

**Stephen Brown (Chief Officer).**

Orkney Health and Social Care Partnership.

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Agenda Item: 5.

## Integration Joint Board

Date of Meeting: 6 November 2024.

### Matters Arising Log from Meeting held on 4 September 2024

Matters Arising		Target Date	Lead Officer	Notes
1.				
2.				
3.				

## 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 2026.	Katie Spence.	Commissioning of new service delivery of Alcohol and Drugs services has now been launched alongside a small grants fund. <b>To be removed after November 2024 Board meeting.</b>
2.	Risk Register – consideration to be given to public sector risk register.	November 2022.	March 2025.	Chief Finance Officer.	A meeting has been organised with the Chief Finance Officer and Community Planning Partnership Business Manager for further discussion within the Orkney Partnership Board structures.
3.	Public Health Annual Report – include comparative data to determine whether vaccination programmes being delivered through the Board, after transfer from GPs, was successful.	April 2023 and June 2024.	June 2025.	John Daniels.	A Primary Care Status report is on the agenda for the November 2024 Board meeting and includes information on the vaccination programme.
4.	Additional Investment – funding for four posts “on hold” to be clarified within four weeks.	August 2023.	November 2024.	Stephen Brown.	The additional investment posts are now contained with the Risk Register following discussion at September Board meeting. <b>To be removed after November 2024 Board meeting.</b>
5.	DBI – investigate increasing referral pathways.	December 2023.	November 2024.	Lynda Bradford.	A briefing note will be issued shortly.

	Matter.	Meeting.	Target Date.	Lead Officer	Notes.
6.	Financial Recovery Plan – next iteration, including risks and mitigating actions, to next Board meeting.	February 2024.	November 2024.	Taiye Sanwo	Recovery Plan included in Expenditure Monitoring Report for November 2024 Board meeting. <b>To be removed after November 2024 Board meeting.</b>
7.	Long Covid – information on prevalence locally and what services are available.	April 2024.	November 2024.	Stephen Brown.	A briefing note will be issued in November.
8.	Healthcare Purchasing Contracts – why would revised charges occur, when would IJB know about it and any information previously presented?	June 2024.	September 2024.	Taiye Sanwo.	A briefing note was issued on 5 September 2024. <b>To be removed after November 2024 Board meeting.</b>
9.	Guardianship Agreements – undertake comms activity to highlight.	June 2024.	February 2025.	Lynda Bradford.	Work is progressing to develop a comms plan. Further campaign regarding Power of Attorney planned for the new year.

## Regular Reports required and Policy Updates

Report/Policy Review.		Frequency.	Notes.
1.	Proposed New Kirkwall Care Facility.	Six-monthly.	Last reported to February 2024 Board meeting. <b>On agenda for November 2024 Board meeting.</b>
2.	Winter Plan.	Annually, no later than August/September.	Next due September 2024. <b>To be deleted – now considered operational.</b>
3.	Climate Change Duties.	Annually, by 30 November.	Next due November 2024. <b>As information not available in respect of OIC and NHS O reports, to be delayed until February 2025.</b>
4.	Equality Outcomes.	Every 4 years.	Approved April 2021. Next review April 2025.
5.	Equality Outcomes and Mainstreaming Progress Report.	Every 2 years.	Approved April 2023. Next review April 2025.
6.	Communications and Engagement Strategy.	Every 2 years.	Approved April 2023. Next review April 2025.
7.	Risk Management Strategy.	Every 2 years.	Approved April 2023. Next review April 2025.
8.	Annual Performance Report.	To be published within 3 months of end of year to which performance relates.	Next due June 2025.
9.	Strategic Plan.	Every 3 years.	Approved June 2022. Next review due June 2025.
10.	Medium Term Financial Plan.	Every 3 years.	Approved June 2022. Next review due by June 2025.
11.	Mental Health Strategy	Every 5 years.	Approved October 2020. Next review due by October 2025.

Report/Policy Review.		Frequency.	Notes.
12.	Freedom of Information Policy and Publication Scheme.	Every 3 years.	Approved November 2022. Next review due by November 2025.
13.	Integrated Workforce Plan.	Every 3 years.	Approved February 2023. Next review due by February 2026.
14.	Internal Audit.	Every 5 years.	Approved March 2021. Next appointment required by March 2026.
15.	Records Management Plan.	Every 2 years.	Next due March 2026.
16.	Market Facilitation Statement.	Every 3 years.	Approved April 2023. Next review due by April 2026.
17.	ADP Strategy.	Every 5 years.	Approved June 2021. Next review due early 2026.
18.	Child Poverty Strategy.	Every 4 years.	Approved June 2022. Next review 2026. Note – this strategy is owned by The Orkney Partnership.
19.	Financial Regulations.	Every 3 years.	Approved August 2023. Next due August 2026.
20.	Reserves Policy.	Every 3 years.	Approved August 2023. Next due August 2026.
21.	Stakeholder Representatives' Expenses	Every 3 years.	Approved August 2023. Next due August 2026.
22.	Appointment of Standards Officer.	Every 3 years.	Current appointments due to be reviewed by September 2026.
23.	Children's Services Plan	Every 3 years, with annual review.	2023-26 Plan approved February. Next due late 2026. Note – this Plan is led by Orkney Islands Council (Education directorate).
24.	Unpaid Carers Strategy	Every 3 years	Approved February 2024. Next due February 2027.