



PERTH & KINROSS INTEGRATION JOINT BOARD REPORTING FORWARD PLANNER 2022-23

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	Responsibility	16 Feb 2022	30 Mar 2022	27 June 2022	31 Aug 2022	26 Oct 2022	14 Dec 2022	15 Feb 2023	29 Mar 2023	Comments (for decision/information)
Building Management Capacity & Resilience in HSCP	Chief Officer	✓								
Chief Officer Strategic Update	Chief Officer				✓	✓	✓	✓	✓	<i>Standing Item</i>
Mental Health Services Update	Chief Officer				✓	✓	✓	✓	✓	<i>Standing Item</i>
IJB Directions Policy					✓			✓		
Communication Protocol										Briefing to be sent to IJB Members from Chief Officer.
Adult Support & Protection Public Report (Presentation)	Chief Social Work Officer				✓					Report & Presentation
Adult Support & Protection Annual Report 2020/21	Chair P&K Adult Support & Protection	✓						✓		For information
Adult MH&WB IP Strategic Planning Proposal	Claire Pearce				✓					
Chief Internal Auditors Annual Report & Assurance Statement 2021/22	Chief Internal Auditor			✓						Added to IJB Agenda due to APC cancelled
Year End Financial Position	Head of Finance & Corporate Services								✓	
Budget Update 22/23	Head of Finance & Corporate Services		✓				✓*			*3 year budget 2023/24: 2025/26

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Draft Annual Accounts	Head of Finance & Corporate Services			✓						Added to IJB Agenda due to APC cancelled in June 2022
Annual Governance Statement	Head of Finance & Corporate Services			✓						Added to IJB Agenda due to APC cancelled in June 2022
Finance – IJB Reserve Policy	Head of Finance & Corporate Services									Date to be confirmed as advised by Jane Smith CFO Nov 2022
Audited Annual Accounts	Head of Finance & Corporate Services					✓				For information only
Audit & Performance Committee Update & Minutes	APC Chair/ Head of Finance & Corporate Services	✓ _v	✓ _v			✓ _v	✓ _v		✓ _v	Standing item
Audit & Performance Committee Annual Report 2020/21	APC Chair/ Head of Finance & Corporate Services				✓					
P&K HSCP Annual Performance Report 2021/22	Head of Finance & Corporate Services					✓				For information only
Strategic Planning Group – updates & Minutes	Head of ASWSC – Commissioning (ZR)	✓	✓	✓	✓	✓	✓	✓	✓	Standing Item
Annual Update on Community Adult Mental Health Service P&K	Senior Service Manager (CL)						✓			MH&WB Strategy approved Dec 2021
Primary Care Strategic Delivery Plan	Associate Medical Director					✓				Due to be presented to EMT in Sept.
General Practice Premises in Perth & Kinross	Associate Medical Director									Date tbc following consultation with Angus HSCP as lead partner for Primary Care
Blair Atholl GP Practice – Consultation on Proposed changes	Head of Health					✓				
P&K HSCP Quality Safety & Efficiency in Prescribing (QSEP)	Associate Medical Director									Defer to June 2023 – progress delayed due to covid pandemic
Tayside Winter Planning Report 2022/23	Head of Health						✓			

Item	Responsibility	16 Feb 2022	30 Mar 2022	27 June 2022	31 Aug 2022	26 Oct 2022	14 Dec 2022	15 Feb 2023	29 Mar 2023	Comments (for decision/information)
Strategic Delivery Plan – Older People	Head of Health		✓*			✓**				*30/03/22 6mth review to revisit Performance Framework **26/10/22 – Discharge without delay
Review of Inpatient Rehabilitation Beds	Head of Health								✓	Review requested 2022 c/f March 2023
Update on Pitlochry Community Hospital – Inpatient Unit	Head of Health	✓								
Community Custody Unit	Head of Health									
Strategic Delivery Plan – Learning Disabilities & Autism	Head of Adult Social Work & Social Care (KO)	✓						✓		16/02/22 Update required in 12 months
Care at Home Review	Head of Adult Social Work & Social Care		✓						✓	
3 year Workforce Plan	Head of Adult Social Work & Social Care (KO/FL)			✓				✓		
Update on the Redesign of Substance use Services in P&K	Chair of the Alcohol & Drug Partnership			✓	✓			✓		6 monthly review requested at IJB Aug 2022
Appointment Committee for Chief Officer recruitment	Standards Officer	✓								
IJB Membership Update	Standards Officer	✓		✓	✓		✓			
Model Code of Conduct	Acting Democratic Services Manager			✓						
Review of Standing Orders	Standards Officer							✓		Deferred from Dec agenda as agreed with SH 04/11
Children & Young People Mental Health Strategy										To be issued to IJB Members for Information outwith IJB meeting (Feb 2022)



PERTH & KINROSS INTEGRATION JOINT BOARD DEVELOPMENT SESSION WORK PLAN 2022-23

This development sessions 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.

IJB Development Sessions Item	Responsibility	26 Jan 2022	16 Mar 2022	13 April 2022	01 June 2022	15 June 2022	28 July 2022	14 Sept 2022 CANCELLED	16 Nov 2022	25 Jan 2023	Comments
Finance	Head of Finance & Corporate Services		✓						✓		
Strategic Delivery Plan – Older Peoples	Head of Health		✓								
IJB Strategic Risk	Head of Finance & Corporate Services									✓	
Public Protection	Chief Social Work Officer			✓							
Equality & Diversity	Sarah Rodger/David McPhee/Scott Hendry										Date TBC
Care Home Activity & Partnership Working	Interim Head of ASWSC (Commissioning)							to be rescheduled			Date TBC
Social Prescribing	Consultant Public Health Pharmacy/Associate MD										Date TBC
Primary Care Sustainability, Workload & GP Premises	Associate MD	✓									
3 Year Workforce Plan	Kenny Ogilvy				✓						
Adult Support & Protection Inspection					✓						

IJB Development Sessions Item	Responsibility	26 Jan 2022	16 Mar 2022	13 April 2022	01 June 2022	15 June 2022	28 July 2022	14 Sept 2022	16 Nov 2022	25 Jan 2023	Comments
IJB MEMBERS INDUCTION							✓				
UPDATE ON INTEGRATION SCHEME						✓					
IJB DIRECTIONS								to be rescheduled	✓		
MENTAL HEALTH & WELLBEING UPDATE											Date TBC
PERTH & KINROSS CORPORATE PLAN/BUDGET									✓		
CLINICAL CARE GOVERNANCE										TBC	Action point from APC 26/09/22

Future IJB Development Sessions or Visits - to be arranged for 2023	Responsibility	Comments
Digital Innovation/Technology	Kenny Ogilvy	01/06/22 IJB Development Session request for a future development session to be arranged within next 12 month. Jane proposed this is added to IJB forward planner for 2023/24 at the EMT/Strategic Planning Event on 16/06/22
Community Custody Unit	Head of Health	01/07/2022 HOH requested Visit to be arranged

IJB Visits to be arranged to various PKHSCP Services & Localities including Prisoner Healthcare (HMP & Castle Huntly).	Chief Officer/Head of Health	June 2022 – IJB Chair requested visits to be arranged for IJB Members in the future
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