



# Aberdeen City Health & Social Care Partnership

*A caring partnership*

ABERDEEN, 22 August 2023. Minute of Meeting of the INTEGRATION JOINT BOARD.

Present:- Councillor John Cooke, Chair; Luan Grugeon, Vice Chair; and June Brown, Mark Burrell, Councillor Lee Fairfull, Councillor Martin Greig, Hussein Patwa, Jim Currie, Jamie Donaldson, Maggie Hepburn, Christine Hemming, Dr Caroline Howarth, Phil Mackie and Alison Murray.

Also in attendance:- Councillor Christian Allard, Jess Anderson (up to article 6), Martin Allan, Fraser Bell, Susie Downie, John Forsyth (up to article 6), Michelle Grant, Susan Harrold (from article 14), Vicki Johnstone, Catherine King (from article 13), Stuart Lamberton, Graham Lawther Alison Macleod, Judith McLenan (from article 13), Grace Milne, Fiona Mitchelhill, Lynn Morrison, Shona Omand-Smith, Bukola Oyedele, Sandy Reid, Steven Stark (from article 13) and Neil Stephenson.

Apologies:- Gale Beattie, Sandra MacLeod and Paul Mitchell.

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.

## WELCOME FROM THE CHAIR

1. The Chair extended a warm welcome to everyone and in particular new members Mark Burrell, Jamie Donaldson, Councillor Lee Fairfull, and Hussein Patwa. All Members introduced themselves.

### The Board resolved:-

to note the Chair's remarks.

## DECLARATIONS OF INTEREST OR TRANSPARENCY STATEMENTS

2. Members were requested to intimate any Declarations of Interest or Transparency Statements in respect of the items on the agenda.

### The Board resolved:-

to note that Alison Murray advised that she had a connection in relation to agenda item 8.1 (Review of Carers' Expenses Policy – HSCP.23.055) as she was a Carer representative to the IJB, and having applied the objective test she considered that her

**INTEGRATION JOINT BOARD**

22 August 2023

connection amounted to an interest and would therefore be withdrawing from the meeting for this item.

**EXEMPT BUSINESS**

3. Members were requested to determine that any exempt business be considered with the press and public excluded

**The Board resolved:-**

to consider the exempt appendices of item 7.2 with the press and public excluded.

**INTEGRATION JOINT BOARD MEMBERSHIP - NEW APPOINTEES TO IJB - HSCP.23.057**

4. The Board had before it a report advising on recent changes to its membership.

**The report recommended:-**

that the Board:

- (a) note the appointment, by NHS Grampian, of Hussein Patwa and Mark Burrell as voting members of the Integration Joint Board;
- (b) note the appointment, by Aberdeen City Council, of Councillor Lee Fairfull as a voting member of the Integration Joint Board;
- (c) appoint Jamie Donaldson as a non-voting Member of the Integration Joint Board, in his capacity as NHS Grampian Staff Representative;
- (d) appoint Mark Burrell and Councillor Lee Fairfull to the Clinical and Care Governance Committee;
- (e) appoint Hussein Patwa to the Risk, Audit and Performance Committee; and
- (f) appoint Mark Burrell as Chairperson of the Clinical and Care Governance Committee, for the period ending on 1 November 2025.

**The Board resolved:-**

to agree the recommendations.

**PRIMARY CARE IMPROVEMENT PLAN (PCIP) GOVERNANCE - HSCP.23.041**

5. The Board had before it a report in respect of governance and decision making around the Primary Care Improvement Plan. Jess Anderson, Team Leader - Regulatory and Compliance, Legal Services, Aberdeen City Council, presented the report and responded to questions from members.

**INTEGRATION JOINT BOARD**

22 August 2023

**The report recommended:-**

that the Board:

- (a) note the content of the report;
- (b) note that the IJB received an annual report on the progression of PCIP;
- (c) note that its Risk, Audit and Performance Committee (RAPC) received a biannual report on the progression of PCIP and the Primary Care Improvement Fund (PCIF), and any other relevant funding streams; and
- (d) note the intention to work with partners to increase the resilience and sustainability of partners.

**The Board resolved:-**

to agree the recommendations.

**VIDEO PRESENTATION: BALTIC BOYS - MENTAL HEALTH AWARENESS**

6. The Board received a video presentation from ACVO entitled Matt's Story: Baltic Boys Aberdeen, an organisation which was formed in 2022 with the aim of encouraging men in the North East to experience the positive benefits of cold water dipping.

