



## **MINUTE OF MEETING OF THE MORAY INTEGRATION JOINT BOARD**

**Thursday, 30 May 2024**

**Council Chambers, Council Office, High Street, Elgin, IV30 1BX**

### **PRESENT**

Mr Ivan Augustus, Councillor Peter Bloomfield, Mr Simon Bokor-Ingram, Mrs Sheila Brumby, Mr Sean Coady, Councillor Tracy Colyer, Ms Sonya Duncan, Ms Jane Ewen, Councillor Scott Lawrence, Dr Robert Lockhart, Ms Deirdre McIntyre, Mr Derick Murray, Ms Deborah O'Shea, Mr Sandy Riddell, Mr Dennis Robertson, Dr Malcolm Simmons, Ms Tracy Stephen, Mr Kevin Todd, Ms Janette Topp, Councillor Ben Williams

### **APOLOGIES**

Professor Duff Bruce, Mr Roddy Burns, Mr Adam Coldwells, Ms Elizabeth Robinson

### **IN ATTENDANCE**

Interim Chief Executive, Moray Council; Head of Governance, Strategy and Performance; Clinical Lead, Home First; Interim Integrated Service Manager, Mental Health and Drug and Alcohol Service; Moray Alcohol and Drug Partnership Co-ordinator; Marie Burnell, Integrated Service Manager; Provider Services Manager; Lead for Mental Health and Learning Disability Inpatient, Specialist Services and Child and Adolescent Mental Health Services; Business Change Manager (TEC); Social Work Service Manager; Programme Manager for Rural Centre of Excellence, Digital Health Care and Innovation Centre (DHI) Scotland and Caroline O'Connor, Committee Services Officer.

#### **1. Chair**

The meeting was chaired by Councillor Tracy Colyer.

#### **2. Pre-Election Period**

The Chair reminded the Board the meeting was taking place during the pre-election period and, with regards to discussion relating to the budget, asked that members observe discretion with regards to discussion of any new new policies or actions

which may be seen to be politically motivated at a time when it was important that the Board remains politically impartial.

### **3. Declaration of Member's Interests**

Councillor Williams stated for transparency a member of his family was employed by an organisation involved the Moray Growth Deal referred to in Items 5, 7 and 11 on the agenda, however this not relate to the aspects included in the reports and would therefore remain in the meeting.

Mr Riddell stated for transparency that he was Chair of the Mental Welfare Commission Scotland.

The Board noted there were no other declarations of member's interests.

### **4. Order of Business**

The Chair sought agreement from the Board that Item 15 the confidential paper would be taken after Item 2 on the agenda and the webcast would restart at 11am. This was unanimously agreed.

### **5. Financial Recovery Plan 2024-25 - Confidential**

The meeting had before it a joint report by the Chief Officer and the Chief Financial Officer providing the Board with a financial recovery action plan that addresses the 2024/25 budget gap between income and forecast expenditure.

In response to concerns raised by Members of the Board regarding the risks associated with Saving Reference Number 19 in Appendix 1, the Deputy Chief Officer agreed to bring back a report setting out details on how risks will be mitigated, model options and clear timescales to the June meeting of the Board.

During discussion the Head of Governance, Strategy and Performance reminded the Board of the pre-election guidance, noting the Board had to continue with business as usual which required to be balanced against political risk.

Following lengthy consideration the Board unanimously agreed to:-

- i. note the expected financial position at the end of the current financial year and the implications for 2024/25; and
- ii. note the recovery action plan and the intent to progress the savings highlighted at Appendix 1, with full details included in Appendix 2, for implementation, and commence the staff and public engagement consultations necessary.

### **6. Thanks**

The Board, in noting that Ms Tracy Stephen was moving on from her post as Chief Social Work Officer and Head of Service following her appointment to Director of Children's Services at St Helens Council, joined the Chair in paying tribute to Ms Stephen for her hard work and contribution to the Board and wished her well for the future.

The Board, in noting Mr Simon Bokor-Ingram had resigned as Chief Officer due to health reasons, joined the Chair in paying tribute to Mr Bokor-Ingram for his

leadership and dedicated service and substantial contribution to the Board and wished him well for the future.

#### **7. Minute of meeting of 28 March 2024**

The minute of the meeting of 28 March 2024 was submitted and approved.

#### **8. Action Log of 28 March 2024**

The Action Log of the meeting of 28 March 2024 was discussed and updated accordingly.

