

## INTEGRATION JOINT BOARD

### VIRTUAL MEETING, 12 OCTOBER, 2022

#### **Integration Joint Board Members:**

Councillor A Stirling (Chair); Mrs R Atkinson (NHS Grampian) (Vice Chair); Ms A Anderson (NHS Grampian); Mr S Lindsay (NHS Grampian); Councillor M Grant; Councillor D Keating, Councillor G Lang and Councillor G Reynolds; and Ms S Webb (NHS Grampian).

#### **Integration Joint Board Non-Voting Members:**

Mrs F Culbert, Carers' Representative; Mr K Grant, NHS UNISON; Mr D Hekelaar, 3<sup>rd</sup> Sector Representative; Ms S Kinsey, Third Sector Representative; Ms I Kirk, UNISON; Ms A Mutch, Public Representative; Mr C Smith, Chief Finance and Business Officer; Aberdeenshire Health and Social Care Partnership; and Ms P Milliken, Chief Officer, Aberdeenshire Health and Social Care Partnership.

**Officers:** D Leslie, R McGregor, A MacLeod and J Shaw, Aberdeenshire Health and Social Care Partnership; C Cameron, A McGruther, R Taylor and A Wilson, NHS Grampian; A McLeod, J Raine-Mitchell, C Scott and N Stephenson, Aberdeenshire Council.

**Apologies:** Mrs J Duncan (NHS Grampian); P Bachoo, Secondary Care Advisor.

The Chair welcomed Members and officers to the meeting and paid tribute to Ms Rhona Atkinson for her contributions, commitment and guidance to the IJB over the last 18 month period during her time as Chair, and welcomed Steven Lindsay, Paul Bachoo and Keith Grant to the Board.

### **1. DECLARATION OF MEMBERS' INTERESTS**

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

### **2A. STATEMENT ON EQUALITIES**

In making decisions on the following items of business, the Joint Board **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 of 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) where an equality impact assessment has been provided, to take its contents 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 13 and 14 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. MINUTE OF MEETING OF THE INTEGRATION JOINT BOARD OF 24 AUGUST, 2022

There had been circulated, and was **approved** as a correct record, the Minute of Meeting of 24 August, 2022, subject to the addition of the following at the end of paragraph 2 of item 9 – “In relation to triage compliance, it was noted that compliance was lowest with a one hour requirement. However, the service advised that these urgent calls received a second assessment by professional staff, which resulted in a lower priority being assigned to many of them”.

### 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, including a number of items for which there were reports on the agenda today.

### 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, advising (1) that a multi-agency inspection was underway for children and young people in Aberdeenshire at risk of harm, being undertaken jointly by the Care Inspectorate, Education Scotland, His Majesty's Inspectorate of Constabulary in Scotland and Healthcare Improvement Scotland, with the final inspection report anticipated early in 2023; (2) that workforce availability and support for staffing continued to be a key issue for the Health and Social Care Partnership and the Senior Management Team was focussed on maximising workforce capacity through the use of the Scottish Government funding provided for care at home and multi-disciplinary teams, and that an additional 184.65 whole time equivalent (wte) posts had been recruited with the funding to date and another 63.11 wte posts had been agreed, which would support existing teams to meet growing service demands and enable greater resilience going into winter; (3) that through joint work with Aberdeenshire Education Services, it had been possible to place 56 Foundation Apprenticeships within the Health and Social Care Partnership services, and it was hoped that the placements would lead to more people deciding to follow career opportunities in the sector; (4) officers were continuing to refine the performance reporting framework, in line with work underway to finalise the revised strategic delivery plan, which would be presented to the IJB in December; and (5) highlighted that officers were keen to work with the Refugee Resettlement Team to bring awareness of opportunities in the health and social care sector to new people settling in the area.

