

**North Ayrshire Health and Social Care Partnership
Minute of Integration Joint Board meeting held on Thursday 16th April
2015 at 10.00 a.m., Council Chambers, Cunninghame House, Irvine**

Present :

Councillor Anthea Dickson (Chair)
Derek Barron, Lead Nurse
Thelma Bowers, Mental Health Adviser, NAHSCP
Stephen Brown, Chief Social Work Officers, NAHSCP
Iona Colvin, Director, NAHSCP
Carol Davidson, NHS Ayrshire & Arran
David Donaghey, Staff Side Representative, NHS Ayrshire & Arran
Councillor Alex Gallagher
Kerry Gilligan, Lead AHP
Dr Paul Kerr, Clinical Director
Louise McDaid, Staff Representative, NAC
Stephen McKenzie, NHS Ayrshire & Arran (Vice Chair)
Marie McWaters, Carers Representative
Jim Nichols, Third Sector Representative
Sally Powell, Carers Representative
Councillor Robert Steel, North Ayrshire Council
Fiona Thomson, Service User Representative
Nigel Wanless, Independent Sector Representative

In Attendance :

Karen Andrews, Business Support Officer, NAHSCP
Paul Craig, Audit Scotland
Andrew Fraser, Head of Democratic Services, NAC
Jo Gibson, Principal Manager (Planning & Performance), NAHSCP
Janine Hunt, Principal Manager (Business Support), NAHSCP
John McCaig, Senior Manager (Mental Health & Learning Disability), NAHSCP
Fiona Neilson, Senior Manager, Finance, NHS Ayrshire & Arran
David Rowland, Head of Health & Community Care

1.	APOLOGIES	
	Apologies were received from Lesley Aird, Chief Finance Officer; Martin Hunter, Service User Representative; Councillor Ruth Maguire, NAC; Bob Martin, NHSAA; Dr Janet McKay, NHSAA; Councillor Peter McNamara, NAC	
2.	DECLARATION OF INTEREST	
	No declarations of interest.	

3.	MINUTE OF MEETING – 12TH MARCH 2015	
	Include Kerry Gilligan in list of apologies. Minute then approved.	Karen Andrews
	MINUTE OF MEETING – 2ND APRIL 2015	
	Include Kerry Gilligan in list of attendees. Minute then approved.	Karen Andrews
4.	CHANGE PROGRAMME UPDATE	
	Submitted report by Jo Gibson to request that the IJB approve the commencement of the Change Programme for the NAHSCP.	
	Members asked questions and received clarification in relation to :-	
	<ul style="list-style-type: none"> It was agreed that a carer representative be included in the membership of the Change Programme Steering Group. 	Jo Gibson
	<ul style="list-style-type: none"> Jo Gibson confirmed scheduled projects will commence prior to the establishment of the Change Programme Steering Group. It is hoped that this group will be in place by the beginning of June 2015. Projects will be monitored in the interim period. 	
	<ul style="list-style-type: none"> A service level agreement is being finalised for the Ideas and Innovation fund. This has delayed some third sector projects that were due to commence on 1st April 2015. 	
	<ul style="list-style-type: none"> The community connectors will be used to develop better links with local GP practices and Care at Home services. The community connector roles will be clarified and redefined to ensure this does not conflict with the work of the third sector. 	

	The IJB agreed to :-	
	1. Formally approve the creation of the Change Programme Steering Group.	
	2. Amend membership list to include a carer representative.	
	3. Agree the proposed one year priorities.	
	4. Agree the components of the Change Team.	
5.	APPOINTMENT OF CHIEF INTERNAL AUDITOR	
	Submitted report by Fiona Neilson, Senior Finance Manager (NHS) on the appointment of the Chief Internal Auditor of the Integrated Joint Board.	
	NHS and NAC have agreed that the Internal Audit service for the IJB be provided by North Ayrshire Council. It is proposed that Paul Doak, Senior Manager (Internal Audit and Risk Management), North Ayrshire Council be appointed as the Chief Internal Auditor of the IJB.	
	Fiona Neilson confirmed that the NHS are satisfied that these arrangements will meet the NHS Financial Regulations.	
	The IJB endorsed the proposals within the report.	
6.	STANDING ORDERS	
	Submitted report by Andrew Fraser, Head of Democratic Services on the proposed changes to Standing Orders 14 to 16 which deal with the procedures for dealing with items of business.	
	The IJB approved the changes to the Standing Orders.	
7.	PROPOSALS FOR PARTNERSHIP MANAGEMENT STRUCTURES AND ARRANGEMENTS	
	Submitted report by Iona Colvin, Director NAHSCP on the proposed management structures for the NAHSCP. Iona Colvin apologised for the late submission of the report. This was due to ongoing consultation with staff side representatives, trade unions and staff involved.	

	Iona Colvin went through the proposals for the management structures in detail. Members asked questions and received clarification in relation to :-	
	<ul style="list-style-type: none"> The AHP proposals are still being finalised and will be reported to the IJB on 4th June 2015. 	
	<ul style="list-style-type: none"> Louise McDaid and David Donaghey confirmed that they have been involved in every stage of the consultation process. 	
	<ul style="list-style-type: none"> A meeting with affected staff within NHS has been arranged for 24th April 2015. Job Descriptions for these posts will be circulated to all staff, trade unions and staff side representatives in advance of this meeting. 	
	The IJB endorsed the proposals within the report.	
8.	DIRECTOR'S REPORT	
	Submitted report by Iona Colvin, Director NAHSCP on the recent developments within the NAHSCP.	
	The report was noted.	
9.	EXEMPT INFORMATION	
9.1	EXCLUSION FROM PUBLIC AND PRESS	
	The Board resolved, in terms of Section 50(A)4 of the Local Government (Scotland) Act 1973, to exclude from the meeting, the press and the public for the following item(s) of business on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 9 of Part 1 of the Schedule 7A of the Act.	
	Carers and Young Carers Support Service	
	Submitted report by John McCaig, Senior Manager (Mental Health/Learning Disability) to advised the IJB of the outcome of the tender exercise for the Carers and Young Carers Support Service.	
	The proposals in the report were agreed.	

12.	DATE OF NEXT MEETING	
	The next meeting will be held on Thursday 4th June 2015 at 10.00 a.m., Council Chambers, Cunninghame House, Irvine.	