



Item No: 8

Meeting Date: Wednesday 11th April 2018

Glasgow City Integration Joint Board Public Engagement Committee

Report By: Allison Eccles, Head of Business Development

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PUBLIC ENGAGEMENT COMMITTEE MEETING SCHEDULE AND WORKPLAN 2018

Purpose of Report:	To propose a schedule of meetings for the IJB Public Engagement Committee in 2018 to be held in each of the city's localities, to outline potential agenda items for future meetings, and to ask Committee to discuss and agree further agenda items for future meetings.
Background/Engagement:	The Public Engagement Committee meets four times per year, in 2017 three of these meetings were held at venues within the city's three localities. These meetings in localities provided Members with an opportunity to hear first-hand about engagement activity taking place across the city, and for stakeholders engaged with the Health and Social Care Partnership at a local level to attend Committee and participate in the governance of the Integration Joint Board within their own local area.
Recommendations:	The IJB Public Engagement Committee is asked to: a) Note and agree the schedule of meetings for 2018; and, b) Discuss and agree agenda items for future meetings.

Relevance to Integration Joint Board Strategic Plan:

Supports delivery of the commitment within the Strategic Plan to engage at locality and care group level.

Implications for Health and Social Care Partnership:

Reference to National Health & Wellbeing Outcome:	Effective engagement and discharge of the Committee's remit supports delivery of all National Health and Wellbeing Outcomes.
Personnel:	None
Carers:	Engagement with carers is expected to be included within the workplan of the Public Engagement Committee.
Provider Organisations:	None
Equalities:	No EQIA carried out as this report does not represent a new or revised plan, policy, service or strategy.
Financial:	Costs for venue hire will be kept to a minimum as meetings will be held in Council or Health Board owned buildings where possible. There may be a requirement for the IJB to meet travel costs for Members to attend meetings, which will be managed on a case-by-case basis.
Legal:	None
Economic Impact:	None
Sustainability:	None
Sustainable Procurement and Article 19:	None
Risk Implications:	None
Implications for Glasgow City Council:	None
Implications for NHS Greater Glasgow & Clyde:	None

1. Purpose

- 1.1 The purpose of this paper is to propose a schedule of meetings for the IJB Public Engagement Committee in 2018 to be held in each of the city's localities, to outline potential agenda items for future meetings and to ask Committee to discuss and agree further agenda items for future meetings.

2. Background

- 2.1 The Public Engagement Committee meets four times per year, in 2017 three of these meetings were held at venues within the city's three localities. These meetings in localities provided Members with an opportunity to hear first-hand about engagement activity taking place across the city, and for stakeholders engaged with the Health and Social Care Partnership at a local level to attend Committee and participate in the governance of the Integration Joint Board within their own local area.
- 2.2 At the conclusion of the final IJB Public Engagement Committee of 2017, held in South locality, Members noted that the value of these meetings and a desire to continue to the programme of meetings within localities in 2018.

3. Meeting Schedule

- 3.1 It is proposed that each of the remaining 3 meetings of the IJB Public Engagement Committee in 2018 be held in localities as below. These meetings would, along with any other relevant business as determined by the Committee, focus on engagement work carried out in the locality as a whole and in the care group upon which the locality leads on behalf of the HSCP.
- 3.2 A proposed schedule of IJB Public Engagement Committee meetings in localities for 2018 is below:

Wednesday 30 th May	10.00 – 12.30	North West Locality
Wednesday 29 th August	10.00 - 12.30	North East Locality
Wednesday 28 th November	10.00 – 12.30	South Locality

- 3.3 Venues for each meeting will be organised and notified to Committee members following agreement of the schedule.

4. Meeting Format and Workplan

- 4.1 It is proposed that Committee meetings held in localities broadly follow the below format – subject to the Chair's agreement of the agenda ahead of each meeting:

- note of previous meeting, matters arising, rolling action list

- ordinary committee business
- Locality Engagement Forum update report from the locality hosting the meeting and
- themed presentations on matters of interest to the Committee.

4.2 Based on the existing workplan of the IJB Public Engagement Committee, and areas upon which Members have previously expressed a desire for the Committee to hear more about, an outline workplan for future meetings is below for consideration.

Date and Locality	Ordinary Business	Themed Presentations
Wednesday 30 th May (North West)	- Engagement Activity Within Glasgow HSCP – Gap Analysis - Implications of GP Contract - North West Locality Engagement Forum Update	- Locality Forum Presentation - Engagement With Carers
Wednesday 29 th August (North East)	- Moving Forward Together Programme: Engagement Process - North East Locality Engagement Forum Update	- Locality Forum Presentation - Impact of Children’s Services Transformation Programme on service users
Wednesday 28 th November (South)	- Volunteer Charter Action Plan: Progress Report - South Locality Engagement Forum Update	- Locality Forum Presentation - Impact of Older People Transformation Programme on service users

4.3 Other items may be added to meeting agendas over the course of the year, for example via specific request of Members, the Chair or the full IJB.

4.4 Members are asked to review the above workplan and discuss any other items of business or themed presentations which should be included at future meetings.

5. Recommendations

5.1 The IJB Public Engagement Committee is asked to:

- a) Note and agree the schedule of meetings for 2018; and,
- b) Discuss and agree agenda items for future meetings.