

## **The Highland Partnership Joint Monitoring Committee**

This Joint Committee has oversight of both Integrated Adult Services and Integrated Children's Services.

### **Role and Function**

- To monitor the carrying out of integrated functions (both delegated and conjoined).
- In the above connection, to receive reports from the Integration Authorities on such aspects of integrated service delivery, and in such form, as the Joint Committee may direct from time to time.
- To report to the Integration Authorities on any aspect of the carrying out of integrated functions, which may include recommendations as to how those functions should be carried out in the future.
- To receive and, as it sees fit, publishing, its reports to the Integration Authorities and the Integration Authorities written responses to it.
- To receive and consider quarterly performance reports from the Integration Authorities.
- To receive and consider performance exception/early warning reports and remedial plans.
- To receive and consider proposals to change performance targets.
- To consider the application of relevant local performance indicators and outcomes.
- To receive and consider annual performance reports from the Integration Authorities.
- To receive and consider complaints monitoring reports from the Integration Authorities.
- To ensure recommendations, and responses from the Integration Authorities, relating to performance reporting are considered, appropriately acted upon and progressed.
- To receive and consider reports from the Project Board on workstreams that have been developed.
- To oversee the continuing implementation of the Integration Scheme and associated risks.
- To review the Integration Scheme including financial commitments, delegated and conjunction services, and make recommendations to THC and NHSH.
- To consider, within 14 days of receipt, disputes regarding the Integration Scheme that have been escalated to it, with a view to resolving such disputes.
- To ensure that the participation and engagement strategies of the Integration Authorities deliver the required involvement of stakeholders throughout the development and review process for their Strategic Plans.
- To make and amend from time to time as it sees fit, Standing Orders, for the regulation of its procedure and business, in line with applicable regulations.
- To agree annually a forward schedule of meeting dates for the following calendar year, which meetings shall be a minimum frequency of quarterly.

## **Membership**

Membership of the Committee is set out within the Public Bodies (Joint Working) (Integration Joint Monitoring Committees) (Scotland) Order 2014, and comprises:-

- 4 elected members nominated by THC and 4 members nominated by NHS (2 Non-Executive Directors and 2 other appropriate persons).
- officers of both THC and NHS, who are members by virtue of the statutory roles that they perform:
  - THC's Chief Social Work Officer and s95 Officer;
  - NHS's Director of Finance;
  - A registered medical practitioner whose name is included in the list of primary medical services performers prepared by the Health Board, and nominated by the Health Board;
  - A registered nurse who is employed by the Health Board or by a person or body with which the Health Board has entered into a general medical services contract, and nominated by the Health Board;
  - A registered medical practitioner employed by the Health Board and not providing primary medical services, and nominated by the Health Board;
- staff (both local authority and health board), third sector, carer and service user representatives, recruited by the Committee, following Scottish Government Guidance, and ensuring representation in relation to both children's and adults' services.
- such additional members appointed by the Committee as it sees fit.
- additional officers nominated by both THC and NHS:
  - THC's Chief Executive and Executive Chief Officer Health and Social Care.
  - NHS's Chief Executive and Director of Adult Social Care.

## **Chairperson**

The Chair of the Joint Monitoring Committee will be rotated on an annual basis so that it shall be held in alternate years by:

- a. The Chair of the Highland Council's Health, Social Care and Wellbeing Committee; and
- b. The Chair of NHS Highland

Whilst the Chair of the Joint Monitoring Committee is held by the Chair of the Council's Health, Social Care and Wellbeing Committee the Vice Chair shall be the Chair of NHS Highland and vice versa.

## **Deputies**

If a nominated member is unable to attend a meeting, the Health Board or local authority which nominated the member, is to use its best endeavours to arrange for a suitably experienced deputy, who is either a councillor or, as the case may be, a member of the Health Board, to attend the meeting.

If any other member is unable to attend a meeting, that member may arrange for a suitably qualified deputy to attend the meeting.

**Administrative Support**

This will be provided by THC. This will include preparation and arrangement of all meetings and reports, taking and circulation of minutes and settling of expenses.