A	В	C	D	E	F	G	Н	1	J	К	L	М	N	0	Р	Q	R	S	Т	U	V	W
HEALTH & SOCIAL CARE INTEGRAT	TION JOINT BOARD	BUSINESS PLAN 2023																		1		
Standing Items	<u>Recurrence</u>	<u>Owner</u>	UB 18.01.2023	SPG 01.02.2023	IJB 15.03.2023	IJB Audit Committee 20.03.2023	SPG 05.04.2023	IJB Development Session 19.04.2023	IJB 17.05.2023	SPG 07.06.2023	IJB Audit Committee 19.06.2023	IJB 19.07.2023	SPG 02.08.2023	IJB Audit Committee 18.09.2023	IJB 20.09.2023	SPG 04.10.2023	IJB Development Session 18.10.2023	IJB 15.11.2023	SPG 06.12.2023	IJB Audit Committee 18.12.2023	IJB January 2024	SPG February 2024
		Board Secretary	Approve	Approve	Approve	Approve	Approve		Approve	Approve	Approve	Approve	Approve	Approve	Approve	Approve		Approve	Approve	Approve	Approve	Approve
Action Tracker	Each Meeting	Board Secretary	Note	Note	Note	Note	Note		Note	Note	Note	Note	Note	Note	Note	Note		Note	Note	Note	Note	Note
3	Each Meeting	Chief Internal Auditor				Annual Plan					Internal Audit Annual Assurance Report									ļ		
Monitoring of the Health & Social Care 7 Partnership Budget	Each Meeting	Chief Financial Officer	Note		Note				Note			Note			Note			Note		1	Note	
	Quarterly	Planning & Performance Officer			Note													Note			Note	
Inspections Update	As and when	Chief Social Work Officer																				
0 SPG Minutes	When SPG mins approve	Board Secretary	Note		Note				Note			Note			Note			Note			Note	
1 Interest	As and when	Chief Internal Auditor				Note					Note			Note						Note		
2 IJB	As and when	Chief Officer				Note					Note			Note						Note		
3 Business Items 4 Financial Outlook Update	As and when	Chief Financial Officer	Note		Note										Note							
	Annually	Chief Financial Officer			Draft Budget				Approve Budget												First Draft	
5 Recommend Directions to the LIP to	•	Chief Officer / Chief Financial Officer	ı		Brait Budget				rippiono Budgot												Budget 2024/25	
	As and when	Chief Financial Officer / Chief Officer	Approve		Approve				Approve			Approve			Approve			Approve		1	Approve	
Discharge Programme Update	Annually	Chief Officer	Note																	1		
		Board Secretary			Note																	
		Chief Internal Auditor																		Approve		
1 1	Annually	Chief Social Work Officer / Head of Clinical Governance																CSWO Annual Report (SBC) / CGC Annual Report (NHS)				
		Chief Officer							Review Draft			Approve								L		
		Chief Financial Officer									Unaudited			Audited	Approve					L		
		Chief Internal Auditor									Approve									L		
5 Board Committee Memberships	As and when	Board Secretary																				
6 Board Meeting Dates & Business Cycle	Annually	Board Secretary													Approve					L		
Alcohol and Drug Partnership Annual	Annually	Director of Public Health																Note		Ļ		
Strategic Commissioning & Implementation Plan Review (2023-2026)	Every 3 years	Chief Officer		Draft	Draft		Recommend IJB approve		Approve													
9 External Audit Annual Plan	Annually	External Auditor				Approve														L		
0 IJB Audit Committee Annual Report	Annually	Chief Internal Auditor									Approve				Note							
External Audit Annual Audit Report	Annually	External Auditor				I ROBUSED								Recommend IJB Approve	Approve					ļ		
IJB Self Assessment	Annually	Chief Officer / Chief Internal Auditor				self assessment at session					included in Annual Report item				Report from self assessment and action plan for approval						IJB self assessment	
	Bi-Annual IJB Annual Audit Committee	Chief Officer				Recommend IJB approve						Approve								ļ		
Risk Management Policy & Strategy	Annually	Chief Internal Auditor				Risk Management Update						Note			Approve					L		
5	Every 3 years	Board Secretary / Chief Internal Auditor					SPG ToR Review				AC ToR Review				Next due 2024					ļ		
6 Public Sector Equality Duty	Full report every 2 years	Simone Doyle and Jane Robertson													Approve for publication					L		
		Chief Officer													Approval							
Locality Working Groups / Community 8 Engagement	Annually	Chief Officer																				
	Annually	Chief Social Work Officer								1												1
	Annually	Chief Officer / General	1	1		1						Annual Update										
0		Manager P&CS Chief Internal Auditor				Note																