



ABERDEEN, 15 December 2021.

Minute of Meeting of the INTEGRATION JOINT BOARD.

Present:- Luan Grugeon, Chair; Lesley Dunbar, Vice Chair; and Councillor Philip Bell, Councillor John Cooke, Councillor Sandra Macdonald, Mike Adams, Kim Cruttenden, Jim Currie, Jenny Gibb, Maggie Hepburn, Dr Caroline Howarth, Sandra MacLeod, Dr Malcolm Metcalfe, Alison Murray, Graeme Simpson, Alex Stephen and John Tomlinson.

Also in attendance:- Martin Allan, Jess Anderson, Gale Beattie, Tracey Buchan (for item 4), Councillor David Cameron, John Forsyth, Alison MacLeod, Anne McKenzie, Grace Milne, Gogo Okafor, Simon Rayner, Emma Robertson, Angela Scott and Carol Wright.

Apologies:- None.

**The agenda and reports associated with this minute can be found [here](#).**

**Please note that if any changes are made to this minute at the point of approval, these will be outlined in the subsequent minute and this document will not be retrospectively altered.**

## INTRODUCTION

1. The Chair welcomed everyone to the meeting.

The Chair reported that she had the privilege of being asked to present long service awards to health staff who had over 35 years' service in a wide range of roles across the system. She noted the pride in their work, importance of their teams in supporting them over the years and the care they had for their patients and their service users.

The Chair stated there would be challenging months over the winter and there would be real pressure felt across the system. However, teams were still progressing with the IJB strategic priorities. The position regarding COVID was not what anyone would have wanted in the lead up to Christmas but the best way to protect everyone was for all who were eligible to get double vaccinated and to get the booster, and follow the guidelines to keep everyone safe. She added that we now knew from experience that our actions now would affect what restrictions we may need to live with in the future.

On behalf of the IJB, the Chair thanked everyone working in health and care for their service; their efforts were recognised and hugely valued for all that was being done to keep people safe.

**The Board resolved:-**

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to thank all those working in the Service during challenging times.

### **DECLARATIONS OF INTEREST**

2. The Chair declared an interest in item 14 (ADP Investment work) by virtue of her being a Trustee of Aberdeen in Recovery. She considered that the nature of her interest required her to leave the meeting.

**The Board resolved:-**

to note the declaration and that the Chair would take no part in the consideration of this item.

### **DETERMINATION OF EXEMPT BUSINESS**

3. The Chair indicated that item 9 Briefing on Winter Plan and Allocation of additional Scottish Government funding for Winter Plan - HSCP.21.124 contained an exempt appendix at item 16 and therefore it was recommended that it be considered in private as it contained exempt information.

**The Board resolved:-**

in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, to exclude the press and public from the meeting during consideration of item 16 on the agenda so as to avoid disclosure of exempt information of the class described in paragraph 8 of Schedule 7(A) of the Act.

### **AGILE PROGRAMME – VIDEO PRESENTATION**

4. The Board received a video presentation illustrating the work of the Agile Programme helping people to stay well and stay connected. The Chair noted that this input was as a result of the board's work on culture to ensure all present were reminded of the importance of focusing on the strategic intent of the IJB to deliver person centred, integrated care at the start of each meeting.

**The Board resolved:-**

to note the video.

### **MINUTE OF BOARD MEETING OF 2 NOVEMBER 2021**

5. The Board had before it the minute of its meeting of 2 November 2021.

**The Board resolved:-**

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to approve the minute as a correct record.

**DRAFT MINUTE OF CLINICAL AND CARE GOVERNANCE COMMITTEE OF 16 NOVEMBER 2021**

6. The Board had before it for information, the draft Minute of the Clinical and Care Governance Committee of 16 November 2021.

**The Board resolved:-**  
to note the minute.

**BUSINESS PLANNER**

7. The Board had before it the Business Planner which was presented by the Chief Finance 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 planner;
- (ii) to agree that the Chief Finance Officer would work offline with the Chair and Vice Chair to identify which reports could be delayed in order to help support workloads of Health and Social Care Staff; and
- (iii) to agree that the Workforce Plan would be brought to IJB sooner than October 2022 if possible.

**CHIEF OFFICER'S REPORT**

8. The Board had before it the report from the Chief Officer, ACHSCP, which presented an update on highlighted topics. The Chief Officer spoke to her report and took questions regarding Operation Iris, the National Wellbeing Hub and National Care Service Update .

**The report recommended:-**  
that the Board note the detail contained in the report.

**The Board resolved:-**

- (i) to note the details contained in the report;
- (ii) to note that the Chief Officer would circulate slides of ACHSCP Priorities;
- (iii) to note that the Chief Officer would circulate communications on the National Wellbeing Hub;

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- (iv) to instruct the Chief Officer to add a standing item of Update on National Care Service to her report; and
- (v) to instruct the Business Manager, ACHSCP to share communications of volunteering with members.

