

INTEGRATION JOINT BOARD

BY SKYPE, 9 DECEMBER , 2020

Integration Joint Board Members:

Councillor A Stirling (Chair); Mrs R Atkinson, (NHS Grampian) (Vice-Chair); Ms J Duncan (NHS Grampian); Ms R Little (NHS Grampian); Provost W Howatson; Councillor G Reynolds, Councillor A Ross; Councillor D Robertson; and Mr J Tomlinson (as substitute for Ms Anderson, NHS Grampian.)

Integration Joint Board Non-Voting Members:

Ms F Culbert, Carers' Representative; Dr J Brown, Nursing Advisor; Mr D Hekelaar, Third Sector Representative; Mrs S Kinsey, Third Sector Representative; Mrs I Kirk, UNISON; Mr M McKay, NHS UNISON; Dr M Metcalfe, Acute Care Advisor; Mr I Ramsay, Chief Social Work Officer; Mr A Sharp, Chief Finance Officer, Aberdeenshire Health and Social Care Partnership; and Ms A Wood, Interim Chief Officer, Aberdeenshire Health and Social Care Partnership.

Officers:

Mr M Carle, Mrs G Fraser, Ms A MacLeod, Mrs J Raine-Mitchell, Mrs A Rickert, Mr J Shaw ,Mr M Simpson, and Ms J Wells, Aberdeenshire Health & Social Care Partnership; and Mrs L Cowie, Mr J Evans, Ms J McRobbie, Mr P Mitchell, and Mrs L Thom, Aberdeenshire Council.

Apologies:

Dr C Allan, Primary Care Advisor; Ms A Anderson (NHS Grampian); Ms A Mutch, Public Representative; and Ms J McNicol, Nursing Advisor.

1. DECLARATION OF INTERESTS

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

2A. STATEMENT OF 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 Chair indicated her intent to take Item 14A, Requests to be heard: Aberdeenshire Learning Disability Respite Review, in private as it was considered that the hearing, if agreed, would reflect in the discussion of individual service users.

Accordingly the Joint Board **agreed** that under paragraphs 1,6 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 14A, 14B, and 15 of the business, on the grounds that it involves the likely disclosure of exempt information of the classes described in paragraphs 1,6, and 7.

3. MINUTE OF MEETING OF THE INTEGRATED JOINT BOARD OF 4 NOVEMBER, 2020

There had been circulated and was **approved** as a correct record, the Minute of Meeting of 4 November, 2020.

4. INTEGRATION JOINT BOARD ACTION LOG

There had been circulated and **noted** a report by the Interim 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.

Arising from consideration of the above, there was discussion of the potential timing of anticipated national guidance in terms of the scheduled review of Minor Injury Units, which it was noted had already been impacted by the differing operational requirements necessitated by Covid-19. Assurances were given that the matter would be reported to the Joint Board as soon as the necessary guidance and analysis had been undertaken.

5. CHIEF OFFICER'S REPORT

There had been circulated a report by the Interim Chief Officer providing an update of the ongoing work of the Health and Social Care Partnership, highlighting (a) Digital Health and Care, with the last 9 months necessitating the adoption at unprecedented speed and scale of digital technology, including Access to IT kit for NHS staff, on occasion to allow greater flexibility and the option to work from home where appropriate, supported by the roll out of Microsoft Teams, and also devices for care home residents, hospital inpatients and social care clients in the community; Near Me, video enabled consultations across the range of health and social care services; technology to support Operation Home First and Aberdeenshire's Frailty pathway; supported home self-monitoring for people living with chronic conditions such as hypertension and Chronic Obstructive Pulmonary Disease; and the potential response, jointly with NHS Grampian's Digital Transformation Delivery group, to the Scottish Government's refreshed Digital Strategy currently under development; (b) the Chief Medical Officer's guidance on opiate substitution therapy in prison for those on sentences greater than 6 months, together with funding, committed to the end of the financial year and expected to be continued thereafter, with Buprenorphine to be given intravenously either weekly or monthly; and (c) the positive improvement outcomes

already being demonstrated around the Frailty pathway as part of Operation Home First, complementing the existing Virtual Community Wards across the Shire.

The Joint Board heard further from the Interim Chief Officer of her continued gratitude for staff, continuing to work to provide the best possible services in a context of restrictions and personal sacrifices and of the momentum to pre-plan clinics for the roll out of vaccine which had been approved within the last seven days, with the first supplies expected Monday 14 December, with plans already in place, pending clarity on what the supply would be and which would be the priority groups.

