

**ABERDEENSHIRE
INTEGRATION JOINT BOARD**

VIRTUAL MEETING, 1 MARCH, 2023

Integration Joint Board Members:

Councillor A Stirling (Chair); Dr J Tomlinson (NHS Grampian) (Vice Chair); Mrs J Duncan (NHS Grampian); Mr S Lindsay (NHS Grampian); Councillor M Grant; Councillor D Keating, Councillor G Lang; Mr D Murray (NHS Grampian) (substitute for Ms A Anderson); Councillor G Reynolds; and Ms S Webb (NHS Grampian).

Integration Joint Board Non-Voting Members:

Mr K Grant, NHS UNISON; Mr D Hekelaar, 3rd Sector Representative; Ms S Kinsey, Third Sector Representative; Ms I Kirk, UNISON; Ms L Jolly, Chief Social Work Officer; Ms R Taylor, Primary Care 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: J Howie, P Jensen, A MacLeod, A Pirrie and W Probert. Aberdeenshire Health and Social Care Partnership; C Cameron, B Coutts, A McGruther and M Polcik-Miniach, NHS Grampian; L Cowie, V Craig-Wood, L Flockhart, V Henderson, A McLeod, J Raine-Mitchell, C Scott, N Stephenson and E Stratton, Aberdeenshire Council.

Apologies: Ms A Anderson (NHS Grampian).

1. DECLARATION OF MEMBERS' INTERESTS

The Chair asked for Declarations of Interest. There were no interests declared.

2. RESOLUTIONS

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 14 and 15 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 MEETINGS OF THE INTEGRATION JOINT BOARD:

(a) MINUTE OF MEETING OF THE INTEGRATION JOINT BOARD OF 7 DECEMBER, 2022

There had been circulated, and was **approved** as a correct record, the Minute of Meeting of 7 December, 2022.

With reference to item 7 of the Minute, it was noted that the Chief Officer would work with the Director of Public Health to provide information on the issue raised at the meeting in relation to the changing needs and future needs of the population.

(b) IJB AUDIT COMMITTEE APPROVED MINUTE OF 12 OCTOBER, 2022

There had been circulated, and was **noted**, the approved Minute of Meeting of the Audit Committee of 12 October, 2022

4. INTEGRATION JOINT BOARD ACTION LOG

There had been circulated 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 Integration Joint Board.

In relation to item 1 on the action log, the Chief Officer was requested to circulate the Care Inspection Report on the Aberdeenshire joint inspection to the Members of the IJB; in relation to item 2 it was noted that the information from Scottish Government on the issue of charges for non-residential care services had not yet been forthcoming; in relation to item 3 it was noted that an appointment had been made to the post of Digital Project Manager, with a start date of April 2023; in relation to item 4 a reassurance was given that a timetable would be formulated for the proposed review of the Governance Handbook, which would incorporate Members' input to the process. In other respects, the report was **noted**.

5. CHIEF OFFICER'S UPDATE

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 the Winter Resilience and Surge Plans that were in place across the winter and were continuing; and an update on the Winter vaccination programme which had been delivered across Aberdeenshire.

There were discussions around the uptake of the vaccination programme and plans in place to ensure that health inequalities were addressed and information on outreach activities was noted, including the use of pop-up clinics, and other measures to reach particular cohorts to ensure that cold spot areas were targeted for vaccine delivery. It was noted that an annual report on the vaccine programme was

being prepared and would capture lessons learned and would be shared with the IJB.

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

- (1) to place on record their thanks to all staff teams for their continued efforts and dedication during a very challenging winter period;
- (2) that the Chief Officer should provide a briefing note on all community hospitals in the next Chief Officer's update;
- (3) that the Chief Officer should provide clarification on the legend in the cold spot maps on Covid-19 and Flu vaccine update to Members;
- (4) to note that an annual report in respect of the vaccine programmes was currently under preparation and would be submitted to a future meeting, and this report would capture 'lessons learned'; and
- (5) in other respects, to note the terms of the updates provided.

6. FINANCE UPDATE AS AT 31 DECEMBER 2022

There had been circulated a report dated 17 February, 2023 by the Chief Finance and Business Officer, providing an update on the financial monitoring information for the 2022/23 financial year, which covered the six-month period up to the end of December 2022.

