

**INTEGRATION JOINT BOARD
BY SKYPE, 25 SEPTEMBER, 2020**

Integration Joint Board Members:

Councillor A Stirling (Chair); Mrs R Atkinson, (NHS Grampian) (Vice-Chair); Ms A Anderson (NHS Grampian); Ms J Duncan (NHS Grampian); Ms R Little, (NHS Grampian); Councillor G Reynolds; Councillor D Robertson; Councillor A Ross; and Ms S Webb.

Integration Joint Board Non-Voting Members:

Dr J Brown, Nursing Advisor; Ms F Culbert, Carers' Representative; Dr L Finlayson, as substitute for Dr C Allan, Primary Care 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 Representative; Mr G Mitchell, Public Representative; Ms A Mutch, Public Representative; 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:

Mrs G Fraser, Mr M Ogg, Ms A MacLeod, Mrs P Power, Mrs J Raine-Mitchell, Mr M Simpson, and Mrs S Strachan, Aberdeenshire Health & Social Care Partnership; and Ms K Balinska, Ms J McRobbie and Mr P Mitchell, Aberdeenshire Council.

Apologies:

Provost W Howatson, Aberdeenshire Council; and Dr C Allan, Primary Care Advisor.

1. Sederunt and Declaration of Interests.

Apologies were reported from Provost Howatson and Dr Allan.

No interests were declared.

2. 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, to have due regard to the need to:-

- (i) eliminate discrimination, harassment, and victimisation;
- (ii) advance equality of opportunity between those who share a protected characteristic and persons who do not share it; and
- (iii) foster good relations between those who share a protected characteristic and persons who do not share it.

3. Minute of Meeting of the Integrated Joint Board of 29 July 2020

There had been circulated, and were **approved** as a correct record, the Minutes of Meeting of the Integrated Joint Board of 29 July, 2020.

4. IJB Action Log

There had been circulated a report by the Interim Chief Officer providing an update on actions which had been concluded and others which were yet to be completed. Actions which required to be reconsidered in the context of the changes resulting from Covid-19 were highlighted as requiring additional consideration by Officers.

There was discussion of the timing of reporting updates on the Minor Injury Units (MIUs), indicatively scheduled to be submitted to either the November or December meeting of the Joint Board, noting that this would be impacted, in part, by national developments.

The Joint Board **agreed** to note the updates provided.

5. Chief Officer's Report

There had been circulated a report by the Interim Chief Officer, providing updates in respect of (a) the successful application for funding of the Drug Task Force from June 2020, where this additional resource was to be applied, and how monitored and reported; (b) service provider sustainability risk, and the work undertaken by the Commissioning, Procurement, and Contracts Team with the Chief Finance Officer, to support providers; (c) seasonal flu vaccinations, to be coordinated with colleagues in Education to take place in school premises during the October holidays; (d) Care Homes, including daily meetings of an oversight groups and constant response as part of a partnership with Public Health and the Care Inspectorate to ensure compliance with the Scottish Government guidance, and with the work to be monitored via the national health system, TURAS; (e) the Scottish Government's announcement of an independent review of adult social care, chaired by Derek Freeley, a former Scottish Government Director General for Health & Social Care and Chief Executive of NHS Scotland, to report back to the government in January, 2021; and (f) the implementation of the Non-Residential Charging Policy 2020/21, deferred from 20 February, 2020, with effect from 3 August, 2020, with full application by the end of September, 2020.

The Joint Board heard from the Interim Chief Officer of the continuing challenges of the changing world of Covid-19, with the number of cases and positive tests increasing, but with partnership working to sustain staff, suppliers, and service users alike. None of the mitigation actions came without a cost; in physical buildings, the open spaces felt very different and the requirements of social distancing was hard to secure in narrow corridors and entrances.

The escalating need for Personal Protective Equipment (PPE) to be worn also disrupted "face to face" communication, and whilst an undoubted success story, beneficial in delivering remote services, "Near Me" and other remote digital communication platforms not only required a whole new skill set to be absorbed in very short time, but were

promoting screen fatigue in staff already coping with other operational stresses. Humans had evolved to interact by reading facial expressions: even with a full screen view, only part of the picture could be seen. This could be particularly harsh when in conversation with someone struggling with mental wellbeing, or a Mum with a new baby.

The Joint Board heard of the efforts being made to support staff working from home, resources which were available via both Aberdeenshire Council and NHS Grampian to do so, and of the continuing need for mutual compassion.

There was discussion of the staffing implications for, and of, the EU exit; the current reduction in day services and the assessment that this should not prove problematic for future commissioning; the different level of testing required in terms of national guidance in supported accommodation as opposed to care homes; imminent consideration with the Care Inspectorate on the potential for a modest reopening of day services; the need to restart, in some form or other, other NHS services provided either in clinics or in homes; and the need for assurance that service providers were not at risk because of the current operating pressures.