There was discussion of factors which may currently limit access to digital services, and internet connectivity issues by which other public sector organisations, including Aberdeenshire Council, were also challenged; and the successful roll out of the opiate substitute in HMI Grampian.

The Joint Board **noted** the updates provided, thanking all staff for their continuing efforts.

6. CHIEF SOCIAL WORK OFFICER ANNUAL REPORT, 2019/20

There had been circulated a report dated 24 November, 2021 by the Chief Social Worker, presenting for consideration, in terms of Adult Social Work Services, his Annual Report for 2019/20.

The Joint Board heard from Mr Ramsay of the growing and more complex needs which were being presented, and of his gratitude and commendation of staff and other agencies in continuing to delivering services in line with the core principles of social work, respecting and not compromising on diversity, and highlighting where change was necessary. Although the main work provoked by the pandemic would be presented in the 2020/21 Annual Report, it was already apparent that in addition to the challenges to work differently, there would be an additional focus on carers, both professional and familial, in the family context and support for them.

There was discussion of the relationship-based approach to the enablement of Self Directed Support, allowing choice and control whilst ensuring in the client's best interests, the anticipated timescale for the transfer of budget and the development of a strategy for those transitioning between children and adult social care; the awareness of the future challenges, particularly on mental health resources, during and post Covid-19, and the method and pathways in place to support the wellbeing of staff working under increasing pressure, and in different ways, because of the restrictions of the virus; the four nation awareness of mental health and well-being concerns, and participation on national working groups; positive feedback on the support being provided for unpaid carers for those with dementia; the excellent working connections between the Chief Social Worker and the Chief Officer in Aberdeenshire, not always evidenced elsewhere; and the increasingly benefits of well-established inter-disciplinary teams, of staff, partner organisations, and third sector.

Having considered the terms of the report in terms of Adult Social Work services, the Joint Board **agreed:-**

- (1) to acknowledge the level of investment in Adult Social Work Services for the residents of Aberdeenshire; and
- (2) to acknowledge and commend the commitment of social work staff in the consistent delivery of high performing services.

7. FINANCE UPDATE AS AT SEPTEMBER, 2020

There had been circulated a report dated 7 November, 2020 by the Chief Finance Officer, providing an update on the financial position as at the sixth month of the financial year and providing an indicative forecast position for the year as a whole, including the financial implications of the 2019/20 overspend, the impact of Covid-19 on resource under- and over-spends for 2020/21, including the slowing down of cost increases directly related to covid required adaptations, the receipt or expected receipt of Scottish Government funding, and the implications for the achievability of agreed savings for the current financial year.

The Joint Board heard further from the Chief Finance Officer of the £5.5M additional Covid related costs evidenced in the first six months of the financial year, for forecast spends, which did not yet include any Covid-19 vaccination costs which could be significant, but which were anticipated to be covered by additional government funding; of an underspend of £1.56M (0.9% of the total IJB budget, with lower costs for social care arising from reduced capacity, smaller costs for staff and training for community hospitals, and in other hosted services (Intermediate Care and Forensic Medical Examiner services) but increasing spends on community mental health provision and on increasing prescription costs, reflecting the national issue of higher than average process, despite reduced volumes compared to the same period 2020/21; and the current lack of clarity on how the recent Scottish government announcement of a £500 pay award for staff in health and social care, which was to be fully funded, was to be implemented.

There was discussion of how decisions could be made on the potential to make, and deliver, current and future year saving plans, given the uncertainty of changing needs and evolving delivery methods; the need to have discussions on remodelled sections of current budget provisions; and the need to make a distinction, and reach agreement with the government, as to what additional spends could be attributed to Covid and which related to other issues, such as prescribing.

The Joint Board **agreed**, having considered the financial position as detailed in paragraphs 7.3 and 7.10 of the report, and appendices 1 and 2:-

- (1) to approve the budget adjustments as detailed in Appendix 3 to the report; and
- (2) to note the current progress, as detailed in Appendix 4 to the report, towards achieving the agreed savings programme.

8. ABERDEENSHIRE INTEGRATION JOINT BOARD FINANCIAL OUTLOOK & OUTLINE PLAN 2021/22

There had been circulated a report dated 29 November, 2020 by the Chief Finance Officer, requesting the consideration of issues around the current financial outlook and the preparation of an outline financial outline plan for 2021/22, highlighting the

risk and options which would enable the Integration Joint Board to set a balanced budget.

