
Report To:	Inverclyde Integration Joint Board	Date:	15 May 2018
Report By:	Corporate Director (Chief Officer), Inverclyde Health & Social Care Partnership	Report No:	SL/LP/045/18
Contact Officer:	Sharon Lang	Contact No:	01475 712112
Subject:	Inverclyde Integration Joint Board (IJB) and IJB Audit Committee – Proposed Dates of Future Meetings		

1.0 PURPOSE

- 1.1 The purpose of this report is to request agreement of a timetable of meetings for both the Inverclyde Integration Joint Board (IJB) and the IJB Audit Committee for 2018/19.
- 1.2 Members will note from the attached timetable that it is proposed to hold six meetings of the Integration Joint Board in this cycle, allowing for an additional meeting in June, and three meetings of the IJB Audit Committee. It is proposed that all of the meetings of the IJB will begin at 2pm, rather than 3pm as at present, and that the IJB Audit Committee will begin at 1pm rather than 2pm.

2.0 RECOMMENDATION

- 2.1 It is recommended that agreement be given to the timetable of meetings for the Inverclyde Integration Joint Board and IJB Audit Committee for 2018/19, as detailed in the appendix to the report with altered start times of 2pm and 1pm respectively.

Corporate Director (Chief Officer)
Inverclyde Health & Social Care Partnership

3.0 BACKGROUND

- 3.1 The Standing Orders of the Inverclyde Integration Joint Board provide for meetings to be held at such place and such frequency as may be agreed by the Board. The proposal in this report is for six meetings to be arranged for the period from September 2018 to June 2019, all commencing at 2pm rather than the current start time of 3pm. There has previously been a necessity to arrange an additional meeting of the Board in June to deal with items of business arising after the May meeting and this has now been formalised in the timetable.
- 3.2 In June 2016 an Audit Committee was established as a Standing Committee of the IJB. The Audit Committee's terms of reference provide for the Committee to meet at least three times each financial year and that there be at least one meeting a year, or part thereof, where the Committee meets the External and Chief Internal Auditors without other senior officers present.
- 3.3 It is proposed that the Audit Committee meet on three of the six dates on which the IJB meets, with meetings commencing at 1pm, rather than 2pm as at present, to accommodate the earlier start time of the Integration Joint Board.

4.0 IMPLICATIONS

Finance

- 4.1 There are no financial implications arising from this report.

Financial Implications:

One Off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
N/A	N/A	N/A	N/A	N/A	N/A

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (If Applicable)	Other Comments
N/A	N/A	N/A	N/A	N/A	N/A

Legal

- 4.2 None.

Human Resources

- 4.3 None.

Equalities

- 4.4 There are no equality issues within this report.

4.4.1 Has an Equality Impact Assessment been carried out?

X

YES (see attached appendix)

NO – This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required.

4.4.2 How does this report address our Equality Outcomes

There are no Equalities Outcomes implications within this report.

Equalities Outcome	Implications
People, including individuals from the above protected characteristic groups, can access HSCP services.	None
Discrimination faced by people covered by the protected characteristics across HSCP services is reduced if not eliminated.	None
People with protected characteristics feel safe within their communities.	None
People with protected characteristics feel included in the planning and developing of services.	None
HSCP staff understand the needs of people with different protected characteristic and promote diversity in the work that they do.	None
Opportunities to support Learning Disability service users experiencing gender based violence are maximised.	None
Positive attitudes towards the resettled refugee community in Inverclyde are promoted.	None

Clinical or Care Governance

4.5 There are no clinical or care governance issues within this report.

National Wellbeing Outcomes

4.6 How does this report support delivery of the National Wellbeing Outcomes

There are no National Wellbeing Outcomes implications within this report.

National Wellbeing Outcome	Implications
People are able to look after and improve their own health and wellbeing and live in good health for longer.	None
People, including those with disabilities or long term conditions or who are frail are able to live, as far as reasonably practicable, independently and at home or in a homely setting in their community	None
People who use health and social care services have positive experiences of those services, and have their dignity respected.	None
Health and social care services are centred on helping to maintain or improve the quality of life of people who use those services.	None
Health and social care services contribute to reducing health inequalities.	None

People who provide unpaid care are supported to look after their own health and wellbeing, including reducing any negative impact of their caring role on their own health and wellbeing.	None
People using health and social care services are safe from harm.	None
People who work in health and social care services feel engaged with the work they do and are supported to continuously improve the information, support, care and treatment they provide.	None
Resources are used effectively in the provision of health and social care services.	None

5.0 CONSULTATIONS

5.1 The Corporate Director (Chief Officer) has been consulted in the preparation of this report.

6.0 BACKGROUND PAPERS

6.1 N/A

TIMETABLE 2018/19

IJB/IJB Audit Committee	Submission Date – 9am	Pre-Agenda Date	Issue Agenda	Date of Meeting
IJB Audit Committee	17 August	Monday 27 August – 2.15pm	31 August	Tuesday 11 September – 1pm
Inverclyde Integration Joint Board	17 August	Monday 27 August – 3pm	31 August	Tuesday 11 September – 2pm
Inverclyde Integration Joint Board	12 October	Monday 22 October – 3pm	26 October	Tuesday 6 November – 2pm
IJB Audit Committee	4 January	Monday 14 January – 2.15pm	18 January	Tuesday 29 January – 1pm
Inverclyde Integration Joint Board	4 January	Monday 14 January – 3pm	18 January	Tuesday 29 January – 2pm
IJB Audit Committee	22 February	Monday 4 March – 2.15pm	8 March	Tuesday 19 March – 1pm
Inverclyde Integration Joint Board	22 February	Monday 4 March – 3pm	8 March	Tuesday 19 March – 2pm
Inverclyde Integration Joint Board	18 April	<u>Tuesday</u> 30 April – 3pm	3 May	Tuesday 14 May – 2pm
Inverclyde Integration Joint Board	31 May	Monday 10 June – 3pm	14 June	Tuesday 25 June – 2pm