



HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD BUSINESS CYCLE 2018

Aim

- 1.1 To provide the Health & Social Care Integration Joint Board with a focused and structured approach to the business that will be required to be conducted over the coming year.

Background

- 2.1 To deliver against targets and objectives, the Health & Social Care Integration Joint Board must be kept aware of progress on a regular basis.
- 2.2 Health & Social Care Integration Joint Board meeting agendas will be mainly focused on strategic, clinical and care governance and financial issues in order to facilitate strong debate of items.
- 2.3 Standing items will be submitted to the Health & Social Care Integration Joint Board in full format with verbal by exception reporting required at the meeting.
- 2.4 Attached is the proposed Business Cycle for 2018 for the Health & Social Care Integration Joint Board and Development sessions. The business cycle will remain a live document and subject to amendment to accommodate any appropriate changes to timelines, legislative requirements, etc.

Summary

- 3.1 It is proposed that the Health & Social Care Integration Joint Board meet on no less than 6 occasions throughout 2018 with 5 Development sessions scheduled.
- 3.2 It is proposed the Audit Committee of the Integration Joint Board meet on no less than 3 occasions throughout 2018 either preceding or following a Board meeting or Development session.
- 3.3 It is proposed that there are no meetings held in July.
- 3.4 Both the Scottish Borders Council and the Borders Health Board schedules of meetings have been taken into account in order to maximise attendance.
- 3.5 All Health & Social Care Integration Joint Board meetings, development sessions and Audit Committee meetings will take place at Scottish Borders Council.
- 3.6 In order to maximise the availability of Health & Social Care Integration Joint Board (H&SC IJB) members all meetings and sessions have been arranged for Mondays as per the schedule listed below:-

Date/Event	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
H&SC IJB Meeting 2pm to 4pm		12		23		11		20		22		17
H&SC IJB Development Session 9.30am to 12.30	29		19		28				17		19	
H&SC IJB Audit Committee 2pm-4pm (March & September) 10am-12noon (June)			19			11			17			

Recommendation

The Health & Social Care Integration Joint Board is asked to **approve** the proposed meeting dates and business cycle for 2018.

Policy/Strategy Implications	Policy/strategy implications will be addressed in the management of any actions/decisions resulting from the business presented to the Health & Social Care Integration Joint Board.
Consultation	-
Risk Assessment	Risk assessment will be addressed in the management of any actions/decisions resulting from the business presented to the Health & Social Care Integration Joint Board.
Compliance with Board Policy requirements on Equality and Diversity	Compliant
Resource/Staffing Implications	Resource/staffing implications will be addressed in the management of any actions/decisions resulting from the business presented to the Health & Social Care Integration Joint Board.

Approved by

Name	Designation	Name	Designation
Dr Stephen Mather	Chair, Health & Social Care Integration Joint Board	Robert McCulloch-Graham	Chief Officer Health & Social Care

Author(s)

Name	Designation	Name	Designation
Iris Bishop	Board Secretary		