The Chief Finance and Business Officer provided an overview of the financial position to the end of December 2022, together with a projected forecast for the year as a whole. He advised that, in summary, the financial position showed an overspend of £4.328 million at the end of December 2022; Health budgets were showing an overspend of £0.878 million for the year to date; Social Care budgets were showing an overspend of £3.353 million for the year to date; Funds were showing an overspend of £0.097 million; and the Set Aside budget was break even at this stage. The most significant overspends were on Other Direct Patient Care, GP Prescribing and Health Centre Management, and it was noted that financial pressure was still being experienced on the Community Mental Health budget, due to continuing high levels of agency locum costs for medical staff. The main areas of overspend on Social Care budgets were within Adult Services – Community Care, Physical Disabilities, Older People – Care Management, Residential Care and Very Sheltered Housing. He concluded by confirming that an overspend of £1.999 million was being forecast for the year, equating to 0.52% of the IJB budget, and the forecasts, although mitigated with material underspends in a number of budget lines, would continue to be reviewed with all budget lines and mitigations applied where applicable to achieve as close to a break-even position at the end of the financial year.

During discussions, Members commented on the following points:

- (i) they noted that the forecast reductions in overspend was based on a reduction in Older People Residential Care and Very Sheltered Housing use

- of agency as posts were filled permanently, which would result in a move away from higher agency costs;
- (ii) they noted the ongoing trend of an overspend in adult social services, from locum spending, and that these pressures had been taken account of within the budget setting process and measures were being considered to mitigate some of the pressures; and
 - (iii) they noted the proposed clawback by Scottish Government of surplus Covid reserves, to be redistributed across the sector to meet current Covid priorities, and that future Covid related costs would need to be considered as part of the overall budget envelope that was agreed through the usual Scottish Government budget process.

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 6.8 and Appendices 1 and 2;
- (2) to approve the budget adjustments detailed in Appendices 1 and 3;
- (3) to note the position relating to additional funding in Section 7; and
- (4) to note that the IJB budget for 2023/24 would be presented to the IJB for approval on 29 March, 2023.

7. USE OF CHIEF OFFICER DELEGATED POWERS IN RELATION TO URGENT MATTERS

With reference to the Minute of Meeting of the IJB of 25 March 2020 (Item 5), when a delegation of powers in relation to urgent matters was given to the Chief Officer, there had been circulated a report dated 16 February, 2023 by the Chief Officer asking the IJB to acknowledge the use of special urgency powers in a number of instances during 2021 and to consider and comment on a proposed register and annual report to the IJB on the use of special urgency powers.

The Chief Officer introduced the report and advised that following a recent governance review by the Chief Internal Auditor, it was proposed to introduce a register that would be reported to the IJB annually, which would outline when the Chief Officer had used the special urgency powers and would ensure good governance and sound decision making around the use of the urgency powers.

There was discussion of the types of instances where the use of special urgency powers was used and the governance around the use of special urgency powers which had been designed to ensure a robust process.

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

- (1) to acknowledge the use of special urgency powers as detailed in Appendix 1; and

- (2) to approve the introduction of a register and annual report to the IJB on the use of special urgency powers.

8. THE PUBLIC BODIES (JOINT WORKING) (SCOTLAND) ACT 2014 REVIEW OF INTEGRATION SCHEME

There had been circulated a report dated 5 February, 2023 by the Chief Officer advising of a review of the Aberdeenshire Integration Scheme, which sets out the Local Governance arrangements for integration, along with public consultation on the proposed changes, and was before the IJB for consideration, after which the revised scheme would be submitted to Aberdeenshire Council and NHS Grampian for approval, and thereafter would be submitted for approval by Scottish Ministers.

