

Orkney Health and Care
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Integration Joint Board

Notice of Meeting and Agenda

Venue: Council Chamber, Council Offices, School Place, Kirkwall.

Date: Wednesday, 27 June 2018.

Time: 09.30.

Dear Member,

You are invited to attend the above meeting.

A note of the business to be considered is attached.

Jeremy Richardson, Chair.

Contact

Clerk Name: Hazel Flett.

Clerk Telephone: 01856 873535 extension 2208.

Clerk Email: hazel.flett@orkney.gov.uk.

Further Information

This is a meeting which is open to the public.

This agenda and associated reports are available in portable document format (pdf) at www.orkney.gov.uk.

Audio Recording Notice

Please note that this meeting will be recorded and broadcast over the Internet on Orkney Islands Council's website. The recording will also be publicly available following the meeting and available for listening for 12 months thereafter. The Council will comply with its statutory obligations under Data Protection legislation.

Order of Business

1. Apologies

Apologies should be intimated to the Clerk, Hazel Flett, Senior Committees Officer, Orkney Islands Council, telephone 01856 873535 extension 2208 or 01856 886463, or email hazel.flett@orkney.gov.uk.

2. Declarations of Interest

Members are asked to consider whether they have an interest to declare in relation to any item on this agenda. Any member making a declaration of interest should indicate whether it is a financial or non-financial interest and include some information on the nature of the interest. Advice may be sought from Officers prior to the meeting taking place.

3. Minute of Previous Meeting

The draft Minute of the Meeting of the Board held on 14 March 2018 is **attached** for consideration, checking for accuracy and approval.

Please note that paragraphs 20 and 22 of the draft Minute contain exempt information, as described in paragraphs 1, 6, 9 and 11 of Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973 as amended. Paragraph 21 of the draft Minute relates to discussion for which the public was not present.

4. Matters Arising

Members should seek assurance that actions from the previous meeting have been progressed.

5. Action Log

The Action Log is **attached** to monitor progress against actions due and to consider corrective action where required.

6. Risk Register

The Risk Register is **attached** for consideration, scrutiny and approval.

7. Financial Monitoring

The **attached** report sets out the financial position of Orkney Health and Care as at 31 March 2018, for scrutiny.

8. Annual Performance Reporting

The **attached** report highlights information on performance within Orkney Health and Care for 2017 to 2018 for scrutiny.

9. Winter Planning

The **attached** report presents a review of the 2017/18 Winter Plan, to enable the Board to seek assurance on performance.

10. Alcohol and Drugs Partnership

The **attached** report presents the annual report for 2016 to 2017, together with feedback from the Scottish Government, for information.

11. Equalities Outcomes and Mainstreaming

The **attached** report presents refreshed Equality Outcomes, together with the Equalities Mainstreaming Report, for consideration and approval.

12. Data Protection Officer

The **attached** report outlines the requirement to appoint a Data Protection Officer for consideration and approval.

13. Communication Equipment and Support

The **attached** report highlights commencement of Section 4 (Provision of Communication Equipment) of the Health (Tobacco, Nicotine etc and Care) (Scotland) Act 2016, advising of current ability to meet legislative duty and highlighting any areas of risk.

14. Primary Care Implementation Plan

The **attached** report sets out the Primary Care Implementation Plan for consideration and approval, prior to submission to the Scottish Government.

15. Directions

The **attached** report sets out proposals for a review of the framework for Directions for consideration and approval.

16. Community Mental Health Services

The **attached** report provides an update in respect of the ongoing development of Community Mental Health Services for information.

17. Audit Committee

The **attached** Chair's report highlights the key agenda items discussed at the meeting of the Audit Committee held on 13 March 2018, to enable the Board to seek assurance on performance.

18. Strategic Planning Group

The **attached** Chair's report highlights the key agenda items discussed at the meetings of the Strategic Planning Group held on 24 April and 12 June 2018, to enable the Board to seek assurances.

19. Joint Staff Forum

The **attached** Chair's report highlights the key agenda items discussed at the meeting of the Joint Staff Forum held on 3 May 2018, to enable the Board to seek assurance on performance.

20. Clinical and Care Governance Committee

The **attached** Chair's report highlights the key agenda items discussed at the meeting of the Clinical and Care Governance Committee held on 22 May 2018, to enable the Board to seek assurance on performance.

21. Chief Officer Groups

The **attached** Chair's report highlights key agenda items discussed at the meetings of the Chief Officer Groups of the Adult Protection Committee and the Child Protection Committee held on 2 May 2018, to enable the Board to seek assurances.

22. Items to be brought to Partners' Attention

The Board is invited to consider and agree key messages to be escalated to Orkney Islands Council and/or NHS Orkney.

23. Date and Time of Next Meeting

The Board is invited to note that the next meeting will be held on Wednesday, 3 October 2018, at 09:30, Council Chamber, Council Offices, School Place, Kirkwall.

24. Disclosure of Exempt Information

The Board is asked to consider whether the public should be excluded from the remainder of the meeting as the business to be considered may involve the likely disclosure of exempt information of the classes described in the relevant paragraphs of Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973 as amended.

25. Budgetary Matters

The **attached** report advises on progress with identifying alternative savings that could deliver the same value but retain a post which the Board wished to see retained.

It is considered that the report contains exempt information, as described in paragraph of Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973 as amended.

26. Briefings Issued

The Board is invited to consider the exclusion of the public, if required, in order to note the undernoted briefings, issued under separate cover, and consider any matters arising:

- General Data Protection Regulation – Appointment of Data Protection Officer.
- Fostering and Adoption Team – change of Name to Family Placement Team.
- Health and Social Care Standards.
- Audit Scotland – “What is Integration?” Guide.
- Strategic Planning Session.
- Audit Scotland – “Good practice note on improving the quality of local authority annual accounts – Integration Joint Boards”.
- National Audit Report – NHS in Scotland.

- Integration Joint Board – Membership and Structure.
- Provision of Services for Adults with Learning Disabilities.

Local Government (Scotland) Act 1973 – Schedule 7A

Access to Information: Descriptions of Exempt Information

- Paragraph 1. Information relating to a particular employee, former employee or applicant to become an employee of, or a particular office holder, former office-holder or applicant to become an office-holder under, the authority.
- Paragraph 6. Information relating to the financial or business affairs of any particular person (other than the authority).
- Paragraph 9. Any terms proposed or to be proposed by or to the authority in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods or services.
- Paragraph 11. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office-holders under, the authority.

Orkney Islands Council's Orkney Health and Care Committee:

Public papers for the meetings on 29 March 2018 and 7 June 2018 can be accessed via these links:

<http://www.orkney.gov.uk/Council/C/ohac-committee-29.htm>.

<http://www.orkney.gov.uk/Council/C/ohac-committee-7-june-2018.htm>.