There was discussion of how the geographical spread of foundation apprenticeship was determined, which was based on a number of factors, including location of the

individual and where placements were available; the level of 'stress absence' among staff and whether any trends had been identified; staff turnover, recruitment challenges, increasing pressures on the existing workforce, being mindful of safe staffing levels and staff welfare; that the needs of service users were greater than they had ever been and staff were dealing with increasingly complex issues, resulting in increasing pressures on the workforce; noted there were unprecedented demands on unpaid carers

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

- (1) to request a report from the Social Care Sustainability Group addressing the challenges relating to stress absence, staff turnover, recruitment, increasing pressures on the existing workforce, safe staffing levels and staff welfare, and providing information on what measures were being put in place to support staff;
- (2) to request a report on the demands and pressures on unpaid carers and measures being taken to support unpaid carers;
- (3) to note that a further report would be provided in December 2022 on the performance reporting framework; and
- (4) in other respects to note the terms of the updates provided.

## **6. FINANCE UPDATE AS AT 31 AUGUST 2022**

There had been circulated a report dated 3 October, 2022 by the Chief Finance and Business Officer, providing an update on the financial monitoring information for the 2022/23 financial year, covering the five month period up to the end of August 2022.

The Chief Finance and Business Officer provided an overview of the financial position to the end of August 2022, together with a projected forecast for the year as a whole. He advised that the audited annual accounts for 2021/22 were expected to be presented to the IJB Audit Committee on 12 October, 2022 for sign off. In summary, the financial position showed a small overspend of £0.794 million at the end of August, 2022; Health budgets were showing a small overspend of £0.288 million for the year to date; Social Care budgets were showing a small overspend of £0.506 million for the year to date and Funds were showing a small overspend of £0.054 million; Health Service budgets were showing a small overspend of £288,000 at the end of August. In relation to a year end forecast, he advised that an underspend of £0.761 million was being forecast, equating to 0.2% of the IJB budget. A number of significant financial risks had been highlighted, as per Appendix 1 of the report and would continue to be managed.

There were concerns expressed regarding the notification that the Scottish Government would reclaim surplus Covid reserves for redistribution, and it was noted that confirmation of future covid funding arrangements was still awaited. There was discussion of the significant financial risks highlighted in section 6.11 of the report, and how these could be mitigated, and noted that the Finance team was working closely with operational leads to ensure that costs would be within budget by the end of the financial year. The question of locum funding was discussed, and it

was noted that a huge amount of work was ongoing around supporting a sustainable model of delivery.

The Integration Joint Board, having considered the financial position as detailed in the report and appendices, **agreed**:

- (1) To note the financial position set out in the report at 6.3 and Appendices 1 and 2;
- (2) To approve the budget adjustments detailed in Appendices 1 and 3; and
- (3) To note the position relating to additional funding in Section 7; and

## **7. CLINICAL AND ADULT SOCIAL WORK GOVERNANCE COMMITTEE UPDATE**

There had been circulated a report dated 16 September, 2022 by the Chair of the Clinical and Adult Social Work Governance Committee, updating the Joint Board on the key issues arising from the Committee meeting on 8 September, 2022.

The Joint Board heard from Mr Lindsay, Chair, on the recent work undertaken by the Committee, which included work undertaken to support and scrutinise Care Homes and Very Sheltered Housing providers across Aberdeenshire; details of an internal inspection carried out within part of the Internal Home Care Service, which had reflected that an extremely high level of care was being provided within people's homes; work being undertaken by the Primary Care Oversight Group; and work of the Mental Health and Learning Disability Clinical Governance Group.

After discussion, the Integration Joint Board **agreed** to note the key points and assurances from the Clinical Adult and Social Work Governance Committee in relation to governance matters, and the Chair wished Mr Lindsay well in his new role as Chair of the Committee.

## **8. SCHEDULE OF MEETINGS 2023**

There had been circulated a report dated 27 September, 2022 by the Chief Officer, requesting consideration of a proposed schedule of meetings for 2023 and a move to hybrid meetings, allowing for virtual attendance, with an in-person attendance option.

