **agreed** to acknowledge the report from the Strategic Planning Group (SPG) following its meeting on 23rd April 2024.

15 Aids for Daily Living Framework Agreement

There had been circulated a report dated 2 May 2024 by the Chief Officer requesting consideration of a Procurement Proposal and associated Procurement Approval Form in order to supply essential items of equipment to social work and NHS service users.

The Joint Board heard from the Joint Equipment Service Manager as to the details of the proposal and he responded to questions raised in relation to the proposal.

Thereafter, the Integration Joint Board **agreed** to:

- (1) approve the Procurement Plan, detailed in Appendix 1;
- (2) approve the Procurement Approval Form (PAF) at Appendix 2, for items on the Procurement Plan which are within the Integration Joint Board's remit as the value of the matters is over £1,000,000;

- (3) direct Aberdeenshire Council to procure, via a tender opportunity, the goods and services detailed in the PAF on behalf of the Integration Joint Board;
- (4) note that the contract requirements relating to care and support services align with the Integration Joint Board's Strategic Plan in relation to Outcome 2: People, including those with disabilities or long-term conditions or are frail, can live independently at home or in a homely setting in their community. Additionally, an update on the outcomes from the approved procurements in this report will be included in the Commercial & Procurement Shared Service's annual report; and
- (5) note that the proposal will replace an existing framework agreement that is due to expire and so is not new expenditure and is factored into current budget planning.

16 **2024/2025 Supplementary Procurement Work Plan (Social Care and Asset Management)**

There had been circulated a report by the Chief Officer and Chief Finance and Business Officer seeking approval of a Supplementary Procurement Work Plan and five Procurement Approval Forms (PAFs) and that the IJB directs Aberdeenshire Council to procure the works required on behalf of the IJB.

The Joint Board heard from the Strategic Procurement Manager as to the details of the proposed works, which related to social care and asset management procurements.

After consideration, the Integration Joint Board **agreed**:

- (1) to approve the Supplementary Procurement Work Plan detailed in Appendix 1 and the Procurement Approval Forms (PAFs) at Appendix 2;
- (2) to approve the PAF for items on the Work Plan which are within the Integration Joint Board's remit and where the value of the matter is over £1,000,000;
- (3) to direct Aberdeenshire Council to procure the works and services detailed in the Supplementary Procurement Work Plan on behalf of the Integration Joint Board; and
- (4) to note that the contract requirements relating to care and support services align with the Integration Joint Board's Strategic Plan in relation to Outcome 2: People, including those with disabilities or long-term conditions or are frail, can live independently at home or in a homely setting in their community. Additionally, an update on the outcomes from the approved procurements in this report will be included in the Commercial & Procurement Shared Service's annual report.