



MINUTE OF MEETING OF THE MORAY INTEGRATION JOINT BOARD

THURSDAY 29 MARCH 2018

ALEXANDER GRAHAM BELL CENTRE,
MORAY COLLEGE, ELGIN

PRESENT

VOTING MEMBERS

Ms Christine Lester (Chair)	Non-Exec Board Member, NHS Grampian
Dame Anne Begg	Non-Exec Board Member, NHS Grampian
Councillor Frank Brown (Vice-Chair)	Moray Council
Councillor Claire Feaver	Moray Council
Councillor Louise Laing	Moray Council
substitute for Councillor Morrison	
Mr Jonathan Passmore substitute for Professor Croft	Non-Exec Board Member, NHS Grampian

NON-VOTING MEMBERS

Ms Tracey Abdy	Chief Financial Officer
Mr Ivan Augustus	Carer Representative
Mr Sean Coady	Head of Primary Care, Specialist Health Improvement and NHS Community Children's Services, Health and Social Care Moray
Mr Tony Donaghey	UNISON, Moray Council
Ms Pam Gowans	Chief Officer, Moray Integration Joint Board
Mrs Linda Harper	Lead Nurse, Moray Integration Joint Board
Mr Steven Lindsay	NHS Grampian Staff Partnership Representative
Ms Jane Mackie	Head of Adult Health and Social Care, Health and Social Care Moray
Mrs Susan Maclaren	Chief Social Work Officer, Moray Council
Dr Graham Taylor	Registered Medical Practitioner, Primary Medical Services
Mrs Val Thatcher	PPF Representative
Ms Elidh Brown	tsiMoray
substitute for Mr Villani	

IN ATTENDANCE

Ms Maggie Bruce	Senior Audit Manager, Audit Scotland
Councillor Tim Eagle	Moray Council
Mrs Margaret Forrest	Legal Services Manager (Litigation and Licensing), Moray Council
Mr Paul Johnson	Moray Alcohol and Drugs Partnership Lead Officer, Moray Council
Councillor Ray McLean	Moray Council
Mr Sandy Thomson	Lead Pharmacist, Health and Social Care Moray

APOLOGIES

Professor Amanda Croft	Executive Board Member, NHS Grampian
Councillor Shona Morrison	Moray Council
Dr Ann Hodges	Registered Medical Practitioner, Non Primary Medical Services
Mr Fabio Villani	tsiMoray
Dr Lewis Walker	Registered Medical Practitioner, Primary Medical Services

1.	WELCOME and TRIBUTE The Chair welcomed Mr Passmore to this his first meeting as substitute for Professor Croft. The Chair advised Dr Hodges was retiring and Dr Malcom Metcalfe would be replacing her as secondary care advisor from the next meeting. The Board joined the Chair in paying tribute to Dr Hodges for her contribution since the Board was formed.
2.	DECLARATION OF MEMBERS' INTERESTS Mr Augustus declared he had a personal interest in item 12 – Eligibility Criteria for Unpaid Adult Carers (The Carers (Scotland) Act 2016). There were no other declarations of Members' interests in respect of any item on the agenda.
3.	MINUTE OF MEETING OF THE MORAY INTEGRATION JOINT BOARD DATED 25 JANUARY 2018. The minute of the meeting of the Moray Integration Joint Board dated 25 January 2018 was submitted and approved.
4.	ACTION LOG DATED 25 JANUARY 2018 The Action Log of the Moray Integration Joint Board dated 25 January 2018 was discussed and it was noted all actions other than the following had been completed: i) item 1 – Action Log Dated 14 December 2017 – the Chief Officer advised that changes to the Public Sector Climate Change Duties Reports Submission had still to be completed; ii) item 3 – Annual Report of the Chief Social Work Officer 2016-17 – the Chief Social Work Officer advised a draft report has been issued and a final report will be submitted to the Board once it is available; iii) item 4 – Provision of Major Adaptations – to be submitted to Communities Committee at its meeting on 1 May 2018; and