#### **9. Chief Officer Report**

The meeting had before it a report by the Chief Officer informing the Board of the Chief Officer activities that support the delivery against the Moray Integration Joint Board's (MIJB's) strategic priorities articulated in the Strategic Plan, and the delivery against the 9 Health and Wellbeing outcomes. Strategic planning needs to maintain a focus on transformational change to deliver services to our community within the resources we have available. 2024/25 is a very challenging year for delivering within the budget, with our two funding partners, Moray Council and NHS Grampian, under considerable financial pressure as well.

The Chief Officer updated the Board in relation to paragraph 3.10 and confirmed, following the meeting of the Asset Management Group, there was no funding allocation available for this year for anti-ligature work in Ward 4 at Dr Gray's Hospital. He confirmed a report will be prepared for the meeting of the Board in June setting out the options in terms of mitigating the risks.

In response to the update from the Chief Officer advising the report referred to in paragraph 3.20 had not yet been received from the Cabinet Secretary for Health and Social Care, Councillor Lawrence asked what plans are in place to meet with the SOS group once the report is published. The Chair confirmed once the report is published an online meeting will be arranged with relevant officers and voting members of the Board. The Chief Officer further offered assurance that the SOS group are part of the ongoing locality process.

Following consideration the Board unanimously agreed:-

- i. to note the content of the report; and
- ii. that transforming services to meet the aspirations of the MIJB's Strategic Plan remains a priority.

#### **10. Revenue Budget Outturn for 2023-24**

The meeting had before it a report by the Chief Financial Officer informing the Board of the unaudited financial outturn for 2023/24 for the core budgets and the impact this outturn will have on the 2024/25 budget.

Following consideration the Board unanimously agreed to:-

- i. note the unaudited revenue outturn position for the financial year 2023/24;

- ii. note the impact of the 2023/24 outturn on the 2024/25 revenue budget; and
- iii. approve for issue, the Directions shown in Appendix 4 to NHS Grampian and Moray Council.

## **11. Revenue Budget and Recovery Plan 2024-25**

The meeting had before it a report by the Chief Financial Officer outlining the budget allocations to the Board and considering the revenue budget for 2024/25, the estimated funding gap and the charges.

Mr Riddell requested that the discussions which had taken place between the relevant officers in NHS Grampian and Moray Council relating to the preparation of the budget become business as usual going forward to avoid unintended consequences and ensure more structured planning for future years. In response the Chair confirmed ongoing discussions were being held on a more frequent basis and additional meetings of the Board would be held if required. Mr Robertson further advised work is ongoing on a structure to ensure the Chief Financial Officers across the partnership are working together and suggested continuation of the pre budget development session format adopted in the preparation of the 2024/25 recovery to ensure appropriate scrutiny.

Following consideration the Board unanimously agreed to:-

- i. note the funding allocations proposed by NHS Grampian and Moray Council, detailed at 4.6;
- ii. note the anticipated budget pressures detailed in 4.10;
- iii. approve the 2024/25 proposed savings plan at 4.23 and detailed in Appendix 2;
- iv. formally approve the Revenue Budget for 2024/25 as detailed in Appendix 1, following consideration on risks highlighted in 4.30; and
- v. approve Directions for issue as set out at Appendix 3 to NHS Grampian and Moray Council.

## **12. Strategic Risk Register Report**

The meeting had before it a report by the Chief Officer providing the Board with an overview of the strategic financial risks, along with a summary of actions which are in place to mitigate those risks, updated May 2024.

Following consideration the Board unanimously agreed to note the updated Financial Strategic Risk Register included in Appendix 1.

## **13. Annual Report of the Chief Social Work Officer 2023-24**

The meeting had before it a report by the Chief Social Work Officer informing the Board of the annual report of the Chief Social Work Officer on the work undertaken on the Council's behalf during the period 1 April 2023 to 31 March 2024 inclusive.

In response to a question from Mr Augustus as to there being no reference in the policy and legal section of the report to the Carers Act, the Chief Social Work Officer advised the team focus has been on improvements required following the inspection

however the team are aware and as issues arise, the policy development will be altered to reflect that.

Mr Murray stated the report was helpful in providing a summary on the range of activities however did not reference the outcomes. In response the Chief Social Work Officer provided assurance the team are focussed on outcomes and more detail on outcomes will be reported through future performance reports and the next Chief Social Work Officer report.

Following consideration the Board unanimously agreed to note the contents of the report.

#### **14. Moray Alcohol and Drug Partnership Scottish Government Annual Reporting Survey Report**

The meeting had before it a report by the Moray Drug and Alcohol Partnership (MADP) Coordinator informing the Board of the results of the MADP annual reporting survey 2023/24 and requesting approval to submit the survey.

