



**PERTH & KINROSS INTEGRATION JOINT BOARD (Report No. G/24/6)**  
**WORKPLAN 2024-25**

This work plan outlines the major items the Integration Joint Board has to consider as part of its schedule of work for the year. This plan will continue to be kept under review throughout the year.

Item	Standing Item	Non Standing Item	Responsibility	14 Feb 2024	20 Mar 2024	5 June 2024	25 Sep 2024	11 Dec 2024	19 Mar 2025	Comments
Minute of Meeting	✓		Chief Officer	✓	✓	✓	✓	✓	✓	
Action Points Update	✓		Chief Officer	✓	✓	✓	✓	✓	✓	
Matters Arising	✓		All	✓	✓	✓	✓	✓	✓	
Membership Update		✓	Clerk to the Board	✓						
Delivering on Strategic Objectives										
Chief Officer Strategic Update	✓		Chief Officer	✓	✓	✓	✓	✓	✓	
Tayside Mental Health Services: Strategic Update		✓	Chief Officer	✓		✓	✓		✓	
Tayside Mental Health Services: Strategic Update Verbal		✓	Chief Officer		✓		✓			
Perth & Kinross Older People’s Strategic Delivery Plan		✓	Head of Health				✓			Annual Update
Perth & Kinross Autism / Learning Disabilities Strategic Delivery Plan		✓	Head of Adult Social Work Operations		✓				✓	Update on SDP
Perth & Kinross Primary Care Strategic Delivery Plan		✓	Associate Medical Director			✓				Annual Update
Perth & Kinross Primary Care Premises Strategy		✓	Associate Medical Director			✓				Annual Update
Tayside Primary Care Strategy 2024-2029		✓	Chief Officer		✓				✓	For approval March 2024. Update in March 2025
Perth & Kinross Carers Strategy		✓	Chief Officer				✓			Annual Update
Participation & Engagement Strategy		✓	Chief Officer				✓			For approval
3 Year Workforce Plan		✓	Head of Adult Social Work Operations			✓				Annual Update
Alcohol & Drug Partnership Strategic Delivery Plan 2024-2027		✓	Head of Adult Social Work Operations			✓				
Strategic Planning Group Update	✓		Head of Adult Social Work Commissioning	✓		✓	✓	✓		
Strategic Planning Group Minutes	✓		Head of Adult Social Work Commissioning	✓		✓	✓	✓		
Community Adult Mental Health Services in Perth & Kinross		✓	Senior Service Manager					✓		
Perth & Kinross IJB Strategic Commissioning Plan		✓	Head of Adult Social Work Commissioning		✓					For approval March 2024
Chief Social Work Officer Annual Report		✓	Chief Social Work Officer	✓					✓	For noting
Winter Planning Across Perth & Kinross 2024-25		✓	Chief Officer				✓			For approval
NHS Tayside Director of Public Health Annual Report 2024		✓	Chief Officer						✓	
Perth & Kinross Adult Protection Committee Annual Report		✓	Chief Officer	✓					✓	Report and Presentation
Perth & Kinross Adult Support & Protection Biennial Report 2022-24		✓	Interagency Adult Protection Coordinator				✓			For noting & endorsement
Finance / Audit and Performance										
Budget Setting		✓	Chief Finance Officer		✓				✓	For approval
Audit and Performance Committee Update		✓	Chair of A&PC	✓	✓	✓	✓	✓	✓	
Audit and Performance Committee Annual Report		✓	Chair of A&PC				✓			
Governance										
Strategic Risk Management Annual Report 2023-24		✓	Chief Officer				✓			
Review of Standing Orders		✓	Clerk to the Board			✓				
Reserve Policy		✓	Chief Finance Officer		✓					
Financial Regulations		✓	Chief Finance Officer		✓					
For Information										
Future Meeting Dates	✓		For information	✓	✓	✓	✓	✓	✓	
Future Development Sessions	✓		For information	✓	✓	✓	✓	✓	✓	
Work Plan	✓		For information	✓	✓					
Annual Performance Report		✓	For information				✓			
Tayside Winter Planning Report 2024-25		✓	Chief Officer					✓		
Audited Annual Accounts		✓	For information					✓		