



Item No: 3

Meeting Date: Tuesday, 13th September 2016

Glasgow City IJB Public Engagement Committee

Report By: Alex MacKenzie, Chief Officer Operations
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-Public Engagement Committee and the role of the Chair.
---------------------------	--

Recommendations:	The IJB-Public Engagement 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 IJB-Public Engagement Committee and the role of the Chair.

2. Terms of Reference

2.1 The IJB-Public Engagement 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-Public Engagement 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: Trisha McAuley

Vice Chair: Councillor Soryia Siddique

Voting Members: Councillor Matt Kerr
Bailie Mohammad Razaq
Simon Carr
Norman Shanks

Non-Voting Members: Annie Craig
Anne Scott
Ann Souter

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

**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.