	iv) item 7 – Her Majesty’s Prison and Young Offenders Institute Grampian Health Centre – the Chief Social Work Officer advised prison numbers for Moray residents were low with 11 in Grampian Prison and 45 in Inverness Prison.
5.	ORDER OF BUSINESS
	The meeting agreed to vary the order of business as set down on the agenda and take item 10 – Minute of the Meeting of the Integration Joint Board Clinical and Care Governance Committee dated 3 November 2017 as the next item of business as the Chair was of the opinion it was more appropriate to review it at this juncture.
6.	MINUTE OF THE MEETING OF THE INTEGRATION JOINT BOARD CLINICAL AND CARE GOVERNANCE COMMITTEE DATED 3 NOVEMBER 2017
	The Minute of the Meeting of the Integration Joint Board Clinical and Care Governance Committee dated 3 November 2017 was submitted and noted.
7.	CHIEF OFFICER’S REPORT TO THE MORAY INTEGRATION JOINT BOARD DATED 29 MARCH 2018
	<p>A report by the Chief Officer provided the Board with an update on key priorities as follows:</p> <ul style="list-style-type: none"> • New Initiatives – Jubilee Cottages, Elgin, and Varis Court Augmented Care Unit, Forres, are being evaluated over the coming weeks. Progress with the development of a plan for Health and Social Care in Forres will be reported to the April meeting of the Board in the context of the Varis Court report. • Woodview – it was noted that 6 of the units at Woodview, Lhanbryde, are currently occupied. • Keith Health Centre – investigations are ongoing into land for the location of a new health centre. The Project Plan for the health centre will be submitted to the Board during 2018.
8.	REVENUE BUDGET 2018/19
	<p>A report by the Chief Financial Officer informed the Board of the position in relation to the revenue budget for the 2018/19 financial year.</p> <p>Lengthy discussion took place on the challenges being faced due to the budget being £4.5m short. Dialogue covered the set aside budget, opportunities to change the provision of services or if there is opportunity to remove some services.</p> <p>It was noted that the settlement from Scottish Government to Moray Council and NHS Grampian had been challenging and had resulted in a less than favourable allocation to the Integration Joint Board.</p> <p>During discussion of the recommendations contained in the report the Chair stated she was of the opinion recommendation 2.1 iii) should be amended to include full support of the Board to allow objectives to be achieved.</p> <p>As no one was otherwise minded the Board agreed to the amendment of the recommendation.</p>

	<p>Thereafter, following further lengthy discussion the Board agreed to:</p> <ul style="list-style-type: none"> i) approve the proposed savings detailed at paragraph 4.7 of the report; ii) accept the indicative unbalanced Revenue Budget for 2018/19 will be used as a working document to allow services to continue to be delivered, as detailed at appendix 1 of the report; iii) task the Senior Managers, together with the Chief Officer and Chief Financial Officer, with identifying further savings, continuing to pursue alternative methods of service delivery in driving the pace of change, whilst ensuring safe levels of care, to work closely with NHS Grampian and Moray Council with regard to the risk sharing arrangement that exists, and to give full support to the Board to allow it to achieve objectives; iv) a progress report being brought before the Board on 29 June 2018 on the considerations and actions required in addressing the budget shortfall; and v) approve Directions for issue at set out at appendices 2 and 3 of the report respectively to NHS Grampian and Moray Council to allow services to continue without disruption.
<p>9.</p>	<p>DELIVERING THE NEW 2018 GENERAL MEDICAL SERVICES CONTRACT IN SCOTLAND</p>
	<p>A report by Sean Coady, Head of Service outlined the content of the proposed new 2018 General Medical Services (GMS) Contract in Scotland which can be found at http://www.gov.scot/Resource/0052/00527530.pdf; the Memorandum of Understanding (MoU) between Scottish Government, British Medical Association, Integration Authorities and NHS Boards; and the requirement for Primary Care Improvement Plans to be developed by 1 July 2018.</p> <p>Discussion took place on changes from the previous GMS to the current one. Dr Taylor advised new workload formulas had been introduced which take no account of rurality, age or sex; this could have consequences for Moray. He further stated there were concerns over some services being centralised as in the past this has led to poorer control.</p> <p>In reviewing the recommendations of the report the Chair stated she was of the opinion that 2.1 iv) should start 'considers and notes' and not 'considers and approves' and that 2.1 v) should be removed from the recommendations. She stated both amendments were required as the Memorandum of Understanding was a national document and would be signed at a national level.</p> <p>As no one was otherwise minded the Board agreed to the amendment of the recommendations.</p> <p>Thereafter the Board agreed to :-</p> <ul style="list-style-type: none"> i) note the content of the report; ii) acknowledge the requirement for the Primary Care Improvement

