



## **AGENDA ITEM NO 12**

### **REPORT NO IJB 20/24**

## **ANGUS INTEGRATION JOINT BOARD**

**24 APRIL 2024**

### **ANNUAL WORKPLAN 2024 - 2025**

#### **REPORT BY JILLIAN GALLOWAY, CHIEF OFFICER**

#### **1. ABSTRACT**

The purpose of this report is to set out the Annual Work Plan/Report Schedule and Development Session timetable for Angus Integration Joint Board for 2024/2025.

#### **2. ALIGNMENT TO THE STRATEGIC PLAN**

The annual workplan/reporting schedule for 24/25 has been developed to ensure relevant reports pertaining to the delivery of the Strategic Commissioning Plan are presented to the Angus Integration Joint Board.

#### **3. RECOMMENDATIONS**

It is recommended that the Integration Joint Board: -

- (i) Approve the workplan/reporting scheduled for 2024/2025;
- (ii) Approve the development session timetable for 2024/2025; and
- (iii) Acknowledge other papers or topics may be added to the reporting schedule/development session plan as the need arises.

#### **4. BACKGROUND**

While Angus IJB has to respond to circumstances, the agenda must be responsive, it has previously been agreed to create an annual work plan to give IJB members a sense of the pattern of planned business and the breadth of planned reports expected. It has been agreed this workplan would be shared at the first meeting of each reporting year.

#### **5. CURRENT POSITION**

The appendices to this report set out the proposed annual workplan/reporting schedule and development session schedule for the IJB. This is intended to reflect future meeting agendas. However, it is important to note this is a plan and, as noted above, there should be an expectation that report timings will be refined in due course and additional reports will be added to reflect developing circumstances.

The annual work plan reflects a mix of annual reports and regular reports. In addition, there are a series of Finance reports that come to the IJB and there will be a series of project reports in any given year and clearly these will evolve during the year.

## 6. PROPOSALS

The IJB is asked to approve the annual work plan/reporting and development session schedule and agree to further individual reports being presented to the IJB out-with the workplan as required or a change of date may be required based.

## 7. FINANCIAL IMPLICATIONS

There are no financial implications arising directly from this report.

## 8. RISK MANAGEMENT

There are no risks arising directly from this report.

## 9. PUBLIC HEALTH IMPLICATIONS

There are no public health implications arising directly from this report.

## 10. CLIMATE SUSTAINABILITY IMPLICATIONS

There are no climate sustainability implications arising directly from this report.

## 11. EQUALITY IMPACT ASSESSMENT, CHILDREN'S RIGHTS AND FAIRER SCOTLAND DUTY

A screening assessment has been undertaken and a full combined Equality Impact Assessment, is not required for the following reason(s): - individual reports will be supported with an EIA as required.

## 12. COMMUNICATION AND ENGAGEMENT (IF APPLICABLE)

Members of the Angus Health and Social Care Partnership Executive Management Team have been involved in developing the proposed workplan.

## 13. DIRECTIONS

The Integration Joint Board requires a mechanism to action its strategic commissioning plans and this is provided for in Section 26 to 28 of the Public Bodies (Joint Working) (Scotland) Act 2014. This mechanism takes the form of binding directions from the Integration Joint Board to one or both of Angus Council and NHS Tayside.

<b>Direction Required to Angus Council, NHS Tayside or Both</b>	<b>Direction to:</b>	
	No Direction Required	X
	Angus Council	
	NHS Tayside	
	Angus Council and NHS Tayside	

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List of Appendices:

