

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	R	S	T	U	V	W	X	Y				
1	HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD BUSINESS PLAN 2022/23																									
2	DRAFT Aug '22 18 month overview																									
3	Item	Recurrence	Owner	IJB Audit Committee 10.08.22	IJB 25.08.22	IJB Development Session 27.10.22	IJB Audit Committee 09.11.22	IJB 24.11.22	IJB Development Session 26.01.23	IJB Audit Committee 08.02.23	IJB 23.02.23	IJB Audit Committee 15.03.23	IJB 30.03.23	IJB Development Session 25.05.23	IJB Audit Committee 14.06.23	IJB 29.06.23	IJB Development Session 31.08.23	IJB Audit Committee 14.09.23	IJB 28.09.23	IJB Audit Committee 15.11.23	IJB 30.11.23	IJB Development Session 30.11.23				
4	MEMBERSHIP / GOVERNANCE					Service review & Strategic Planning			Budget formulation & virements					Risk Review & Risk Appetite			Workforce / population collaborative discussion with OHCPP					Development Session TBC				
5	IJB & IJB Audit Committee Membership - biannual	2 years	Board Secretary		Approve						Note									Note						
6	Declaration of Interest	Annually	Board Secretary					Note										Note								
7	IJB & Committee Meeting Dates	Annually	Board Secretary	Approve	Approve																					
8	IJB & IJBAC Workplan	Annually	Board Secretary		Approve																					
9	MINUTES																									
10	Minutes	Each Meeting	Board Secretary	Approve	Approve		Approve	Approve		Approve	Approve	Approve	Approve		Approve	Approve		Approve	Approve	Approve	Approve		Approve	Approve	Approve	Approve
11	Action Point / Tracker	Each Meeting	Board Secretary	Approve	Approve		Approve	Approve		Approve	Approve	Approve	Approve		Approve	Approve		Approve	Approve	Approve	Approve		Approve	Approve	Approve	Approve
12	IJBAC Minutes presented to IJB	Each Meeting	Board Secretary		Note 07.07.22			Note 10.08.22			Note 09.11.22		Note 08.02.22			Note 15.03.23			Note 14.06.23		Note 14.09.23					
13	Strategic Planning Group Minutes	TBC																								
14	NCS Co-design Minutes	TBC																								
15	AUDITING																									
16	Internal Audit Annual Plan	Each Meeting	Chief Internal Auditor				Note					Approve 23/24 Plan														
17	Internal Audit Update Report	Each Meeting	Chief Internal Auditor	Note			Note			Note		Note		Note				Note		Note	Approve					
18	Audit Recommendation Tracker	Each Meeting	Board Secretary / Chief Finance Officer	Note			Note			Note		Note		Note				Note		Note						
19	External Audit Annual Plan	Annually	External Auditor	Noted in June'22								Note														
20	External Audit Annual Audit Report	Annually	External Auditor		Approve									Note												
21	National Audit Scotland Reports - H&SC relevant issues	As and When available	External Auditor																							
22	FINANCIAL GOVERNANCE																									
23	2023/24 IJB Joint Financial Plan	Annually - late feb	Chief Financial Officer							Draft Budget 2023/24		Approve Budget 2023/24														
24	Monitoring of the Health & Social Care Partnership Budget	Each Meeting	Chief Financial Officer		Note			Note		Note		Note				Note		Note		Note						
25	Issue Directions	Annually - March onwards	Chief Officer		Approve								Approve													
26	Monitor Directions	Quarterly	Chief Officer					Note		Note					Note			Note		Note						
27	IJB Annual Accounts	Annually	Chief Financial Officer											Note Draft Report	Approval Draft Report				Note Audited Annual Accounts	Approval Audited Annual Accounts						
28	PERFORMANCE																									
29	Performance Improvement Targets / KPIs		Chief Officer Head of Health Intelligence, NHSWI																							
30	Performance Monitoring Report	Quarterly	Head of Health Intelligence, NHSWI	Review	Quarterly - Note		Review	Quarterly - Note		Review	Quarterly - Note				Review	Quarterly - Note		Review	Quarterly - Note	Review	Quarterly - Note					
31	Corporate Risk Register	Quarterly		Review / Approve	Approve		Review / Approve	Approve		Review / Approve	Approve				Review / Approve	Approve		Review / Approve	Approve	Review / Approve	Approve					
32	Complaints / FOI	Quarterly		Note	Note		Note	Note		Note	Note				Note	Note		Note	Note	Note	Note					
33	Chief Social Work Officer Annual Report	Annually	Chief Social Work Officer																							
34	NHS Healthcare Governance & Audit Committee Annual Report	Annually	Director of Finance, NHSWI																							
35	Social Care Inspections Update	As and when	Chief Social Work Officer																							
36	STRATEGIC GOVERNANCE																									
37	Justice Committee Outcome Improvement Plan & Annual Report	Annually																								
38	Risk Management Strategy	Annually	Chief Officer							Note	Approve															
39	Strategic Plan	3 years	Chief Officer							Note	Approve															
40	CORPORATE GOVERNANCE																									
41	Winter Plan	Annually	Chief Officer / Director of Nursing		Approve														Note							
42	Integration Scheme	5 year review	Board Secretary				Note	Approve																		
43	H&SC IJB Annual Report	Annually	Chief Officer				Note	Approve								Approve										
44	IJB Self Assessment	Annually	Chief Officer / Chief Internal Auditor					IJB self assessment							included in Annual Report item	Report from self assessment and action plan for approval										
45	Strategic Risk Register Update	Per meeting	Chief Officer	Note	Approve		Note	Approve		Note	Approve	Note	Approve	Note	Approve			Note	Approve	Note	Approve					
46	Review of IJB Terms of Reference	Every 3 years	Board Secretary				Note	Approve											Next due 2024							
47	Locality Working Groups / Community Engagement	Annually	Chief Officer																							
48	Public Protection Service	Annually	Chief Social Work Officer																							
49	PCIP - Primary Care Improvement Plan	Annually	Chief Officer																							
50	Goathill Care Complex update	Quarterly	Chief Officer CnES Capital Investment Officer	Note	Note		Note	Note		Note	Note				Note	Note		Note	Note	Note	Note					
51	BVCC Update	Quarterly	Chief Officer CnES Capital Investment Officer	Note	Note		Note	Note		Note	Note				Note	Note		Note	Note	Note	Note					