The Joint Board **agreed:-**

- (1) that the Audit Committee be requested to consider, and report, on the service sustainability risk of providers;
- (2) to commend all staff and partners for their continued resilience and flexibility in challenging times; and
- (3) to note in all other respects the terms of the report.

6. Clinical and Adult Social Work Governance Committee Report

With reference to the Minute of Meeting of 24 June, 2020, (Item 9), there had been circulated a report dated 14 September, 2020 by Ms Little, Chair of the Clinical and Adult Social Care, advising of the reconvening of the Governance Committee and detailing the key issues which had been considered, including the commendation of staff for the maintaining of standards despite the challenges of Covid related pressures; the extensive induction which had been provided to Committee members; an update on the recent flooding issue at Stonehaven; the work of the CASWG in considering issue of governance, considered on a weekly basis during Covid; an overview of the work of the Professional and Clinical Care Group in relation to Care Homes; an update on the inspection recommendations being progressed at HMP & YOI Grampian; and public protection issues. The report also defined areas of work which the Governance Committee intended to address.

Having heard further from Ms Little as Chair of the Committee, there was discussion of the assurances which had been provided to the Joint Board by the work of the Committee as detailed in the comprehensive report, and a welcoming both of the manner of reporting and the workplan proposed.

The Joint Board **welcomed** the report and the assurances it had provided.

7. Finance Update as at June, 2020

There had been circulated a report dated 11 September, 2020 by the Chief Finance Officer, providing the first financial monitoring for the 2020/21 financial year and early indications of the impact of Covid-19 on financial planning.

The Joint Board heard further from the Chief Finance Officer of significant additional costs incurred, associated with the provision of PPE and sustainability grants for social care providers which it was assumed would be completely funded by the Scottish Government, and of small underspend in budget, mainly due to the low level of demand for social care, especially residential, and capacity linked savings at community hospitals, as well as reduced travel and bank staff related costs.

There were several ongoing risks, including GP prescribing and the costs for specialised out of area placements, over which the Partnership had limited control. Although savings had been made, these did not necessarily relate to the areas where savings had been originally planned, but the cumulative effect was that there were anticipated to be between £3-3.5M savings. It was still important to look at expenditure and costs in planning future budgets.

There as discussion of the various areas of recurring spend and the need to forward plan for the delivery of services within budget; the impact of the use of locums for mental health services; national discussions on the dual strands of salaries of health workforce, both for the next year and with the potential to have an element relating to the current financial year; the need for agile thinking in facing the continuing presence of the coronavirus; and the development session to be scheduled which was to consider financial matters and future budgeting in detail.

Having considered the financial position as detailed in the report in paragraph 6.3 and appendices 1 and 2, the Joint Board **agreed:-**

- (1) to approve the budget adjustments, as detailed in Appendix 3;
- (2) to note the progress towards achieving the savings programme as detailed in Appendix 4;
- (3) that the next report identify details of savings achieved as well as areas of under/overspend;
- (4) to note an early date would be confirmed to be confirmed for informal discussion on budget matters;
- (5) to note that clarification would be sought that current negotiations include potential to implement a reopening clause on last pay settlement as well as for next year, and if correct, that this be added to future budget considerations; and
- (6) to note the work to prepare service budgets for the 2021/22 financial year.

8. Community Justice Annual Report

With reference to the Minute of Meeting of 28 August, 2019, (Item 9), there had been circulated a report dated 10 September, 2020 by the Partnership Manager (North) in his role as Chair of the Aberdeenshire Community Justice Partnership, requesting the consideration of the draft Annual Report on Community Justice in Aberdeenshire for

2019/20, prior to submission to the Aberdeenshire Community Planning Partnership Board and Community Justice Scotland.

The Joint Board heard further from the Partnership Manager (North) and the Project Manager (Community Justice) of the content of the report, completing a Scottish Government template, but reflecting the focus on local priorities, including alcohol offending, women in the justice system, and unpaid work. The increasing incidence of inter-agency working reflected in more positive outcome measures such as the completion of court orders, for “other activity”, including educational and literacy initiatives.

There was discussion of the “cuckooing” of drug dealing being detected in North East Scotland; the joint working with housing colleagues in their “Housing First” priorities, augmenting the holistic approach at an operational level and the increasing interface of link workers with local GPs; the availability of local metrics which were not required for the report to Criminal Justice Scotland; if delays in processing Disclosure Scotland applications were a barrier to employment; the availability of translation services; the requirement to consider where outcomes for victims could be added to the priority agenda; and the input of “Families Outside” to represent those for whom family relationships had been complicated.

The Joint Board **agreed:-**

- (1) to approve the Annual Report on Community Justice in Aberdeenshire for 2019/20, for submission to the Aberdeenshire Community Planning Partnership Board and Community Justice Scotland;
- (2) that future reports consider an executive summary for ease of access;
- (3) that information be provided on local outcomes and metrics;
- (4) that information on the availability of, and use of, translation services be provided to Board members; and
- (5) to commend the work of the Criminal Justice Team and partners.

