

Midlothian Integration Joint Board – Appointment of Voting Members and Vice-Chair**Report by Eibhlin McHugh, Chief Officer, Midlothian Integration Joint Board****1 Purpose of Report**

- 1.1** This report invites Council to nominate four Midlothian Councillors to serve as voting members on the Midlothian Integration Joint Board and to further nominate one of the four members to become the Vice-Chair.
- 1.2** The report also invites the Council to consider nominating a proxy or proxies to attend meetings of the Integration Joint Board or its Committees should any of the substantive nominees be unable to attend.

2 Background

- 2.1** Under the Public Bodies (Joint Working) (Scotland) Act 2014, and associated Regulations, Local Authorities and Health Boards were required to jointly submit Integration Schemes for Ministerial approval by 1 April 2015. Following preparation of, and consultation on, a proposed Midlothian Integration Scheme, on 24 March 2015, Midlothian Council authorised the submission of the Integration Scheme to the Scottish Government for approval. The NHS Lothian Board had agreed similarly at its meeting on 4 March 2015.
- 2.2** The Midlothian Integration Scheme was subsequently submitted to and approved by Scottish Ministers and The Public Bodies (Joint Working) (Integration Joint Board Establishment) (Scotland) Amendment Order 2015 laid before the Scottish Parliament on 29th May 2015, coming into force on 27th June 2015.
- 2.3** The inaugural meeting of the Midlothian Integration Joint Board was then held on 20th August 2015.

3 Membership of the Midlothian Integration Joint Board - Voting Members, Chair and Vice-Chair

- 3.1** The “Local Governance Arrangements” for the Midlothian Integration Joint Board are set out in the Midlothian Integration Scheme, an extract of which is shown at **Appendix 1** hereto. Under the Scheme Midlothian Council requires to nominate four Councillors, who will be voting members of the Integration Joint Board. There will also be four non-executive directors nominated by NHS Lothian who will likewise be voting members.

- 3.2** The Integration Joint Board will also comprise a number of non-voting Professional Advisors and Stakeholder members. The Chair and a Vice-Chair will however be appointed from amongst the voting members nominated by the Council and NHS Lothian.
- 3.3** The initial Chair was appointed by Midlothian Council and the initial Vice-Chair by NHS Lothian. They each served for two years from the date on which the Integration Joint Board was established until the second anniversary of that date. At the end of that period the Chair will fall to be appointed by NHS Lothian and the Vice-Chair by Midlothian Council. The appointments will continue to alternate on a two yearly basis thereafter between the parties.
- 3.4** The Council and NHS Lothian can change its appointee as Chair (or, as the case may be, Vice-Chair) at any time and it is entirely at the discretion of each of the appointing parties to decide who it shall appoint.
- 3.5** The second anniversary of the establishment of the Midlothian Integration Joint Board falls on 20th August 2017 and the Council is therefore invited to nominate a member to act initially as Chair until the second anniversary and thereafter as Vice-Chair until the fourth anniversary in 2019.

4 Term of Office of Integration Joint Board Members

- 4.1** Except as stated below, the term of office of a member of the Integration Joint Board is to be determined by the constituent authorities, but this is not to exceed three years. At the end of this period the member may be re-appointed for a further term of office.
- 4.2** The above is subject to Articles 9 (resignation of members) and 10 (removal of members) of The Public Bodies (Joint Working) (Integration Joint Boards)(Scotland) Order 2014.

5 Disqualifying Criteria

- 5.1** The Public Bodies (Joint Working) (Integration Joint Boards) (Scotland) Order 2014 also specifies that persons will be disqualified from being a member of an Integration Joint Board if they:-
- (a) have within the period of five years immediately preceding the proposed date of appointment been convicted of any criminal offence in respect of which they have received a sentence of imprisonment (whether suspended or not) for a period of not less than three months (without the option of a fine);
 - (b) have been removed or dismissed for disciplinary reasons from any paid employment or office with a Health Board or local authority;
 - (c) are insolvent;

- (d) have been removed from a register maintained by a regulatory body, other than where the removal was voluntary; or
- (e) have been subject to a sanction under section 19(1)(b) to (e) of the Ethical Standards in Public Life etc. (Scotland) Act 2000.

