



**ANGUS INTEGRATION JOINT BOARD**

**26 JUNE 2024**

**UPDATED ANNUAL WORKPLAN 2024 - 2025**

**REPORT BY JILLIAN GALLOWAY, CHIEF OFFICER**

**1. ABSTRACT**

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

**2. ALIGNMENT TO THE STRATEGIC PLAN**

The updated 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 updated workplan/reporting scheduled for 2024/2025; and
- (ii) Acknowledge that the annual workplan/reporting schedule 2024/25 will be presented at each IJB as a standing agenda item.

**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.

**5. CURRENT POSITION**

The appendices to this report set out the updated annual workplan/reporting schedule. 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 updated annual work plan/reporting 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.

Direction Required to Angus Council, NHS Tayside or Both	Direction to:	
	No Direction Required	X
	Angus Council	
	NHS Tayside	
	Angus Council and NHS Tayside	

**REPORT AUTHOR:** Jillian Galloway, Chief Officer

**EMAIL DETAILS:** [tay.angushscp@nhs.scot](mailto:tay.angushscp@nhs.scot)

List of Appendices:

Appendix 1 Updated Annual Workplan/Reporting Schedule

**Appendix 1**

**Angus IJB Annual Workplan April 24 - March 25**

<b>Grouping Categories</b>	<b>Report</b>	<b>Update</b>	<b>Senior Officers</b>	<b>Apr 24</b>	<b>Jun 24</b>	<b>Aug 24</b>	<b>Oct 24</b>	<b>Dec 24</b>	<b>Feb 25</b>
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			x		
Annual Report	Workforce Plan Update	Annual	Head of Service				x		
Annual Report	Communication and Engagement Activity	Annual	Chief Officer				x		
Annual Report	Primary Care Prescribing Update	Annual	Clinical Director						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

Grouping Categories	Report	Update	Senior Officers	Apr 24	Jun 24	Aug 24	Oct 24	Dec 24	Feb 25
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	Quintennial	Chief Finance Officer		x	x	x	x	x
Regular Report	Mental Health and Learning Disability Improvement Programme	Tri-Annual	Chief Officer			x	x		x
Regular Report	Carers Strategic Framework 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	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			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
Project Report	Safer Staffing Assurance Report	Once	Head of Service			x			
Regular Report	Revised Annual Workplan/Reporting Schedule 2024/25	Bi-monthly	Chief officer		x	x	x	x	x