

ABERDEENSHIRE INTEGRATION JOINT BOARD

12 DECEMBER, 2018

Integration Joint Board Members:

Dr L Lynch (Chair); Councillor A Allan; Ms A Anderson; Mr A Gray; Ms R Little; Councillor D Robertson; Councillor A Ross; and Mr E Sinclair.

Integration Joint Board Non-Voting Members:

Mr A Coldwells; Chief Officer; Dr C Allan; Mr A Sharp, Chief Finance Officer; Mr M McKay; Dr M Metcalfe; and Mrs A Mutch.

Officers:

Ms J Gibbs, Mrs S McIntosh, Mr M Ogg, Mr I Ramsay, Mrs S Strachan, Mr M Simpson, and Mrs A Wood, Aberdeenshire Health and Social Care Partnership (AHSCP); and Mrs K Davidson, Mrs L Gravener, Ms J McRobbie, Mr P Matthews, Ms J Raine-Mitchell, and Mrs J Stewart-Coxon, Aberdeenshire Council.

Apologies:

Mr A Cox; Mr D Hekelaar; Councillor W Howatson; Mrs S Kinsey; Mrs I Kirk; and Councillor EA Stirling.

In attendance: Ms A MacDonald, Audit Scotland.

1. SEDERUNT AND DECLARATION OF INTERESTS

The Chair advised the Joint Board that apologies had been received from Mr A Cox, Mr D Hekelaar; Councillor W Howatson; Mrs S Kinsey; Mrs I Kirk; and Councillor E A Stirling.

The Chair asked members for declarations of interest from both voting, and non-voting, members. No interests were declared.

2. RESOLUTIONS

(A) - 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 was provided, to consider its contents and take those into account when reaching their decision.

(B) EXEMPT INFORMATION

The Joint Board agreed, in terms of Appendix 2 of the Standing Orders of the Integration Joint Board, to exclude the public and media representatives from the meeting in respect of Item 16, exempt under paragraph 6 of the Categories of Exempt Information, on the grounds that

it involves the likely disclosure of exempt information of the class described in the relevant paragraph.

3. MINUTE OF MEETING OF INTEGRATION JOINT BOARD OF 31 OCTOBER, 2018

There had been circulated the Minute of Meeting of the Integration Joint Board of 31 October, 2018. The Joint Board **agreed** to approve the Minute, subject to the amendment of Item 6, page 7 to read “available at a time”, and not “available as a time”; and the addition of a full stop at the conclusion of the sentence “self-defining as carers”.

4. INTEGRATION JOINT BOARD AUDIT COMMITTEE

With reference to the Minute of Meeting of 31 October, 2018 (Item 16), there had been circulated a report dated 3 December, 2018 by the Chief Finance Officer, requesting Board consideration of proposals to refresh the remit and membership of the Audit Committee. The Joint Committee heard from Mr Sinclair, as retiring Chair, that the main changes proposed were the increase in the number of members from four to six and an expansion of the remit to include “audit” of strategy matters in addition to financial scrutiny. Mr Sinclair also indicated that Councillor Howatson had agreed to be interim Chair of the Audit Committee with effect from its next meeting.

Having heard from the Chief Finance Officer that the Chairs of the Integration Joint Board and its Audit Committee were intended to be opposite partners, with only the Chair and Vice-Chair of the IJB debarred from serving on the Audit Committee, the Joint Board **agreed**:

- (1) to approve the revised Terms of Reference for the Audit Committee, as appended hereto;
- (2) that Councillor Howatson Chair the Audit Committee;
- (3) that expressions of interest be sought from non-voting Members of the Integration Joint Board to serve on the Audit Committee; and
- (4) that the appointment of additional members be reported to the next meeting for approval.

Arising from consideration of the above, the Joint Board further **agreed** to commend Mr Sinclair, for his support of the workings of the Integrated Health and Social Care Partnership, and, in particular, his work on the Audit Committee, and express best wishes for his enjoyment of his imminent retirement.