The Joint Board heard from the Chief Finance Officer of the inflationary pressures, the assumption of a £3M uplift from NHS Grampian, and confirmation awaited as to whether Aberdeenshire Council might give additional funding towards meeting the initial financial gap estimated to be £8.7M for 21/22 (2.6% of the current budget), which required a detailed reconsideration of the asset base and service redesign proposals which would require difficult decisions.

There was discussion of the various issues relating to the budget outlook and plan for 2021/22, and the significant decisions which required to be considered and the Joint Board **agreed:-**

- (1) to acknowledge that, based on information currently available and consistent with prior year estimates, no assurance could be provided on the Health and Social Care Partnership's ability to deliver a balanced financial position for 2021/22 without further development, and agreement, on savings and budget realignment proposals;
- (2) that discussions be held in early course to consider how to deliver £8.7 million of savings, circa 2.6% of the budget in 2021/22 to close the financial gap, assuming Covid costs are fully funded, based on existing assumptions and inherent risks; and
- (3) note that if additional projected Covid-related costs of £3.2M, provisionally identified for next year are not funded by additional funding from the Scottish Government, the currently identified funding gap will increase.

9. ABERDEENSHIRE LEARNING DISABILITY STRATEGY DELIVERY PLAN 2020-2025

With reference to the Minute of Meeting of 18 December, 2019, (Item 11), there had been circulated a report by the Partnership Manager (North) requesting the consideration of a proposed Strategy Delivery Plan to support the Aberdeenshire Learning Disability Strategy, 2020-2025, "Be All You Can", closely aligned with strategic outcomes identified in the national strategy, "The Keys to Life" and developed in discussion with partners and users.

The Joint Board heard from Mr Simpson and the Strategic Development Manager (Mr Carle) of the 14 priorities which were to be monitored in both qualitative and quantitative measures, still under further development, with outcome performance to be built into a regular timetable of reporting to the Joint Board.

There was discussion of staff involvement in the creation of the Delivery Plan, through their representation on the strategic delivery group and their continued participation in the development of the 14 project groups; whether staff had their own support mechanisms to facilitate their support for clients and their families; the funding mechanisms, revenue and capital, for the technical and overnight care project and the impact on staff resources by the increasing use of remote technology where previously personal interventions would have been required; the need to consult with local communities on any proposed alterations to the physical resources

in their area; the challenges of direct delivery to the client group and the need for front-line practitioners to assist in this, given the range of disparities in users;

The Joint Board **agreed:-**

- (1) to approve the Aberdeenshire Health and Social Care Partnership's Learning Disability Strategic Delivery Plan; and
- (2) that information be provided to members on the revenue and capital costs associated with the technology and overnight care applications.

10. 'MAKING CONNECTIONS' – ABERDEENSHIRE DEMENTIA STRATEGY 2021 – 2030, CONSULTATION FEEDBACK REPORT

With reference to the Minute of Meeting of 26 February, 2020, (Item 10), there had been circulated a report dated 29 October, 2020 by the Partnership Manager (Central) Acting, providing an update on the outcome of consultation on the draft Aberdeenshire Dementia Strategy, with short term and immediate actions identified to support the pressing issues identified following the light touch consultation, delayed from March to September, 2020 because of the pandemic,

The Joint Board heard further from Mrs Fraser, the Strategic Development Officer (Mrs Rickert), and Mrs Wells of NHS Grampian, of the detail of the fully accessible strategy, available in three versions to meet differing levels of client group ability, and developed with those input from those living with dementia; and of the delivery plan proposing to be reported back next year, with a further delivery plan for the years 2022/ 2025. There was a challenge in the current Covid limitations, for additional work to be pursued to further refine the services and information supporting younger people with dementia and their families.

There was discussion of the alignment to, and ongoing involvement with, the Scottish Government in defining their priorities, work which had been paused during the pandemic; the need to have a progress report sooner than that scheduled for January, 2022, especially with the increasing pressure on carers; mitigations which might be required for dementia users of digital technology to access support and capacity to use remote technology for intervention previously undertaken by a person; the proposed piloting of telephone memory assessment tool; the work of Near Me to empower communities and individuals both in accessing online services; and apparent current disparities in post diagnostic support across the Shire.