Following consideration the Board agreed to:-

- i. note the completed annual reporting survey and agrees submission to the Scottish Government as required; and
- ii. note the progress of the Moray Drug and Alcohol Partnership in delivering the services to Moray as documented in Appendix 1.

#### **15. Analogue to Digital Telecare Transition**

The meeting had before it a report by the Deputy Chief Officer/Head of Service seeking approval from the Board to proceed with the proposed approach for replacing current analogue community alarm/telecare devices in the community, in preparation for the UK-wide switchover from analogue to digital.

The Business Change Manager (TEC) advised there had been significant change since the report had been prepared in that Open Reach have announced that the deadline for the changeover from analogue to digital phone lines has been extended to 31 January 2027. Whilst the extended deadline is welcomed, it has a substantial impact on the plans set out in the report.

Following the update from the Business Change Manager (TEC), the Chief Officer moved amended recommendations to reflect the extended deadline and to allow for more detailed plans to be scoped out. He moved recommendation (i) be amended to reflect the new deadline, recommendation (ii) be replaced with "a revised report be prepared for the Board meeting in June setting out the revised case, taking into account the financial position" and recommendations (iii), (iv) and (v) be removed.

There being no one otherwise minded the Board unanimously agreed to:-

- i. note the requirement to fully transition devices from analogue to digital by 31 January 2027; and
- ii. a revised report be prepared for the Board meeting in June setting out the revised case, taking into account the financial position.

## **16. Recruitment and Selection Process for an Interim and Subsequent Permanent Chief Officer Report**

The meeting had before it a report by the Interim Chief Executive, Moray Council and Interim Chief Executive, NHS Grampian recommending the proposed approach to recruiting a replacement for the outgoing Chief Officer of the Moray Integration Joint Board (MIJB), and including a number of recommendations for approval by the Board relating to the interim appointment for the role, the recruitment selection process and the constitution of an appointment panel for the final selection panel interview.

Following consideration the Board unanimously agreed to:-

- i. delegate authority to the the Interim Chief Executives of Moray Council and NHS Grampian to make an appointment of an Interim Chief Officer in consultation with the Chair and Vice Chair of MIJB for a period until the new Chief Officer takes up post (approximately 6 months), to allow the recruitment process of the permanent post to proceed;
- ii. note the indicative timeline for the recruitment and selection process for the permanent position;
- iii. establish a temporary Committee of the MIJB, to be called an Appointment panel for the permanent appointment, constituting the Chair and Vice Chair of the MIJB and Chairs of the Audit, Performance and Risk and Clinical and Care Governance Committees, with the Interim Chief Executives of Moray Council and NHS Grampian as principal advisors to the Panel, to interview candidates and make a recommendation to MIJB in terms of recommendation;
- iv. agrees that the appointment of the Chief Officer shall be determined by the MIJB on the recommendation of the Appointment Panel; and
- v. instruct the Interim Chief Executives of Moray Council and NHS Grampian to report to the MIJB on any interim appointment.

## **17. Membership of Board and Committees Report**

The meeting had before it a report by the Corporate Manager informing the Board of changes to membership of the Moray Integration Joint Board (MIJB), Audit, Performance and Risk (APR) Committee and Clinical and Care Governance (CCG) Committee.

Following consideration the Board unanimously agreed to note:-

- i. the Chair and Vice Chair rotated position on 1 April 2024;
- ii. the appointment of a new Chair to the APR Committee from 1 April 2024;
- iii. the temporary update to the CCG Committee membership whilst awaiting the update of National Health Service (NHS) voting membership;
- iv. the vacancy of NHS voting member;
- v. the appointment of Sheila Brumby as the Service User Stakeholder;
- vi. the appointment of Janette Topp as the Third Sector Stakeholder; and

vii. the updated membership of Board and Committees attached at Appendix 1.

## **18. General Adult Mental Health Secondary Care Pathway Review Report**

The meeting had before it a report by the Lead for Mental Health and Learning Disability (MHL) Inpatient, Specialist Services and Child and Adolescent Mental Health Services (CAMHS) providing an update to the Board on the review of the General Adult Mental Health Secondary Care Pathway and an overview of the findings and recommendations. The report was also shared with the other two Integration Joint Boards within Grampian, Aberdeen City Health and Social Care Partnership (ACHSCP) and Aberdeenshire Health and Social Care Partnership (AHSCP).

Following consideration the Board unanimously agreed to:-

- i. note the update of the General Adult Mental Health Secondary Care Pathway Review, provided in the Summary Report (Appendix 1) with supporting appendices (Appendix 2); and
- ii. note the findings and recommendations of the General Adult Mental Health Secondary Care Pathway review as outlined in Section 4 of the report.