CÙRAM IS SLÀINTE NAN EILEAN SIAR INTEGRATION JOINT BOARD AGENDA



11 OCTOBER 2023
AT 10:00AM
VIA MICROSOFT TEAMS

No	AGENDA	PURPOSE	LEAD	ATTACHED
1.	WELCOME			
2.	APOLOGIES			
3. 3.1	DECLARATION OF INTEREST IJB Members Declaration of Interest 2023	Awareness	Michelle McPhail	attached
4. 4.1 4.1.1 4.1.2	CONSTITUTION AND MEMBERSHIP IJB Membership Revision IJB Membership Revision as at June'23 IJB Membership Revision as at Sept'23	Awareness	Michelle McPhail	10 min attached attached
5. 5.1	MINUTES IJB Minute of 29.06.23	Decision	Calum MacLean	20 min attached
5.2	Matters Arising			
5.3	Action Points	Discussion	Calum MacLean	attached
5.4 5.4.1 5.4.2 5.4.3	IJB Audit & Risk Committee Minutes IJB A&RC Minute 08.02.23 IJB A&RC Minute 21.03.23 IJB A&RC Minute 14.06.23	Awareness	Gillian McCannon	attached attached attached
6.	FINANCIAL PERFORMANCE	5		30 min
6.1 6.1.1	Audit Scotland Annual Audit Report 22/23 Appendix 1 – Letter of Representation ISA580	Discussion	Rachel Browne	attached attached
6.2	IJB Annual Accounts	Decision	Debbie Bozkurt	attached
6.3	Discussion in Private			
6.4	IJB Directions to parent bodies	Decision	Nick Fayers	attached



No	AGENDA	PURPOSE	LEAD	ATTACHED
7. 7.1 7.1.1	PERFORMANCE & ASSURANCE Performance Report – 22/23 Appendix 1 – Performance Report Narrative	Discussion	Nick Fayers	30 min attached attached
7.2 7.2.1 7.2.2	Strategic Risk Register Sept' 2023 Appendix 1 – Risk Register narrative Appendix 2 – Risk Appetite	Decision	Nick Fayers	attached attached
7.3	Information Commissioners FOI Return FOI Submission Jan-Mar'23 & Apr-Jun'23	Awareness	Michelle McPhail	attached
8.	STRATEGIC GOVERNANCE No papers			
9. 9.1 9.1.1 9.1.2 9.1.3	GOVERNANCE Records Management Plan – update Appendix 1 – Letter of agreement from Deputy Kee Appendix 2 – Western Isles IJB Records Managem Appendix 3 – The Keeper of the Records of Scotla	nent Plan	Michelle McPhail Document	10 min attached attached attached attached
9.1 9.1.1 9.1.2	Records Management Plan – update Appendix 1 – Letter of agreement from Deputy Kee Appendix 2 – Western Isles IJB Records Management	eper nent Plan		attached attached attached
9.1 9.1.1 9.1.2 9.1.3	Records Management Plan – update Appendix 1 – Letter of agreement from Deputy Kee Appendix 2 – Western Isles IJB Records Managen Appendix 3 – The Keeper of the Records of Scotla SERVICE DEVELOPMENT	eper nent Plan nd Agreement	Document	attached attached attached
9.1 9.1.1 9.1.2 9.1.3 10. IJB R 6.3	Records Management Plan – update Appendix 1 – Letter of agreement from Deputy Kee Appendix 2 – Western Isles IJB Records Managen Appendix 3 – The Keeper of the Records of Scotla SERVICE DEVELOPMENT No papers ESOLUTION TO TAKE ITEMS IN PRIVATE – STANDING Finance Report – Chief Finance Officer M5	eper nent Plan nd Agreement	Document	attached attached attached
9.1 9.1.1 9.1.2 9.1.3 10.	Records Management Plan – update Appendix 1 – Letter of agreement from Deputy Kee Appendix 2 – Western Isles IJB Records Managen Appendix 3 – The Keeper of the Records of Scotla SERVICE DEVELOPMENT No papers ESOLUTION TO TAKE ITEMS IN PRIVATE – STANDING	eper nent Plan nd Agreement ORDERS SECT	Document	attached attached attached attached



No AGENDA PURPOSE LEAD ATTACHED

11. EVALUATION 05 min

QUESTION	YES	NO	COMMENTS
Were you satisfied with the content of the agenda?			
Was there sufficient time to review the papers between receipt and the meeting date?			
Were the agenda items placed in the correct order / prioritization?			
Was there sufficient time allocated to all agenda items?			
Were the Executive Summaries an accurate reflection of the detailed paper?			
Was there sufficient refreshment breaks.			
Are there any significant issues which should be escalated?			
Did you consider that the Board/Committee discharged its duty in respect of			
Proper scrutiny			
Relevant questioning			
Constructive challenging			
Do you have any suggestions for improvement or additional comments about this meeting?			Comments should be made to Michelle McPhail

12. DATE AND TIME OF NEXT MEETING

Meeting: Integration Joint Board Public Meeting

Location: Microsoft Teams

Meeting Date	Submission of Papers
23.02.23	27.01.23
30.03.23	20.03.23
29.06.23	19.06.23
28.09.23 – CXL 11.10.23	18.09.23
30.11.23	20.11.23