Appendix 1 Annual Workplan/Reporting Schedule

Appendix 2 Annual Development Session Timetable

Angus IJB Annual Workplan April 24 - March 25

Appendix 1

Grouping Categories	Report	Update	Senior Officers	Apr 24	Jun 24	Aug 24	Oct 24	Dec 24	Feb 25
Annual Report	Workplan/Reporting Schedule and Development Session Plan	Annual	Chief Officer	x					
Annual Report	Assurance Report - Clinical, Care and Professional Governance Forum	Tri-Annual	Clinical Director	x		x		x	
Annual Report	Chief Social Work Officer Report	Annual	Chief Social Work Officer				x		
Annual Report	Angus Alcohol and Drugs Partnership Report	Annual	Head of Service			x			
Annual Report	Winter Plan	Annual	Chief Officer				x		
Annual Report	IJB Audit Committee Annual Report	Annual	Chief Finance Officer			x			
Annual Report	Angus Adult Protection Committee Update	Annual	Head of Service		x				
Annual Report	Equality Outcomes and Mainstreaming	Annual	Head of Service			x			
Annual Report	Performance Report	Bi-annual	Chief Finance Officer			x			x
Annual Report	Angus Primary Care	Annual	Chief Officer	x					
Annual Report	Workforce Plan Update	Annual	Head of Service				x		
Annual Report	Communication and Engagement Activity	Annual	Chief Officer				x		
Finance Report	Budget Settlements with AC and NHS Tayside	Annual	Chief Finance Officer						x
Finance Report	Strategic Financial Plan	Tri-Annual	Chief Finance Officer	x		x		x	
Finance Report	Finance Report	Bi-Monthly	Chief Finance Officer	x	x	x	x	x	x
Regular Report	Chief Officer Update	Bi-Monthly	Chief Officer	x	x	x	x	x	x
Regular Report	Strategic Planning Update by Priority with one overarching report	Quintennially	Chief Finance Officer		x	x	x	x	x
Regular Report	Prescribing Update	Tri-Annual	Clinical Director		x		x		x

Grouping Categories	Report	Update	Senior Officers	Apr 24	Jun 24	Aug 24	Oct 24	Dec 24	Feb 25
Regular Report	Mental Health and Learning Disability Improvement Programme	Tri-Annual	Chief Officer		x		x		x
Regular Report	Carers Strategy Progress Update	Annual	Head of Service			x			
Regular Report	Advocacy Strategic Framework Progress Update	Annual	Head of Service			x			
Regular Report	Property Strategy	Once	Chief Officer					x	
Regular Report	Unscheduled Care and Winter Planning 23/24 Update	Annual	Chief Officer		x				
Regular Report	Social Care Planned Procurement and Commissioning Service Development Plan	Annual	Head of Service				x		
Regular Report	Lead Partner Services Update	Annual	Chief Officer				x		
Project Report	Minor Injury and Illness Service Review	Once	Chief Officer				x		
Project Report	Day Care Review	Once	Head of Service	x					
Project Report	Day Opportunities Review	Once	Head of Service				x		
Project Report	Angus and Dundee Stroke Rehabilitation Pathway Review	Once	Head of Service			x			
Project Report	Community Alarm Review	Once	Head of Service			x			
Project Report	Service Review	Once	Head of Service					x	
Project Report	Supported Accommodation Review	Once	Head of Service						x
Project Report	Rapid Rehousing Progress Report	Once	Head of Service						x

# IJB Development Sessions 2024/25

<b>April 2024</b>	<b>Lead /Presenters</b>	<b>Venue</b>	<b>Date/Time</b>
Primary and Urgent Care IJB / SPG Development Session	J Galloway /L Prudom / A Clement / S Jamieson	MS Teams	16/04/24 11.00am – 12.30
<b>May 2024</b>	<b>Lead /Presenters</b>	<b>Venue</b>	<b>Date/Time</b>
Strategic Financial Plan & Dementia Strategy	S Berry/J Cooper	MS Teams	09/05/24 9.30am – 12.30
<b>July 2024</b>	<b>Lead /Presenters</b>	<b>Venue</b>	<b>Date/Time</b>
Strategic Delivery Plan, Strategic Financial Plan and Risk Appetite	S Wilson/J Moug/A Stewart	MS Teams	11/07/24 9.30am – 12.30
<b>September 2024</b>	<b>Lead /Presenters</b>	<b>Venue</b>	<b>Date/Time</b>
Strategic Financial Plan, Contracts & Commissioning	S Berry/J Cooper	MS Teams	25/09/24 9.30am – 12.30
<b>October 2024</b>	<b>Lead /Presenters</b>	<b>Venue</b>	<b>Date/Time</b>
Blueprint & Good Governance	A Stewart	MS Teams	25/10/24 9.30am – 12.30

November 2024	Lead /Presenters	Venue	Date/Time
AHSCP Service Review	E McLennan/J Cooper	MS Teams	05/11/24 1.00pm – 4.00pm
January 2025	Lead /Presenters	Venue	Date/Time
Strategic Financial Plan & Strategic Delivery Plan	S Berry/S Wilson	MS Teams	23/01/25 9.30am – 12.30