The Principal Solicitor introduced the report and advised that the Integration Scheme set out the functions that were under the authority of the IJB and it sets out the context for how the Health and Social Care Partnership operates. She advised that the original Integration Scheme had been prepared prior to the formal establishment of the IJB and had now been fully reviewed and updated and was attached at Appendix 1 to the report. She advised that the updated version demonstrated integration in practice alongside the continued desire and drive for improvement, and the document reflected the change of focus, from planning integration to delivering integration and demonstrated the maturing of the IJB's governance arrangements and approach to performance and risk management. She asked Members to consider an amendment to the draft Integration Scheme to ensure that the professional leadership for public health practitioners providing integrated services was included in the Integration Scheme alongside the professional leadership from the Medical and Executive Nurse Directors and that the IJB should include the Director of Public Health at 9.5.2 and 9.5.4 to ensure inclusion and to align the Aberdeenshire position with the Aberdeen City and Moray IJBs.

There was discussion of the mechanisms for dealing with any proposed changes to the Integration Scheme by either the Council or NHS, prior to submission to Scottish Ministers. It was proposed that a link be included to the Governance Handbook, to ensure that the high-level governance of the IJB was linked together with the Integration Scheme for openness and transparency. The need for clarity over governance standards for staff was considered, proposing that the Charter be amended to reflect that NHS staff will be treated in accordance with the NHS Scotland Staff Governance Standard, and Aberdeenshire Council staff will be treated in accordance with the One Aberdeenshire Principles.

After further consideration, the Integration Joint Board (IJB) **agreed:**

- (1) to note the revised Integration Scheme, following public consultation, as set out in the report as Appendix 1, and subject to the following amendments:
 - (a) in order to ensure that the professional leadership for public health practitioners providing integrated services is included in the Integration Scheme alongside the professional leadership from the Medical and Executive Nurser Directors, to include the Director of Public Health at 9.5.2 and 9.5.4;

- (b) that Section 8.4 be amended as follows – “Performance information is shared and reviewed with NHS and Council partners on a regular basis encompassing both the annual performance report and IJB quarterly strategic performance reports. The IJB works collaboratively with both Parties in ensuring appropriate input from our regular data collection to their respective performance management systems and frameworks”;
 - (c) that the paragraph relating to the IJB as a Category 1 responder in terms of the Civil Contingencies legislation should be deleted at 12.10.1.10 and retained within the risk section at 17.6;
 - (d) that the staff standards referred to in the Vision will relate to NHS staff only, and reference should be made to Council staff being treated in accordance with the Aberdeenshire Principles; and
 - (e) a link should be included within the Integration Scheme to the Governance Handbook to ensure that the high-level governance of the IJB is linked together for openness and transparency;
- (2) to recommend to Aberdeenshire Council and NHS Grampian approval of the reviewed Integration Scheme, subject to the proposed amendments above, before submission to the Scottish Ministers;
 - (3) to delegate to the Chief Officer, following consultation with the Chair and the Vice Chair, and the Chief Executives of both NHS Grampian and Aberdeenshire Council, the power to make minor amendments to the Integration Scheme if required by either NHS Grampian or Aberdeenshire Council prior to submission to the Scottish Ministers.

9. CHIEF SOCIAL WORK OFFICER UPDATE BRIEFING 2022

There had been circulated a report dated 26 January, 2023 by the Chief Social Work Officer which provided a mid-year update and a summary of some of the key issues impacting the delivery of social work services. The report highlighted the impact of winter pressures and confirmed that the Chief Social Work Officer was assured that services were performing well in most of the key areas of social work delivery; in those areas where improvement had been required, timely and effective remedial measures had been put in place; and currently there were no specific areas that required additional scrutiny beyond that provided by existing processes. The report also advised that the next statutory report from the Chief Social Work Officer would be presented to the IJB in August 2023.

The Chief Social Work Officer introduced the report and highlighted a number of points in relation to progress made against priorities, reflected on the complexity of the landscape that the service was operating in, and advised that the priorities for social work and social care included promoting staff resilience, recruitment and retention, managing capacity, demand and pressures across the services and reducing drug and alcohol related deaths. In addition, she took the opportunity to acknowledge the work of staff from statutory third sector and independent organisations in the delivery of social work and social care, as well as to all staff

providing social work and social care services. She also wished to acknowledge and thank the unpaid carers who played a crucial role in supporting vulnerable people within communities.

