
Report To:	Inverclyde Integration Joint Board	Date:	21 June 2021
Report By:	Corporate Director (Chief Officer), Inverclyde Health & Social Care Partnership	Report No:	DS/LS/064/21
Contact Officer:	Diane Sweeney	Contact No:	01475 712147
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 2021/22.
- 1.2 Members will note from the 2021/22 timetable that it is proposed to hold five meetings of the Integration Joint Board, and three meetings of the IJB Audit Committee. This is to accommodate the Scottish Local Government Elections on 5 May 2022 and Statutory Meeting of Inverclyde Council provisionally scheduled for 26 May 2022, when Councillors are formally appointed to committees and outside bodies.
- 1.3 As in previous years, to tie in with the arrangements for signing off the annual accounts, it is proposed that the September IJB and IJB Audit Committee be held on 20 September 2021.
- 1.4 To avoid a potential clash with a number of meetings arranged by NHS Greater Glasgow & Clyde and which are attended by members of the IJB, the meetings for Inverclyde IJB are on Mondays.
- 1.5 Meetings of the IJB and IJB Audit Committee are scheduled to begin at 2pm and 1pm respectively. The only exception to this is the IJB Audit Committee on 20 September. It is proposed that on that day, members meet with the External Auditors and Chief Internal Auditor at 12 noon (via video conference) without other senior officers present, as provided for in the Committee's Terms of Reference, and that the usual business of the Committee commence at 1pm.

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 2021/22 as detailed in the appendix to the report.
- 2.2 It is recommended that, in the light of the ongoing COVID-19 emergency, all meetings continue to be held via video conferencing and that this arrangement be reviewed at a future date, taking account of the public health situation at that time

3.0 BACKGROUND

- 3.1 The Standing Orders of the Inverclyde Integration Joint Board (IJB) 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 five meetings to be arranged for the period from September 2021 to June 2022, with all meetings commencing at 2pm.
- 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 Auditors and Chief Internal Auditor without other senior officers present.
- 3.3 It is proposed that the IJB Audit Committee meets on three of the six dates on which the IJB meets in September, January and March.
- 3.4 It is also proposed that, in the light of the current ongoing COVID-19 emergency, all meetings of the Integration Joint Board and IJB Audit Committee continue be held via video conferencing and that the arrangements for future meetings be reviewed at a future date, taking account of the public health situation at that time.

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?

	YES (see attached appendix)
X	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 DIRECTIONS

6.1	Direction Required to Council, Health Board or Both	Direction to:	
		1. No Direction Required	X
		2. Inverclyde Council	
		3. NHS Greater Glasgow & Clyde (GG&C)	
		4. Inverclyde Council and NHS GG&C	

7.0 BACKGROUND PAPERS

7.1 N/A

TIMETABLE 2021/22

IJB/IJB Audit Committee	Submission Date – 9am	Pre-Agenda Date	Issue Agenda	Date of Meeting
IJB Audit Committee	Friday 27 August	Monday 6 September – 2.15pm	Friday 10 September	Monday 20 September – 12 noon, then 1pm
Inverclyde Integration Joint Board	Friday 27 August	Monday 6 September – 3pm	Friday 10 September	Monday 20 September – 2pm
Inverclyde Integration Joint Board	Friday 8 October	Monday 18 October – 3pm	Friday 22 October	Monday 1 November – 2pm
IJB Audit Committee	Friday 17 December	Monday 10 January – 2.15pm	Friday 14 January	Monday 24 January – 1pm
Inverclyde Integration Joint Board	Friday 17 December	Monday 10 January – 3pm	Friday 14 January	Monday 24 January – 2pm
IJB Audit Committee	Friday 25 February	Monday 7 March – 2.15pm	Friday 11 March	Monday 21 March – 1pm
Inverclyde Integration Joint Board	Friday 25 February	Monday 7 March – 3pm	Friday 11 March	Monday 21 March – 2pm
Inverclyde Integration Joint Board	Friday 13 May	Monday* 23 May – 3pm	Friday 27 May	Monday 13 June – 2pm

*Local Government Elections – 5 May 2022

*Statutory Meeting – Inverclyde Council – 26 May 2022 (proposed date)