



## MINUTE OF MEETING OF THE MORAY INTEGRATION JOINT BOARD

THURSDAY 25 AUGUST 2016

WESTRAY SUITE, EIGHT ACRES HOTEL, ELGIN

### PRESENT

### VOTING MEMBERS

Ms Christine Lester (Vice-Chair)	Non-Exec Board Member, NHS Grampian
Dame Anne Begg	Non-Exec Board Member, NHS Grampian
Ms Amanda Croft	Exec Board Member, NHS Grampian
Councillor Patsy Gowans	The Moray Council
Councillor Fiona Murdoch (substituting for Councillor Lorna Creswell)	The Moray Council

### NON-VOTING MEMBERS

Mr Ivan Augustus	Carer Representative
Mr Sean Coady	Interim Hosted Services Manager, Moray Health and Social Care Partnership
Ms Pam Gowans	Chief Officer, Moray Integration Joint Board
Mrs Linda Harper	Lead Nurse, Moray Integration Joint Board
Dr Ann Hodges	Registered Medical Practitioner, Non Primary Medical Services, Moray Integration Joint Board
Mr Steven Lindsay	NHS Grampian Staff Partnership Representative
Ms Jane Mackie	Interim Joint Operational Manager (Adult Services), Moray Health and Social Care Partnership
Dr Graham Taylor	Registered Medical Practitioner, Primary Medical Services, Moray Integration Joint Board
Mrs Val Thatcher	PPF Representative
Mr Fabio Villani	tsiMoray
Dr Lewis Walker	Registered Medical Practitioner, Primary Medical Services, Moray Integration Joint Board
Mrs Margaret Wilson	Chief Financial Officer, Moray Integration Joint Board

### IN ATTENDANCE

Ms Tracey Abdy	Senior Project Officer, Moray Integration Joint Board
Mr Dafydd Lewis	Senior Auditor, The Moray Council
Mr Paul Johnson (in respect of item 10)	Moray Alcohol and Drugs Partnership Lead Officer

Mr George McLean (in respect of item 8)  
 Ms Rosemary Reeve (in respect of item 8)  
 Mrs Caroline Howie

Business Manager, Health and Social Care Partnership  
 Support Manager, Health and Social Care Partnership  
 Committee Services Officer, The Moray Council as Clerk to the Board

**APOLOGIES**

Councillor Lorna Creswell  
 Councillor Sean Morton  
 Mr Tony Donaghey  
 Mrs Susan Maclaren  
 Mr Atholl Scott

The Moray Council  
 The Moray Council  
 UNISON, The Moray Council  
 Chief Social Work Officer, The Moray Council  
 Chief Internal Auditor, Moray Integration Joint Board

<b>1.</b>	<b>MEETING CHAIR</b>
	In the absence of the Chair, Ms Christine Lester, Vice-Chair, chaired the meeting.
<b>2.</b>	<b>DECLARATION OF MEMBERS' INTERESTS</b>
	There were no declarations of Members' interests in respect of any item on the agenda.
<b>3.</b>	<b>MINUTE OF MEETING OF THE MORAY INTEGRATION JOINT BOARD DATED 30 JUNE 2016</b>
	<p>Councillor Murdoch queried that as a substitute member of the Board her attendance was only noted when she was substituting and therefore it appeared that she had not attended previous meetings. It was agreed that substitute members attendance would be noted at future meetings.</p> <p>Councillor Gowans advised that in relation to Item 6 "Good Mental Health for all in Moray" – she had advised we need to provide better after care and support to families whose loved ones commit suicide as they can develop mental health problems themselves; and asked that the minute be updated to reflect her comments.</p> <p>With this change the minute of the meeting of the Moray Integration Joint Board (IJB) dated 30 June 2016 was approved.</p>
<b>4.</b>	<b>ACTION LOG DATED 30 JUNE 2016</b>
	<p>The Action Log of the Moray Integration Joint Board dated 30 June 2016 was discussed and the following points noted.</p> <p>Under reference to item 4 "Unaudited Annual Accounts" the Chief Financial Officer (CFO) advised changes would not be made to the current document but would be reflected in the 2016/17 document. The Chief Officer (CO) advised that as Mr D Anderson has now retired from the Board there was a requirement for a voting Board member to join the Audit and Risk sub-committee currently being established. It was noted that Dame Anne, as the new member stepping into the Board vacancy, may wish to take up this role. The CO undertook to</p>

