

Stephen Brown (Chief Officer).

Orkney Health and Social Care Partnership.

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Agenda Item: 6.

Integration Joint Board

Date of Meeting: 29 June 2022.

Matters Arising Log from Meeting held on 20 April 2022

Matters Arising	Target Date	Lead Officer	Notes
1.	Revised Code of Conduct for Members of the IJB to be submitted to the Scottish Government for approval.	Gavin Mitchell.	Revised Code submitted to Scottish Government for approval on 2 May 2022 and duly approved by Scottish Government on 9 June 2022. This action can be deleted following June 2022 Board meeting.

Outstanding Matters Arising from Previous Board Meetings

	Matter.	Meeting.	Target Date.	Lead Officer	Notes.
1.	<p>Strategic Commissioning.</p> <ul style="list-style-type: none"> • Summary report provided evidence of commitment, innovation and collaboration to allow services to continue – how will potential to do things differently be captured? • Direction of Strategic Commissioning Programme Board. • Progress with Strategic Commissioning Implementation Plan – recent events and emerging collaborative plans could impact on early draft. 	June 2020.	June 2022.	Stephen Brown.	<p>The route map for the Strategic Commissioning Plan for the period 2022 – 2025 will start with:</p> <p>(1) Preparing a Joint Strategic Needs Assessment and Gap Analysis for August 2021, which will be presented to the IJB thereafter.</p> <p>[JSNA approved at December 2021 Board meeting.]</p> <p>(2) Communication and engagement with key stakeholders through the Strategic Planning Group and other stakeholder groups to identify priority areas.</p> <p>(3) With confirmation from the Board, the Strategic Planning Group will work on the detail of the implementation planning to develop a further draft.</p> <p>(4) Further communication and engagement.</p> <p>(5) Final approval during summer 2022.</p> <p>Draft Strategic Plan on agenda for June 2022 Board meeting.</p> <p>This action can be deleted following June 2022 Board meeting.</p>
2.	Direct therapeutic support for young people – as there is no specialist infant mental health provision to assist in assessing complex parent infant	February 2021.	June 2022.	Maureen Swannie.	<p>A briefing will be issued imminently.</p> <p>This action can be deleted following June 2022 Board meeting.</p>

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	relationship issues in permanence and adoption work, what does the Board need to commission to meet those gaps.				
3.	Home First – consider single point of contact with Home First and Hospital at Home/ Hospital Without Walls project teams.	June 2021.	June 2022.	Lynda Bradford.	The logical point of contact would sit with the Responder service (green team). This will be embedded as further community supports develop. This action can be deleted following June 2022 Board meeting.
4.	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.
5.	Distress Brief Intervention – full evaluation of pilot to be reported in due course.	June 2021.	June 2023.	Lynda Bradford.	
6.	CAMHS – report to Board setting out progress against recruitment plans in respect of posts approved utilising additional funding.	October 2021.	June 2022.	Lynda Bradford.	A briefing note has been issued. This action can be deleted following June 2022 Board meeting.
7.	Medium Term Financial Planning – report in early 2022.	December 2021.	June 2022.	Pat Robinson.	On agenda for Board meeting in June 2022. This action can be deleted following June 2022 Board meeting.
8.	Improving the Cancer Journey – update on progress to be submitted mid-2022.	December 2021.	June 2022.	Shaun Hourston-Wells.	Briefing issued on 24 May 2022. This action can be deleted following June

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					2022 Board meeting.
9.	Replacement system for PARIS.	December 2021.	June 2022.	Stephen Brown.	Decision taken to continue with PARIS and deliver update to system. This action can be deleted following June 2022 Board meeting.
10.	Staff Wellbeing – £10k held in Reserves – detail of how spent.	March 2022.	July 2022.	Pat Robinson.	A briefing note will be circulated in the near future.
11.	Pharmacy – potential for development session.	March 2022.	September 2022.	Wendy Lycett.	To be added to list of matters for consideration at a development session.
12.	NHS Financial Recovery Plan – development session to understand how all the different elements of funding come together.	March 2022.	June 2022.	Pat Robinson.	This was incorporated within development session on 14 June 2022, as part of induction programme for new members. This action can be deleted following June 2022 Board meeting.

Regular Reports required

Report.		Frequency.	Notes.
1.	Update on Children's Services Inspection Improvement Plan.	Each cycle.	Last reported to December 2021 Board meeting. Second progress review on agenda for June 2022 Board meeting.
2.	Proposed New Kirkwall Care Facility.	Quarterly.	Latest briefing issued on 24 February 2022. Progress update on agenda for 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. Some information not available until July 2022, so will be held over until September 2022 Board meeting.
4.	Chief Social Work Officer's Annual Report.	Annually, September.	Next due September 2022.
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.

Report.		Frequency.	Notes.
13.	Appointment of Standards Officer.	Every 3 years.	Current appointments due to be reviewed in September 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.	Mental Health Strategy	Every 5 years.	Approved October 2020. Next review 2025.
18.	Internal Audit.	Every 5 years.	Approved March 2021. Next appointment required by March 2026.
19.	ADP Strategy	Every 5 years	Approved June 2021. Next review due early 2026.