



Item No: 12

Meeting Date: Wednesday 6th February 2019

Glasgow City Integration Joint Board

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GLASGOW CITY INTEGRATION JOINT BOARD MEMBERSHIP

Purpose of Report:

To provide an update on and seek approval for a number of appointments to the IJB and its committees and to agree the Terms of Reference for the IJB Finance, Audit and Scrutiny Committee.

Background/Engagement:

Stakeholder representatives were nominated from within existing IJB / HSCP engagement networks.

Recommendations:

The Integration Joint Board is asked to:

- a) approve the appointments as outlined in section 3.1 of this report;
- b) note the re-appointments/appointments outlined in section 3.4 and 3.5 of this report;
- c) note the appointments to the role of Carer Representative is ongoing; and
- d) approve the Terms of Reference for the IJB Finance, Audit and Scrutiny Committee.

Relevance to Integration Joint Board Strategic Plan:

Relates to matters of governance.

Implications for Health and Social Care Partnership:

Reference to National Health & Wellbeing Outcome:	Relates to matters of governance.
Personnel:	Relates to matters of governance.
Carers:	The IJB is required to include a carer amongst its membership.
Provider Organisations:	<p>The IJB is required to include a representative from the Third Sector amongst its membership.</p> <p>While there is no legal requirement to include a representative from the Independent Sector, the IJB agreed at its first meeting in February 2016 that a member should be appointed from the Independent Sector.</p>
Equalities:	No EQIA carried out at this report does not represent a new or updated policy, plan, service or strategy.
Fairer Scotland Compliance:	None
Financial:	Limited financial impact. Support to stakeholder members is as per the policy agreed by the Public Engagement Committee in November 2018.
Legal:	All stakeholder members of the IJB serve a three year term, and may be re-nominated for further terms. There is no limit as to the number of terms a member may serve.
Economic Impact:	None
Sustainability:	None
Sustainable Procurement and Article 19:	None
Risk Implications:	Failure to ensure appropriate stakeholder representation on the IJB would place the IJB in breach of its statutory duties, and undermine the credibility of the IJB.
Implications for Glasgow City Council:	The Council is required under the Social Work (Scotland) Act 1968 to have in place a Chief Social Work Officer (CSWO), who becomes a member of the IJB by virtue of that appointment. There is no term limit for the CSWO's membership of the IJB as it is linked to their tenure as CSWO.

Implications for NHS Greater Glasgow & Clyde:	NHS Greater Glasgow and Clyde are required to appoint members representing Primary Care, other clinicians and nursing who may serve up to three years on the IJB and can be reappointed for further terms.
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Direction Required to Council, Health Board or Both	Direction to:	
	1. No Direction Required	✓
	2. Glasgow City Council	
	3. NHS Greater Glasgow & Clyde	
	4. Glasgow City Council and NHS Greater Glasgow & Clyde	

1. Purpose

- 1.1 To provide an update on and seek approval for a number of appointments to the IJB and its committees and to agree the Terms of Reference for the IJB Finance, Audit and Scrutiny Committee.

2. Background

- 2.1 The IJB in September 2018 noted that stakeholder members representing patients, service users, the third sector and the independent sector were all nearing the end of their initial three year term as IJB members, and agreed that the Chief Officer should contact relevant stakeholder groups to either confirm that the current members should remain on the IJB for a further term, or to identify new nominees.
- 2.2 In addition, Dr Michael Smith, who is appointed to the IJB by NHS Greater Glasgow and Clyde representing clinicians not involved in Primary Care, is also reaching the end of his initial three year term.
- 2.3 Sheena Wright has served as Interim Nurse Director at recent IJB meetings, but ceased to do so at the end of 2018, and the post has subsequently been filled by Julia Egan, who will serve on the IJB.
- 2.4 At the time of the September 2018 paper, there was a vacancy on the IJB for a carer representative, recruitment of Glasgow City Council's Carers' Champion still being ongoing. The recruitment of Glasgow City Council's Carers' Champion has now concluded with discussion ongoing regarding whether the Carers Champion(s) will accept the invitation to join the IJB.
- 2.5 At the IJB in December 2018 Board members requested that an approach be made to Glasgow Equality Forum to seek a representative to appoint as an advisory member on the IJB Public Engagement Committee.
- 2.6 At the IJB in December a paper was agreed that recommended discontinuing the IJB Performance Scrutiny Committee and the move of the relevant agenda items to the IJB Finance and Audit Committee, to be renamed IJB Finance, Audit and Scrutiny Committee.

