

**Report: Membership of Renfrewshire Integration Joint Board**  
**Date: 19 June 2015**  
**Author: Chief Officer Designate**

**Item 6**

**1. Summary**

1.1 The purpose of this report is to update members of the shadow Integration Joint Board (IJB) on the co-opting of non-voting members to the IJB. It also sets out the arrangements for removing and replacing these co-opted members. The terms of reference for members were reported to this Board at the meeting of 20 March 2015.

**2. Recommendations**

2.1 The Board is asked to:

- Note the progress made in co-opting members from the stakeholder groups agreed at the meeting of 20 March 2015
- Note the procedures for the removal and replacement of IJB co-opted members
- Agree that the IJB co-opts two additional staff-side representatives, one from each constituent authority
- Agree that the Chief Executives of NHS Greater Glasgow and Clyde and Renfrewshire Council have a right of attendance at the IJB
- Delegate the recruitment of outstanding co-opted members to the Chief Officer Designate, with this to be completed before the next meeting of the IJB on 18 September 2015

**3. Agreed Membership of the Integration Joint Board**

3.1 Members are aware that the regulations accompanying the Public Bodies (Joint Working) (Scotland) Act 2014 sets out the rules governing the number and composition of voting members of the IJB, and that in Renfrewshire, the Board is comprised of four elected members from Renfrewshire Council and four non-executive directors from NHS Greater Glasgow & Clyde.

3.2 Members are also aware that the same regulations require voting members to co-opt additional non-voting members to the IJB from the following categories:

- The Chief Officer of the Health and Social Care Partnership
- The proper officer of the IJB under Section 95 of the Local Government (Scotland) Act 1973 (a); in this case, the Chief Finance Officer of the Health and Social Care Partnership
- The Chief Social Work Officer of the local authority
- A registered medical practitioner providing primary care services; in this case, a General Practitioner
- A registered nurse
- A registered medical practitioner employed by the Health Board and not providing primary medical services

3.3 As discussed at the meeting of the shadow IJB on 20 March 2015, once established the IJB is also required to co-opt additional non-voting members from

the following categories:

- Staff of the constituent authorities engaged in the delivery of local health and social care services; in this case, it is proposed that this will be one staff representative from health services and one from social care services
- Third sector bodies carrying out activities related to health and social care in Renfrewshire
- Service users residing in the area of the local authority
- Persons providing unpaid care in the area of the local authority

3.4 Appendix 1 to this report details the agreed membership of the IJB and where possible, identifies the named representative who will sit on the Board.

3.5 Members are asked to agree that there should be two staff representatives co-opted to the IJB to represent both health and social care.

#### **4. Proposals for additional non-voting members**

4.1 It is proposed that the Chief Executives of NHS Greater Glasgow and Clyde and Renfrewshire Council be granted the right to attend all meetings of the IJB, in recognition of their critical role in the oversight of strategic decision-making and operational delivery.

4.2 It is proposed that additional staff groups are represented on the IJB. There would be one additional staff-side member from each constituent authority. The cross-cutting nature of these roles will bring a helpful additional perspective to the IJB.

4.3 It is proposed that non-voting members be permitted to nominate a substitute to attend in their stead should ill-health or other circumstances prevent them from attending themselves. The name and contact details of the substitute should be provided to the IJB secretariat when a member takes up their duties. The Partnership will endeavour to provide any appropriate support necessary to assist members to attend. Members who require to be supported to attend will be able to be accompanied if this assists their participation.

4.4 Agreement is therefore sought from members to grant the right of attendance to both Chief Executives and allow the Chief Officer Designate to identify and appoint two additional co-opted members to represent these interests. Members are also asked to agree that non-voting members may appoint a substitute to stand in for them on occasion.

#### **5. Appointment of Members**

5.1 As agreed at the shadow IJB of 20 March 2015, the Chief Officer Designate will make arrangements for the identification of suitable persons to join the IJB as non-voting members.

5.2 The term of membership may not exceed three years; members may be appointed to serve further terms of office.

5.3 Members are subject to the regulations set out by the Scottish Government, and the terms of reference agreed by the shadow IJB at the meeting of 20 March 2015.

#### **6. Operating Arrangements**

6.1 The regulations set out the circumstances in which members may be removed from the IJB. This can occur where:

- A member misses three consecutive meetings for reasons not due to illness or other reasonable cause
  - A member acts in a manner liable to bring the IJB into disrepute or in a way which is inconsistent with the proper performance of the functions of the Board
  - A member is disqualified under any of the grounds specified in Article 8 of the aforementioned regulations
  - A member is an elected member appointed by nomination of the local authority and ceases to be an elected member.
- 6.2 Members may also resign from the IJB at any time by giving written notice to the Board. It is the responsibility of the IJB to inform the constituent authority which nominated that member of the resignation.
- 6.3 The Partnership recognises the valuable contribution made by members and welcomes the participation of a broad range of people. It aims to support all members to be actively engaged in the work of the IJB.

### **Implications of the Report**

1. Financial- none.
2. HR & Organisational Development- none.
3. Community Planning- none.
4. Legal- none.
5. Property/ Assets- none.
6. Information Technology- none.
7. Equality & Human Rights- The recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's and NHS GG&C websites.
8. Health & Safety- none.
9. Procurement- none.
10. Risk- none.
11. Privacy Impact- none.

Background Papers- none

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Appendix 1: Membership of Integration Joint Board

	<b>Required groups</b>	<b>Members</b>
VOTING MEMBERS	Elected members from Renfrewshire Council	Councillor Iain McMillan (Chair) Councillor Derek Bibby Councillor Jacqueline Henry Councillor Michael Holmes
	Non-executive directors from NHS Greater Glasgow & Clyde	John Brown Morag Brown Donny Lyons Donald Syme
REQUIRED NON-VOTING MEMBERS	Chief Officer [Designate]	David Leese
	Chief Finance Officer	Sarah Lavers
	Chief Social Work Officer	Peter MacLeod
	Registered Nurse	TBC – Senior Professional Nurse Advisor from HSCP
	Registered Medical Practitioner, Primary Care (GP)	Stephen McLaughlin, Clinical Director (Primary Care)
	Registered Medical Practitioner, not working in Primary Care	Alec Thom, Clinical Director (Mental Health)
	Social care professional involved in service delivery	Liz Snodgrass (Mental Health Officer, Renfrewshire Council)
	Health professional involved in service delivery	TBC – representative to be nominated by Chief Officer Designate
	Third sector representative involved in service delivery	Alan McNiven, Engage Renfrewshire
	Service user resident in Renfrewshire	Stephen Cruickshank
ADDITIONAL NON-VOTING MEMBERS	Unpaid carer resident in Renfrewshire	TBC – representative to be identified by Carers Centre
	Staff-side representative, trade unions – social care	TBC
	Staff-side representative, trade unions - health	TBC – representative from existing staff forum