During discussion, there was unanimous support and recognition of the work provided by those who support the vulnerable people in our communities and a need to recognise where there may be fragility in the services in order to support any changes that might be required across the system. There was also discussion of work done by the Adult Support and Protection teams to investigate and put in place measures to reduce harm, and to support people who may be at risk of experiencing poverty, to be signposted and supported to the right support. The Lead Social Worker provided some information about the support that was available to unpaid carers to support their caring role.

After consideration, the Integration Joint Board (IJB) **agreed:**

- (1) to note the Chief Social Work Officer Update for 2022 in relation to Children and Adult Social Work Services;
- (2) to acknowledge the commitment of social work staff in the consistent delivery of high performing services;
- (3) noted that a report proposed to be presented to the Communities Committee, jointly with Police Scotland, on supporting people with mental health presentations should be shared with the Clinical and Adult Social Work Committee for consideration; and
- (4) to receive a full CSWO Annual Report for 2022/23 in August 2023, and that this report should provide information on cross sectoral/collaborative work between partners.

10. NHS GRAMPYAN OUT OF HOURS PRIMARY CARE SERVICE (GMED)

With reference to the Minute of the IJB of 24 August 2022 (Item 9), there had been circulated a report by the GMED Service Manager, providing an update on the current position in relation to Grampian Out of Hours (OOH) Primary Care Services, with Moray as the Hosting Integration Joint Board (IJB).

Members heard from the GMED Service Manager that GMED continued to maintain similar rota fill rate levels comparing to previous years, with the exception of 2020, and the average rota fill rate was 90% for the whole year, which was assessed to be at the G-OPES Level 2. She advised that 2022 had been the busiest year to date with over 90,000 contacts being made with the service, and the service continued to employ an advice first approach, with patients being triaged over the phone to establish whether a face-to-face assessment was required. In relation to finance, GMED continued to observe an overspend on budget, which was managed within appropriate financial governance frameworks.

There was discussion of the reduction in number of visits between 2018 and 2022 and the satisfaction levels with the service, noting that the balance of face-to-face contacts and advice had changed due to the pandemic, and that following the change in protocols, some patients preferred to be contacted by phone instead of

having to travel a distance to a consultation centre. There were also plans in place to conduct a patient survey during the forthcoming year which would look at patient satisfaction and delivery of care. There was also discussion of the need for data on adverse events for the past 5 years, for comparison as a performance indicator, and any trends observed within complaints, which were mainly around delays in getting back to patients who were referred from NHS24, which in turn related to expectations and the ability to meet those expectations.

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

- (1) to note the current position in relation to Grampian Out of Hours (OOH) Primary Care Services with Moray as the Hosting Integration Joint Board (IJB); and
- (2) to request a future report, at an appropriate time, including historical numbers of adverse events for comparison, satisfaction rates and outcomes.

11. ABERDEENSHIRE HEALTH AND SOCIAL CARE PARTNERSHIP (HSCP) STRATEGIC DELIVERY PLAN PERFORMANCE REPORT

With reference to the Minute of the IJB of 7 December 2022 (Item 10B), when the IJB agreed to receive quarterly performance reports on the Strategic Delivery Plan, there had been circulated a report dated 6 February, 2023 by the Chief Officer which provided a high-level overview of all projects (transformational, improvement and business as usual workstreams), outlining overall progress and enabling exception reporting of any key barriers or delays. The report advised that in-depth project update reports on the key transformational workstreams under the Health and Social Care Partnership's Strategic Delivery Plan would continue to be reported to the IJB via the Strategic Planning Group, and these reports provided fuller context and insight into progress against deliverables and outcomes.

The Interim Strategy and Transformation Manager introduced the report and advised that since the first iteration of the report was presented to the IJB, the Senior Management Team had undertaken further work around the prioritisation of the projects and due to the complexity and interdependency of the projects it had been agreed to prioritise the projects in groups where they can be delivered simultaneously, supporting the delivery of the Strategic Delivery Plan (SDP). She advised that scoping work was underway to develop this under a programme board approach, mirroring that of the Social Care Sustainability Programme. Delivery of the SDP would continue to remain flexible and responsive, ensuring that the complex range of workstreams were prioritised and progressed within meaningful timescales and available resources. She advised that the format of the performance report continued to be subject to review to support improvement wherever possible and she welcomed feedback from IJB members to support and inform the process. The report also provided a detailed update on the progress against delivery of the Medication Assisted Treatment (MAT) Standards, covering the period October to December 2022.

