

Report

Joint Board Membership and Appointments to Committees and Sub-Groups

Edinburgh Integration Joint Board

15 December 2017

Executive Summary

1. This report notifies the Joint Board that NHS Lothian and the City of Edinburgh Council have identified replacement voting members to fill vacancies as a result of resignations.
2. Members are also asked to note the change to non-voting members on the Joint Board, due to recent interim appointments.
3. Approval is sought for the appointment of members to vacancies on the Audit and Risk Committee and the Performance and Quality Sub-Group.

Recommendations

4. The Integration Joint Board is asked:
 - i. To note that NHS Lothian agreed, at its meeting on 4 October 2017, to nominate Angus McCann as a voting member in place of Shulah Allan (resigned), effective from 1 January 2018.
 - ii. To note that the Council agreed, at its meeting on 24 August 2017, to appoint Councillor Melanie Main as a voting member in place of Councillor Claire Miller.
 - iii. To note that Dr Richard Williams has intimated his intention to step down from the Joint Board in early 2018 and that NHS Lothian will be required to nominate a replacement for Dr Williams to ensure the retention of the required balance of voting members on the Joint Board between NHS Lothian and the City of Edinburgh Council.
 - iv. To note the requirement to undertake a recruitment process to fill the two service user non-voting vacancies on the Joint Board.

- v. To note the appointment of Michelle Miller and Alistair Gaw as non-voting members on the Joint Board in their capacity as Interim IJB Chief Officer and Interim Chief Social Work Officer respectively.
- vi. To note the resignation of George Walker as an additional non-voting member of the Joint Board and to agree not to re-appoint a replacement additional member.
- vii. To appoint one non-voting member to the Audit and Risk Committee.
- viii. To appoint a Chair of the Audit and Risk Committee.
- ix. To nominate an NHS Lothian IJB Member to the Performance and Quality Sub-Group in place of Shulah Allan (resigned).
- x. To appoint a Chair of the Performance and Quality Sub-Group.

Background

- 5. The Joint Board's Standing Orders provide that it can appoint such committees and sub-groups, including terms of reference and membership, as it thinks fit. Their membership and terms of reference are to be reviewed as and when required.

Main report

Joint Board Voting Members

- 6. Councillor Claire Miller was appointed to the Joint Board by the City of Edinburgh Council in July 2017. The City of Edinburgh Council, at their meeting on 24 August 2017, appointed Councillor Melanie Main to replace Councillor Miller as a voting member on the Joint Board.
- 7. Shulah Allan has advised of her resignation from the Joint Board from 31 December 2017. This report seeks the approval of the Joint Board to appoint Angus McCann to this vacancy from 1 January 2018.
- 8. Dr Richard Williams is stepping down from the Joint Board in early 2018 and will need to be replaced by a member of the NHS Lothian Board in order to ensure the required balance of voting members between NHS Lothian and the City of Edinburgh Council.

Joint Board Non-Voting Members

9. Michelle Miller has been automatically appointed to the Joint Board as a non-voting member, in her capacity as Interim Chief Officer. Similarly, Alastair Gaw has been appointed as a non-voting member in his capacity as Interim Chief Social Work Officer.
10. Beverley Marshall and Angus McCann have resigned from their positions, leaving two vacancies for Service User Representatives on the Joint Board. At least one member must be appointed to represent service users, in line with the Public Bodies (Joint Working) (Integration Joint Boards) (Scotland) Order 2014. This is covered in detail in a separate report by the IJB Interim Chief Officer elsewhere on this agenda.
11. George Walker, Chair of the Flow Board, has resigned from his position on the Joint Board. As an “additional” non-voting member, there is no statutory requirement for this position to be filled, in line with the Joint Board’s Standing Orders.

Audit and Risk Committee

12. Angus McCann’s resignation as a service user representative on the Joint Board also leaves a vacancy on the Audit and Risk Committee. A new Chair will also need to be appointed.

Performance and Quality Sub-Group

13. Shulah Allan’s resignation from the Joint Board on 31 December 2018 leaves a vacancy for an NHS Lothian Member of the Joint Board on the Performance and Quality Sub-Group. A new Chair will also need to be appointed.

Key risks

14. Failure to appoint replacement voting members to the Joint Board within the period of six months would come under scrutiny by Scottish Ministers who would require to be notified in writing as to reasons why this had not occurred.
15. Failure to appoint service user representatives would result in the Joint Board failing to meet the requirements of the Public Bodies (Joint Working) (Integration Joint Boards) (Scotland) Order 2014.
16. Failure to appoint individuals to the Audit and Risk Committee would reduce the effectiveness of that Committee resulting in the Joint Board having a less robust scrutiny and governance structure.

