

Integration Joint Board

Report By: Head of Business Administration
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APPOINTMENT OF MEMBERS TO COMMITTEE

Purpose of Report:	To note the nominations received for the appointment of members to Committees.
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Recommendations:	To approve the membership of Committees of the IJB as detailed in this paper.
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Implications for IJB:

Financial:	None
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Personnel:	None
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Legal:	Committees of the Board must include voting members.
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Economic Impact:	None
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Sustainability:	None
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Sustainable Procurement and Article 19:	None
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Equalities:	Appointments are made from the membership of the Board
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Implications for Glasgow City Council:	Significant functions of the City Council relating to social work and related services will be delegated to the IJB in accordance with the terms of the integration scheme.
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Implications for NHS Greater Glasgow & Clyde:	Significant functions of the Health Board relating to health functions will be delegated to the IJB in accordance with the terms of the integration scheme.
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1. Introduction

1.1 At the meeting of the Integration Joint Board on 8th February 2016, the Board agreed to the appointment of members to Committees:-

IJB Executive Sub Committee
 Finance & Audit Committee
 Public Engagement Committee

1.2 The proposed allocation of members to these committees was agreed as follows:-

Committee	Voting Council	Voting Health	Non-Voting	Total
Executive Sub	3*	3*	2	8
Finance & Audit	3	3	2	8
Public Engagement	3*	3*	3	9
Total	9	9	7	25

*The numbers with asterisks are intended to include the Chair and Vice Chair. For the Finance and Audit Committee it was proposed that the Chair and Vice Chair should not be members of this committee.

1.3 Members of the Board were asked to agree the members who will fill the vacancies on these committees. The number of places is such that each member would have opportunity to serve on one committee – except for the Chair and Vice Chair who would serve on 2.

1.4 Following discussion with the Chair and Vice Chair of the IJB it was proposed that the Council members collectively agree the members to fill the 9 available places (two of these would be for the Chair of the IJB – Executive Sub Committee and Public Engagement).

1.5 Similarly for the Health Board the Board members would agree amongst themselves the members to fill the 9 available places (two of these would be for the Vice Chair – Executive Sub Committee and Public Engagement).

1.6 For the Non-voting stakeholder representative members there are 7 places for 7 members. We asked that this group of members consult with each other and agree who will sit on which committee.

2. Membership of Executive Sub Committee

- 2.1 The membership is proposed as:
- Chair - Councillor Archie Graham
 - Vice Chair - Trisha McAuley
 - Members - Councillor Marie Garrity
Councillor Matt Kerr
Robin Reid
Donald Sime
Dorothy McErlean
Shona Stephens

3. Membership of Finance and Audit Committee

- 3.1 The membership is proposed as:
- Chair - Simon Carr
 - Vice Chair - Councillor Mhairi Hunter
 - Members - Councillor Emma Gillan
Councillor James Adams
John Brown
Ian Fraser
Peter Millar
Vacancy non-voting stakeholder

4. Membership of Public Engagement Committee

- 4.1 The membership is proposed as:
- Chair - Trisha McAuley
 - Vice Chair - Councillor Soryia Siddique*
 - Members - Councillor Matt Kerr
Bailie Mohammad Razaq
Simon Carr
Norman Shanks
Annie Craig
Anne Scott
Ann Souter

* the IJB had previously approved on 8th February that the Vice Chair of this Committee would be the current Chair of the IJB. Elected Members have however, concluded that Councillor Siddique should take this role.

5. Recommendations

- 5.1 The IJB is asked to approve the membership of the Executive Sub Committee, Finance & Audit Committee and Public Engagement Committee.

IJB Committees

Overall governance for the H&SCP rests with the Integration Joint Board. The following Committees are recommended for appointment:-

(a) IJB Executive Sub Committee –

Composition: 6 voting members (3:3) of the Board – Chair/Vice Chair to alternate each year. Non-voting members 2.

Frequency – Bi-Monthly

Attendance: Members of the Executive Team and other officers as required

Purpose:

This would be a small group who are authorised to take decisions between meetings of the IJB on urgent matters and where required, day to day business in order to avoid unnecessary delay to the delivery of health and social care in the city. Committee will also provide the opportunity for the Chief Officer to test opinion from the IJB in advance of any significant decisions being taken. It could also be the vehicle through which the Integration Joint Board's and Members' compliance with Standards of Business Conduct is subject to scrutiny. It is anticipated that this committee would meet on a bi-monthly basis.

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.

(b) Finance and Audit Committee

Composition: 6 voting Members of the Board (3:3) plus 2 non-voting members – Chaired by Non-Executive member or Councillor who is not Chair or Vice Chair of the Board

Frequency – quarterly and additionally as required to meet audit timetable

Attendance: Members of the Executive Team and other officers as required

Purpose:

Committee would recommend the approval of the budget for the IJB and agree with parent bodies the capital plans to support the IJB role. Committee will receive the outcome of findings of internal and external audit; be a vehicle for approving the annual internal audit

plan and for approving the year end accounts. Committee will also look at risk management and operation of financial controls.

Remit:

The Audit and Finance Committee is responsible for monitoring the financial performance of the Glasgow Health and Social Care Partnership; reviewing audit and inspection reports; and for promoting the observance high standards of financial propriety. Specific remit to include:-

- Monitoring internal financial control, ensuring that appropriate financial controls are in place
- Ensuring that performance is monitored against budget and that the budget plan is clearly linked to the strategic plan
- Endorsement of capital schemes promoted by the parent bodies
- Approval of the annual audit plan
- Initiating and undertaking specific audits and/or reviews of any matters falling within the remit of the committee or requested by the Integration Joint Board
- Receiving and considering summaries of internal and external audit reports which relate to any issue falling within the remit of the Integration Joint Board
- Promoting value for money studies and best value
- Taking an overview of the Integration Joint Board's Service Reform programme
- Review of Risk Registers
- Referring back to the Integration Joint Board for its consideration any Service/Financial performance issue which might have implications for policy development coming within the remit of the Integration Joint Board
- Approval of the Annual Accounts and Annual Governance Statement prior to presentation to the Integration Joint Board
- To consider the external auditor's annual letter and associated reports and to report on these to the IJB
- To advise on the effectiveness of relationships between external and internal audit and other inspection agencies

(c) Public Engagement Committee

Composition: 6 Non-Executive Members (3:3) plus 3 non-voting members – Chair and Vice Chair alternate each year

Frequency – quarterly – more often if required

Attendance: Members of the Executive Team and other officers as required

Purpose:

The Committee will enable Glasgow's citizens and local Third and Independent sector organisations to have a direct route of engagement and role in the policy development process in relation to health and social care integrated services by raising matters of concern. It will as part of this role, approve and keep under review the Board's Participation and Engagement Strategy.

Remit:

- To consider petitions and representation on matters falling within the competence of the Integration Joint Board and recommend to the Integrated Joint Board the appropriate action to be taken
- To monitor and review the development and implementation of the Integration Joint Board's Participation and Engagement Strategy
- To carry out any and all functions conferred on the Committee by the Integration Joint Board in keeping with the Participation and Engagement Strategy

(d) Additionally there with be

- Linkage into Council and Health Staff Grievance and Discipline Appeals Systems/Committees
- Social Care Complaints Appeals Committees.