



Item No: 9

Meeting Date: Wednesday 26th February 2020

Glasgow City Integration Joint Board Public Engagement Committee

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IJB PUBLIC ENGAGEMENT COMMITTEE - MEETING SCHEDULE AND WORKPLAN 2020

Purpose of Report:	To propose a schedule of meetings for the IJB Public Engagement Committee in 2020 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 consider the format and further agenda items for meetings in 2020.
Background/Engagement:	<p>The IJB Public Engagement Committee meets four times per year, in 2019 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.</p> <p>The Health and Social Care Partnership is currently engaged in a review of its participation and engagement structures, including the Public Engagement Committee. The review, which is due to conclude by June 2020 may lead to suggestions in relation to the structure, format and agenda of the Committee.</p>
Recommendations:	<p>The IJB Public Engagement Committee is asked to:</p> <ul style="list-style-type: none">a) note and agree the schedule and format of meetings for 2020;b) discuss and agree agenda items for future meetings and;

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	c) note the ongoing review of participation and engagement and the potential impact on this Committee.
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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.
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Personnel:	None
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Carers:	None
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Provider Organisations:	None
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Equalities:	The Committee includes representation from Glasgow Equalities Forum to advise on equalities matters
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Fairer Scotland Compliance:	The Committee will continue to highlight areas of work that illustrate the HSCPs commitment to reducing the impact caused by social economic disadvantage.
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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. Financial support for Members to attend meetings will be provided by the IJB as per the paper agreed at Public Engagement Committee in November 2018 and will be managed on a case-by-case basis.
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Legal:	None
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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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Risk Implications:	None
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Implications for Glasgow City Council:	None
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Implications for NHS Greater Glasgow & Clyde:	None
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1. Purpose

- 1.1 The purpose of this paper is to propose a schedule of meetings for the IJB Public Engagement Committee in 2020 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 consider further agenda items for future meetings.

2. Background

- 2.1 The IJB Public Engagement Committee meets four times per year, in 2019 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 the Committee and participate in the governance of the Integration Joint Board within their own local area.
- 2.2 The Health and Social Care Partnership is currently engaged in a review of its participation and engagement structures, including the Public Engagement Committee. The review, which is due to conclude by June 2020, may lead to suggestions in relation to the structure, format and agenda of the Committee.

3. Meeting Schedule

- 3.1 It is proposed that each of the remaining 3 meetings of the IJB Public Engagement Committee in 2020 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 2020 is below:

Wednesday 27 th May	10.00 – 12.30	North West Locality
Wednesday 26 th August	10.00 - 12.30	North East Locality
Wednesday 25 th November	10.00 – 12.30	South Locality

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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 The format of Committee meetings held in localities in 2019 broadly followed 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 and as suggested by locality representatives.

4.2 Committee members are asked to confirm whether the format agreed for 2019 meetings should be continued for 2020, or whether any revisions to the format of the meetings should be considered for the year ahead.

4.3 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 27 th May (North West)	<ul style="list-style-type: none">- Primary Care Improvement Plan: Public Engagement Plan- North West Locality Engagement Forum Update- Update on Review of Participation and Engagement	<ul style="list-style-type: none">- Locality Forum Presentation
Wednesday 26 th August (North East)	<ul style="list-style-type: none">- North East Locality Engagement Forum Update	<ul style="list-style-type: none">- Locality Forum Presentation
Wednesday 25 th November (South)	<ul style="list-style-type: none">- South Locality Engagement Forum Update	<ul style="list-style-type: none">- Locality Forum Presentation

4.4 The full agenda for the Committee throughout the year will be confirmed following conclusion of the review of participation and engagement (Public Engagement Committee), which may lead to changes to the way agenda items are identified. Agendas will also be developed on the basis of specific requests from Members or localities, the Chair or the full IJB and subject to the discussion at 4.2 regarding the format of the meetings.

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4.5 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, subject to suggestions in relation to the Public Engagement Committee following the review of participation and engagement.

5. Recommendations

5.1 The IJB Public Engagement Committee is asked to:

- a) note and agree the schedule and format of meetings for 2020;
- b) discuss and consider agenda items for future meetings and;
- c) note the ongoing review of participation and engagement and the potential impact on this Committee.