



MINUTE OF MEETING OF THE INTEGRATION JOINT BOARD

Thursday, 27 June 2019

Inkwell Main, Elgin Youth Café, Francis Place, Elgin, IV30 1LQ

PRESENT

Ms Tracey Abdy, Mr Tony Donaghey, Councillor Tim Eagle, Ms Pam Gowans, Councillor Louise Laing, Ms Jane Mackie, Councillor Shona Morrison, Mr Jonathan Passmore, Mr Sandy Riddell, Councillor Dennis Robertson, Dr Graham Taylor, Mrs Val Thatcher, Dr Lewis Walker
Ms Heidi Tweedie (for Ms Elidh Brown)

APOLOGIES

Mr Ivan Augustus, Ms Elidh Brown, Mr Sean Coady (NHS), Mrs Linda Harper

IN ATTENDANCE

Ms Jeanette Netherwood, Corporate Manager; Ms Maggie Bruce, Audit Scotland; Mr John Campbell, Provider Services Manager; Mr Bruce Woodward, Performance Officer; Ms Lesley Attridge, Service Manager; Mr Adam Coldwells, Chief Officer, Aberdeenshire IJB; Mr Alex Stephen Ms Eilidh MacKechnie, Corporate Communications Officer; and Mrs Caroline Howie, Moray Council as clerk to the Board.

ALSO PRESENT

Councillors Theresa Coull and Sonya Warren

1 Chair of Meeting

The meeting was Chaired by Councillor Shona Morrison.

2 Welcome

The Chair welcomed Councillor Dennis Robertson, Non-Executive Member, NHS Grampian, to his first meeting. She advised Councillor Robertson replaces Mrs Susan Webb.

3 Declaration of Member's Interests

There were no declarations of Members' Interests in respect of any item on the agenda.

Members of the press and public left the meeting at this juncture in order to allow discussion of the confidential item.

4 Towerview Day Service

Under reference to paragraph 14 of the Minute of the meeting dated 30 August 2018 a confidential report by John Campbell, Provider Services Manager, informed the Board of the outcomes from the formal consultation process with staff; and the outcomes from the formal consultation process with service users and families.

Following discussion the Board agreed to the:

- i. re-provision of services currently delivered at Towerview;
- ii. outcomes of the consultation process being delivered through the Change Management Plan implementation; and
- iii. lease of the property being terminated.

The press and public re-entered the meeting following discussion of this item.

5 Minute of Board Meeting dated 28 March 2019

The Minute of the meeting of the Moray Integration Joint Board dated 28 March 2019 was submitted and approved.

6 Action Log of Board Meeting dated 28 March 2019

The Action Log of the meeting of the Moray Integration Joint Board dated 28 March 2019 was discussed and it was noted that all actions due had been completed.

7 Minute of Meeting of Audit, Performance and Risk Committee dated 13 December 2018

The Minute of the meeting of the Moray Integration Joint Board Audit, Performance and Risk Committee dated 13 December 2018 was submitted and noted.

8 Minute of Meeting of Clinical and Care Governance Committee dated 28 February 2019

The Minute of the meeting of the Moray Integration Joint Board Clinical and Care Governance Committee dated 28 February 2019 was submitted and noted.

9 Chief Officers Report

A report by the Chief Officer (CO) provided the Board with an update on key priorities.

The CO advised the Programme Board tasked with exploring opportunities had a range of people in its membership.

She further advised the Keith and East Locality Review may provide an opportunity for a campus approach to health and care for the area; advising Keith was in a good locality for provision of services in Aberdeenshire and Moray.

10 Change of Board Membership

Under reference to paragraph 5 of the Minute of the meeting of the Board dated 28 June 2018 a report by the Chief Officer asked the Board to consider arrangements for a change in Grampian Health Board representation on the Board.

The Chief Officer advised that contrary to information contained in the report it had been decided since writing the report that Mrs Webb would not be in attendance at this meeting as it was not required.

There followed discussion on the appointment of a Chair of the Audit, Performance and Risk Committee and the Chair of the Board advised appointment would be for the next two meetings only as the Chair of the Board was due to change to a NHS Grampian member in October and therefore the position of Committee Chairs would then be taken by Moray Council Members.

Councillor Dennis Robertson advised he was willing to sit as Chair of the Audit, Performance and Risk Committee.