5.2 A questionnaire has been prepared (**Appendix 2**) for completion by every proposed member of the Integration Joint Board (voting and non-voting) ideally before the appointment is made. The questionnaire will also have to be completed by any proxies (see below).

6 Proxies

6.1 If a nominated Councillor is unable to attend a meeting of the Integration Joint Board then the Council is to use its best endeavours to arrange for a suitably experienced proxy Councillor to attend the meeting in place of the voting member. Such proxies may vote on decisions put to that meeting.

6.2 In light of this the Council may wish to consider nominating four named Councillor proxies, i.e. one for each of the four substantive Councillor nominees, with the period of appointment of the proxies mirroring that of the substantive Councillor nominees;

7 Midlothian Integration Joint Board Meeting Schedule and Development Workshops

7.1 The schedule of Board meeting dates for 2017-18 is attached as **Appendix 3**. Members are asked to note in particular the introductory Development Workshop scheduled for Thursday 25 May 2017 at 2 pm.

8 Report Implications

8.1 Resource

There are no resource implications arising from this report.

8.2 Risk

Failure to nominate four Councillors and the Vice-Chair to the Midlothian Integration Joint Board would mean that the Council was not meeting its statutory obligations and this in turn would restrict the Board in fulfilling its statutory duties.

8.3 Single Midlothian Plan and Business Transformation

Themes addressed in this report:

- ☒ Community safety
- ☒ Adult health, care and housing
- ☒ Getting it right for every Midlothian child
- ☒ Improving opportunities in Midlothian
- ☐ Sustainable growth
- ☐ Business transformation and Best Value
- ☐ None of the above

8.4 Key Priorities within the Single Midlothian Plan

One of the key objectives of the Integration Joint Board is to have a positive impact on healthy inequalities. This will entail collaborating closely with Community Planning Partners, particularly in targeted work in areas of deprivation.

8.5 Impact on Performance and Outcomes

The Integration Joint Board will have a duty to publish an annual performance report which measures progress against a suite of nationally agreed outcome indicators. Of critical importance will be those indicators which measure the shift in balance of care reducing delayed discharge and repeat emergency admissions.

8.6 Adopting a Preventative Approach

In keeping with the Christie Report on the future of public services the move towards integration of health and social care is driven by the recognition that the current model of service delivery will become unsustainable. Preventing ill health and enabling people to recover as far as possible from ill health, whether physical or mental, is a central theme of the strategic direction of the Integration Joint Board.

8.7 Involving Communities and Other Stakeholders

The regulations accompanying the Public Bodies (Joint Working) (Scotland) Act 2014 are quite unequivocal about the importance of working with localities and involving in a meaningful way all key stakeholders. This includes staff, users, family carers, voluntary sector, housing and independent providers of health and social care. Locally a Strategic Planning Group has been established in line with these regulations. Alongside this the Integration Joint Board has taken a particularly strong interest in developing effective mechanisms for communicating with users, carers and the general public.

8.8 Ensuring Equalities

An equalities impact assessment has not been considered necessary for this report.

8.9 Supporting Sustainable Development

There are no sustainability issues arising from this report.

8.10 IT Issues

There are no IT issues arising from this report.

9 Recommendations

The Council is invited:-

- (a) to nominate four Councillors to serve as voting members on the Midlothian Integration Joint Board, each for a term of up to three years;

- (b) to consider nominating four named Councillor proxies, i.e. one for each of the four substantive Councillor nominees, with the period of appointment of the proxies mirroring that of the substantive Councillor nominees;
- (c) to appoint a nominee to act initially as Chair - until the second anniversary of the establishment of the Integration Joint Board in August 2017 and thereafter as Vice-Chair until the fourth anniversary in August 2019;
- (d) to note that the Councillors nominated at (a) and any proxies at (b) above will be subject to vetting in terms of the questionnaire at Appendix 2;
- (e) to note the schedule of Board meeting dates for 2017-18 and in particular the introductory Development Workshop scheduled for Thursday 25 May 2017 at 2 pm; and
- (f) to otherwise note this report.

11 May 2017

Report Contact: Mike Broadway Tel No 0131 271 3160
E-mail mike.broadway@midlothian.gov.uk

Extract from Midlothian Integration Scheme

3. Local Governance Arrangements

3.1 Membership

3.1.1 The IJB shall have the following voting members:

- a) 4 councillors nominated by the Council; and
- b) 4 non-executive directors nominated by NHS Lothian, in compliance with articles 3(4) and 3(5) of the Integration Joint Boards Order.