9. Aberdeenshire Health and Social Care Partnership (HSPC) Annual Performance Report – 2019/20

With reference to the Minute of Meeting of 29 July, 2020 (Item 5), there had been circulated a report dated 31 August, 2020 by the Interim Chief Officer, requesting the approval of the Annual Performance Report for the Health and Social Care Partnership for 2019/20.

The Joint Board heard from the Programme Manager of the unique circumstances of the preparation of the plan, and the national approval for delayed publication. The focus of the report revisited the strategic plan and delivery, with five strategic priorities supported by examples of initiatives and case studies. National data from Public Health Scotland was unavailable, but available local data was reported.

After discussion of the report as being an excellent presentation of the work of the Health and Social Care Partnership pre-Covid, the Joint Board **agreed:-**

- (1) to approve the Aberdeenshire HSCP 2019/20 Annual Performance Report, subject to minor accessibility amendments
- (2) that the Report be shared with Aberdeenshire Council and NHS Grampian; and

- (3) to commend staff on their performance analysis in producing the report.

10. Integration Scheme

There had been circulated a report dated 9 September, 2020 by the Partnership Manager (Central) advising of the requirement, in terms of legislation, to review the Integration Scheme before the end of its first five years, and reporting the Scottish Government's relaxation of the need to develop a successor scheme in the current circumstances.

The Joint Board heard further from the Partnership Manager (Central) that a review by officers had indicated only small, "housekeeping" changes rather than significant changes to delegations or operating procedures, that cross-Grampian common issues had been considered at an informal development session of the Integration Joint Board in January, 2020, and that there was a recommendation that no formal consultation be undertaken at present.

The Joint Board **agreed:-**

- (1) that, following the statutory 5-year review of the Integration Scheme, that no formal changes to the Integration Scheme are required at present; and
- (2) to recommend to Aberdeenshire Council and NHS Grampian Health Board that no formal changes to the Integration Scheme were required at present.

11. Organisational Governance

There had been circulated a report dated 9 September, 2020, by the Interim Chief Officer, providing a review of the organisational governance structures through which the Integration Joint Board and its various Committees operated and identifying various distinct areas of work which could be progressed through the proposed revitalisation of a Strategic Planning Group.

There was discussion of the timescale which might apply to having the membership and terms of reference for the various sections of work discussed at an informal workshop session, and the expectation that a report back with detailed proposals might be returned to the December meeting of the Joint Board, and the potential to require the Standing Orders of the Integration Joint Board to ensure they remained fit for purpose.

The Joint Board, having considered and acknowledged the framework setting out the organisational governance arrangements in place within the Health and Social Care Partnership (HSCP), to support and provide assurance to the IJB **agreed:-**

- (1) to endorse the proposed work to reconvene the Strategic Planning Group and associated performance monitoring and governance arrangements to provide assurance as to progress towards the HSCP Strategic Delivery Plan; and
- (2) that the matter be discussed at a workshop session and reported to a meeting of the Integration Joint Board in due course.

12. Resetting and Rebuilding - Aberdeenshire HSCP Strategic Delivery Plan, 2020 – 2022

With reference to the Minute of Meeting of 24 June, 2020, (Item 10), there had been circulated a report dated September, 2020 by the Partnership Manager (North) requesting the consideration of a revised Strategic Delivery Plan for 2020- 2022, to better fit the areas of transformation required by the current situation.

Having heard from the Partnership Manager (North) that the recommendations made were high level, and their deliverability would impact on the development of the Partnerships medium-term financial strategy, it was not anticipated that previous delivery targets would be forgotten, there was discussion of the accessibility of the “Plan on a Page”, the innovative thinking which had been applied; the significant reduction in exclusionist management jargon; and the focus on outcomes not outputs.

The Joint Board **agreed** to approve the Aberdeenshire HSCP Strategic Delivery Plan as appended to the report.

13. Directions from Integration Authorities to Health Boards and Local Authorities: Statutory Guidance

There had been circulated a report dated 31 August, 2020 by the Interim Chief Officer, reporting on guidance received from the Scottish Government on Directions from Integrated Authorities to Health Boards and Local Authorities and proposing an amended proforma for reporting to the Joint Board.

The Joint Board **agreed**, having considered the key findings and recommendations of the Scottish Government guidance on Directions:-

- (1) for officers to implement the actions arising from the statutory guidance, including proposed changes to the format of IJB reports and the introduction of a standard format for all directions where these require to be issued; and.
- (2) agree to receive for monitoring, initially on a six-monthly basis, an updated log providing the status of all directions issued by the IJB, with an annual report on directions to be produced from the financial year 2021/22 onwards.

14. Chief Finance and Business Officer Role

The Joint Board **noted** that this item had been withdrawn.