	<p>discuss possible membership with Dame Anne outwith the meeting.</p> <p>Under reference to item 6 “Standing Orders” the CO advised that further discussion had taken place on the inclusion of AOCB on the agenda. It was advised that under standing orders meetings of the Board should be planned business and it was agreed AOCB would not be on future agendas, however members can raise issues with the CO for inclusion in future agendas.</p> <p>During further discussion it was agreed a CO’s report would be a standing item on future agendas.</p> <p><b>Thereafter the Board agreed:</b></p> <ul style="list-style-type: none"> <li>i) to the CFO including information in the 2016/17 Unaudited Annual Accounts, regarding changes to the Vice-Chair post holder;</li> <li>ii) AOCB is not to be an agenda item for future meetings; and</li> <li>iii) a report by the CO to be added as a standing item to future agendas.</li> </ul>
<b>5.</b>	<b>CARRY ON CARING 2016-2019: A STRATEGY FOR UNPAID CARERS</b>
	<p>The CO advised the Strategy related to the adult caring role and the responsibility for this remains with The Moray Council, therefore the report had been withdrawn.</p> <p>She advised a report for noting would be brought to the next meeting of the Board following approval by The Moray Council.</p>
<b>6.</b>	<b>INTEGRATION JOINT BOARD INTERNAL AUDIT PLAN 2016/17</b>
	<p>A report by the Chief Internal Auditor asked the Board to consider the proposals for the internal audit plan 2016/17.</p> <p>A significant debate took place with concerns over capacity to deliver an appropriate audit plan and good governance around this activity. Members noted the challenges of this activity and noted the need to review at year end the audit and risk activity to consider the requirements for the IJB going forward.</p> <p><b>Following discussion the Board agreed</b> to endorse the proposals in the IJB Internal Audit Plan 2016-17.</p>
<b>7.</b>	<b>TESTING NEW MODELS OF DELIVERING HEALTH &amp; SOCIAL CARE IN MORAY</b>
	<p>A report by the Integration Project Officer informed the Board of the development of the augmented care units as part of Hanover (Scotland) Housing Development, Forres, and as a test site for exploring a new model of delivering health and social care services.</p> <p>Several members of the Board (Director of Nursing, Lead Nurse, General Practitioners and Medical Lead for Secondary Care) with professional lines of accountability and staff partnership gave their support to this project, sharing their views and how concerns had been addressed in the work completed prior to presenting the proposal to the Board. A key areas that had been considered was the ability to recruit to the nursing posts, it was acknowledged that this may be a challenge however there was optimism on the ability to achieve this. Finance was also raised as a concern, the CFO giving assurance on the financial situation for this test of change. Evaluation and success</p>

	<p>measurement was noted as important and Ms Croft advised that she had secured evaluation support via Robert Gordon University for the IJB and that this would be used on this project to support evaluation. The CO also advised that the Strategic Planning and Commissioning Group had scrutinised the proposal and additional questions had been addressed since then. There was strong support from members of the Board to go ahead with this proposal.</p> <p>It was recognised by the Board that this was a bold and potentially transformational change and that across the Board members there was a willingness to try new ways of working. Dame Anne noted that this was not something she had come across before and noted the difference in this approach. Councillor Murdoch stated her support of this new way of working. The Vice-Chair summed up noting the importance of change and the Board's appetite to try new things.</p> <p>Mr Lindsey raised the importance of communication with all staff across this community as they could all potentially be impacted by this test of change, the Board acknowledged the importance of clarity for all staff groups and Mrs Mackie will continue to ensure that appropriate communication is in place.</p> <p>During discussion Dame Anne sought clarification on whether there would be implications for those on Housing Benefit.</p> <p>In response, Ms Mackie advised that in respect of housing benefit this would be similar to other occupancies but agreed to look into this further.</p> <p>Dr Hodges wanted the Board to acknowledge that it was concerning that this could be going ahead at a time when an Old Age Medicine specialist was not available to provide support.</p> <p>In response, the CO advised this was due to specialist having taken a sabbatical year and solutions were being sought to alleviate any issues, but acknowledged this to be a concern.</p> <p>The Vice-Chair, on behalf of the Board, offered thanks to all who had worked on the project and advised visits to view the facility were planned and urged everyone to attend.</p> <p><b>Thereafter the Board agreed to:</b></p> <ul style="list-style-type: none"> <li>i) note the progress being made in establishing a test site for the delivery of a new model of health and social care services in the Forres area;</li> <li>ii) implement a 12 month test pilot of the 5 Augmented Care Units in the Forres area as outlined in the business case at appendix 1 of the report; and</li> <li>iii) note that the model will be evaluated and reported through the IJB Strategic Planning and Commissioning Group prior to any decision concerning its further continuation in the Forres area or its mainstreaming across Moray.</li> </ul>
<p><b>8.</b></p>	<p><b>RELOCATION OF STAFF ON SPYNIE SITE</b></p>
	<p>A report by the CO informed the Board of the intention to relocate staff based at the management offices on the Spynie Hospital site, Elgin, and sought approval to invest additional funding to secure the action.</p> <p><b>Following discussion the Board agreed to:</b></p> <ul style="list-style-type: none"> <li>i) note the work that has been undertaken to complete an options appraisal</li> </ul>