The Joint Board **agreed:-**

- (1) to agree the publication and launch of "Making Connections – The Aberdeenshire Dementia Strategy, 2021- 2030;
- (2) that an update be received in six months on the progress and development of the 2022- 2025 Delivery Plan' and
- (3) to commend staff on an excellent strategy and delivery report.

11. CLIMATE CHANGE DECLARATION CONSULTATION

With reference to the Minute of Meeting of Aberdeenshire Council of 18 March, 2020 (Item 9), there had been circulated a report dated 9 October, 2020, by Aberdeenshire Council's Director of Infrastructure, providing information on the Council's proposed response to the Climate Change Declaration and seeking comment on how this might be pursued, both within the area of Joint Board operation, and more widely as appropriate.

The Chair, on behalf of the Joint Board, welcomed Joel Evans, Team Leader Sustainability and Climate Change (Acting) to the meeting.

The Joint Board heard from Mr Evans of the three broad areas of Council commitment: internally, relating to its buildings and fleet, where a 75% reduction by 2039 and a net zero by 2045 was the ambition, in line with Scottish Government national targets; working externally with partners to influence the Shire as a region towards net zero by 2045; and reinforcing areas of biodiversity, promoting circular economy, and assisting in transitions.

There was discussion of whether the emissions data presented included Council housing data; how construction related carbon calculations were made and how they should be considered in terms of procurement; the implications for health if people were forced into fuel poverty should renewables, which were expensive, be mandatory; the lack of a set definition for net zero; the current involvement of the Partnership's Business Strategy Team with the Council's sustainability and climate change team; and the potential role, in due course, for the Board in hosting a seminar to engage with wider stakeholders via the Strategic Planning Group.

The Joint Board **agreed:-**

- (1) that the Council be advised of the Partnership's supportive of the direction of travel in meeting climate change targets;
- (2) to request that the Council be mindful and alert to the links between fuel poverty, should more expensive sources of heat and energy be prescribed, and health;
- (3) to offer to host a seminar for wider stakeholders, if required;
- (4) that additional comments be made directly to the Team Leader, Sustainability and Climate Change; and
- (5) To thank Mr Evans for an interesting and informative presentation of the issues involved.

12. CONSULTATION ON REVIEW OF THE MODEL CODE OF CONDUCT

There had been circulated a report dated 9 November, 2020 by the Interim Chief Officer, advising of an ongoing Scottish Government consultation in the Model Code of Conduct for members of devolved bodies such as Integration Joint Boards, and

proposing a route to prepare and agree a response by the deadline of 8 February, 2020.

The Joint Board heard from the Principal Solicitor of the specific changes proposed to the original Code of Conduct of 2003, reviewed in 2010 and 2018, intended to clarify and refine areas of the code, including its iteration in plain English wherever possible, to highlight areas of personal responsibility for Joint Board members, voting and non-voting, general conduct, including gifts and hospitality; to clarify information required on a member's register of interests; and the proposed simplification of the process for the declaration of interest

Mrs Cowie advised that, in terms of Integration Joint Board governance, the matter would be submitted to the meeting of the Audit Committee later that day, and there was discussion of the potential use of a Headquarters or Office address rather than personal details to support members privacy.

The Joint Board **agreed:-**

- (1) to acknowledge the launch of the Scottish Government's consultation on the revised Code of Conduct relevant to the Integration Joint Board;
- (2) to submit a response to the consultation;
- (3) that the Audit Committee consider the matter and prepare a draft response for return to the Joint Board on 3 February, 2021, prior to submission to the Scottish Government.

Prior to the consideration of the undernoted item of business, the Interim Chief Officer left the meeting.

13. APPOINTMENT OF CHIEF OFFICER

There had been circulated a report dated 6 November, 2020 by the Chief Executive, Aberdeenshire Council, requesting the consideration of a process for the appointment of a Chief Officer, following the resignation of the substantive postholder.

The Joint Board **agreed:-**

- (1) to approve the recruitment process and timeline proposed for the appointment to the post of Chief Officer, Aberdeenshire Health and Social Care Partnership, as detailed in the report; and
- (2) that the membership of the Appointments Sub-Committee be the Chair and Vice Chair of the Joint Board, and another member from each of Aberdeenshire Council and NHS Grampian, to be advised in early course.

14A. REQUESTS TO BE HEARD : ABERDEENSHIRE LEARNING DISABILITY RESPITE REVIEW

The Joint Board heard from the Principal Solicitor as to the process which would be followed to deal with the competent requests which had been submitted to be heard on the Learning Disability Respite Review, and that the second request to be heard had been withdrawn by the petitioner that morning.