5. ACTION LOG

There had been circulated the Integration Joint Board Action Log by the Chief Officer, Aberdeenshire Health and Social Care Partnership.

The report provided update on progress with works previously instructed, including updates on progress of the Strategic Plan; on-going discussions on the services which could be provided from the Ugie Hospital Peterhead; progress with improvements at Her Majesty’s Prison and Young Offenders’ Institute (HMP&YOI) Grampian; and the review of the Audit Committee membership and remit.

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

6. CHIEF OFFICER’S UPDATE

There had been circulated a report by the Chief Officer on (a) the ongoing work in developing the Strategic Plan, including engagement with both staff and public; (b) the partnership

working with Aberdeenshire Council's Housing Service to respond to the Scottish Government's Rapid Rehousing Transition Plan, as recommended by the Homelessness and Rough Sleeping Action Group; (c) advising of the resignation of Mrs Elizabeth Fairley as Carer Representative, and the need to recruit in Spring 2019 to fill this role; and (d) the Northern Corridor Project, with its Initial Agreement approved by NHS Grampian at their Board meeting on 6 December, 2018.

There was discussion of (a) the timetable for engagement on the Strategy and the revised consultations; (b) feedback which had been received from Mrs Fairley on her experience of serving on the Joint Board; and (c) the approval of the North Corridor Project by NHS Grampian and its submission to the government for their response.

The Joint Board **agreed:-**

- (1) in respect of the Strategic Plan development (a) that the timetable for engagement on the strategy be approved by the Chief Officer, in consultation with the Chair and Vice-Chair, (b) to welcome the preparation of engagement packs on issues to be considered to facilitate community discussion and response, such packs to be made available to anyone interested in conducting engagement sessions; and
- (2) that Mrs Fairly be thanked for her support of the work of the Joint Board, and her feedback on the role of Carer's representative inform both the recruitment process, and on-going support, for her replacement;

7. SCHEDULE OF FUTRE MEETINGS

There had been circulated a report dated 22 November, 2018, by the Chief Officer, requesting members' consideration of proposed meeting dates for both formal meetings of the Joint Board and development sessions. The Joint Board **agreed:-**

- (1) to approve the dates as detailed in appendix 1 to the report;
- (2) that meetings alternate between informal development sessions and formal Joint Board meetings; and
- (3) that both formal and development sessions meetings commence at 10.00am, and be scheduled to conclude at 2.00pm, with a lunch provided.

8. SCOTTISH FIRE AND RESCUE SERVICE PARTNERSHIP WITH HEALTH AND SOCIAL CARE PARTNERSHIP – ORAL PRESENTATION

The Chair, on behalf of the Joint Board, welcomed Kevin Coutts and Graham Legge, of the Scottish Fire and Rescue Service, to the meeting, which thereafter heard from Messers Coutts and Legge, and Ms Strachan, of the Health and Social Care Partnership, of the positive joint working which had taken place to date, and exploration of further joint ventures between the Scottish Fire and Rescue Service and the Health and Social Care Partnership.

From Mr. Legge, (Prevention and Protection Manager, working across both Aberdeenshire and Moray), the Joint Board heard of the Fire and Rescue Service's key deliver theme, including its home fire safety scheme, in addition to increasing collaboration in the areas of fire fatality reduction, and building safer communities, prevention unintentional harm. Partnership working often allowed access to the most vulnerable people in the communities, and there was increasing evidence of collaboration, and inter-partner referrals and the sharing of a common purpose. This expanding collaboration would require further refining of the referral pathway from Fire and Rescue to NHS Grampian pioneered by his predecessor.

