

Subject: **Chair of Kilwinning Locality Forum**

Purpose: To update IJB on the resignation of the current Locality Planning Forum (LPF) Chair of Kilwinning locality and agree an interim process going forward to appoint an interim LPF Chair.

Recommendation: The IJB is asked to note the resignation of the current chair and to agree an interim process to nominate an interim LPF Chair.

Glossary of Terms	
NHS AA	NHS Ayrshire and Arran
HSCP	Health and Social Care Partnership
IJB	Integration Joint Board
LPF	Locality Partnership Forum

1.	EXECUTIVE SUMMARY
1.1	<p>Following the resignation of Robert Steel as Chair of Kilwinning Locality Planning Forum (LPF), the IJB are asked to agree an interim process to appoint an interim LPF chair.</p> <p>The IJB will approve the outcomes of the LPF review in late Autumn 2018.</p>
2.	BACKGROUND
2.1	<p>On 20th July 2017, the IJB after considerable debate, agreed to revise the Terms of Reference for LPFs.</p> <p>Two approaches were highlighted for consideration:</p> <ul style="list-style-type: none"> • An IJB member be identified to become the LPF chair. • The LPF to propose one of their members to act as the LPF Chair and that this individual then sits on the IJB. This individual would not have voting rights on the IJB. <p>On the 20th July 2017, the IJB chose the second approach, reflecting the key strategic commissioning role that LPFs play in their localities, building on the knowledge of partnership staff and key stakeholders working in those areas.</p> <p>Unfortunately at that time no further updates of the Terms of Reference was undertaken, to include detailed guidance on how LPF Chairs should be appointed or be refresh, to ensure a fair, equitable and democratic process.</p>

2.2	The Kilwinning LPF agreed to appoint Robert Steel as Chair at their meeting on 29 th August 2017.
2.3	The current Chair, Robert Steel, tendered his resignation as Chair of the LPF, and IJB member, on 15 th May 2018.
2.4	<p>As agreed at the Strategic Planning Group on 24th April 2018, a review of the current Locality Partnership Forum arrangements is taking place with initial recommendations being presented to the Strategic Planning Group on Wednesday 20th June 2018.</p> <p>This review includes a detailed review of the LPF Terms of Reference covering the following areas:</p> <ul style="list-style-type: none"> • Role of LPF and clarity around strategic commissioning • Core membership and temporary membership to take forward key pieces of work • Chair and membership arrangements, including the appointment process and length of office to ensure a fair, equitable and democratic process • Meeting frequency and HSCP support role • Feedback routes for the strategic commissioning health and social care services in each locality to the Strategic Planning Group • Links with the Community Planning Partnership (CPP) Partnership Forums to reduce duplication and increase the outcomes for people living in our localities.
2.5	The new Terms of Reference proposals, including the Chair arrangement, will be after considered by the LPF Chairs at a session on 2 August 2018. A finalised version will be brought forward to the IJB thereafter.
3.	PROPOSALS
3.1	It is proposed that in the interim the IJB ask the Kilwinning LPF to nominate a lead member, to act as the interim Chair, and for this individual to sit as a non-voting member on the IJB in that role.
3.2	<u>Anticipated Outcomes</u>
	Each community will have a mechanism for having a voice at the IJB.
3.3	<u>Measuring Impact</u>
	The priorities identified by the Locality Planning Forums, were considered by the Strategic Planning Group and the IJB. These priorities are now included in the Strategic Plan and their delivery will be measured through our performance monitoring.
4.	IMPLICATIONS
Financial:	None
Human Resources:	None
Legal:	It is important that any legal issues arising from the report are made clear.
Equality:	This will ensure equality, giving the communities of Kilwinning an equal voice at the IJB.

Children and Young People	Consider the impacts on children and young people in North Ayrshire.
Environmental & Sustainability:	None
Key Priorities:	This will fulfil the obligations of the Integration Scheme and fit with the strategic priority of Engaging Communities.
Risk Implications:	None
Community Benefits:	N/A

Direction Required to Council, Health Board or Both	Direction to :-	
	1. No Direction Required	√
	2. North Ayrshire Council	
	3. NHS Ayrshire & Arran	
	4. North Ayrshire Council and NHS Ayrshire & Arran	

5.	CONCLUSION
5.1	The IJB is asked to agree the interim proposal to request Kilwinning Locality Partnership Forum nominate a new Chair, who will attend future IJB meetings as a non-voting member. This is an interim position and will be subject to further review in Autumn 2018 on completion of the LPF review.

For more information please contact Stephen Brown, Director on [01294] 317723 or sbrown@north-ayrshire.gcsx.gov.uk