### **REVISED STRATEGIC RISK REGISTER (SRR) & REVISED RISK APPETITE STATEMENT (RAS) - HSCP.21.120**

9. The Board had before it a report on the Strategic Risk Register and Revised Risk Appetite Statement which was presented by the Business Manager who explained that at the workshop on 25 October 2021, members considered the Board's Risk Appetite Statement and made some amendments to the document to reflect the Board's current risk appetite. The revised Risk Appetite Statement was attached and showed the proposed changes to the narrative to the Statement.

The Business Manager undertook to review the layout of the Matrices in Appendix B of the Strategic Risk Register with regard to the Impact/Likelihood ratings.

#### **The report recommended:-**

that the Board –

- a) approve the IJB revised Risk Appetite Statement at Appendix A;
- b) approve the IJB revised Strategic Risk Register at Appendix B;
- c) note that a full review of Strategic Risks would be undertaken once the new Strategic Plan was approved at 10 March 2022 IJB; and
- d) instruct the Chief Officer to provide a further update on the SRR to the Risk, Audit and Performance Committee on 26 April 2022 / IJB on 7 June 2022. (date TBC)

#### **The Board resolved:-**

- (i) to instruct the Business Manager to review the Matrices; and
- (ii) to otherwise approve the recommendations.

### **BRIEFING ON WINTER PLAN AND ALLOCATION OF ADDITIONAL SCOTTISH GOVERNMENT FUNDING FOR WINTER PLAN - HSCP.21.124**

10. The Board had before it a briefing report on the Winter Plan and Allocation of additional Scottish Government funding for Winter Plan. The Lead Commissioner spoke to the report, the purpose of which was to inform the IJB on actual funding arrangements made available to Aberdeen City Health and Social Care Partnership from the Scottish Government, specifically to alleviate system pressures, and to inform the IJB on anticipated plans to utilise this money.

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A change on page 6 (additional circulation) to the report since publication was noted, advising Members that the five places within Rubislaw Park Nursing home were to be used for end-of-life care from 15 December 2021.

Questions covered delayed discharges and additional Project Management support.

The Board subsequently received a briefing on Operation Iris from Adam Coldwells - Director of Strategy & Depute Chief Executive, NHS Grampian. Mr Coldwells explained that he was meeting with key partners to brief them on Operation Iris which would run for approximately six months from November 2021 to April 2022. During his presentation, the Depute Chief Executive advised he would refer to the formal NHS Grampian Board [papers](#) from 2 December 2021 which covered:

- Situation
- Background
- Assessment:
  - how responding
  - Data Set & patient experience
  - Remobilisation Plan – RMP4
  - Working together in this challenging period
- Quality/Patient Care
- Workforce – wellbeing of staff is critical
- Risk Management - focus on the approach to risk and the risk model contained within the G-OPES paper – how to respond with a single approach to pressure including changes from standard best practise, e.g. derogations:
  - Bed spacing as capacity increased in hospital, may need to bring back beds taken out as a response to covid
  - Staff ratios are standard may need to change the derogation against normal standard
  - Prevent queuing but may be necessary to wait in a corridor awaiting transition to a ward
- Governance, and working with IJBs, Local Authorities and Scottish Government
- Equality and Diversity, including health inequalities – supporting staff
- Communication, involvement, engagement and consultation – ongoing with population and IJBs.

Mr Coldwells concluded that while the response to Operation Iris covered the next few months, NHS Grampian would also be looking forward to the future and different way of doing things and changing at scale, with a commitment to work with the three Grampian IJBs.

**The report recommended:-**  
that the Board –

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- a) note the funding and proposed plans for spend contained in Appendix A; and
- b) make the Directions as attached within Appendix B and instruct the Chief Officer to issue the Directions to NHS Grampian (NHSG) and Aberdeen City Council (ACC) respectively, to deliver the services as set out in this report.

### **The Board resolved:-**

- (i) to note the funding and proposed plans for spend contained in Appendix A;
- (ii) to make the Directions as attached within Appendix B and instruct the Chief Officer to issue the Directions to NHS Grampian (NHSG) and Aberdeen City Council (ACC) respectively, to deliver the services as set out in the report;
- (iii) to note the presentation on Operational Iris; and
- (iv) to agree to circulate the link to the NHSG Board papers of 2 December 2021 for further information on Operation Iris.

### **STRATEGIC PLAN 2022-2025 - HSCP.21.123**

11. The Board had before it a Consultation Draft on the Strategic Plan 2022 -2025. The Lead Strategy and Performance Manager spoke to the report and explained that this proposed consultation draft was developed over the last year and had involved input from 4,140 citizens of Aberdeen including staff, there had been five dedicated development sessions with the IJB and Leadership Team and also local empowerment representatives on the Strategic Planning Group had had significant input. The proposal was to go out to public consultation in January/February 2022 with a view to bringing a finalised plan to IJB on 10 March 2022.