**The Board resolved:-**

to note the video.

**MINUTE OF BOARD MEETING OF 6 JUNE 2023 AND ATTENDANCE RECORD**

7. The Board had before it the minute of its meeting of 6 June 2023.

**The Board resolved:-**

- (i) to approve the minute as a correct record; and
- (ii) to note the attendance record.

**DRAFT MINUTE OF RISK AUDIT AND PERFORMANCE COMMITTEE OF 13 JUNE 2023**

8. The Board had before it the draft minute of the Risk, Audit and Performance Committee of 13 June 2023, for information.

**The Board resolved:-**

to note the minute.

**INTEGRATION JOINT BOARD**

22 August 2023

**BUSINESS PLANNER**

9. The Board had before it the Business Planner which was presented by the Chief Operating Officer who advised Members of the updates to reporting intentions and that further items would be added to future reporting cycles.

**The Board resolved:-**

to agree the Planner.

**DEVELOPMENT SESSIONS AND PRE DECISIONS PLANNER**

10. The Board had before it the Development Sessions and Pre Decision Sessions Planner prepared by the Strategy and Transformation Manager.

**The Board resolved:-**

to agree the Planner.

**CHIEF OFFICER'S REPORT - HSCP.23.051**

11. The Board had before it the report from the Chief Officer, ACHSCP. The Chief Operating Officer presented an update on highlighted topics and responded to questions from members.

**The report recommended:**

that the Board note the details contained in the report.

**The Board resolved:-**

- (i) to congratulate the organisers of the Granite City Gathering;
- (ii) to instruct the Clerk to circulate the media links to ACVO videos; and
- (iii) to otherwise agree the recommendation.

**MEMORANDUM OF UNDERSTANDING WITH PUBLIC HEALTH SCOTLAND - HSCP.23.059**

12. The Board had before it a report prepared by the Chief Operating Officer seeking approval of the entering into a strategic partnership agreement with Public Health Scotland (PHS), as one of nine organisations comprising the North East Population Health Alliance (NEPHA).

**The report recommended:-**

that the Board:

## INTEGRATION JOINT BOARD

22 August 2023

- (a) approve the entering into of a strategic partnership agreement with Public Health Scotland;
- (b) instruct the Chief Officer to execute the strategic partnership agreement on behalf of the Integration Joint Board; and
- (c) instruct the Chief Officer to provide a progress report on the strategic partnership agreement at a meeting of the Integration Joint Board in 2024.

**The Board resolved:-**

to agree the recommendations.

### **ACHSCP ANNUAL REPORT - HSCP.23.052**

**13.** The Board had before it the Aberdeen City Health and Social Care Partnership (ACHSCP) Annual Performance Report for 2022-2023 prepared by the Transformation Programme team.

The Transformation Programme Manager presented the report and responded to questions from members regarding communication of the plan to the wider community.

**The report recommended:-**

that the Board:

- (a) note the performance that had been achieved in 2022-23, the first year of the Strategic Plan 2022-25;
- (b) approve the publication of the Annual Performance Report 2022-23 (as attached at Appendix A of the report) on the Aberdeen City Health and Social Care Partnership's (ACHSCP) website; and
- (c) instruct the Chief Officer to present the approved Annual Performance Report to both Aberdeen City Council and NHS Grampian Board.

**The Board resolved:-**

- (i) to note that the Communications Business Partner would work with Members to support with the communication of the Plan throughout the wider communities; and
- (ii) to otherwise agree the recommendations.

### **SUPPLEMENTARY WORKPLAN AND BUSINESS CASE - HSCP.23.056**

**14.** The Board had before it a report prepared by the Strategic Procurement Manager presenting a supplementary Procurement Work Plan for 2023/24 for expenditure on social care services and the associated procurement Business Case, for approval.

**INTEGRATION JOINT BOARD**

22 August 2023

**The report recommended:-**

that the Board:

- (a) approve the eleven-month extension to the existing contract and subsequent tender, for a period of up to five further years of a contract for Mental Health Community Intervention Services, as detailed in Appendices A1 and C of the report; and
- (b) make the Direction, as attached at Appendix B of the report and instruct the Chief Officer to issue the Direction to Aberdeen City Council.

**The Board resolved:-**

to agree the recommendations.