3.1.2 The Parties may determine their own respective processes for deciding who to nominate as voting members of the IJB.

3.1.3 Non-voting members of the IJB will be appointed in accordance with article 3 of the Integration Joint Boards Order.

3.1.4 The term of office of members shall be as prescribed by regulation 7 of the Integration Joint Boards Order.

3.2 Chairperson and Vice Chairperson

3.2.1 The IJB shall have a chairperson and vice-chairperson who will both be voting members of the IJB.

3.2.2 The term of office of the chairperson will be two years, with the Council appointing the first chairperson for the period from the date on which the IJB is established until the second anniversary of that date, and NHS Lothian appointing the second chairperson for the period from the second anniversary of the date on which the IJB is established until the fourth anniversary of that date.

3.2.3 As from the fourth anniversary of the date on which the IJB is established, the power to appoint the chairperson will continue to alternate between each of the Parties on a two-year cycle.

3.2.4 The term of office of the vice chairperson will be two years, with NHS Lothian appointing the first vice chairperson for the period from the date on which the IJB is established until the second anniversary of that date. The provisions set out above under which the power of appointment of the chairperson will alternate between the Parties on a two-year cycle will apply in relation to the power to appoint the vice chairperson, and on the basis that during any period when the power to appoint the chairperson is vested in one Party, the other Party shall have power to appoint the vice-chairperson.

- 3.2.5 The Parties may determine their own processes for deciding who to appoint as chairperson or vice-chairperson.
- 3.2.6 Each Party may change its appointment as chairperson (or, as the case may be, vice chairperson) at any time; and it is entirely at the discretion of the Party which is making the appointment to decide who it shall appoint.

Appendix 2

Questionnaire on Disqualification Criteria for IJB Members

Introduction

The Public Bodies (Joint Working) (Integration Joint Boards) (Scotland) Order 2014 sets out the rules for setting up integration joint boards. Within that there are some disqualifying criteria which prevent an individual from becoming a member of an integration joint board. This questionnaire should be completed by every proposed member of an integration joint board (voting and non-voting) before the appointment is made. If your answer to any of these questions is YES, then you are disqualified from being a member of the integration joint board.

Checklist

Proposed Date of Appointment of the Member to the Integration Joint Board	
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No	Question	YES	NO
1	Have you in the 5 years (preceding the proposed date of appointment*): <ul style="list-style-type: none"> • been convicted of any criminal offence that led to a prison sentence (whether suspended or not) of at least 3 months without the option of paying a fine. 		
2	Have you been removed or dismissed for disciplinary reasons from any paid employment or office with a Health Board or local authority?		
3	Are you insolvent*?		
4	Have you been removed from a register maintained by a regulatory body, other than where the removal was voluntary? Note: A voluntary removal includes removal by reason of retirement, or otherwise ceasing to practice as a regulated professional.		
5	Have you been subject to a sanction under section 19(1)(b) to (e) of the Ethical Standards in Public Life etc. (Scotland) Act 2000?		

Name of Proposed Member (PRINT)	
SIGNATURE	
DATE	

Please forward the completed form to _____

* The Order provides further detail as to how to interpret this criterion.

Midlothian Integration Joint Board Meeting Schedule and Development Workshops Dates 2017-18

MIJB Meetings

- Thursday 15th June 2017, 2pm
- Thursday 24th August 2017, 2 pm
- Thursday 5th October 2017, 2pm
- Thursday 7th December 2017, 2pm
- Thursday 11th January 2018, 2pm
- Thursday 1st March 2018, 2pm
- Thursday 3rd May 2018, 2pm

Development Workshops

- Thursday 25th May 2017, 2pm
- Thursday 14th September 2017, 2pm
- Thursday 16th November 2017, 2pm
- Thursday 8th February 2018, 2pm
- Thursday 5th April 2018, 2pm
- Thursday 7th June 2018, 2pm

Service Visits

Further service visits will be scheduled as required or at the request of members of the Midlothian Integration Joint Board.

MIJB Audit and Risk Committee Meetings

- Thursday 7th September 2017, 2pm
- Thursday 14th December 2017, 2pm
- Thursday 22nd March 2018, 2pm