



Item No: 14

Meeting Date: Wednesday 24th March 2021

Glasgow City Integration Joint Board

Report By: Sharon Wearing, Chief Officer, Finance and Resources

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Glasgow City Integration Joint Board – Public Access

Purpose of Report:

The Integration Joint Board is asked to consider whether IJB meetings should be made accessible to the public via Microsoft Teams until physical meetings are able to be resumed and are open to the public.

Background/Engagement:

The Standing Orders for the Integration Joint Board and Committee meetings make provision for admission to meetings of members of the public and media in an effort to promote transparency and accessibility.

A paper was presented to the IJB on [25 November 2020](#) outlining proposals for recording and publishing meetings. Officers were asked to explore further options using Microsoft Teams.

Recommendations:

The Integration Joint Board is asked to:

- a) Consider whether IJB meetings should be made accessible to the public via Microsoft Teams; and
- b) Instruct officers accordingly, that is, if members agree officers are instructed to develop appropriate guidance as outlined at Section 4.

Relevance to Integration Joint Board Strategic Plan:

The Strategic Plan outlines the commitment of the IJB to engaging meaningfully with those who use or are interested in our services, and to a culture of openness and transparency.

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Implications for Health and Social Care Partnership:

Reference to National Health & Wellbeing Outcome:	None
Personnel:	None
Carers:	None
Provider Organisations:	None
Equalities:	The decision to allow access to meetings via Microsoft Teams would increase the accessibility of meetings to members of the public at a time when the option to attend in person is unavailable.
Fairer Scotland Compliance:	None
Financial:	None
Legal:	None
Economic Impact:	None
Sustainability:	None
Sustainable Procurement and Article 19:	None
Risk Implications:	None
Implications for Glasgow City Council:	None
Implications for NHS Greater Glasgow & Clyde:	None
Direction Required to Council, Health Board or Both	
Direction to:	
1. No Direction Required	<input checked="" type="checkbox"/>
2. Glasgow City Council	<input type="checkbox"/>
3. NHS Greater Glasgow & Clyde	<input type="checkbox"/>
4. Glasgow City Council and NHS Greater Glasgow & Clyde	<input type="checkbox"/>

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1. Purpose

- 1.1. The Integration Joint Board is asked to consider whether IJB meetings should be made accessible to the public via Microsoft Teams until physical meetings are able to be resumed and are open to the public.

2. Background

- 2.1. The [Standing Orders](#) for the Integration Joint Board and Committee meetings (section 8) make provision for admission to meetings of members of the public and media in an effort to promote transparency and accessibility.
- 2.2. Since the establishment of the IJB there have been members of the public in attendance at many of the meetings, although in very small numbers. This has included, for example, press representatives, interested organisations, members of the public with an interest in a particular agenda item etc.

3. Recent Meeting Arrangements

- 3.1 Members are aware that IJB meetings have been virtual since March 2019 as a result of the COVID-19 Pandemic. This has meant that it has not been possible to have meetings open to members of the public.
- 3.2 Given that meetings need to continue virtually for the time being, a paper was presented to the IJB on [25 November 2020](#) outlining proposals for recording and publishing meetings. Officers were asked to explore further options using Microsoft Teams.

4. Technical Considerations

- 4.1 Further investigation has taken place into allowing members of the public to observe the IJB via the Microsoft Teams meeting link.
- 4.2 The HSCP website would be updated to direct members of the public who wish to watch the proceedings of the IJB to contact the Glasgow City IJB mailbox. A link to access the meeting via MS Teams will be issued by email.
- 4.3 Members of the public will also be issued guidance in relation to meeting etiquette and will be asked to switch off their camera when the meeting is underway.
- 4.4 The 'mute' function can be applied for those who are not participating in the meeting.
- 4.5 The option to remove people from the meeting is also available to Officers if any disruption is experienced.

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- 4.6 The behaviour and input from both Members and Officers is equally important and it is proposed that, if adopted, clear guidance should be developed. It is proposed that the Chair read a statement at the start of each meeting outlining virtual meeting etiquette for both Members of the IJB and the public.
- 4.7 The Chat function will be disabled to all, including Members, for the duration of the meeting.
- 4.8 Officers have begun to investigate these technical areas to determine our state of readiness, and/or work which will require to be completed to enable meetings access to be made available to the public should the IJB agree to do so.

5. Recommendations

- 5.1 The Integration Joint Board is asked to:
 - a) Consider whether IJB meetings should be made accessible to the public via Microsoft Teams; and
 - b) Instruct officers accordingly, that is, if members agree officers are instructed to develop appropriate guidance as outlined at Section 4.

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