

Integration Joint Board – Agenda Schedule 2019

	January no meeting	February	March	April no meeting	May no meeting	June	July no meeting	August no meeting	September	October no meeting	November no meeting	December
Minutes / Membership		<ul style="list-style-type: none"> Minutes Action points IJBAC minute LPG update Declaration of Interests 	<ul style="list-style-type: none"> Minutes Action points IJBAC minute LPG update 			<ul style="list-style-type: none"> Minutes Action points IJBAC minute LPG update 			<ul style="list-style-type: none"> Minutes Action points IJBAC minute LPG update Appointment of Chair & Vice-Chair IJB & IJBAC Membership 			<ul style="list-style-type: none"> Minutes Action points IJBAC minute LPG update
Financial Performance		<ul style="list-style-type: none"> Monthly performance 19/20 Budget settlement IJB Investment Strategy Community Care Charging 	<ul style="list-style-type: none"> Monthly Performance IJB Budget Setting Financial Efficiency Plan Budget Strategy Strategic Direction to Parent Bodies IJB Reserve Policy 			<ul style="list-style-type: none"> Draft Annual Accounts Financial Plan 			<ul style="list-style-type: none"> Annual Accounts Audit Scotland Report ISA580 letter Investment Statement Monthly Performance Appointment of external Auditors 			<ul style="list-style-type: none"> Monthly Performance Report 19/20 Budget Statement
Corporate Governance		<ul style="list-style-type: none"> Strategic Plan Refresh Community Justice update Scheme of administration – Clinical Care & Governance Committee Annual Report 	<ul style="list-style-type: none"> Induction Programme Review GP Contract review Membership review of OHCPP 			<ul style="list-style-type: none"> IJB Annual Report Annual Governance & Assurance Statement Best Value Support to Carers 			<ul style="list-style-type: none"> IJB Timetable Corporate Support review Standards Officer confirmation Complaints / FOI register review 			
Service Development / redesign		<ul style="list-style-type: none"> Mental Health update Dental Service St Brendan's hub North of Scotland Regional Delivery Plan 	<ul style="list-style-type: none"> IJB Development Plan 			<ul style="list-style-type: none"> Primary Care Improvement Plan Care Units Palliative Care 			<ul style="list-style-type: none"> Urgent Care Scottish Ambulance Service 			<ul style="list-style-type: none"> Mental Health GP Contract review
Strategy & policy			<ul style="list-style-type: none"> Carers Strategy update 						<ul style="list-style-type: none"> Dementia Strategy Travel Policy 			<ul style="list-style-type: none"> Strategic Improvement

			<ul style="list-style-type: none"> • IJB Strategic Plan refresh 						<ul style="list-style-type: none"> • Workforce Strategy • Primary Care Improvement Plan • Learning Disabilities Strategy • Communications Strategy 			<ul style="list-style-type: none"> • Admission & Discharge policy review
Operational issues			<ul style="list-style-type: none"> • Joint Inspection Reports • Neurological Service update 			<ul style="list-style-type: none"> • Homecare Service update • Residential Care Income 			<ul style="list-style-type: none"> • Lewis Residential Care update 			
Performance		<ul style="list-style-type: none"> • Key Performance Indicators • Risk Register • FOI & Complaints • Strategic Improvement Plan progress 	<ul style="list-style-type: none"> • Key Performance Indicators • Risk Register • FOI & Complaints • Strategic Improvement Plan progress 			<ul style="list-style-type: none"> • Key Performance Indicators • Risk Register • FOI & Complaints 			<ul style="list-style-type: none"> • Key Performance Indicators • Risk Register • FOI & Complaints • Strategic Improvement Plan progress • Winter Plan 			
In-house Review Regulation update / review of documents	Scottish Information Commissioner – FOI/Complaints return			Scottish Information Commissioner – FOI/Complaints return	Review Strategic Planning Group ToR Clinical & Care Governance ToR Information Sharing Protocol	Data Protection Registration	Scottish Information Commissioner – FOI/Complaints return	Review Participation & Engagement Strategy	Review the publication Scheme Community Planning review CSWO Report Records Management Plan Equality Mainstreaming and Outcomes	Scottish Information Commissioner – FOI/Complaints return	Review Standing Orders / Code of Conduct / Scheme of Delegation / Financial regulations / SG guidance of IJB roles, responsibilities & Membership	