

Stephen Brown (Chief Officer).

Orkney Health and Social Care Partnership.

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Agenda Item: 4.

Integration Joint Board

Date of Meeting: 21 September 2022.

Matters Arising Log from Meeting held on 29 June 2022

Matters Arising		Target Date	Lead Officer	Notes
1.	Induction Pack – explanations of abbreviations to be provided.	December 2022.	Stephen Brown.	Glossary to be provided.
2.	Risk Appetite.	December 2022.	Stephen Brown.	Development session to be arranged to consider risk appetite of the IJB.

Outstanding Matters Arising from Previous Board Meetings

	Matter.	Meeting.	Target Date.	Lead Officer	Notes.
1.	ADP Operational Framework – pilot for one year.	June 2021.	June 2023.	Katie Spence.	An evaluation report will be presented to the Board in June 2023 as there were no scheduled commissioning opportunities during 2021/22.
2.	Distress Brief Intervention – full evaluation of pilot to be reported in due course.	June 2021.	June 2023.	Lynda Bradford.	
3.	Staff Wellbeing – £10k held in Reserves – detail of how spent.	March 2022.	September 2022.	Pat Robinson.	A briefing was issued on 29 August 2022. This action can be deleted following September 2022 Board meeting.
4.	Pharmacy – potential for development session.	March 2022.	December 2022.	Wendy Lycett.	A briefing was issued on 1 September 2022. Date for development session being arranged.

Regular Reports required

Report.		Frequency.	Notes.
1.	Update on Children's Services Inspection Improvement Plan.	Each cycle.	Last reported to December 2021 Board meeting.
2.	Proposed New Kirkwall Care Facility.	Quarterly.	Last reported to June 2022 Board meeting.
3.	Annual Performance Report.	To be published within 3 months of end of year to which performance relates.	Next due June 2022. On agenda for September 2022 Board meeting.
4.	Chief Social Work Officer's Annual Report.	Annually, September.	Next due September 2022. To be considered at November 2022 Board meeting.
5.	Climate Change Duties.	Annually, by 30 November.	Next due November 2022.
6.	Winter Plan.	Annually.	Next due December 2022.
7.	Freedom of Information Policy and Publication Scheme.	Every 2 years.	Approved October 2020. Next review 2022.
8.	Workforce Plan.	Every 2/3 years.	Approved December 2020. Next review December 2022.
9.	Risk Management Strategy.	Every 2 years.	Approved February 2021. Next review February 2023.
10.	Equality Outcomes.	Every 2 years.	Approved April 2021. Next review April 2023.
11.	Equality Mainstreaming Report.	Every 2 years.	Approved April 2021. Next review April 2023.
12.	Communications and Engagement Strategy.	Every 2 years.	Approved April 2021. Next review April 2023.
13.	Appointment of Standards Officer.	Every 3 years.	Current appointments due to be reviewed in September

Report.		Frequency.	Notes.
			2023.
14.	Stakeholder Representatives' Expenses	Every 3 years.	Approved December 2020. Next review October 2023.
15.	Market Facilitation Statement.	Every 3 years.	Approved October 2020. Next review October 2023.
16.	Records Management Plan.	Every 2 years.	Next due March 2024.
17.	Strategic Plan.	Every 3 years.	Approved June 2022. New review due 2025.
18.	Medium Term Financial Plan.	Every 3 years.	Approved June 2022. Next review due 2025.
19.	Mental Health Strategy	Every 5 years.	Approved October 2020. Next review 2025.
20.	Internal Audit.	Every 5 years.	Approved March 2021. Next appointment required by March 2026.
21.	ADP Strategy.	Every 5 years.	Approved June 2021. Next review due early 2026.
22.	Child Poverty Strategy.	Every 4 years.	Approved June 2022. Next review 2026. Note – this strategy is owned by The Orkney Partnership.