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

- (1) To approve the following meeting dates for 2023 –  
Wednesday 1 March, 2023;  
Wednesday 10 May, 2023;  
Wednesday 5 July, 2023;  
Wednesday 23 August, 2023;  
Wednesday 11 October, 2023; and  
Wednesday 6 December, 2023.
- (2) To move to a hybrid meeting format, with in person attendance at Woodhill House, subject to an option to allow virtual attendance, with effect from the next meeting on 7 December 2022.

## 9. APPOINTMENT TO ABERDEENSHIRE HEALTH & SOCIAL CARE PARTNERSHIP APPOINTMENT COMMITTEE

There had been circulated a report dated 15 September, 2022 by the Chief Officer seeking the appointment of an NHS member to the Health and Social Care Partnership Appointment Committee, following the retirement of one NHS member from the IJB. The IJB was informed that the Appointment Committee would be constituted in early course to oversee the appointment of a Partnership Manager.

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

- (1) to note the retirement of one of the Grampian Health Board representatives (Ms R Little) on the Health and Social Care Partnership Appointment Committee; and
- (2) to appoint Steven Lindsay to the Committee as the new Health Board Member.

## 10. STRATEGIC PLANNING GROUP UPDATE

There had been circulated a report dated 16 September, 2022 by the Chief Officer, providing a summary of key items considered at a recent meeting of the Strategic Planning Group (SPG); seeking comments on the performance update report for the Autism Strategy Development Project; and asking for comments on the proposed performance reporting arrangements for the Health and Social Care Partnership's Strategic Delivery Plan.

The Programme Manager provided an overview of the main items under consideration at the recent meeting, which included progress on the development of the Aberdeenshire Autism Strategy; actions being taken by NHS Grampian following publication of its Plan for the Future; the development of a refreshed Strategic Delivery Plan for the Aberdeenshire Health and Social Care Partnership; and ongoing consultation in relation to the National Care Service Bill and Scottish Government Consultations.

The Mental Health and Learning Disability Manager provided an update on the draft Autism Strategy and advised that following the engagement phase, a draft strategy was being written and he provided an indicative timetable for a further programme of engagement and consultation. It was noted that timescales for the progression of the Autism strategy had been exceeded as a result of the pandemic when services had been diverted. In respect of the funding for the implementation of the strategy, it was noted that the delivery plan would be considered in terms of existing resources.

The need to ensure that the funding aspects for the development of new or redesigned strategic projects was linked to the Medium Term Financial Strategy was highlighted, and future reports should give consideration to this, in order that funding options were addressed at an early stage in order that unrealistic expectations could be avoided.

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

- (1) to note the report from the Strategic Planning Group following its meeting on 25 August 2022;

- (2) to note the performance update report for the Autism Strategy Development project;
- (3) to note the proposed performance reporting arrangements for the Health and Social Care Partnership's Strategic Delivery Plan once approved; and
- (4) that future reports relating to the development of strategic projects should be linked to the Medium Term Financial Strategy, in order to address funding options or challenges during the development of the projects.

#### **11. ABERDEENSHIRE IMPLEMENTATION PLAN - MEDICATION ASSISTED TREATMENT STANDARDS**

There had been circulated a report dated 14 September, 2022 by the Interim Partnership Manager (North), providing details of the Aberdeenshire Implementation Plan of the Medication Assisted Treatment Standards which was submitted to Scottish Government in September 2022. The report advised that the implementation of the MAT Standards would bring significant change to the way services were delivered by the Health and Social Care Partnership Drug and Alcohol Service and wider partners within the Aberdeenshire Alcohol and Drug Partnership. During 2021, five year funding was allocated to plan and deliver a service response to meet the recommendations of the Scottish Government's National Drugs Mission, to improve and save lives of people who use drugs and their loved ones.

The Partnership Manager (North) and the Justice and Drug and Alcohol Services Manager outlined the work that was ongoing to progress the delivery of the MAT standards. The Implementation Plan featured the progress under each MAT Standard and reflected the ongoing work of each progress area. It was noted that a whole system approach was essential in every part of the delivery actions, moving delivery away from a single service response, in order to achieve earlier intervention and a wrap around provision of treatment and support which meets the needs of the whole person and their family.