During discussion members commented on the following points:

- (a) Members considered that the RAG status on the Quarterly Performance Report, should contain some further narrative on the red and amber project status, for clarification;

- (b) Members noted that a report would be forthcoming on a community hub model, following ongoing scoping work;
- (c) Members noted that the H&SCP annual report for 2022-23 would be presented for approval to the IJB on 5 July 2023;
- (d) Members noted that the H&SCP Property and Asset Plan should be central to any considerations in relation to proposed service delivery; and
- (e) Members considered that a scrutiny workshop should be arranged in the near future to assist in developing further the performance management structure.

After further discussion, the Integration Joint Board (IJB) **agreed:**

- (1) to note the content of the high-level quarterly performance report on the H&SCP Strategic Delivery Plan, noting work ongoing regarding the prioritisation of workstreams and performance report format;
- (2) to endorse the accompanying quarterly report on specific progress against the Medication Assisted Treatment (MAT) Standards Implementation;
- (3) to agree to these reports being shared with the Communities Committee and Area Committees; and
- (4) to instruct the Chief Officer to arrange a scrutiny workshop in the near future to assist in developing further the performance management structure.

12. AHSCP 2023/24 CHARGING POLICY & UNIT COSTS

There had been circulated a report dated 27 January, 2023 by the Chief Finance and Business Officer, which recommended that the Integration Joint Board note that in light of the continued impact of the Covid-19 pandemic and the cost-of-living crisis, it was proposed that the RPI increase of 5.9% be applied to charges and unit costs in 2023/24, and that the Integration Joint Board makes comment regarding the proposed charging policy for 2023/24, comprising of non-residential charging policy, the rates for Charges and Allowances, and the Unit Costs as detailed within the report and its appendices.

The Chief Finance and Business Officer introduced the report and outlined the proposals for 2023/24, advised that Aberdeenshire Council's Corporate Charging Framework recommended that a full review of charges be carried out every third year, with the aim of moving to a full cost recovery basis; that a full review of charges for social care services had been due to take place in 2021/22 but Communities Committee, on 18 February, 2021 and 24 March 2022, had agreed not to carry out a full review due to the impact of Covid-19, and to apply an RPI uplift for charges and unit costs instead. For 2023/24 it was proposed that a further uplift in line with the RPI, of 5.9% be adopted. The report also advised that an anticipated full review in 2023/24 had been paused pending the outcome of the Scottish Government and COSLA led working group to remove charges for non-residential care services. Scottish Government had recently confirmed that the removal of non-residential charging would not go ahead in 2023/24 as anticipated and had not yet given an

indication of a revised timeline. In addition, the report noted that some charges and allowances were set by various external sources, including the Department for Works and Pension (DWP), Scottish Government and COSLA, and as such, some rates for 2023/24 had yet to be confirmed, and were marked as such on the proposed Charges and Allowances as contained in Appendix 2.

During discussion, Members noted the following:

- (a) assessments were made on a case by case basis and appropriate advice and support was offered to service users, to ensure they were receiving all the benefits they were entitled to;
- (b) where a potential benefit was identified by officers, service users were signposted to the appropriate source of assistance; and
- (c) officers would monitor any trends and material impacts on service users from the changes to the policy and would report back to the IJB.

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

- (1) to note that in light of the continued impact of the Covid-19 pandemic and the cost-of-living crisis, it was proposed that the RPI increase of 5.9% be applied to charges and unit costs in 2023/24;
- (2) to recommend that the Communities Committee approve the proposed Charging Policy for 2023/24, comprising of:
 - a) the Non-Residential Charging Policy 2023/24, as detailed in Appendix 1;
 - b) the rates for Charges and Allowances as detailed in Appendix 2;
 - c) the Unit Costs detailed in the Charges & Allowances as detailed in Appendix 2 and also detailed in paragraph 5.1 of the report; and
- (3) to instruct Officers to report back, within 9-12 months, with information in respect of the impacts and consequences of changes to support for service users through the changes to policy implementation, and to consider the trends and report on any material impacts.