	<p>and reach the preferred option for a move to a new development for a period of 3 years as an interim step pending agreement between partners on a feasible long term solution;</p> <p>ii) note the commitment from NHS Grampian to meet the fixed costs, including IT infrastructure, related to fitting out the new office facility and to cover all costs associated with removal and storage of medical records, re-provision of the mortuary service and all costs necessary to secure the site e.g. demolition;</p> <p>iii) approve the allocation of funding from the IJB Budget to meet the non-recurring costs of moveable equipment and other costs associated with the move (£66k) and the additional net recurring revenue shortfall on revenue costs of the facility (£55k per annum) as detailed in section 5(c) of the report; and</p> <p>iv) approve that this initiative progresses on the basis that ongoing costs will be monitored and approved by the CO and the CFO of the IJB and that updates on progress will be presented within the CO reports to the board.</p>																		
<p><b>9.</b></p>	<p><b>DATE OF NEXT BOARD MEETING</b></p>																		
	<p>A verbal update by the CO sought agreement of the Board to change the next planned meeting from 27 October 2016 to 10 November 2016.</p> <p><b>Following discussion the Board agreed</b> to the following meeting cycle:</p> <table data-bbox="379 1010 1366 1305"> <tr> <td>September</td> <td>29/9/2016</td> <td>Development Session</td> </tr> <tr> <td>November</td> <td>10/11/2016</td> <td>Formal meeting</td> </tr> <tr> <td>December</td> <td>15/12/2016</td> <td>Development Session</td> </tr> <tr> <td>January</td> <td>26/1/2017</td> <td>Development Session with formal option if there is urgent business</td> </tr> <tr> <td>February</td> <td>23/2/2017</td> <td>Formal Meeting</td> </tr> <tr> <td>March</td> <td>30/3/2017</td> <td>Development Session with formal option if there is urgent business</td> </tr> </table>	September	29/9/2016	Development Session	November	10/11/2016	Formal meeting	December	15/12/2016	Development Session	January	26/1/2017	Development Session with formal option if there is urgent business	February	23/2/2017	Formal Meeting	March	30/3/2017	Development Session with formal option if there is urgent business
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<p><b>10.</b></p>	<p><b>MORAY ALCOHOL AND DRUGS PARTNERSHIP: QUALITY PRINCIPLES CARE INSPECTORATE AUDIT</b></p>																		
	<p>A report by the Moray Alcohol and Drugs Partnership (MADP) Lead Officer informed the Board of the Quality Principles Care Inspectorate Audit on how the MADP are supporting the implementation of the Quality Principles.</p> <p>The need for accountability to be clarified was discussed and it was agreed to build this into the Plan. The CO advised the Board that a national review is underway in relation to Drug and Alcohol Partnerships seeking to address two areas; pulling together a case for investment for the pending spending review and agreeing the best place for ADPs to sit in the future, technically they remain part of community planning currently however the funding sits within the budgets of the IJB so there is a clear accountability there. The review will seek to give clarity and guidance on this. In most areas there is a tendency to ensure accountability in both directions as the business of the IJB does sit cross population.</p> <p>The Vice-Chair noted the work of the ADP and officers in relation to the Quality Principles audit and the CO noted the demonstration of good practice by</p>																		

