

**Note of Meeting of Perth and Kinross Integration Joint Board (IJB) Working Group – Review of Governance and Standing Orders**

**30 June 2020**

**Present: Ronnie Erskine, Councillor Xander McDade, Sandra Auld, Sarah Rodger (PKC), Adam Taylor (PKC) and Scott Hendry (PKC).**

**Key Themes / Proposed Scope of Review**

- Purpose of IJB – do current structures work? Integration Scheme needs revised. Identity of IJB to be enhanced. Need best practice on performance reporting.
- Sub-Committees of IJB – more? less? Look at role and leadership (rotation model?) of current sub-committees. Should the Audit and Performance Committee continue to have a finance and performance remit? How does this sit with the Audit remit? Do we need stakeholder and/or care governance sub-committees?
- Role and membership of Budget Review Group. Relationships between finance officers of respective bodies.
- Public vs Private debate – which IJB business should be conducted in public and which in private in order to achieve a proper balance.
- Membership of IJB – more co-opted members? Representation from Carers Forum? More volunteers? Increased number and possible remuneration of public partners? Training and development for current members.
- Meeting / Agenda Planning – shorter meetings needed with tighter agendas, focussed on items for decision and assurance. Alternative venues? More IJB meetings needed? Purpose of reports, i.e. decisions and assurance. Chair training by external trainer? Public partners contribute to agenda items?
- Standing Orders – to cover emergency arrangements. Strengthen role of non-voting members as much as possible. Review membership term to align with appointments/election timescales.
- Stakeholder and public engagement. What do other IJB's do? What do other public bodies do? Best practice from Health and Social Care Alliance? Deputations at IJB meetings?

**Timescales**

IJB to sign off scope of review on 31 July 2020 and provide feedback. Timeline / prioritisation of key themes. Aim to complete review by November 2020.