

## Appendix 1

# Delegation of Services Children and Families and Justice Social Work Programme Board DRAFT Terms of Reference Nov 2020

### 1. Purpose

To lead and provide strategic direction in relation to the delegation and modernisation of children and families and justice social work to the Moray Integrated Joint Board (MIJB) in line with national policy and legislation and local requirements.

### 2. Remit:

The Programme Board is to:

- Provide a joint forum for discussion amongst key partners and stakeholders about the delegation of children and families and justice social work.
- Agree a Programme outlining the key milestones to be undertaken in developing the project plan.
- Support the development of Morays social work improvement and modernisation project which is aligned with the delegation of functions.
- Provide a mechanism for joint actions and joint decision-making for project issues that are best tackled at scale.
- Keep the Council, NHS Grampian and MIJB apprised of developments.
- Delegate work to and advise updates from lead officers.
- Consider Scottish Government legislation and guidance on health and social care scheme of delegation.
- Consider and keep under review whether further dedicated resources are required to support the programme of transition.
- Approve the project plan prior to its submission to the Council, NHS Grampian and MIJB.

### 3. Membership

The Board will be chaired by Chief Officer for Health and Social Care Moray

Core members of the group will be:

- Chief Officer HSCM
- Head of Children and Families and Justice Social Work
- Chief Executive, Moray Council
- Chief Executive, NHS Grampian
- Head of Services HSCM / CSWO
- CFO HSCM
- MC Head of Governance, Strategy and Performance
- MC Head of Financial Services

- Others by invitation

#### **4. Quorum**

The meeting will be considered quorate if there is at least 1 representative from:

NHS Grampian

Moray Council

Health & Social Care Moray

Legal representation

#### **5. Meetings**

The Programme board will meet on a 6-8 weekly cycle.

Papers will be circulated 1 week before meeting, unless by exception and agreed with Chair of meeting in advance.

#### **6. Accountability**

The programme board has the right to report to their respective governing structure. Ultimately the accountability for the delegation of services rests jointly with all parties in agreement, the Moray Council, NHS Grampian and MIJB. Final sign off will be sort from Scottish Ministers.

Head of Children and Families and Justice Social Work, with project management support are together responsible for developing and delivering the project plan.

#### **7. Resources**

The Programme Board will draw down on the resources of the MC and NHSG as first resort, with any further requirement for resources to be agreed by the Programme Board. Officers working on this project are currently funded within existing resources.

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