	<p>Plan;</p> <p>iii) be involved in the development of the plan prior to submission by 1 July 2018; and</p> <p>iv) note the Memorandum of Understanding (see appendix 1 of the report).</p> <p>Councillors Eagle and McLean, and Mrs Maclaren left the meeting at this juncture.</p>
10.	PRESCRIBING BUDGETS
	<p>A report by Pam Gowans, Chief Officer, informed the Board on the challenges in relation to prescribing budgets and, in particular, the elements of that over which the Board has limited control. The report also provided information for the Board in relation to actions being taken, or planned, to address the identified risks.</p> <p>Discussion took place on drugs use and what can be done to try and reduce costs. A campaign is being launched to educate the public to only order medicine when required and not to stockpile items. It was noted that some medication has little benefit however it can be difficult for patients to come to terms with this and can take time to help them understand why it is no longer required.</p> <p>The Lead Pharmacist offered to provide a presentation in Moray on drug costs, should the Board feel it would be of benefit.</p> <p>The Board agreed it would be useful to have a presentation of drug costs.</p> <p>Following further discussion the Board agreed to:</p> <p>i) note the proposed 2018/19 budget for primary care prescribing at £18,058K plus £370K for medicines use in community hospitals and community services;</p> <p>ii) direct a robust approach in pursuing medicines efficiencies including:</p> <ol style="list-style-type: none"> a) maximising the use of generic medicines and removing patient choice for the branded product where not clinically indicated b) challenging the use of medicines of no, or limited, clinical benefit and stopping prescribing; <p>iii) acknowledge the level of financial risk associated with the underlying assumptions used to predict budget need and the influence of external factors to medicine use; and</p> <p>iv) acknowledge the level of financial risk associated with the assumptions of achieving savings used in the budget assessment, particularly in relation to generic medicine costs and pregabalin pricing structures.</p>
11.	PROPOSED CHANGE TO MEETING DATES 2018/2019
	<p>A report by the Chief Officer proposed a change to the schedule of meetings of the Clinical and Care Governance Committee for 2018/19.</p> <p>Following consideration the Board agreed to approve the revision to the schedule of meetings for the Clinical and Care Governance Committee.</p>