13. STRATEGIC PLANNING GROUP UPDATE

There had been circulated a report dated 6 February, 2023 by the Chief Officer which provided a summary of the main items of discussion at the most recent formal meeting of the Strategic Planning Group (SPG), including specific updates on two transformational workstreams, being the Autism Strategy Development and the Analogue to Digital Transition Project. The report also highlighted proposals by the group to establish a short life working group to lead on the implementation of a Joint Strategic Needs Assessment, as part of early preparations for when the current Strategic Plan comes to an end in 2025 and would provide regular updates on progress and reporting its conclusions/findings to the SPG by the end of 2023.

The Interim Strategy and Transformation Manager provided an overview of the main items which had been discussed at the recent meeting of the SPG and highlighted that the SPG holds responsibility for the monitoring and oversight of progress against the transformational workstreams under the IJB's Strategic Delivery Plan. She advised that the Draft Aberdeenshire Autism Strategy had proceeded to public consultation stage as a joint strategy with Education and Children's Services and would be reported back to the IJB in June 2023, following the consultation stage.

There was discussion of the need to ensure that clear boundaries and expectations were set in relation to the consultation process for the Autism Strategy to ensure that expectations were reasonable in terms of finance and resources available for delivery. There was discussion of the extensive work undertaken to date on the Analogue to Digital Transition project and the need for further consideration by the IJB at a future meeting.

After discussion, the Integration Joint Board (IJB) **agreed**:

- (1) to note the report from the Strategic Planning Group (SPG) following its meeting on 14 February 2023;
- (2) to note the updates for the Autism Strategy Development and Analogue to Digital Transition projects;
- (3) that the IJB would consider in some detail the work on the Analogue to Digital Transition project at a future meeting; and
- (4) to note the SPG's decision regarding the commencement of planning for a Joint Strategic Needs Assessment over the coming year.

14. FUNDING CONTRIBUTION TOWARDS ACCOMMODATION WITH ADAPTATIONS – USE OF SPECIAL URGENCY POWERS

With reference to the Minute of Meeting of the IJB of 7 December, 2022 (Item 12), there had been circulated a report dated 17 February, 2023 by the Interim Partnership Manager (Central), providing an update on revised costings approved by the Chief Officer, under Special Urgency Powers in connection with acquiring accommodation for a complex learning disability client.

Having heard from the Chief Officer and the Mental Health and Learning Disability Manager of the background to the case, and as to the collaborative approach which had been taken with the Housing Service to ensure that the identified accommodation for the client was made ready for occupation, the Integration Joint Board **agreed**:

- (1) to note the decision by the Chief Officer, using Special Urgency Powers as set out in the process agreed by the IJB, including consultation with the Chair, Vice Chair and Chief Executives of both NHS Grampian and Aberdeenshire Council to authorise the expenditure as detailed within the report, in connection with funding approval for accommodation with adaptations for a complex learning disability client; and

- (2) to note that this was previously reported to the IJB and was being reported to the IJB to inform of the revised costings.

15. 2023/2024 ANNUAL PROCUREMENT WORK PLAN (SOCIAL CARE)

There had been circulated a report dated 31 January, 2023 by the Chief Officer, requesting Members' consideration of the Annual Procurement Work Plan for 2023-24, four Procurement Approval Forms (PAFs) and two Award Reports, as detailed in the appendices to the report.

The Strategic Procurement Manager provided some further background to the proposals and noted that the national negotiation on the National Care Home Contract, which is a national framework led by COSLA and supported by Scotland Excel, had not yet concluded.

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

- (1) to note the Annual Procurement Work Plan detailed in Appendix 1, the four Procurement Approval Forms (PAFs) and two Award Reports in Appendix 2 (A-F);
- (2) to note the PAFs and Award Reports 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 Award Reports for items 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 direct award and extend the services detailed in the Annual Procurement Work Plan on behalf of the Integration Joint Board;
- (4) to note the following updates: Out of Area Individual Placements (at paragraph 4.7 of the report);
- (5) 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, are able to live independently at home or in a homely setting in their community; and
- (6) to note that an update on the outcomes from the approved procurements in this report will be included in the Commercial & Procurement Shared Service's annual report.