The Joint Board **agreed** to hear the petitioner.

The petitioner, and her agent, joined the meeting, were welcomed and were invited to put their case to the Joint Board.

They spoke on behalf of a family member who currently received support at a physical Learning Development facility in Aberdeenshire, and of their concerns for their wellbeing should any change be made to the resources previously available, albeit currently restricted because of Covid-19 requirements. It was stressed that the specific nature of the client group made adaptation to any change challenging and that a small number of users did not diminish the importance of local options within Aberdeenshire's provision, particularly in rural areas, where transportation to resources could be an additional challenge. Concerns were expressed that, although advised of the proposals several weeks ago, there had been no direct consultation with user groups.

Although Self Directed Support options were available, these did not always provide the flexibility required, as paid carers may have many different clients, and not offer the highly trained expertise of the current physical resource provision.

The petitioner stressed that she did not mean to be critical of the Health and Social Care Partnership or its staff, and expressed their thanks were expressed for the altered services which had been provided during the pandemic delivery, in addition to the support which had been received over the past decade in supporting the family member.

The Board members asked questions of the petitioner on the specifics of the case, including current provision, consultation, range of potential options, specialised skills, travel restrictions because of the learning disability, the benefits of accessing communal facilities, the implications of any closure of the resource on other activities which the user enjoyed.

There being no further questions, the Chair asked the petitioner and her agent if they felt they had had a fair hearing. That being confirmed, the petitioner and her agent left the meeting.

14B. ABERDEENSHIRE LEARNING DISABILITY RESPITE REVIEW

With reference to the Minute of Meeting of 18 December, 2019, (Item 14), there had been circulated a report dated 2 November, 2020 by the Partnership Manager (North) requesting the consideration, following a review, of changes to the "how" and "where" of the Learning Disability Respite provision, proposed after local engagement with potentially affected parties including service users, carers, families, Aberdeenshire's Area Committees and staff.

Having heard further from Mr Simpson of the trend in changing approach to how such services were provided, and the need for them to be delivered in a high quality, sustainable way to meet Care Inspectorate requirements, and also to be assured of a 24hour respite facilities, there was discussion of what redeployment opportunities might be available; the implications of potential additional resources required to assist with additional travel, an added challenge especially in the more rural areas of the Shire; the engagement process with staff and service users; alleged communication issues; the reality that service provision was attempting to meet the ever fluctuating requirements of a changing user group; the role which Covid-19 restrictions may play in limiting capacity to travel; the recent change in service delivery because of the pandemic to be outreach rather than onsite, as services came out of a suspension of several months; the potential, demand depending to provide more local support, including for complex cases, which could be established in other Health and Social Care bases; the complementary use of Self Directed Support by some users to meet their requirements without reference to the Partnership's physical provision; the increased risk of Covid transmission in the Learning Disability client group by the very nature of the conditions; the generally low number of users for each of the existing facilities; and the need to focus on the strategic decision required, albeit acknowledging that the statistics reflected individual cases with which there may be an element of sympathy.

Having considered the report and in particular the Engagement Report attached as Appendix 1 to the report, the Joint Board **agreed**, pending further work on specific local issues identified in the debate:-

- (1) that Ellon Respite move to 24/7 provision;
- (2) that the lease of the lease of the Highfield building, Banchory, be not renewed;
- (3) that respite provision in Peterhead move to 24/7 provision and become the main specialist Learning Disability building-based respite resource for North Aberdeenshire;
- (4) that Officers to continue dialogue with Aberdeenshire Council's Children's Services, and Property Services, over the disaggregation of Adult and Children's respite services and possible transfer of assets;
- (5) that officers ensure that all members of the Joint Board be kept involved in discussions going forward; and
- (6) that an update report on the impact of these changes in due course.

15. SUPPLEMENTARY PROCUREMENT 2020-21 – PAYMENT CARDS

There had been circulated a report dated 10 October, 2020 by the Partnership Manager (J Howie), requesting the consideration of a Supplementary Procurement matter for 2020/21 relating to Payment Cards.

The Joint Board **agreed**:-

- (1) to Approve the Direct Award of a contract to Prepaid Financial Services for 3 years, using the North East Procurement Organisation (NEPO) framework; and
- (2) to Direct Aberdeenshire Council to procure, on behalf of the Integration Joint Board, the service detailed in the Supplementary Procurement Plan (as detailed in Appendix 2 to the report).