

<b>Meeting of South Ayrshire Health and Social Care Partnership</b>	<b>IJB</b>
<b>Held on</b>	
<b>Agenda Item:</b>	<b>7</b>
<b>Title:</b>	<b>IJB future format of meetings proposal</b>
<b>Summary:</b>	
This report presents the IJB with the IJB Future format of meetings proposal.	
<b>Author:</b>	<b>Sheila Tyeson – Senior Manager (Policy, Planning and Commissioning)</b>
<b>Recommendations</b>	
It is recommended that the IJB:	
<ul style="list-style-type: none"> <li>i. Consider the proposal and offer any further comment or direction.</li> <li>ii. Approve the proposal and agree to receive future updates.</li> </ul>	
<b>Route to meeting:</b>	
<b>Implications:</b>	
Financial	<input type="checkbox"/>
HR	<input type="checkbox"/>
Legal	<input type="checkbox"/>
Equalities	<input type="checkbox"/>
Sustainability	<input type="checkbox"/>
Policy	<input type="checkbox"/>
ICT	<input type="checkbox"/>

## HSCP IJB Future Format of meetings

### 1. PURPOSE OF REPORT

- 1.1 This report presents the proposed future format of scheduled IJB meetings for discussion and approval.

### 2. RECOMMENDATION

#### **2.1 It is recommended that the IJB:**

- iii. **Consider the proposal and offer any further comment or direction.**
- iv. **Approve the proposal and agree to receive future updates.**

### 3. BACKGROUND INFORMATION

- 3.1 The format of the IJB meetings has evolved since they first started. Pre pandemic all meetings were face to face, and not accessible by members of the public.
- 3.2 Recent changes, which have been made possible following the start of the pandemic, brought members together remotely. Planned meetings at the start of the pandemic were carried out by Skype calls and progressed to Microsoft Teams when the software/ICT equipment was made available.
- 3.3 As the HSCP and IJB move further towards a recovery model, making use of technology and supporting access to both members and the general public to online meetings the HSCP propose that the format of these meetings should take additional steps to maintain the progress already made and maximise access and attendance to these meetings with the support of technology.
- 3.4 The proposed format of the meetings considers the Digital Strategy for the HSCP which was agreed in October 2021 by the IJB.

### 4. REPORT

- 4.1. Since the pandemic in March 2020 started, South Ayrshire Council, in following the guidelines and direction of the Scottish Government introduced working from home across all services where it was possible. As the pandemic has progressed, face to face meetings and a return to office space in line with the Future Operating Models has been supported, whilst still taking cognisance of managing risk safely at times when positive covid cases have increased in the community.
- 4.2. The IJB were able to continue to carry out 'business as usual' by means of telephone conference calls, moved to MS Teams calls and then considered and approved access for members of the public to have access to these meetings live by providing the link to access the meetings online.

- 4.3. As the Scottish Government guidelines are further relaxed and a return to office space and face to face meetings take place, further consideration needs to be given to introducing a hybrid working model, which will support both face to face and online access to meetings at the same time.
- 4.4. Technology is already available at Council Headquarters in Wellington Square to offer hybrid meetings making available face to face with camera/voice facilities.
- 4.5. The IJB is asked to consider and agree to the format of the meetings further evolving to offer decision makers and members of the public an improved route to access the meetings as the country moved forward from recovery to routine/normal business models.
- 4.6. Until such technology is more widely available it is proposed that the HSCP would explore the use of County Building for the regular IJB meetings. This would support a test for change to the new format, whilst supporting the HSCP the opportunity to further feasibility for other venues which could be introduced.
- 4.7. Access to any meeting face to face for members of the public, where technology supports a hybrid structure, could also consider offering a 'public gallery' for observation only. This would be dependent on the size of the room. The facilities in County Buildings would support this, and future consideration of venues would take this into account.
- 4.8. It should be noted that with [governance procedures \(PDF\) \[97KB\]](#) in place for all IJB meetings, attendance will be for observation only, microphones will be disabled for all those who request to join through the above email request. Any participants whose presence or conduct is impeding the work or proceedings may be removed from the meeting at any time. External participants may also be excluded from certain discussions which are of a sensitive nature. No photography or video should be taken of the meeting at any time.
- 4.9. The IJB agreed the Digital Strategy in October 2021. Additionally, the recent recruitment for a Digital Programme Manager will further support and enhance progress with this proposal if agreed.

## 5. STRATEGIC CONTEXT

- 5.1 Agreement to this report will support the achievement of the IJB's Strategic Objectives. In particular:
  - *We are an ambitious and effective partnership*
  - *We make a positive impact beyond the services we deliver*
  - *We are transparent and listen to you*

## **6. IMPLICATIONS**

### **6.1 Financial Implications**

6.1.1 There are no direct financial implications of agreeing this report. Any future financial investment required will be brought to the IJB for agreement when/if required.

### **6.2 Human Resource Implications**

6.2.1 There are no direct HR implications of agreeing this report.

### **6.3 Legal Implications**

6.3.1 There are no direct legal implications of agreeing this report.

### **6.4 Equalities implications**

6.4.1 There are no equalities implications of this report.

### **6.5 Sustainability implications**

6.5.1 There are no direct sustainability implications of agreeing this report.

### **6.6 Clinical/professional assessment**

6.6.1 This report does not require clinical or professional considerations to be reflected to the IJB.

## **7. CONSULTATION AND PARTNERSHIP WORKING**

7.1 This report is developed in collaboration with partners and all relevant parts of the HSCP.

## **8. RISK ASSESSMENT**

8.1. There are no direct risk implications of agreeing this report.

### **REPORT AUTHOR AND PERSON TO CONTACT**

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