3. Committee Membership

- 3.1 Locality Engagement Forums were tasked with co-ordinating a process to identify interested parties for the health care and social care stakeholder roles with nominations submitted to Business Development staff. The nominations were reviewed by David Williams, Chief Officer, on the basis of their supporting statements and volume of nominations. Representatives for the third and independent sector were sought by nominations via established engagement channels. Subsequently the following individuals are nominated for membership of the IJB for a further three years, and require IJB approval:

Representative category	Current representative	Nomination
Health Care User	Ann Souter	Ann Souter
Social Care User	Anne Scott	Anne Scott
Third Sector	Shona Stephen	Shona Stephen
Independent Sector	Peter Millar	Peter Millar

- 3.2 In addition to the nominations for health care and social care user representatives there was an expression of interest from one other individual. Staff representing the HSCP are actively engaging with this individual to discuss ways they could become meaningfully involved in the activity of the IJB/HSCP.
- 3.3 Representatives of the IJB have been in discussions with newly appointed Carers Champions to consider taking up the role of carer representatives on the IJB and it is hoped that a decision on this will be made in time for the IJB in March.
- 3.4 NHS Greater Glasgow and Clyde have confirmed that Dr Michael Smith shall remain a member of the IJB representing clinicians not involved in Primary Care. The health board have also appointed Julia Egan to the IJB as the representative from nursing. Both appointments are a matter for the health board and do not require IJB approval, and are therefore for noting only.
- 3.5 It is further confirmed that, following the completion of her term as Chair of the IJB (on 8th February 2019), Councillor Hunter will revert back to Vice Chair. Simon Carr will take up the role of the Chair from 8th February 2019 for one year.
- 3.6 Following contact with Glasgow Equality Forum, it is proposed that Lorraine Barrie, manager of Glasgow Equality Forum, be co-opted to the IJB Public Engagement Committee as an equalities advisor, to provide a link between the committee and a wide range of equalities networks across the city.
- 3.7 Due to the departure of Stuart Donald from GCHSCP, Craig Cowan will undertake the role of the substitute for the Standards Officer.

4. Committee Appointments

- 4.1 As per regulations and the IJB's own Standing Orders, appointment of members to IJB Committees is a matter for the IJB itself. Following the process of identifying proposed stakeholder members of the IJB and discussions regarding existing vacancies on the IJB's Committees, the proposed committee membership (subject to approval at 3.1) is as follows:

4.2 **IJB Finance, Audit and Scrutiny Committee**

Cllr Jane Morgan - Chair

Vice Chair (to be confirmed from existing NHS members)

Bailie Ade Aibinu

Cllr Ken Andrew

Ross Finnie

Rona Sweeney

NHS Non-Executive (to be confirmed)

Peter Millar

Sharon Wearing, Chief Finance and Resources Officer

Allison Eccles, Standards Officer

4.3 **IJB Public Engagement Committee**

Rev. John Matthews – Chair

Cllr Kim Long – Vice Chair

Cllr Elspeth Kerr

Cllr Jennifer Layden

Jacqueline Forbes

Anne-Marie Monaghan

Anne Scott, Social Care User representative

Ann Souter, Health Care User representative

Carer representative (to be confirmed)

Callum Bonner, Youth Engagement Advisor

Equalities Advisor (to be confirmed)

Susanne Millar, Chief Officer, Strategy and Operations / Chief Social Work Officer

Allison Eccles, Standards Officer

5. **Terms of Reference**

- 5.1 Following the decision to discontinue the IJB Performance Scrutiny Committee and transfer its remit to the IJB Finance, Audit and Scrutiny Committee (FASC) an updated Terms of Reference for the IJB FASC is proposed and appended at Appendix 1.

6. **Recommendations**

- 6.1 The Integration Joint Board is asked to:
- a) approve the appointments as outlined in section 3.1 of this report;
 - b) note the re-appointments/appointments in section 3.4; and 3.5 of this report;
 - c) note the appointments to the role of Carer Representative is ongoing; and
 - d) approve the Terms of Reference for the IJB Finance, Audit and Scrutiny Committee



GLASGOW CITY INTEGRATION JOINT BOARD FINANCE, AUDIT AND SCRUTINY COMMITTEE

TERMS OF REFERENCE

Composition:

6 Voting Members of the IJB (3:3) plus 2 Non-Voting Members
Chair and Vice Chair must be a Non-Executive Member of the Board or Councillor who is not Chair or Vice Chair of the IJB

Frequency:

6 meetings per year

Purpose:

The IJB Finance, Audit and Scrutiny Committee is responsible for monitoring the financial and operational performance of the Glasgow City Health and Social Care Partnership; reviewing audit and inspection reports; promoting the observance of high standards of financial propriety; and for receiving updates on and scrutinising progress with key pieces of work across the Health and Social Care system.

Remit:

- 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
- Reviewing reports of external inspections of health and social care services and facilities within Glasgow City
- Promoting value for money studies and best value
- Taking an overview of the Integration Joint Board's Transformational Change programmes
- 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
- Review of the Quarterly Professional and Clinical Governance Statement and outputs from the IJB Professional and Clinical Governance Board
- Maintain oversight of the Health and Social Care Partnership's performance in statutory functions such as complaints handling, Freedom of Information and Participation Requests
- Monitor progress and review updates on various pieces of work across the Health and Social Care system on behalf of the IJB.