



MINUTE OF MEETING OF THE MORAY INTEGRATION JOINT BOARD

THURSDAY 26 OCTOBER 2017

INKWELL MAIN, ELGIN YOUTH CAFÉ

PRESENT

VOTING MEMBERS

Ms Christine Lester (Chair)	Non-Exec Board Member, NHS Grampian
Councillor Frank Brown (Vice-Chair)	Moray Council
Dame Anne Begg	Non-Exec Board Member, NHS Grampian
Professor Amanda Croft	Executive Board Member, NHS Grampian
Councillor Ryan Edwards substituting for Councillor Claire Feaver	Moray Council
Councillor Shona Morrison	Moray Council

NON-VOTING MEMBERS

Ms Tracey Abdy	Chief Financial Officer, Moray Integration Joint Board
Mr Sean Coady	Head of Primary Care, Specialist Health Improvement and NHS Community Children's Services, Health and Social Care Moray
Ms Pamela Gowans	Chief Officer, Moray Integration Joint Board
Dr Ann Hodges	Registered Medical Practitioner, Non Primary Medical Services
Dr Graham Taylor	Registered Medical Practitioner, Primary Medical Services
Mrs Val Thatcher	PPF Representative
Dr Lewis Walker	Registered Medical Practitioner, Primary Medical Services

ALSO PRESENT

Councillor Claire Feaver	Moray Council
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IN ATTENDANCE

Mrs Caroline Howie	Committee Services Officer, Moray Council, as Clerk to the Board
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APOLOGIES

Mr Ivan Augustus
Mr Steven Lindsay
Ms Jane Mackie

Mrs Susan Maclaren

Carer Representative
NHS Grampian Staff Partnership Representative
Head of Adult Services and Social Care, Health and
Social Care Moray
Chief Social Work Officer, Moray Council

1.	WELCOME
	The Chair welcomed Councillor Edwards as substitute for Councillor Feaver and advised a question had been raised about whether substitutes could stand in for different Members at different meetings. She advised substitutes were identified for particular members and were not interchangeable.
2.	DECLARATION OF MEMBER'S INTERESTS
	There were no declarations of Member's interests in respect of any item on the agenda.
3.	MINUTE OF MEETING OF THE MORAY INTEGRATION JOINT BOARD DATED 31 AUGUST 2017
	The minute of the meeting of the Board dated 31 August 2017 was submitted and approved.
4.	ACTION LOG OF MEETING OF THE MORAY INTEGRATION JOINT BOARD DATED 31 AUGUST 2017
	The Action Log of the Board dated 31 August 2017 was discussed and it was noted all actions other than the following had been completed: Item 1 (Action Log dated 29 June 2017; Report on Adaptations Governance Group): work is ongoing and this has been deferred until December. Item 3 (Performance Management Framework): consultations with appropriate personnel require to be carried out prior to this being presented; report deferred until December.
5.	MINUTE OF SPECIAL MEETING OF THE MORAY INTEGRATION JOINT BOARD DATED 28 SEPTEMBER 2017
	The minute of the special meeting of the Board dated 28 September 2017 was submitted and approved.
6.	ACTION LOG OF SPECIAL MEETING OF THE MORAY INTEGRATION JOINT BOARD DATED 28 SEPTEMBER 2017
	The Action Log of special meeting of the Board dated 28 September 2017 was discussed and it was noted: i) a Financial planning report is due in December; and ii) officers were unclear on what was required in respect of a report on commissioning works being undertaken. It was advised this was required in respect of the set aside budget and the report was deferred until early in 2018.
7.	MINUTE OF MEETING OF THE MORAY INTEGRATION JOINT BOARD CLINICAL CARE AND GOVERNANCE COMMITTEE DATED 5 MAY 2017
	Following consideration the Board agreed to note the Minute of the meeting of the Moray Integration Joint Board Clinical Care and Governance Committee dated 5 May 2017. The Chair was of the opinion that as Committee Minutes were presented for information and noting and not for ratification that these should be moved to

	<p>the 'items for noting' section of future agendas.</p> <p>As no one was otherwise minded the Board agreed to future, previously ratified, Committee Minutes being listed within the 'items for noting' section of the agenda.</p>
8.	CHIEF OFFICER'S UPDATE
	<p>A report by the Chief Officer (CO) provided the Board with an update on key priorities and projects.</p> <p>In response to a query from Councillor Brown the CO advised that 1% of funds was used to cover the cost of management arrangements and that most other Boards spend 5% of their funds. She advised the team were extremely lean and as such would not recommend this as an area for savings.</p> <p>Discussion took place on awareness of Power of Attorney (POA) issues. The CO advised the Board that Health and Social Care Moray, alongside other partnerships, had joined in on an awareness campaign and that this was made up of TV adverts going live soon across the area along with a very useful and informative website for practitioners and the public to use for information. It was noted that forms can be obtained from the Office of the Public Guardian to allow people to set POA in place without the need to go through a lawyer. It was further noted that this was an area of particular importance and all efforts should continue to raise awareness.</p>
9.	STANDARDS OFFICER REAPPOINTMENT
	<p>A report by the Legal Services Manager (Litigation and Licensing) asked the Board to consider the reappointment of its Standards Officer, and Deputes, whose current terms of appointment are due to expire.</p> <p>Discussion took place on options available to appoint officers other than the current Standards Officer and Deputes and whether it would be feasible to have the Standards Officer as a Member of the Board.</p> <p>The Board agreed that having the Standards Officer as a Member could lead to possible conflicts of interest.</p> <p>The Chief Officer advised that the NHS and Moray Council have a legal duty to provide a Standards Officer and Deputes.</p> <p>Thereafter the Board agreed to:</p> <ul style="list-style-type: none"> i) approve the formal nomination of Alasdair McEachan, Head of Legal and Democratic Services, Moray Council, as the Standards Officer of the Integration Joint Board, for a further period of 18 months until April 2019, for approval by the Standards Commission; ii) approve the formal nomination of Margaret Forrest, Legal Services Manager (Litigation and Licensing), and Aileen Scott, Legal Services Manager (Property & Contracts), both Moray Council, as Depute Standards Officers of the Integration Joint Board, for a further period of 18 months until April 2019, for approval by the Standards Commission; and iii) task the Chief Officer with writing to the Standards Commission with the relevant information.
10.	COMMUNICATIONS AND ENGAGEMENT
	A report by the Chief Officer presented the Board with an update on the