The Joint Board heard from Mrs Strachan of the falls prevention shared agenda, with the establishment of an un-injured faller pathway in Aberdeenshire which helped determine when, or if, Fire and Rescue could be appropriately approached to assist response, for example by

assisting out of hours responders, or to assist in the lifting where a patient had fallen in an awkward position, or where weight limits had been exceeded. The prevention of over-extended lying waiting for assistance and the mitigation of risk associated with a long lie would also trigger a request for Fire and Rescue input, especially in the rural areas of Aberdeenshire. Conversely there were also cross referrals, with the client's approval, from home safety check visits to rehabilitation and other support services. This allowed a greater response to factors which might otherwise caveat an individual's ability to continue to live independently in their own home,

There was discussion of the role of out of hours responders and debate as to how transparent it was to public understanding; the training of Fire and Rescue staff, including dementia awareness, and softer skills in addition to operational training on lifting and handling; the potential to create a database on the vulnerable in communities, for use in the targeting of appropriate resources in the event of any emergency, whether individual or the community as a whole; and of evidence recently reported to Aberdeenshire Council's Area Committees on the reduction of falls. The Joint Board heard from officers of other potential areas where collaborative or complementary working would allow the better targeting of resources for community benefit.

The Joint Board **agreed:-**

- (1) to commend the joint working to date, with evidence already of successful outcomes at a local level, as a good practice model for potential national application; and
- (2) to thank Messrs Legge and Coutts, and Mrs Strachan, for their interesting and informative presentation.

9. ABERDEENSHIRE ADULT MENTAL HEALTH AND WELLBEING STRATEGY (2019–2024)

With reference to the Minute of Meeting of 14 March, 2018 (Item 8), there had been circulated a report dated November, 2018 by the Partnership Manager (North), providing an update on development of an Adult Mental Health and Wellbeing Strategy, including the development of a project management group to establish a supportive engagement process; 13 local engagement events across Aberdeenshire in August, 2018, complemented by working with partners and other interested bodies in a series of focus groups; and containing a proposed draft strategy, informed by public engagement, in collaboration with partners, and in line with national best practice in the area of adult mental health and wellbeing. The Joint Committee heard further from Pete Matthew, Strategic Development Officer, of the evolution of the developing strategy, intended to be exposed to public strategy in early 2019, with an indicative launch in May 2019, tied to National Mental Health Week if possible.

There was discussion of the role of SAMHs in supporting the work; the development of a resource pack to assist communities to consider the issues and formulate their response; links to the national Scottish Mental Health Strategy as well as Aberdeenshire Council's "Getting it Right for Every Child" (GIRFECC) and Culture and Sports Strategies; transition pathways and the inclusion of traditionally hard to reach groups, and input from the Gypsy Traveller community; and the proposed development of an action plan to monitor the outcomes of the strategy in action.

The Joint Committee **agreed:-**

- (1) to welcome and commend the report as an excellent, well-presented and well-informed, coherent piece of work;
- (2) that the draft strategy for Adult Mental Health and Wellbeing, for 2019 – 2024, as detailed in Appendix 2 of the report, be approved for public consultation, subject to the inclusion of a list of stakeholders; and

- (3) that Directions be issued to both NHS Grampian and Aberdeenshire Council to undertake the consultation (as detailed in Appendix 3 to the report) of the draft strategy.

10. CHIEF SOCIAL WORK OFFICER ANNUAL REPORT 2017/18

There had been circulated a report dated 20 November, 2018 by the Chief Social Work Officer, providing for consideration his Annual Report for 2017/18.

The Joint Board heard further from the Partnership Manager (Central) on behalf of the Chief Social Worker, that the report had been largely drawn from the Chief Social Work Officer's colleagues as he had only recently been appointed to the post, and that the general trend was that Aberdeenshire was well performing across a range of adult social work functions, with appropriately trained, suitably supported staff continuing to demonstrate great commitment to deliver for the communities of Aberdeenshire. Challenges for the future were highlighted, the context of parallel resource constraint and growing demands, but it was felt that consideration of doing things differently, and working innovatively, already being demonstrated, would continue. The Chief Social Work Officer commended all staff for their support and protection of children, families, and adults, consistently delivering as a skilled and caring workforce.

