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Agenda Item: 4.

Integration Joint Board

Date of Meeting: 30 June 2021.

Matters Arising Log from Meeting held on 21 April 2021

Matters Arising	Target Date	Lead Officer	Notes

Outstanding Matters Arising from Previous Board Meetings

	Matter.	Meeting.	Target Date.	Lead Officer	Notes.
1.	Set up SLWGs to take forward MSG proposals.	April 2020.	December 2021.	Stephen Brown.	Update on agenda for June 2021 Board meeting.
2.	Clinical and Care Governance Committee	May 2020.	May 2021.	Stephen Brown.	Revised Terms of Reference considered at the April 2021 meeting of the Clinical and Care Governance Committee. On agenda for June 2021 Board meeting. (Action to be deleted following June Board meeting).
3.	<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. This is underway.</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>

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					Strategic Commissioning Implementation Plan 2021-22 (third year detail of Strategic Plan 2019-22) on agenda for June Board meeting.
4.	Set Aside – during 2019/20 financial year, work through six steps set out in statutory guidance to ascertain accurate budget figure.	September 2020.	June 2021.	Pat Robinson.	A request is being made via the Chief Officer to the Scottish Government to have a development session to get a further understanding on the set aside budget. In addition to the IJB the invitation will be extended to NHS Finance and staff within the acute services.
5.	Integration Scheme – statutory review to be commenced by March 2021 with a view to being reported to the IJB in June 2021.	September 2020.	September 2021.	Stephen Brown.	The amended Integration Scheme was informally submitted to Scottish Government on 28 April 2021. A summary of the changes was outlined at the IJB Development Session in May 2021. Once feedback has been received from the Scottish Government, and consultation has taken place with stakeholders, this will be presented to the Council and NHS Orkney for approval and to the IJB for information (likely to be September 2021). It must then be presented to the Cabinet Secretary for Health and Care for final endorsement.
6.	Proposed New Kirkwall Care Facility – ensure service development continues in line with recent discussions to ensure Home First is default model of care and	December 2020.	June 2021.	Lynda Bradford.	Report on Home First concept on agenda for June Board meeting. (Action to be deleted following June Board meeting, as regular report on development

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	progress reported on regular basis.				of capital project will be submitted to Board as and when required).
7.	Direct therapeutic support for young people – as there is no specialist infant mental health provision to assist in assessing complex parent infant relationship issues in permanence and adoption work, what does the Board need to commission to meet those gaps.	February 2021.	December 2021.	Maureen Swannie.	Discussions held with NHS Shetland in May 2021 and, while they are keen to work with us on shared solutions for some challenges, they are unable to provide support for a paediatric service provision scoping exercise. Other options will require to be explored. An update on perinatal mental health programme will be provided verbally at June 2021 Board meeting.
8.	Prescribing (Pharmacy) – reasons behind significant budget overspend.	February 2021.	June 2021.	Pat Robinson.	A report from Principal Pharmacist was submitted to Finance and Performance Committee of NHS Orkney in May 2021. This paper was circulated to the IJB voting members in June 2021. (Action to be deleted following June Board meeting).
9.	ADP Strategy – to be submitted to the Scottish Government in draft form, with a request that the timeframe be reduced from 10 years to 5 years.	February 2021.	June 2021.	Katie Spence.	On agenda for June 2021 Board meeting. (Action to be deleted following June Board meeting).
10.	ADP Strategy – in the interim, draft strategy to be submitted to relevant governance committees of NHS Orkney, as a matter of urgency, to enable further	February 2021.	June 2021.	Katie Spence.	The Strategy has been circulated to NAMAC, TRADAC, Area Clinical Forum, GP Sub, Hospital Sub and Clinical and Care Governance Committee. It was also

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	consultation and engagement, with revised draft resubmitted to the Board in due course.				circulated to the Youth Forum. On agenda for June 2021 Board meeting. (Action to be deleted following June Board meeting).
11.	ADP Operational Framework and Scheme of Delegation – deferred to enable further discussion at development session.	February 2021.	June 2021.	Katie Spence.	Development Session on 12 May 2021 aided development of Framework. On agenda for June 2021 Board meeting. (Action to be deleted following June Board meeting).
12.	Care Inspectorate Inquiry into decision making and partnership working in delivering care at home and housing support services during the COVID-19 pandemic – paper addressing the recommendations on an ongoing basis to be submitted to Clinical and Care Governance Committee to provide further assurance.	February 2021.	June 2021.	Lynda Bradford.	A report will be presented to the July 2021 meeting of the Joint Clinical and Care Governance Committee. (Action to be deleted following June Board meeting).

Regular Reports required

Report.		Frequency.	Notes.
1.	Update on Children's Services Inspection Improvement Plan.	Each cycle.	On agenda for June 2021 Board meeting.
2.	Proposed New Kirkwall Care Facility.	Quarterly.	Last reported to April 2021 Board meeting. Next update scheduled for August 2021 Board meeting, subject to meaningful progress for reporting.
3.	Annual Performance Report.	To be published within 3 months of end of year to which performance relates.	Next due June 2021. In accordance with Coronavirus (Scotland) Act 2020, publication dates of statutory reports extended. APR for 2020/21 due to be reported to October 2021 Board meeting.
4.	Annual report on Directions to IJB.	Yearly, September.	Next due September 2021.
5.	Chief Social Work Officer's Annual Report.	Annually, September.	Next due September 2021.
6.	Climate Change Duties.	Annually, by 30 November.	Next due November 2021. Letter sent to Scottish Government outlining concerns regarding statutory reporting duties by integration authorities, as requested at October 2020 Board meeting.
7.	Records Management Plan.	Annually.	Next due by 1 December 2021.
8.	Winter Plan.	Annually.	Next due December 2021.
9.	Freedom of Information Policy and Publication Scheme.	Every 2 years.	Approved October 2020. Next review 2022.
10.	Market Facilitation Statement.	Every 3 years.	Approved October 2020. Next review 2022.

Report.		Frequency.	Notes.
11.	Workforce Plan.	Every 2/3 years.	Approved December 2020. Next review December 2022.
12.	Risk Management Strategy.	Every 2 years.	Approved February 2021. Next review February 2023.
13.	Equality Outcomes.	Every 2 years.	Approved April 2021. Next review April 2023.
14.	Equality Mainstreaming Report.	Every 2 years.	Approved April 2021. Next review April 2023.
15.	Communications and Engagement Strategy.	Every 2 years.	Approved April 2021. Next review April 2023.
16.	Appointment of Standards Officer.	Every 3 years.	Current appointments due to be reviewed in September 2023.
17.	Stakeholder Representatives' Expenses	Every 3 years.	Approved December 2020. Next review October 2023.
18.	Mental Health Strategy	Every 5 years.	Approved October 2020. Next review 2025.
19.	Internal Audit.	Every 5 years.	Approved March 2021. Next appointment required by March 2026.