



REPORT TO: MORAY INTEGRATION JOINT BOARD ON 30 AUGUST 2018

SUBJECT: MERIT AWARDS

BY: CHIEF OFFICER

1. REASON FOR REPORT

- 1.1 To inform the Board of the format and schedule for the annual awards ceremony, celebrating the dedication and efforts of staff working within Health and Social Care Moray.

2. RECOMMENDATION

- 2.1 **It is recommended that the Moray Integration Joint Board consider and approve the:**

- i) **criteria for selection; and**
- ii) **timing and format of the event.**

3. BACKGROUND

- 3.1 The Board approved the establishment of an annual awards ceremony at their meeting on 26 October 2017 (para 10 of the minute refers).
- 3.2 The original intention was for the event to take place in August 2018 however due to changes in staffing it has not been possible to progress in this timeframe.

4. KEY MATTERS RELEVANT TO RECOMMENDATION

- 4.1 The proposals for the event and the criteria for nomination are set out in **APPENDIX 1.**
- 4.2 The proposals for the criteria and process have been out for consultation with the Workforce Forum, Senior Management team and Operational Management team and comments incorporated in this report. Managers are in agreement with the proposed format and timing of the event.

- 4.3 The proposed timescale for the event has been moved to March 2019 to prevent potential confusion with the Moray Council STAR awards process which will run from September to December 2018.

5. SUMMARY OF IMPLICATIONS

(a) Corporate Plan and 10 Year Plan (Local Outcomes Improvement Plan (LOIP)) and Moray Integration Joint Board Strategic Commissioning Plan 2016 – 2019

This proposal aligns with the Moray Integration Scheme values and the strategic aims contained within the Moray Integration Joint Board (MIJB) Strategic Plan 2016-2019.

(b) Policy and Legal

None directly associated with this report

(c) Financial implications

There will be costs associated with the refreshments and awards however related costs are thought to be minimal as funding options such as the Endowment Fund are being explored.

(d) Risk Implications and Mitigation

Colleagues in Aberdeen City have provided information in relation to their successful delivery of an award event and lessons learnt will be incorporated in the planning of this event to mitigate risks.

(e) Staffing Implications

The recognition awards align with the Organisational Development Plan and the recognition and formal demonstration of appreciation of staff efforts would be intended to have a positive impact on morale.

(f) Property

None directly associated with this report

(g) Equalities/Socio Economic Impact

None direction associated with this report

(h) Consultations

Consultation on this report has taken place with the following staff who are in agreement with the content in relation to their area of responsibility:-

Legal Services Manager (Litigation and Licencing)
Chief Financial Officer, IJB
Caroline Howie, Committee Services Officer

6. CONCLUSION

- 6.1 This report recommends the MIJB approve the criteria, process and timeframe for implementation of the annual awards ceremony for formal recognition of efforts and achievements of staff working within Health and Social Care Moray.**

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| Author of Report: | Jeanette Netherwood, Corporate Manager |
| Background Papers: | with author |
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