	<p>implementation of the Communication and Engagement Strategy 2017-2019 and the resource implications for delivery of key actions.</p> <p>Discussion took place on how best to communicate and engage with the public to raise the profile of the Board.</p> <p>The Chair was of the opinion that a standing item should be added to the agenda to consider if any items on the agenda would benefit from being brought to the attention of the public. As no one was otherwise minded the Board agreed to an addition to future agendas.</p> <p>Thereafter the Board agreed to:</p> <ul style="list-style-type: none"> i) note the progress on the implementation of the strategy; ii) note current resources available to deliver the key actions of the implementation plan; iii) note the requirement for additional resource as noted in paragraphs 4.5 – 4.8; iv) grant delegated authority to the Chief Officer and Chief Financial Officer to secure additional resources in collaboration with NHS Grampian and Moray Council, reporting back to the Board on any additional investment required from the Board budget; and v) an additional item being added to future agendas to allow discussion of items to be brought to the attention of the public.
10.	<p>MERIT (Moray Employee Recognition of Integration and Transformation) Awards</p>
	<p>A report by the Chief Officer (CO) proposed a programme of achievement and recognition in the format of an annual awards ceremony, celebrating the dedication and efforts of staff in Health & Social Care Moray.</p> <p>During discussion the Board agreed to the establishment of the MERIT awards as it was felt they would be a good way of recognising achievement.</p> <p>It was further agreed that the awards would be open to wider teams e.g. Dr Gray's, third sector etc. and not just those within Health & Social Care Moray.</p> <p>Following a request for volunteers who would be willing to meet with the CO to discuss and take this forward Professor Croft, Mrs Thatcher and Councillor Morrison advised they would be willing to participate.</p> <p>During further discussion it was agreed an update on progress should be presented to a future meeting.</p> <p>Thereafter the Board agreed to:</p> <ul style="list-style-type: none"> i) the establishment of an annual awards ceremony as a formal recognition of efforts and achievements of staff working within Health and Social Care Moray and other partner agencies; and ii) a further report on progress being presented to a future meeting of the Board.

	<p>Councillor Bremner entered the meeting during discussion of this item.</p> <p>Councillor Feaver entered the meeting at this juncture.</p>
11.	MORAY MENTAL HEALTH AND WELLNESS CENTRE
	<p>A report by the Head of Adult Services updated the Board on the Moray Mental Health and Wellness Centre that is commissioned by the Moray Integration Joint Board through the Moray Council and run by Penumbra.</p> <p>Discussion of the services and availability of link workers took place. It was noted the Scottish Government is introducing key performance indicators that performance will be measured against.</p> <p>Thereafter the Board agreed to:</p> <ul style="list-style-type: none"> i) acknowledge the positive work to date in the establishment of the Moray Mental Health and Wellness Centre; ii) note the popularity of the GP Link Worker service as evidenced by referral numbers to date; iii) note the funding requirements/implications beyond year 2; and iv) continue to support the collaborative approach between Health & Social Care Moray, the third sector and other relevant partners (including local communities and people with lived experience) in making “good mental health for all” a reality.
12.	WINTER PLAN 2017/18
	<p>A report by the Chief Officer informed the Board of the Moray and GMed Winter Plans for 2017/18. These plans detailed how Moray Acute Services and Health & Social Care Moray will manage the fluctuating pressures over the winter period, including the festive period, by guaranteeing that Health & Social Care Moray have pre-empted the seasons specific challenges.</p> <p>The Board noted the depth of information provided and was of the opinion that although useful it was more suited to operational arrangements than for the Board to take a strategic view.</p> <p>Thereafter, following consideration, the Board agreed to note that the Health & Social Care Moray and GMeds both have robust and deliverable plans to manage the pressures of winter as shown in Appendices A and B of the report.</p> <p>Dame Anne left the meeting during discussion of this item.</p>
13.	PERFORMANCE REPORT AS AT SEPTEMBER 2017
	<p>A report by the Chief Officer updated the Board on delayed discharges and length of stay within Moray Community Hospitals.</p> <p>Following consideration the Board agreed to note:</p> <ul style="list-style-type: none"> i) the progress towards achieving the delayed discharge target; ii) the ongoing work to maintain performance; and iii) the progress being made in developing a Performance Management Framework.