There was discussion of the need to ensure that adequate funding and staff resources were available to deliver the service, and it was noted that work was ongoing through multi agency partner Project Groups to progress all aspects of service delivery.

It was noted that although aspirational and some challenges were anticipated in the delivery, the MAT Standards would bring significant change to the way services were delivered, and earlier intervention, and would provide a wrap around provision of treatment and support to meet the needs of the whole person and their family.

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

- (1) note the contents of the Aberdeenshire Implementation Plan of the Medication Assisted Treatment Standards submitted to SG Sept 2022; and
- (2) receive quarterly progress reports through the overall Performance Reporting Framework.

## 12. ABERDEENSHIRE HEALTH & SOCIAL CARE PARTNERSHIP PROPERTY ASSET STRATEGY

There had been circulated a report dated 16 September, 2022 by the Chief Finance and Business Officer seeking the approval of the Integration Joint Board of the draft Aberdeenshire Health and Social Care Property Asset Strategy. The report advised that the development and approval of an asset plan by the IJB was identified as a requirement of Internal Audit Report 1749, and the Strategy had been developed to ensure that property used by the Partnership supports the effective and efficient delivery of its services. The implementation of the Strategy would support delivery of accommodation that is fit for purpose, meets demand and is sustainable in the long term.

The Chief Finance and Business Officer provided an overview of the draft Strategy and advised that the Strategy would be reviewed annually, with a Strategy Property Action Plan being updated on an ongoing basis as reviews conclude and requirements change.

It was noted that the delivery model and lifespan of vaccination centres was still live and being kept under review. It was noted that where the Health and Social Care Partnership no longer required the use of a building, these were released back to the Council or NHS respectively. There was a request for further work on the presentation of the Strategy in a more user friendly/accessible format in future.

Thereafter, the Integration Joint Board agreed to approve the Draft Aberdeenshire Health and Social Care Property Asset Strategy.

## 13. UKRAINIAN HEALTH FUNDING

There had been circulated a report dated 15 September, 2022 by the Chief Officer which requested that the Integration Joint Board noted the use of special urgency powers by the Chief Officer, in connection with funding approval for health services for Ukrainian refugees in Aberdeenshire.

It was noted that GP practices were meeting the challenges of supporting the new arrivals in terms of providing health checks and support, whilst maintaining primary services, and it was suggested that the staff teams within the GP practices should be commended for supporting the health care requirements.

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

- (1) to note the use of special urgency powers by the Chief Officer in connection with funding approval for health services for Ukrainian refugees in Aberdeenshire; and
- (2) that the Chair would write to the staff teams in GP practices to acknowledge and thank them for supporting and facilitating the health care requirements for the Ukrainian refugees arriving in Aberdeenshire.

#### 14. 2022/23 SUPPLEMENTARY PROCUREMENT WORK PLAN (SOCIAL CARE)

There had been circulated a report dated 30 July, 2022 by the Chief Officer requesting consideration of a Supplementary Procurement Work Plan and two Award Reports and that the Joint Board directs Aberdeenshire Council to procure, via direct awards, the services detailed in the Supplementary Procurement Work Plan on behalf of the Integration Joint Board.

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

- (1) to note the Supplementary Procurement Work Plan detailed in Appendix 1, the two Procurement Approval Forms (PAFs) at Appendix 2A & 2B;
- (2) to note the PAFs for items on the Work Plan which are within the Integration Joint Board's remit and the value of the matter is over £1,000,000 and note that the item on the Work Plan with a value of £50,000 up to £1,000,000 may be reserved for approval by Aberdeenshire Council's Communities Committee before the Integration Joint Board's Direction is implemented;
- (3) to direct Aberdeenshire Council to procure, via direct awards, the services detailed in the Supplementary Procurement Work Plan on behalf of the Integration Joint Board;
- (4) to notes 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) that the Chair would ask the Procedures Committee of Aberdeenshire Council to consider governance arrangements for Directions to Aberdeenshire Council (Communities Committee) to procure works on behalf of the IJB, in order to seek to reduce delays in the process.