

Agenda Item 14

IJB Programme of Meetings 2022



Falkirk Integration Joint Board

19 November 2021

IJB Programme of Meetings 2022

For Decision

1. Executive Summary

- 1.1 The purpose of the report is to propose a timetable of meetings of the Falkirk Integration Joint Board (IJB) for 2022.

2. Recommendations

The Integration Joint Board is asked to:

- 2.1 agree the proposed timetable of meetings for 2022.

3. Background

- 3.1 The IJB meeting dates have followed a pattern of meeting four times a year on the first Friday of the month at 9.30am, incorporating a recess in July and August. There are alternative meetings for business and Board development.
- 3.2 If this pattern is supported by the Board, the proposed meeting dates for 2022, starting at 9.30am are:

| IJB Board | Board Development |
|-------------|-------------------|
| 18 March | 4 February |
| 3 June | 1 July |
| 2 September | 7 October |
| 18 November | |

- 3.3 The draft forward planner for the Board is attached at Appendix 1. This aims to map out the work of the Board to ensure that all statutory deadlines are met and that reports are considered at an appropriate stage in the financial year. This will be subject to change to reflect emerging priorities and issues and feedback from the Board.
- 3.4 The Audit Committee will consider its programme of meetings and indicative work plan at its meeting on 3 December 2021. The Clinical and Care Governance Committee will consider its programme of meetings on 26 November 2020. An overview of all IJB meetings for 2022, pending Committee approval, is set out in Appendix 2.

- 3.5 The Board development programme will be developed, utilising feedback from members. The Board may also wish to consider how the involvement of the HSCP Leadership Team, and the Strategic Planning Group could be incorporated.
- 3.6 In line with existing covid-19 and social distancing restrictions, meetings will continue to be held remotely. This will be reviewed pending any changes to national guidance.

4. Conclusions

- 4.1 The IJB is asked to consider the meeting arrangements set out in this report. This report also provides an indicative work plan for the Board for 2022. It is recognised that this may be subject to fluctuation.

Resource Implications

There are no implications arising from this report.

Impact on IJB outcomes and priorities

There are no implications arising from this report.

Directions

A new Direction or amendment to an existing Direction is not required.

Legal and risk implications

There are no legal and risk implications arising from this report.

Consultation

Consultation is not required.

Equalities Assessment

An equalities assessment is not required.

5. Report Author

Suzanne Thomson, Senior Service Manager

6. List of Background Papers

n/a

7. Appendices

Appendix 1: IJB Draft Forward Planner

Appendix 2: IJB Programme of Meetings

Draft IJB Forward Planner 2022

| | March | June | September | November |
|-----------------|--|--|--|--------------------------------|
| Standing items: | Chief Officer | Chief Officer | Chief Officer | Chief Officer |
| | Chief Finance Officer reports | Chief Finance Officer reports | Chief Finance Officer reports | Chief Finance Officer reports |
| | Budget 2021 - 2022 | | | IJB Business Case |
| | Performance Monitoring | Performance Monitoring | Performance Monitoring | Performance Monitoring |
| | | | | |
| Report items: | HSCP Remobilisation Plan update | HSCP Remobilisation Plan update | HSCP Remobilisation Plan update | CSWO Report |
| | Falkirk Community Hospital Master Plan | Review of the Strategic Plan | Annual Performance Report | IJB Programme of meetings 2023 |
| | Integration Scheme Update | ADP Update | Community Planning Partnership Falkirk Plan update | |
| | Strategic Risk Register | Primary Care Improvement Plan | | |
| | ASP Inspection report | Equality Outcomes and Mainstreaming report | | |
| | | Annual Assurance Statements: <ul style="list-style-type: none"> • Audit Committee • CCG Committee • Joint Staff Forum | | |
| | | | | |

IJB Programme of Meetings for 2022

| | Jan | Feb | Mar | Apr | May | June | July | Aug | Sept | Oct | Nov | Dec |
|---|-----|----------------|-------------|-----|-----------|---------|--------|--------------|-----------------|--------------|----------------|---------------|
| Integration Joint Board | | | 18 March | | | 3 June | | | 2 September | | 18 November | |
| Audit Committee | | | 11 March | | | 17 June | | | 23 September | | | 2 December |
| Clinical & Care Governance Committee | | 25 February | | | 20 May | | | 26 August | | | 25 November | |
| IJB Board Development Session | | 4 February | | | | | 1 July | | | 7 October | | |