Financial implications

17. There are no financial implications connected with this report.

Implications for Directions

18. N/A

Equalities implications

19. N/A

Sustainability implications

20. N/A

Involving people

21. N/A

Impact on plans of other parties

22. There is no known impact on the plans of other parties.

Background reading/references

[Minute of the Edinburgh Integration Joint Board 14 July 2017](#)

[The Public Bodies \(Joint Working\) \(Integration Joint Boards\) \(Scotland\) Order 2014](#)

Final Integration Scheme – Edinburgh Integration Joint Board

[Integration Joint Board – Standing Orders](#)

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Appendix 1

Appointments to Committees and Sub-Groups

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Appointments to Committees and Sub-Groups

Audit and Risk Committee - 6 Members (2 CEC, 2 NHS, 2 Other)	
Vacancy (Chair) (non-voting member) Alex Joyce (NHS) Mike Ash (NHS) Councillor Alasdair Rankin (CEC) Councillor Susan Webber (CEC)	Ella Simpson (non-voting member) Robin Jones (Co-opted onto Committee for 12 months from 6 March 2017)

Performance and Quality Sub-Group	
NHS Lothian IJB Member	Vacancy
CEC elected member and IJB Board member	Councillor Derek Howie and Councillor Melanie Main
One representative from each of the following: <ul style="list-style-type: none"> - Professional Advisory Group - Third Sector - Independent Sector Representative - Citizen Representative 	To be nominated by the Professional Advisory Group Third Sector representative from IJB Scottish Care Citizen Representative

Professional Advisory Group – 5 Standing Members

5 standing members:

Chief Social Work Officer
Clinical Director Edinburgh
Community Health
Partnership (CHP)
Chief Nurse (CHP)
Allied Health Professional
Manager (CHP)
Staff Partnership
Representative

Each of the following should
be represented:

Nursing Staff
Clinical Nurse Managers
Allied Health Professional
Members

One each of the following from the
NHS:

Physiotherapist
Occupational Therapist
Speech and Language Therapist
Podiatrist
Art Therapist
Medical Staff
Clinical Leads from all GP and 'hosted
service' areas
GP Sub Committee Member
Consultant in Public health Medicine
(or deputy)
Optometrist
Community Pharmacist
Dentist
Primary Care Pharmacist Co-ordinator
Clinical Psychologist

Social Work manager for each social work
care group:

Older people
Disabilities
Mental Health
Substance Misuse
Assessment and Care Management

A senior manager for each of the locally
based services:

Local Authority Occupational Therapist
Local Authority Dietician
A representative from housing support and
homeless service
Children's social work/care representative

Strategic Planning Group	
Chair	Vice-Chair of the Integration Joint Board will be appointed
Vice-Chair	Chair of the Integration Joint Board will be appointed
NHS Lothian	NHS Lothian to be asked to nominate an appropriate officer
City of Edinburgh Council	City of Edinburgh Council to be asked nominate an appropriate officer
Users of health services	The two service users who are non-voting members of the Edinburgh Integration Joint Board will be appointed
Users of social care services	
Carers of users of health services	The two unpaid carers who are non-voting members of the Edinburgh Integration Joint Board will be appointed
Carers of users of social care services	
Social care professionals	The Professional Advisory Group (PAG) to be asked to nominate a health and a social care professional. Ideally the representatives will be the co-chairs of the PAG.
Health professionals	
Commercial providers of health care	TBC
Commercial providers of social care	Scottish Care which is an interface organisation for the independent sector to be asked for a nomination
Non-commercial providers of social care	EVOC (Edinburgh Voluntary Organisations Council) and CCPS (Coalition of Care and Support Providers) which are interface organisations for the third sector to be asked for nominations
Non-commercial providers of health care	
Non-commercial providers of social housing	Edinburgh Affordable Housing Partnership which is a an interface group for providers of social housing to be asked for nominations

Third sector organisations carrying out activities related to health or social care	The third sector representative who is a non-voting member of the IJB will be appointed.
Localities	Pending the full establishment of the four localities it is proposed that the Community Engagement Manager from the City of Edinburgh Council undertakes this role.
Chief Officer of the EIJB	
Chief Finance Officer of the EIJB	
Strategic Planning Leads for the EIJB	
Performance Lead IJB	
Public Health Consultant working with IJB	