Thereafter the Board agreed to:

- i. note the appointment of Councillor Robertson to the Board; and
- ii. the appointment of Councillor Robertson as Chair of the Audit, Performance and Risk Committee.

11 Clinical and Care Governance Committee Assurance Report

Under reference to paragraph 5 of the Minute of the meeting of the Board dated 28 June 2018 a report by the Chief Officer (CO) informed the Board of the summary of matters considered and actioned during 2018/19 at the Clinical and Care Governance Committee.

Mr Passmore was of the opinion that the Committee was providing a good evaluation of work being undertaken however he thought it should also look at the quality of services as they undergo change and future reports should provide assurance changes are being made in a safe manner.

The CO undertook to take the comment on board and ensure that where change is being undertaken that this was reflected in future reports to the Committee.

Thereafter the Board agreed to:

- i. note the contents of the report; and
- ii. the Chief Officer ensuring future reports to the Clinical and Care Governance Committee include assurance that any change is being undertaken in a safe manner.

12 Audit Performance and Risk Committee

Under reference to paragraph 5 of the Minute of the meeting of the Board dated 28 June 2018 a report by the Chief Officer informed the Board of a summary of matters considered and actioned during 2018/19 at the Audit, Performance and Risk Committee.

Following consideration the Boards agreed to note the:

- i. content of the report;
- ii. External Audit Plan attached as appendix 1 to the report; and
- iii. Strategic Risk Register will be reviewed as part of the preparation of the new Strategic Plan and presented to the Board in October 2019.

13 Review of Progress with Integration of Health and Social Care - Self-Evaluation

A report by the Chief Officer (CO) sought endorsement on the draft review of progress with the integration self-evaluation submission to the Ministerial Strategic Group (MSG) for Health and Community Care.

Discussion took place on the scoring used for the evaluation and clarification was sought on whether those scoring themselves as exemplary would be subject to challenge.

The CO advised that scoring on the self-evaluation was not open to challenge but more that it was about what could be learned and how to strengthen the areas where a lower score was deemed appropriate.

The expectation of the exercise being repeated in 12 months was discussed and the Board were of the opinion that further discussion was required and a workshop should be arranged to facilitate discussion prior to completion of another self-assessment.

Thereafter the Board agreed to:

- i. approve the draft review of progress with integration of Health and Social Care submitted to the MSG on 14 May 2019, and shown in appendix 1 to the report;
- ii. seek an update from the CO on the improvement actions identified within the submission, to be presented to the meeting of the Board on 28 November 2019; and

- iii. a workshop being convened to allow discussion prior to a further self-evaluation in May 2020.

14 Revenue Budget Outturn for 2018-19

A report by the Chief Financial Officer informed the Board of the financial outturn for 2018/19 for the core budgets and the impact this outturn will have on the 2019/20 budget.

During discussion the Chief Officer (CO) advised it was her intention to hold quarterly meetings with the Chair, Vice-Chair, Chief Financial Officer, the Chief Executive of Moray Council and the Chief Executive of NHS Grampian to work towards a shift in culture, focussing on outcomes rather than on how the work is carried out.

The CO further advised she currently attends NHS Grampian Board meetings and provides information on what the IJB is doing and it is her intention to attend Moray Council meetings to provide information and the opportunity for Elected Members to seek answers on areas they are unsure of.

Thereafter the Board agreed to:

- i. note the unaudited revenue outturn position for the financial year 2018/19;
- ii. note the impact of the 2018/19 outturn on the 2019/20 revenue budget; and
- iii. approve for issue, the Directions shown in appendices 4 and 5 of the report to NHS Grampian and Moray Council respectively.

15 Local Code of Corporate Governance - Update

A report by the Chief Financial Officer provided the Board with an opportunity to comment on the updated sources of assurance for informing the governance principles as set out in the Chartered Institute of Public Finance (CIPFA)/Society of Local Authority Chief Executives (SOLACE) 'Delivering Good Governance in Local Government Framework' document.

Following discussion the Board agreed to:

- i. note the content of the report;
- ii. note the sources of assurance utilised in reviewing and assessing the effectiveness of the Board's governance arrangements; and
- iii. approve the updated Local Code of Corporate Governance (appendix 1 of the report) to continuously support the production of the Annual Governance Statement.

