



Integration Joint Board

30th November 2017

This Report relates to
Item 11 on the Agenda

Integration Joint Board Standing Orders Update

(Paper presented by Laura Geddes)

For Approval

Approved for Submission by	Julie White, Chief Officer, Integration Joint Board
Author	Laura Geddes, Governance Officer, Integration Joint Board
List of Background Papers:	Dumfries and Galloway Integration Scheme
Appendices	Appendix 1 – Standing Orders for the Integration Joint Board

SECTION 1: REPORT CONTENT

Title/Subject: Integration Joint Board Standing Orders Update

Meeting: Integration Joint Board

Date: 30th November 2017

Submitted By: Laura Geddes, Governance Officer, Integration Joint Board

Action: For Approval

1. Introduction

1.1 This report presents the Integration Joint Board (IJB) with an update on the Standing Orders for the IJB following discussion at the Integration Joint Board meeting in June 2017.

2. Recommendations

2.1 **Integration Joint Board Members are asked to:-**

- **Approve the standing orders for the IJB (Appendix 1).**

3. Main Body of Report

3.1 The Standing Orders were reviewed and presented to Integration Joint Board Members as part of the IJB Governance Arrangements Update paper, for approval in June 2017.

3.2 During the discussions on the Standing Orders requests for clarity and minor amendments were put forward for consideration and action. Minor amendments have been made to the Standing Orders, which are attached at **Appendix 1** for approval.

4. Conclusion

4.1 All changes and points of clarity are noted below for ease of reference:

4.1.1 Clarity was requested around the process the IJB should follow if a Board Member should resign, be removed or disqualified from the IJB Board. The wording within Section 1.5 of the Standing Orders has been amended to give clarity in relation to this point, confirming it would be the responsibility of the IJB to submit an application to the Board Members lead body, either Dumfries and Galloway Council or Dumfries and Galloway NHS Board, for review. The lead body would then agree the most appropriate action to be taken.

- 4.1.2 Clarity was requested around the number of days prior to the IJB meetings that the papers need to be issued, as the definition in 5.4 relating to “clear days” raised questions. Section 5.5 of the Standing Orders confirmed that “clear days” excluded weekends, public holidays, the day of the meeting and the day the papers were issued.
- 4.1.3 The word “committees” at the end of the sentence at Section 12.1 has been removed.

SECTION 2: COMPLIANCE WITH GOVERNANCE STANDARDS

5. Resource Implications

5.1 There are no resource implications identified.

6. Impact on Integration Joint Board Outcomes, Priorities and Policy

6.1 Good governance for the IJB supports the effective operation of the Board and has a key role in supporting the delivery of the Strategic Plan.

7. Legal & Risk Implications

7.1 The governance arrangements are in line with relevant legislation.

8. Consultation

8.1 Executive Assistant to Chief Officer and the Chief Officer.

9. Equality and Human Rights Impact Assessment

9.1 As this report does not propose a change in policy/strategy/plan/project, it is not necessary to complete an impact assessment.

10. Glossary

IJB - Integration Joint Board