There was discussion of recruitment and retention of social work staff, including joint promotion with the Robert Gordon University of all stages of social work training to make use of all possible opportunities; of the support network and process well established within the profession for new staff, from induction through early years of practice, which could be considered an exemplar for other professions; the continuing roll out of Self Directed Support across all service users and the need to support them in their decision-making; the requirement to access secure care services outwith Aberdeenshire, with the potential to dislocate service users from their family and community support and the diverse reasons which may prompt or necessitate an out of area provision.

The Joint Board **agreed:-**

- (1) to commend to Aberdeenshire Council the Chief Social Work Officer (CSWO) Annual Report for the 2017/2018 financial year in relation to Adult Social Work Service;
- (2) to acknowledge the level of investment by Aberdeenshire Council in supporting Adult Social Work Services for the residents of Aberdeenshire; and
- (3) to acknowledge the commitment of social work staff in their consistent delivery of high performing services.

11. BRITISH SIGN LANGUAGE IMPLEMENTATION PLAN 2018-2024

There had been circulated a report dated 1 November, 2018 by the Director of Business Services, Aberdeenshire Council, providing an update on the Council's work in developing an implementation plan for British Sign Language (BSL) for 2018 – 2024 and requesting the Joint Board's consideration of, in particular, the Health (including Social Care), Mental Health and Wellbeing section of the draft plan, relating to adult social care and health, with comments to be shared with the Council's Business Services Committee at its meeting on 10 January, 2019.

There was discussion of the need to raise awareness of the plan with frontline staff at hospital and GP practices in the context of the ongoing availability of BSL training for NHS staff; the potential to use cascade training amongst staff, including the Highland Council DVD which was to be developed to assist with this; and the potential that inhouse resources might already be available to the Partnership.

The Joint Board **agreed:-**

- (1) to commend progress to date in developing Aberdeenshire Council's British Sign Language (BSL) Implementation Plan, 2018-2024;
- (2) to approve for their interest the Plan, and, in particular, the Health, Mental Health, and Wellbeing section as detailed in Appendix 1 to the report, and the arrangements to monitor its effectiveness; and
- (3) to note that comments would be reported to Aberdeenshire Council's Business Services Committee on 10 January 2019, when the final version of the Implementation Plan would be submitted for approval.

12. MINOR INJURY UNITS (MIU) REVIEW

With reference to the Minute of Meeting of 20 June, 2018, (Item 7) there had been circulated a report by the Partnership Manager (Central) providing an update on the implementation of the findings of the review of Minor Injury Units across Aberdeenshire and focusing on the areas of need for early implementation at Inch and Inverurie.

Having heard further from officers as to feedback from community and staff engagement which had shaped the recommendations, there was discussion of the continuing need to ensure that public were fully aware of what a Minor Injury Unit encompassed, and how evidence of presentations made to MIUs had been integral in assessing the review of provision. The Joint Board **agreed:-**

- (1) to acknowledge the continuing work that has been undertaken during the review, and, in particular, the input from local communities and staff which informed the findings;
- (2) to acknowledge the recent work undertaken in the communities of Inch and Inverurie to develop options for the Minor Injury Units within these areas;
- (3) to support Option 4, as detailed in the report and recommended by the Inch Local Implementation Group (LIG), that the Inch Minor Injury Unit (MIU) open Monday to Friday from 0800 hours to 1800 hours;
- (4) to support Option 2, as recommended by the Inverurie Local Implementation (LIG) Group to discontinue the Minor Injury Unit service currently delivered by Donbank Ward during out of hours period, with provision to continue from the GP practice, Monday to Friday from 0800 hours to 1800 hours; and
- (5) to issue the Direction to NHS Grampian to implement the options supported by the IJB as outlined in Appendix 5 to the report.

13. DELAYED DISCHARGE

There had been circulated a report dated November, 2018 by the Partnership Manager (South), providing an update on the Partnership's performance in respect of Delayed Discharge. The Joint Board heard further from the Partnership Manager (North) of recent increased in the numbers recorded, and the reasons for them, including a recent sudden closure of a Care Home in Alford whose residents had been transferred to community wards, and whose support had displaced adult protection staff and forced a lack of capacity, and of ongoing action being taken to alleviate the situation.

