

Stephen Brown (Chief Officer).

Orkney Health and Social Care Partnership.

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Agenda Item: 5.

Integration Joint Board

Date of Meeting: 19 April 2023.

Matters Arising Log from Meeting held on 22 February 2023

Matters Arising		Target Date	Lead Officer	Notes
1.	New Kirkwall Care Facility – update report to be presented.	April 2023.	Lynda Bradford.	Report to be presented to June 2023 Board meeting.
2.	Risk Register – sustainability of continued reliance on unpaid carers noting reduced time for caring, given increased working hours and/or return to work	June 2023.	Stephen Brown.	To be considered for inclusion in next update of Risk Register.
3.	Risk Register – Isles Primary Care Model – ensure text reflects model relates to ferry linked isles.	June 2023.	Stephen Brown.	To be included in next iteration of Risk Register.
4.	Winter Plan – consideration of future timing of presenting to IJB for approval.	June 2023.	Stephen Brown.	

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.	Risk Appetite.	June 2022.	June 2023.	Stephen Brown.	Development session to be arranged to consider risk appetite of the IJB.
4.	Risk Register – consideration to be given to public sector risk register.	November 2022.	June 2023.	Stephen Brown.	
5.	Climate Change Duties – reports of partner organisations to be shared with the IJB.	November 2022.	November 2023.	Shaun Hourston-Wells.	
6.	Climate Change Duties – write to Scottish Government again highlighting capacity and lack of value in IJB completing a nil return.	November 2022.	April 2023.	Shaun Hourston-Wells.	

Regular Reports required

Report.		Frequency.	Notes.
1.	Proposed New Kirkwall Care Facility.	Quarterly.	Last reported to June 2022 Board meeting.
2.	Equality Outcomes and Mainstreaming Progress Report.	Every 2 years.	Approved April 2021. Next review April 2023. On agenda for April 2023 Board meeting.
3.	Communications and Engagement Strategy.	Every 2 years.	Approved April 2021. Next review April 2023. On agenda for April 2023 Board meeting.
4.	Risk Management Strategy.	Every 2 years.	Approved February 2021. Next review February 2023. On agenda for April 2023 Board meeting.
5.	Annual Performance Report.	To be published within 3 months of end of year to which performance relates.	Next due June 2023.
6.	Appointment of Standards Officer.	Every 3 years.	Current appointments due to be reviewed in September 2023.
7.	Stakeholder Representatives' Expenses	Every 3 years.	Approved December 2020. Next review October 2023.
8.	Market Facilitation Statement.	Every 3 years.	Approved October 2020. Next review October 2023. On agenda for April 2023 Board meeting.
9.	Climate Change Duties.	Annually, by 30 November.	Next due November 2023.
10.	Winter Plan.	Annually.	Next due December 2023.
11.	Records Management Plan.	Every 2 years.	Next due March 2024.

Report.		Frequency.	Notes.
12.	Equality Outcomes.	Every 4 years.	Approved April 2021. Next review April 2025.
13.	Strategic Plan.	Every 3 years.	Approved June 2022. New review due June 2025.
14.	Medium Term Financial Plan.	Every 3 years.	Approved June 2022. Next review due June 2025.
15.	Mental Health Strategy	Every 5 years.	Approved October 2020. Next review June 2025.
16.	Freedom of Information Policy and Publication Scheme.	Every 3 years.	Approved November 2022. Next review November 2025.
17.	Integrated Workforce Plan.	Every 3 years.	Approved February 2023. Next review 2026.
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.
20.	Child Poverty Strategy.	Every 4 years.	Approved June 2022. Next review 2026. Note – this strategy is owned by The Orkney Partnership.