

Perth and Kinross Integration Joint Board

Role and Remit for Service User Public Partners

Updated - October 2020

Perth and Kinross Integration Joint Board would like to appoint two individuals who have experience of being a Service User to be the Service User Public Partner Members. This will include one main and one substitute appointment.

The substitute will receive the same training and induction, can attend IJB meetings as an observer and will step in where required to cover for the main representative. The IJB meets every 2-3 months, usually in Perth on a Wednesday, and for regular development sessions between formal IJB meetings. The IJB meetings are open to the public to observe but not contribute and are recorded for public viewing. At present, due to COVID-19 restrictions, meetings are taking place on a virtual basis and are live streamed for public viewing.

The appointments are to the IJB as named individuals; however the Service User role also has accountability to the Perth and Kinross Service User and Carer Reference Group. Service User Public Partner members of the IJB will collaborate effectively to engage with and feedback to a range of Service User groups both directly and via the Reference Group.

This role is initially for two years, there will be the option to run for another year. After which a new election will take place - existing IJB Public Partners representatives can stand again.

Role and Remit:

- To contribute to the governance of the Perth and Kinross Health and Social Care Partnership as a non-voting public partner of the Integration Joint Board (IJB)
- To reflect the views of Service Users to the IJB
- To help ensure that the Health and Social Care Partnership involves Service Users at different stages of health and social care service planning, design and delivery
- To contribute ideas, opinions and solutions which reflect the voices of Service Users
- Representing the IJB as a public partner member, to engage with and feedback decisions and updates to other people who are Service Users through relevant groups and forums

Commitment required:

- Commitment to improving wellbeing outcomes for people in Perth and Kinross
- Commitment to collaboratively progressing the work of the IJB – there is an expectation of a commitment to regularly attend IJB Board meetings and development sessions annually
- Participation in induction training
- Participation in IJB development sessions where possible
- Attendance at 2-monthly IJB meetings as the Service User representative
- Preparation for meetings to ensure you are informed about the meeting business and can contribute constructively and positively

- Occasional attendance at local and / or national events or sub-group meetings
- Representing the IJB as a public partner member and engaging with/ feeding back to other Service Users through key strategic forums
- Supporting the development of the Reference group of Service Users and Carers.
- Commitment to integration, equality and diversity
- Commitment to the Code of Conduct for members of the IJB

Requirements for the Role:

- You must be over 18 years of age
- You must live in Perth and Kinross
- You must have experience of being a Service User
- Experience of a similar role in a strategic or representative context would be desirable however this is not essential as training will be provided

Skills required:

- Good communication and interpersonal skills
- Ability to listen and reflect the views of other people (even if they are different to your own)
- Knowledge and understanding of Service User involvement and opportunities to increase the voice of people who use Services
- Ability to interpret and understand different types of information
- Confidence to raise relevant points and question reports
- Ability to uphold confidentiality with regard to any sensitive information handled
- Ability to feedback information to others
- Ability to work collaboratively

Benefits for involvement:

- Ensuring that the voices of local Service users are heard
- Helping to shape future health and social care services and supports in Perth and Kinross and improve wellbeing outcomes for local people
- Personal development opportunities

Equal opportunities:

- Perth and Kinross Health and Social Care Partnership encourage equalities and enables participation from diverse communities.

Selection of Service User IJB Members

- Following a call for nominations there would be an election process to identify the main and substitute Service User members of the IJB.
- These selections would be organised and voted on by members of the Reference Group