

Scottish Borders Health and Social Care Partnership Integration Joint Board



Scottish Borders
Health and Social Care
PARTNERSHIP

Wednesday 15 November 2023

IJB BUSINESS PLAN AND MEETING CYCLE 2024

Report by Iris Bishop, Board Secretary

1. PURPOSE AND SUMMARY

- 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.
- 1.2 In order to ensure the IJB receives tangible business of a high quality standard the number of meetings for 2024 are proposed to be set at 6 per year which would afford officers time to ensure the delivery of quality reports worthy of robust scrutiny.
- 1.3 The IJB will continue to retain the ability to call Extra Ordinary meetings outwith the normal business cycle should that be necessary.
- 1.4 The Health & Social Care Integration Joint Board will meet formally on no less than 6 occasions throughout 2024.
- 1.5 The Health & Social Care Integration Joint Board will undertake 2 Development sessions throughout 2024.
- 1.6 The Audit Committee of the Integration Joint Board will meet formally on no less than 4 occasions throughout 2024.
- 1.7 The Strategic Planning Group will meet on 6 occasions throughout 2024.
- 1.8 Both the Scottish Borders Council and the Borders Health Board schedules of meetings have been taken into account in order to maximise attendance
- 1.9 In order to maximise the availability of Health & Social Care Integration Joint Board (H&SC IJB) members all IJB meetings, development sessions and Strategic Planning Group meetings have been arranged for Wednesdays. The IJB Audit Committee meetings are scheduled to take place on Mondays. All are as per the schedule listed below:-

Date/Event	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
IJB Meeting 10am to 12noon	24		20		15		24		18		20	
IJB Development Session 10am to 12noon				17						16		
IJB Audit Committee 2pm to 4pm			18			17			16			16
Strategic Planning Group		7		3		5		7		2		4

10am to 12noon												
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2. RECOMMENDATIONS

2.1. The Scottish Borders Health and Social Care Integration Joint Board (IJB) is asked to:-

- a) Approve the business plan and meeting cycle for 2024.

3. ALIGNMENT TO STRATEGIC OBJECTIVES AND WAYS OF WORKING

3.1. It is expected that the proposal will impact on the Health and Social Care Strategic Framework Objectives and Ways of Working below due to the range of matters to be considered by the IJB over the coming year.

Alignment to our strategic objectives					
Rising to the workforce challenge	Improving access	Focusing on early intervention and prevention	Supporting unpaid carers	Improving our effectiveness and thinking differently to meet need with less	Reducing poverty and inequalities
x	x	x	x	x	x

Alignment to our ways of working					
People at the heart of everything we do	Good agile teamwork and ways of working – Team Borders approach	Delivering quality, sustainable, seamless services	Dignity and respect	Care and compassion	Inclusive co-productive and fair with openness, honesty and responsibility
x	x	x	x	x	x

4. INTEGRATION JOINT BOARD DIRECTION

4.1 A Direction is not required.

5. BACKGROUND

- 5.1 To deliver against targets and objectives, the Health & Social Care Integration Joint Board must be kept aware of progress on a number of key issues on a regular basis. This is provided through scrutiny of the Quarterly Performance Report.
- 5.2 Health & Social Care Integration Joint Board meeting agendas are mainly focused on strategic, clinical and care governance and financial issues. These are the fundamental pillars of business items for the IJB to focus its attention on.
- 5.3 Standing items are submitted to the Health & Social Care Integration Joint Board in full format with verbal by exception reporting at the meeting. This enables time to be set aside at the meeting for robust scrutiny and debate of substantial business items.
- 5.4 Attached is the proposed Business Cycle for 2024 for the Health & Social Care Integration Joint Board. The business cycle will remain a live document and subject to amendment to accommodate any appropriate changes to timelines, legislative requirements, etc.

6. IMPACTS

Community Health and Wellbeing Outcomes

- 6.1. It is expected that the proposal will impact on the National Health and Wellbeing Outcomes below due to the range and diversity of issues to be discussed over the coming year.

N	Outcome description	Increase / Decrease / No impact
1	People are able to look after and improve their own health and wellbeing and live in good health for longer.	x
2	People, including those with disabilities or long term conditions, or who are frail, are able to live, as far as reasonably practicable, independently and at home or in a homely setting in their community.	X
3	People who use health and social care services have positive experiences of those services, and have their dignity respected.	X
4	Health and social care services are centred on helping to maintain or improve the quality of life of people who use those services.	X
5	Health and social care services contribute to reducing health inequalities.	X
6	People who provide unpaid care are supported to look after their own health and wellbeing, including to reduce any negative impact of their caring role on their own health and well-being.	X
7	People who use health and social care services are safe from harm.	X
8	People who work in health and social care services feel engaged with the work they do and are supported to continuously improve the information, support, care and treatment they provide.	X
9	Resources are used effectively and efficiently in the provision of health and social care services.	x

Financial impacts

- 6.2 There are no costs attached to any of the recommendations contained in this report. 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.

Equality, Human Rights and Fairer Scotland Duty

6.3 Not Applicable.

Legislative considerations

6.4 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.

Climate Change and Sustainability

6.5 Not Applicable.

Risk and Mitigations

6.6 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.

7 CONSULTATION

Communities consulted –

7.1 Not Applicable

Integration Joint Board Officers consulted

7.2 The IJB Board Secretary and the IJB Chief Officer have been consulted, and all comments received have been incorporated into the final report.

Approved by:

Chris Myers, Chief Officer

Author(s)

Iris Bishop, Board Secretary

Background Papers: IJB Business Plan 2024

Previous Minute Reference: N/A

For more information on this report, contact us at Iris Bishop, Board Secretary
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