**NHS GRAMPIAN DELIVERY PLAN - HSCP.23.058**

15. The Board had before it the NHS Grampian Three Year Delivery Plan for 2023-2026. The Senior Planning Manager, NHS Grampian, spoke to the report.

**The report recommended:-**

that the Board:

- (a) note the priorities set out within the NHS Grampian Three Year Delivery Plan (2023-26) for the period up to March 2026; and
- (b) note the arrangements for reporting on progress of the NHS Grampian Delivery Plan as complementary to existing IJB reporting.

**The Board resolved:-**

to agree the recommendations.

**At this juncture, and in accordance with article 2 of the minute, Alison Murray left the meeting.**

**REVIEW OF CARERS' EXPENSES POLICY - HSCP.23.055**

16. The Board had before it a report prepared by the Lead for Strategy and Transformation which sought approval of a revised IJB Carers and Service Users Representatives Expenses Policy.

**The report recommended:-**

that the Board:

- (a) approve the IJB Carers and Service Users Representatives Expenses Policy with effect from 22 August 2023;

**INTEGRATION JOINT BOARD**

22 August 2023

- (b) instruct the Chief Officer to replace the previous policy in the Scheme of Governance with the revised one; and
- (c) instruct the Chief Officer to ensure the IJB Carers and Service Users Representatives Expenses Policy was reviewed annually as part of the review of the Scheme of Governance.

**The Board resolved:-**

to agree the recommendations.

**ROSEWELL HOUSE - EVALUATION AND RECOMMENDATION REPORTS - HSCP.23.054**

17. The Board had before it a report prepared by the Transformation Programme Manager presenting the findings of an evaluation of Rosewell House ahead of the expiration of the existing arrangements in October 2023.

**The report recommended:-**

that the Board:

- (a) approve an extension of the integrated facility at Rosewell House to 31 December 2025 having regard to the report and its Appendix A;
- (b) make the Direction attached at Appendix B of the report, to NHS Grampian and Aberdeen City Council;
- (c) instruct the Chief Officer to issue that Direction to NHS Grampian and Aberdeen City Council;
- (d) instruct the Chief Officer to make and implement any reasonable and necessary arrangements in furtherance of (b) and (c) above; and
- (e) request a further report to be brought in Summer 2025 to determine the future direction of Rosewell House with consideration given to the next iteration of the Partnership's Strategic Plan.

**The Board resolved:-**

to agree the recommendations.

**SUPPLEMENTARY WORKPLAN AND BUSINESS CASE - HSCP.23.056 - EXEMPT APPENDICES****18. The Board resolved:-**

to note that the recommendations had been approved at Article 14.

**INTEGRATION JOINT BOARD**

22 August 2023

**IJB/SLT CULTURE SOUNDING BOARD - 11.00-12.00 28 AUGUST 2023**

19. The Board had before it the date of the next Culture Sounding Board meeting as 28 August 2023 at 11am.

**The Board resolved:-**

to note the date of the next meeting.

**5 SEPTEMBER 2023 - PRE-DECISION SESSION**

20. The Board had before it the date of the next Pre-Decision Session as 5 September 2023.

**The Board resolved:-**

to note the date of the Pre-Decision session.

**12 SEPTEMBER 2023 - DEVELOPMENT SESSION**

21. The Board had before it the date of the next Development Session as 12 September 2023.

**The Board resolved:-**

to note the date of the Development session.

**10 OCTOBER 2023 - INTEGRATION JOINT BOARD**

22. The Board had before it the date of the next IJB meeting as 10 October 2023.

**The Board resolved:-**

to note the date of the next meeting.

**7 NOVEMBER 2023 - PRE-DECISION SESSION**

23. The Board had before it the date of a future Pre-Decision Session as 7 November 2023.

**The Board resolved:-**

to note the date of the Pre-Decision session.

**INTEGRATION JOINT BOARD**

22 August 2023

**14 NOVEMBER 2023 - DEVELOPMENT SESSION**

24. The Board had before it the date of a future Development Session as 14 November 2023.

**The Board resolved:-**

to note the date of the Development session.

**HYBRID ARRANGEMENTS**

25. The Board discussed the effectiveness of the recent hybrid arrangements for holding meetings.

**The Board resolved:-**

to hold the next meeting as a hybrid meeting at the Health Village, with the use of a Meeting Owl camera to be investigated.

- **COUNCILLOR JOHN COOKE, Chair.**