	<p>services. The Vice-Chair thanked the lead officer for the good work demonstrated.</p> <p>During further discussion it was agreed that appendices would be provided to reports rather than using hyperlinks in the body of the report.</p> <p><b>Thereafter the Board agreed to:</b></p> <ul style="list-style-type: none"> <li>i) note the briefing;</li> <li>ii) receive a copy of the Care Inspectorate feedback following their visit to Moray;</li> <li>iii) receive a copy of the Care Inspectorate Quality Principles national report;</li> <li>iv) receive reports on the progress of the Moray Quality Principles Improvement Plan; which will include areas for improvement identified by the Care Inspectorate reports; which will be incorporated into the Moray Quality Principles Improvement plan;</li> <li>v) build accountability into the Plan; and</li> <li>vi) future reports being submitted with appendices and not hyperlinks.</li> </ul>
<b>11.</b>	<b>ESTABLISHMENT OF A NEW POST TO MEET MENTAL HEALTH LEGISLATION</b>
	<p>A report by the CO informed the Board of the requirement to establish an additional Social Worker/Community Care Officer post within the Learning Disability Team in relation to Mental Health Legislation.</p> <p><b>Following consideration the Board agreed</b> to note the report.</p>
<b>12.</b>	<b>REVENUE BUDGET MONITORING QUARTER 1 FOR 2016/2017</b>
	<p>A report by the CFO updated the Board on the current Revenue Budget reporting position as at 30 June 2016 for the IJB Core budgets.</p> <p>During discussions a request was made to have a further report to the Board in respect of the Prescribing Budget.</p> <p>It was agreed to seek a report to the Board which is to include information on Social Prescribing.</p> <p>Further discussion took place on how the public are to be kept informed of the work of the Board.</p> <p>It was agreed this would be added to all future agendas.</p> <p>Thereafter the Vice-Chair requested the themes for future workshops to be shared with Board.</p> <p>The CO agreed to issue a list of themes.</p> <p><b>Thereafter the Board agreed to note the report and to:</b></p> <ul style="list-style-type: none"> <li>i) receive a report in respect of the Prescribing Budget, including information on Social Prescribing;</li> <li>ii) future agendas including a report on informing the public of Board activities; and</li> <li>iii) the CO to provide a list of workshop themes to the Board.</li> </ul>
<b>13.</b>	<b>2015/16 AUDITED ANNUAL ACCOUNTS AND EXTERNAL AUDITORS' REPORT TO OFFICERS</b>
	<p>A report by the CFO submitted the Audited Annual Accounts for the IJB for the year ended 31 March 2016 and noted the External Auditors' Report to Officers.</p>

	<p>The Board joined the Vice-Chair in thanking Ms Abdy for her valuable contribution in producing the Annual Accounts.</p> <p><b>Thereafter the Board agreed to note the:</b></p> <ul style="list-style-type: none"> <li>i) Audited Annual Accounts for the financial year 2015/16 which were for the period of establishment commencing 6 February 2016 to 31 March 2016 as dictated in stature; and</li> <li>ii) accompanying report from the Board's external auditors PricewaterhouseCoopers.</li> </ul>
<b>14.</b>	<b>CLINICAL STRATEGY</b>
	<p>A verbal update by Ms Croft, Exec Board Member, NHS Grampian, advised the Board on progress on producing a Clinical Strategy for the Board.</p> <p>She advised the document had been issued for a second consultation and following the closing date of 8 September 2016 feedback would be reviewed and a final document would be issued with final approval at a future NHS Grampian Board meeting.</p>
<b>15.</b>	<b>MENTAL HEALTH</b>
	<p>A verbal update by the Interim Joint Operational Manager (Adult Services), Moray Health and Social Care Partnership advised the update was not in respect of the Moray Anchor Project noted as item 15 on the agenda but was in respect of Mental Health Services currently delivered by Horizons, as the Moray Anchor Project was a separate organisation.</p> <p>She advised that the commissioning team continued to support Horizon alongside tsiMoray in respect of mental health reprovision, exploring their future plans as an organisation in Moray and the opportunities available to them.</p> <p>During the update she further advised that the retendering process for this aspect of mental health services in Moray would be put out to tender in September 2016, and the Board would be kept informed of progress.</p>