12.	ANNUAL PERFORMANCE REPORT 2017/18
	<p>A report by the Chief Officer informed the Board of the progress being made in the development of the Annual Performance Report 2017/18.</p> <p>Discussion took place on what is required in the annual performance report.</p> <p>Discussion took place on the need to help the public understand what is done and how Moray compares nationally.</p> <p>Thereafter the Board agreed to:</p> <ul style="list-style-type: none"> i) note the approach taken to produce the 2016/17 Annual Performance Report; ii) provide comment and suggestion regarding preparation and content of the 2017/18 report; and iii) note a draft Annual Performance Report will be presented at the MIJB meeting on 26 April 2018.
13.	ELIGIBILITY CRITERIA FOR UNPAID ADULT CARERS (THE CARERS (SCOTLAND) ACT 2016)
	<p>A report by Jane Mackie, Head of Adult Services, informed the Board of the results of the Moray Council public consultation on the draft eligibility criteria for support to unpaid adult carers.</p> <p>Following discussion and consideration of the content of the report the Board agreed to note:</p> <ul style="list-style-type: none"> i) feedback from the public consultation; and ii) eligibility criteria for support to unpaid adult carers as set out in appendix 1 of the report.
14.	DUTY OF CANDOUR CONSULTATION
	<p>A report by the Chief Officer advised the Moray Integration Joint Board (MIJB) on the new Duty of Candour provisions being implemented from 1 April 2018.</p> <p>Following discussion the Board agreed to note the new Duty of Candour arrangements being implemented from 1 April 2018.</p>
15.	THE MORAY 2015/18 ALCOHOL AND DRUGS PARTNERSHIP DELIVERY PLAN REVIEW
	<p>A report by Paul Johnson – Moray Alcohol and Drugs Partnership (MADP) Lead Officer informed the Board of the achievements and challenges identified in the review of the Moray 2015/2018 Alcohol and Drugs Partnership Delivery Plan.</p> <p>The MADP Lead Officer advised the third sector had help in community engagement.</p> <p>Clarification was sought on how the Board would be kept informed of progress and it was noted that this would be by way of a further report towards the end of 2018 and thereafter an annual report would be produced.</p>

	<p>Thereafter the Board agreed to:</p> <ol style="list-style-type: none"> i) note the achievements and challenges identified in the Moray 2015/18 Delivery Plan Review; and ii) a report being submitted towards the end of 2018 and thereafter a report would be submitted annually to inform the Board of the progress in delivering the Moray 2018/21 Alcohol and Drugs Partnership Delivery Plan.
16.	<p>QUARTER 3 (OCTOBER – DECEMBER 2017) PERFORMANCE REPORT</p> <p>A report by the Chief Officer presented the Board with a performance update at Quarter 3, 2017/18, including:</p> <ul style="list-style-type: none"> • National core suite indicators and comparison to 32 national IJB's performance (appendix 1 of the report); • Local indicators linked to strategic priorities for Quarter 3 (Oct-Dec 18) (appendix 2 of the report); and • Highlight report on data presented in the National and Local indicators (appendix 3 of the report). <p>The report also updated the Board on the request from the Ministerial Strategic Group for Integration Joint Boards to develop objectives to measure progress against 6 key indicators in 2018 (appendix 4 of the report).</p> <p>Following discussion the Board agreed to note the report submitted to the Ministerial Strategic Group against 6 key indicators in 2018 (appendix 4 of the report).</p>
17.	<p>REVENUE BUDGET MONITORING QUARTER 3 FOR 2017/2018</p> <p>A report by the Chief Financial Officer updated the Board on the Revenue Budget reporting position as at 31 December 2017 and a provisional forecast position for the year end.</p> <p>Following discussion the Board agreed to note the:</p> <ol style="list-style-type: none"> i) financial position of the Board at 31 December 2017 is showing an overspend of £1.601 million; ii) provisional forecast position for 2017/18 of an overspend of £2.088 million on core services; iii) revisions to staffing arrangements dealt with under delegated powers in accordance with the appropriate Council/NHS Grampian procedures for the period 1 October to 31 December 2017 as shown in Appendix 3 of the report; and iv) updated budget position to reflect additional funding received through NHS Grampian, as detailed at paragraph 8.1.
18.	<p>ITEMS FOR THE ATTENTION OF THE PUBLIC – DISCUSSION</p> <p>Under reference to paragraph 10 of the minute of the Moray Integration Joint Board dated 26 October 2017 the Board agreed that the following items be brought to the attention of the public:</p> <ol style="list-style-type: none"> i) Budget information;

	ii) Medicines usage; and iii) Implementation of the Carers Act.
19.	TRIBUTE
	As this was Ms Lester's last meeting as Chair of the Board prior to Councillor Brown taking over, the Board joined Councillor Brown in thanking Ms Lester for all her effort while Chair.