

Subject: Volunteer Policy

Purpose: The IJB is asked to approve the volunteer policy which recognises the valuable role that volunteers play in supporting HSCP services. This new policy will undergo an initial testing using two volunteers supporting the Alcohol and Drug Partnership. The implementation and monitoring of the policy will be undertaken by the Lived Experience Group.

Recommendation: The IJB to approve the implementation of the Volunteer Policy.

Glossary of Terms

NHS AA	NHS Ayrshire and Arran
HSCP	Health and Social Care Partnership

1. EXECUTIVE SUMMARY

- 1.1 North Ayrshire Health & Social Care Partnership (NAHSCP) is committed to being both an exemplar organisation and working in partnership with communities to fulfil its responsibility to improve health and wellbeing, promoting social inclusion and equality of opportunity to reduce inequalities. This commitment also extends to how we work with and include volunteers.
- 1.2 Within North Ayrshire Health & Social Care Partnership, volunteers have always played an integral part in performing wide- ranging activities. In recent years there has been increased recognition of the importance of effectively managing volunteers to ensure both the volunteer and their beneficiaries get the most from their respective volunteering roles.
- 1.3 The IJB are asked to approve this Volunteer Policy and to support the costs of involving volunteers, for example, travel expenses and training where appropriate.

2. BACKGROUND

- 2.1 Although NHS Ayrshire and Arran has a robust volunteering policy in place there is no overarching policy for North Ayrshire Council. The last Social Work volunteer policy was produced in 2002 and was found to be obsolete.
- 2.2 The Strategic Planning Lead worked with the Lived Experience Group to develop this new policy, in line with the current NHS policy for volunteers, and the supporting operating procedure for teams. Several volunteers have been identified to support the work of the Alcohol and Drug Partnership and this new policy will undergo an initial testing to ensure it can be implemented and monitored effectively.

3.	PROPOSALS
3.1	<p>The HSCP Partnership Senior Management Team reviewed the Volunteer Policy attached at Appendix 1 on the 12 June 2018 and was fully supportive of its approach.</p> <p>NAHSCP has a commitment to an on-going process of monitoring of this policy in consultation with the Lived Experience Group and the NAHSCP Partnership Senior Management Team as the need arises.</p> <p>A review of this policy will be undertaken by the Lived Experience group every three years, as part of the Strategic Plan process or earlier if need arises.</p>
3.2	<u>Anticipated Outcomes</u>
	The Policy enables delivery of the priorities of the Strategic Plan, by supporting engagement and participation which enables the transformational change agenda.
3.3	<u>Measuring Impact</u>
	This policy will be monitored by the Lived Experience group who will assess implementation and the success of the volunteering strategy.
4.	IMPLICATIONS

Financial:	There are on-going revenue implications from paying volunteer expenses. PSMT is supportive that these monies can be found from within existing budget allocations. The Lived Experience Group will monitor the financial implications of this new policy.
Human Resources:	Staff will be required to implement this new policy.
Legal:	None
Equality:	The policy includes a complete Equalities Impact Assessment
Children and Young People	Impacts captured in the Equalities Impact Assessment
Environmental & Sustainability:	None
Key Priorities:	Meets the strategic priorities in the North Ayrshire Strategic Plan.
Risk Implications:	None
Community Benefits:	None

Direction Required to Council, Health Board or Both <i>(where Directions are required please complete Directions Template)</i>	Direction to :-	
	1. No Direction Required	
	2. North Ayrshire Council	x
	3. NHS Ayrshire & Arran	
	4. North Ayrshire Council and NHS Ayrshire & Arran	

5.	CONSULTATION
5.1	This policy was developed in consultation with the Lived Experience Group which has representatives from the Third sector and a wide range of service areas.

5.2	The Policy has been shared with the North Ayrshire Head of Service for Engaging Communities and Human Resources to support the standardisation of approaches across partner agencies.
6.	CONCLUSION
6.1	The IJB is asked to approve the volunteer policy which recognises the valuable role that volunteers undertake in supporting HSCP services and the implementation of the Strategic Plan priorities.

For more information please contact Michelle Sutherland, Strategic Planning and Change Team Lead on 01418894730 or msutherland@north-ayrshire.gcsx.gov.uk