16 Unaudited Annual Accounts

A report by the Chief Financial Officer informed the Board of the unaudited Annual Accounts for the year ended 31 March 2019.

Following discussion the Board agreed to:

- i. note the unaudited Annual Accounts prior to their submission to the external auditor, noting that all figures remain subject to audit;
- ii. note the Annual Governance Statement contained within the unaudited Annual Accounts;
- iii. note the accounting policies applied in the production of the unaudited Annual Accounts, pages 32 to 40 of the accounts (appendix 1 of the report); and
- iv. delegate responsibility to the Audit, Performance and Risk Committee for sign off of the Audited Annual Accounts at its meeting on 19 September 2019.

Mr Coldwells and Mr Stephen entered the meeting during discussion of this item.

17 Order of Business

In terms of Standing Order 2.2, the Meeting agreed to vary the order of business as set down on the Agenda and take Item 18 "Hosted Services Governance Arrangements" as the next item of business in order to allow Mr Coldwells and Mr Stephen to vacate the meeting at the earliest opportunity.

18 Hosted Services Governance Arrangements

A report by the Chief Officer informed the Board of the proposed framework for the strategic planning, monitoring and performance management of those services delegated to the three Grampian Integration Joint Boards (IJB) from National Health Service Grampian (NHSG), for both strategic planning and operational management.

During lengthy discussion it was stated that formal decision-making would remain with the IJB and production of a schedule of work for the System-wide Senior Leadership Group (SSLG) would provide the opportunity for the Moray IJB to discuss topics with the Chair and Vice-Chair of the Moray IJB prior to attendance at SSLG meetings.

Consideration was given to the frequency of meetings for the North East Partnership and it was agreed this should be 4 meetings per annum.

Thereafter the Board agreed:

- i. to endorse the approach for the monitoring and performance management of delegated services which are hosted by one of the three Grampian IJBs on behalf of the other two IJBs;
- ii. that the frequency of meetings for the North East Partnership should be 4 per annum;
- iii. to instruct officers to include discussion of this during a development session in September; and
- iv. to instruct officers to prepare a draft role and remit for the Partnership.

Mr Coldwells and Mr Stephen left the meeting at this juncture.

19 Health and Social Care Moray Primary Care Improvement Plan Update

A report by Sean Coady, Head of Service, informed the Board of the progress made by Health and Social Care Moray (HSCM) to deliver the implementation of the 2018 General Medical Services (GMS) contract and to provide an update on the plan for 2019/20.

Lengthy discussion took place on the implementation and it was advised that a great deal of work is being undertaken which will highlight risks associated with recruitment of workforce and funding, which can be raised nationally.

The year two plan has been accepted by the Local Medical Committee and public events are planned to ensure the public is kept informed.

Thereafter the Board agreed to:

- i. note the revised HSCM Primary Care Improvement plan (PCIP) for 2019/20; and
- ii. approve the revised HSCM PCIP as the framework of how the six priority areas detailed in the report will be delivered in Moray.

20 Forres Locality Pathfinder - Interim Progress Report

Under reference to paragraph 11 of the Minute of the meeting dated 29 November 2018 a report by Lesley Attridge, Service Manager, informed the Board of the progression of the redesign of Health and Social Care services in the Forres Locality.

The Chief Officer gave an overview of work undertaken in the last few years, to provide context for newer members of the Board.

There was discussion on whether or not the general public understand what is being done to transform services. Ms Attridge advised meetings are ongoing with the community to ensure their views are being considered when transformation is being undertaken and that consideration of understanding of the public was due to be discussed in July.

Thereafter the Board agreed to note progress on the journey of transforming Health and Social Care services in the Forres Locality based on the information provided within the report.

21 Annual Performance Report 2018/19

A report by the Chief Officer advised the Board of the approach adopted for the production of the Annual Performance Report 2018/19 and confirmed the process prior to publication.

Following consideration the Board agreed:

- i. to note the approach taken to produce the 2018/19 Annual Performance

Report; and

- ii. the final version to be presented to the Audit, Performance and Risk Committee on 25 July 2019 for final approval prior to publication by 31 July 2019.

22 Items for the Attention of the Public

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:

- i. Unaudited Accounts
- ii. Primary Care Contract
- iii. Forres Locality Pathfinder