# POLICY NOTE

# THE PUBLIC BODIES (JOINT WORKING) (INTEGRATION JOINT MONITORING COMMITTEES) (SCOTLAND) ORDER 2014

## SSI 2014/281

1. The above instrument was made in exercise of the powers conferred by section 17(1) of the Public Bodies (Joint Working) (Scotland) Act 2014. The instrument is subject to negative resolution procedure.

## Policy Objectives

2. This instrument sets out provisions in relation to the membership, proceedings and general operation of all Integration Joint Monitoring Committees established under the Public Bodies (Joint Working) (Scotland) Act 2014.

3. An Integration Joint Monitoring Committee is to be established by a Health Board and local authority under section 15(1) of the Act where they have chosen to use a lead agency model of integration. Its purpose is to monitor the carrying out of integration functions for the area of the local authority. By doing this, the Integration Joint Monitoring Committee will hold the body or bodies to whom the functions are delegated to account for the delivery of integrated services and it will provide assurances to the Health Board and the local authority of the progress that is being made to achieve the national health and wellbeing outcomes. It will have the ability to write reports and make recommendations to the lead agency, where it sees fit, and is key to providing on-going scrutiny and joint accountability of the integrated arrangements.

4. This instrument makes provision about the membership and proceedings of an Integration Joint Monitoring Committee. These include:

    - a minimum list of persons who have to be included in the membership of the Integration Joint Monitoring Committee, with flexibility for additional members to be added;
    - provision about the voting rights of members;
    - provision about the chairperson and vice chairperson roles, including provision for the appointment of the chairperson to rotate between the Health Board and the local authority who are represented on the Integration Joint Monitoring Committee;
    - contingency arrangements including provision as to how the Integration Joint Monitoring Committee may operate with a vacancy in its membership and provision for members to send proxies to meetings as required;
    - provision as to the removal and resignation of members;
    - provision about the term of office of members, which may be determined locally up to a maximum of three years;
    - provision about payment of expenses;
    - details of groups of persons who are disqualified from membership of the Integration Joint Monitoring Committee.

5. The membership of the Integration Joint Monitoring Committee, as required by the Order, reflects the position that every question at a meeting of the Integration Joint Monitoring Committee is to be determined by a majority of the votes of the members attending the meeting and entitled to vote on the question. In the case of equal votes, the chairperson will have the casting vote.

6. The Order makes detailed provision for all aspects of the establishment and operation of an Integration Joint Monitoring Committee. The effect of this is that all Integration Joint Monitoring Committees established under the Act will operate in a consistent way. Where it is necessary to do so, different provision is made for the case where the Integration Joint Monitoring Committee has been prepared by the Health Board acting jointly with more than one local authority.

7. The Order also requires each Integration Joint Monitoring Committee to establish standing orders. Again, this ensures that key aspects of the operation of an Integration Joint Monitoring Committee will be carried out consistently. The Schedule sets out provisions which will require to be included in the standing orders prepared by each Integration Joint Monitoring Committee. These include provision in relation to:

    - calling meetings;
    - notice of meetings;
    - quorum;
    - conduct of meetings;
    - conflict of interest; and
    - records.

**Consultation**

8. A public consultation took place, running from 27 May to 18 August 2014 and 172 responses were submitted in total. Where we received permission to do so, the responses to the consultation have been published on the Scottish Government website. It includes responses from Health Boards, local authorities, representative bodies, third sector and carers organisations.

**Impact Assessments**

9. An equality impact assessment has already been completed on the Public Bodies (Joint Working) (Scotland) Bill and a summary published. To view the Equality Impact Assessment click here. No additional issues arise as a result of this instrument.

**Financial Effects**

10. A Business and Regulatory Impact Assessment was completed on the Public Bodies (Joint Working) (Scotland) Bill and a summary was published. To view the Business and Regulatory Impact Assessment click here. No additional issues arise as a result of this instrument.

Scottish Government
Directorate for Health and Social Care Integration

Integration and Reshaping Care Division