



Item No: 3

Meeting Date: Monday, 29th August 2016

Glasgow City IJB Executive Committee

Report By: David Williams, Chief Officer
Contact: Allison Eccles, Head of Business Development
Tel: 0141 0141 287 8751

TERMS OF REFERENCE AND ROLE THE CHAIR

Purpose of Report:	To outline the Terms of Reference for the IJB-Executive Committee and the role of the Chair.
---------------------------	--

Recommendations:	The IJB-Executive Committee is asked to: a) note and implement the committee terms of reference; and b) note the Role of the Chair and Vice Chair.
-------------------------	--

Implications for IJB:

Financial:	None
-------------------	------

Personnel:	None
-------------------	------

Legal:	None
---------------	------

Economic Impact:	None
-------------------------	------

Sustainability:	None
------------------------	------

Sustainable Procurement	None
--------------------------------	------

and Article 19:	
Equalities:	No impact.
Implications for Glasgow City Council:	None
Implications for NHS Greater Glasgow & Clyde:	None

1. Purpose

- 1.1 To outline the Terms of Reference for the Executive Committee and the role of the Chair.

2. Terms of Reference

- 2.1 The IJB-Executive Committee Terms of Reference were approved at the Integration Joint Board on 8th February 2016 and are included at Appendix A.

3. Role of the Chair

- 3.1 The role of Integration Joint Board committee chairs and vice-chairs has been approved by the Integration Joint Board and is included at Appendix B.

4. Recommendations

- 4.1 The IJB-Executive Committee is asked to:
- a) note and implement the committee terms of reference; and,
 - b) note the Role of the Chair and Vice Chair



Glasgow City Integration Joint Board – Executive Committee

Membership as approved by Integration Joint Board on 21 March 2016

Chair: Councillor Archie Graham

Vice Chair: Trisha McAuley

Voting Members: Councillor Marie Garrity
Councillor Matt Kerr
Robin Reid
Donald Sime

Non-Voting Members: Dorothy McErlean
Shona Stephens

Remit:

- To discharge the Integration Joint Board's functions as required in cases of urgency between meetings of the Board
- To provide a sounding board for discussion on issues of significance before they are raised at the Integration Board
- To keep under review the governance arrangements for the Integration Joint Board
- To review compliance by the Integration Joint Board and its Members with the Standards of Business Conduct.

**ROLE DESCRIPTION
INTEGRATION JOINT BOARD
SUB-COMMITTEE and COMMITTEE CHAIRS**

This role profile applies to Chairs of the Integration Joint Board's Executive Committee; Finance and Audit Committee; and Public Engagement Committee.

- To provide leadership, including initiating policy, where appropriate;
- To chair any Committee, working group etc. in accordance with its terms of reference, fostering and maintaining a disciplined approach by Committee/working group members, maintaining highest standards of conduct and ethics;
- To decide the action to be taken in implementing those matters of policy and performance, relating to the Committee's remit, including where appropriate, monitoring and review;
- To take responsibility, and to be held accountable for, any decisions taken;
- To facilitate the full range of opinions of committee members and the public (as appropriate) at committee and other meetings and ensure that their contributions are controlled in accordance with Standing Orders;
- To respond to or deal with any issues arising from Integration Joint Board meetings;
- To act as a spokesperson within and outside the Glasgow City Health and Social Care Partnership in relation to the Committee's remit;
- To consult interested parties as part of the development and review of policy and the scrutiny of performance, where appropriate;
- To act as an advocate for the Integration Joint Board and Health and Social Care Partnership both internally and externally;
- To develop effective relationships with partner organisations and regional and national bodies as appropriate;
- To communicate the decisions and actions of the Integration Joint Board and its committee as appropriate.