### **The report recommended:-**

that the Board –

- a) approve the consultation draft of the Strategic Plan 2022-2025;
- b) instruct the Chief Officer to undertake a 6-week public consultation exercise as per best practice guidance; and
- c) instruct the Chief Officer to bring a final version of the Strategic Plan incorporating consultation comments to the IJB meeting on 29 March 2022 for approval.

### **The Board resolved:-**

- (i) to instruct the Chief Officer to amend the report to make clear that progress would be monitored via the Leadership Team's annual objectives;
- (ii) to instruct the Chief Officer to undertake a 6-week public consultation exercise as per best practice guidance;
- (iii) to instruct the Chief Officer to bring a final version of the Strategic Plan incorporating consultation comments to the IJB meeting on 10 March 2022 for approval; and
- (iv) to otherwise approve the consultation draft of the Strategic Plan 2022-2025.

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**COMMISSIONED DAY SERVICES AND DAY ACTIVITIES - STAY WELL, STAY CONNECTED - HSCP.21.121**

12. The Board had before it a report entitled Stay Well, Stay Connected, the purpose of which was to update the IJB on progress with the implementation of the revised model for the provision of day care and day opportunities within Aberdeen City, now known as “Stay Well, Stay Connected”. The Lead Commissioner spoke to the report and delivered two testimonies from service users.

**The report recommended:-**

that the Board –

- a) note the progress made with the implementation of the model; and
- b) note that provision for outcomes of this model and thereby updates on progress on an ongoing basis would be accommodated within key performance indicators for the partnership.

**The Board resolved:-**

to agree the recommendations.

**MARKET FACILITATION UPDATE - HSCP.21.122**

13. The Board had before it a report on the Market Facilitation Update which provided an update with regard to market facilitation activity during the previous 6 months. Anne McKenzie - Lead Commissioner – spoke to the report.

**The report recommended:-**

that the Board -

- a) note the content of the report;
- b) note that the market facilitation plan would be reviewed in line with the Aberdeen City Health and Social Care Partnership’s (ACHSCP) strategic plan; and
- c) note that the market facilitation activity was linked with and reflected in the annual procurement plan.

**The Board resolved:-**

to agree the recommendations.

**In accordance with Article 2 of this minute, the Chair left the meeting prior to consideration of the following item and the Vice Chair took the Chair.**

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**ADP INVESTMENT WORK - HSCP.21.119**

**14.** The Board had before it a report on Aberdeen City Alcohol and Drugs Partnership (ADP) Investment Programme. Simon Rayner – Strategic Lead for ADP - advised that alongside COVID, the Scottish Government had also described the high level of drug related harm and deaths as a public emergency. Mr Rayner spoke to the report, updating the IJB on the programme of investment and work being undertaken by the ADP in relation to funding made available via the Scottish Government's National Mission to reduce drug and alcohol related harm.

**The report recommended:-**

that the Board agree -

- a) to match fund successful applications for funding from the CORRA Foundation as detailed in paragraph 3.17 of the report;
- b) to fund the recruitment of a Specialist Pharmacist as detailed in paragraph 3.18 of the report;
- c) to use funding as detailed in paragraph 3.19 for expenditure against Buvidal by prescribing services and to fund any overspend on this budget from ADP Reserves;
- d) to use the funding streams detailed in paragraph 3.20 to provide the ADP Assertive Outreach Programme which is currently funded on a fixed term;
- e) to fund the recruitment of a Consultant Psychiatrist as detailed at paragraph 3.21;
- f) to extend funding for the Young People Resilience Hubs for a further 12 months as detailed at paragraph 3.22; and
- g) to approve the ADP Plan.

**The Board resolved:-**

to agree the recommendations.

**The Chair rejoined the meeting at this juncture and took the Chair from the Vice Chair.**

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

**BRIEFING ON WINTER PLAN AND ALLOCATION OF ADDITIONAL SCOTTISH GOVERNMENT FUNDING FOR WINTER PLAN - EXEMPT APPENDIX**

**15.** The Board had before it Exempt Appendix A - Financial Breakdown of Winter Monies with regard to Item 9 Winter Planning – additional funding. In response to questions from Members, the Chief Officer – Finance - responded that figures were

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estimates and that they were working towards spending to the budget. He noted that the 2022/23 allocation was not yet known.

**The Board resolved:-**

to note the funding and proposed plans for spend contained in Appendix A.

**IJB MEETINGS**

**16.** The Board had before it the dates for future meetings:

Tuesday 25 January 2022 at 10.00am

Thursday 10 March 2022 at 10.00am (Budget)

Tuesday 7 June 2022 at 10.00am

**The Board resolved:-**

to note the future meeting dates.

– **LUAN GRUGEON, Chair**