There was discussion of the impact of the reallocation of some Care contracts in specific areas of Aberdeenshire and, having noted that current figures had reverted to their previous level and that a Rapid Improvement Event was planned to consider, inter alia, options which may be required to address resilience, the Joint Board **agreed:-**

- (1) to acknowledge the recent increase in the number of people delayed in hospital and the actions taken to ensure delays are minimised;
- (2) to endorse the overall approach adopted by the Aberdeenshire Health and Social Care Partnership in managing delays in discharge from hospital; and

- (3) that a further update be reported in three months detailing immediate actions from the Rapid Improvement Event.

14. FINANCE UPDATE AS AT OCTOBER 2018

There had been circulated a report dated 30 November, 2018 by the Chief Finance Officer, providing a financial update as at October, 2018. The Joint Board heard further from the Chief Finance Officer of the improved position, related to the improvement of hosted services, adult services community care, and a reduction in the projected spend for the Joint Equipment Store, Inverurie; and of the continuing financial challenges; and that the Scottish Government's announcement of its budget settlements for Councils and the NHS across Scotland, would necessitate extensive discussions with partners which would be reported to the Joint Board in February, 2019. There was discussion of workforce planning and its impact on budgeting and the Joint Board **agreed:-**

- (1) having considered the financial position set out in paragraph 4.3, and Appendices 1 and 2 of the report, agreed that the IJB to write to NHS Grampian and Aberdeenshire Council, advising them of the forecast overspend for 2018/19 and seeking their agreement of a mechanism for dealing with this; and
- (2) to approve the budget adjustments as detailed in Appendix 3 to the report. .

15. ABERDEENSHIRE HEALTH AND SOCIAL CARE PARTNERSHIP (HSCP) PERFORMANCE & OUTCOMES FRAMEWORK QUARTER 2 REPORTING – JULY TO SEPTEMBER 2018

There had been circulated a report dated 23 September, 2018 by the Partnership Manager presenting performance and outcome framework for the period July to September, 2018, considered in the context of the strategic commissioning plan. Having heard further of the working with local communities to identify meaningful local measures, and of the intention to further develop themed reports on specific areas of performance, such as Social Work Complaints and Clinical Governance issues relating to adult social care, the Joint Board **agreed:-**

- (1) to note the content of the IJB Performance Q2 Report and the trends in performance reflected in the report;
- (2) to instruct that the report be circulated to Aberdeenshire Council's Area Committees for their information and reflection, with any feedback from the Area Committees to be shared with the Integration Joint Board.

16. ANNUAL WORKPLAN 2019-2020 - CARE AND SUPPORT SERVICES AND WORKS, GOODS AND NON-COMMISSIONED SERVICES

There had been circulated a report dated 9 November, 2018, by the Chief Officer, requesting the consideration of a proposed Work Plan for the Integration Joint Board in respect of care and support services and works, goods and non-commissioned services.

Having considered the Work Plan as detailed in Appendix 1 to the report, and the Business Cases rehearsed in Appendix 2 to the report, there was discussion of the indicative timescale for the review of the national Care Home contract; the liquidity and financial stability checks which could be asked of providers, and the mechanism for assessing these; and which areas of workforce management could legitimately be asked of potential contractors. The Joint Board **agreed:-**

- (1) to approve the Business Cases 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;

- (2) to note that the Business Cases 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 prior to the implementation of the Integration Joint Board's Direction;
- (3) that Aberdeenshire Council be Directed to procure the services detailed in the Work Plan on behalf of the Integration Joint Board;
- (4) to acknowledge 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
- (5) to note that budget, for the services identified in the report as being subject to a Direction to Aberdeenshire Council, has already been identified within the existing approved budget.

Dr Lynda Lynch

Chair