

Report

Recruitment of citizen members

Edinburgh Integration Joint Board

15 December 2017



Executive Summary

1. The Public Bodies (Joint Working) (Integration Joint Boards) (Scotland) Order 2014, requires Integration Joint Boards to appoint at least one service user and one person providing unpaid care, who live in the local authority area, to become members of the Board. The Edinburgh Integration Joint Board previously agreed to appoint two service users and two unpaid carers to be members of the Board. The two service user seats on the Board are currently vacant.
2. This report proposes the establishment of a short life working group to review the role and specification for citizen members of the Board along with the appointments process and make recommendations to the Board in January 2018.

Recommendations

3. The Integration Joint Board is asked to:
 - i. note the requirement to appoint two citizens of Edinburgh who use health and social care services to the membership of the Board
 - ii. agree that a short life working group should be established as set out in paragraph 8 below, to review the role description and specification for the service user/unpaid carer Board members along with the advertisement and recruitment pack and report back to the Integration Joint Board with recommendations in January 2018.

Background

4. At the first formal meeting of the Edinburgh Integration Joint Board, held on 17 July 2015, it was agreed to appoint two service user and two unpaid carer members from the Shadow Health and Social Care Partnership to the Board.

5. The arrangements for the recruitment of service user and unpaid carer members were agreed by the Shadow Health and Social Care Partnership in February 2014. The current requirement to recruit two new service users to the Integration Joint Board provides the opportunity for the arrangements to be reviewed and approved by the Board.

Main report

6. The existing citizen members were appointed following a recruitment process that involved placing an advert in *Third Force News*, and on the City of Edinburgh Council website. The advertisement was also circulated to health and social care managers, Edinburgh Voluntary Organisations Council (EVOC) (website and Noticeboard), Neighbourhood Partnerships, Community Councils, Home Care staff, Day Service managers, the Personalisation Network and GP practices. Anyone who expressed an interest was sent a recruitment pack, which included background information about the Health and Social Care Partnership and a description of the role of service user/unpaid carer member.
7. Applications received were evaluated, and short-listed candidates were interviewed by a panel made up of the Vice-chair of the Shadow Health and Social Care Partnership, the Chief Social Work Officer, the Chief Executive of EVOC and two officers, one from a social care background and one from an health background.
8. The need to recruit new members provides an opportunity for the recruitment pack and selection arrangements to be reviewed. It is proposed that a small working group be established to review the specification, advertisement and recruitment pack, and report back to the Integration Joint Board in January. It is proposed that membership of this group should include the vice chair of the Integration Joint Board, the Third Sector representative on the Board, the two unpaid carer members of the Board and the previous service user member. The Strategic Planning Manager will support this group. The review would also take account of the recent publication from the Coalition of Carers Scotland on 'Enhancing carer representative involvement on Integration Joint Boards'.

Key risks

9. Following the resignation of Angus McCann, the Integration Joint Board is in breach of the legal requirement to have at least one non-voting member who is a service user. The proposals in this report will lead to the adoption of a formal recruitment process for service user and unpaid members by the Board.

Financial implications

10. Service users and unpaid carers who are non-voting members of the Integration Joint Board are entitled to reimbursement of reasonable expenses incurred in association with their role.

Implications for Directions

11. There are no implications for Directions arising from this report.

Equalities implications

12. The proposals contained in this report will ensure that the interests of the citizens of Edinburgh who use health and social care services are represented on the Integration Joint Board.

Sustainability implications

13. There are no sustainability implications arising from this report.

Involving people

14. The proposals contained in this report will ensure that citizens of Edinburgh who use health and social care services or care for people who use those services are directly involved in the deliberations of the Integration Joint Board.

Impact on plans of other parties

15. The proposals contained in this report have no impact on the plans of other parties.

Background reading/references

None

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