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Agenda Item: 4

Integration Joint Board

Date of Meeting: 18 February 2026.

Matters Arising Log from Meeting held on 10 December 2025.

Matters Arising		Target Date	Lead Officer	Notes
1.	Self-Directed Support – provide specific details in regard to requests for provision from the ferry-linked isles residents.	April 2026.	Mohammed Sohail / Lynda Bradford.	Work will commence in spring to provide a briefing note to Members.
2.	Joint Clinical and Care Governance – liaise with the Head of Corporate Governance, NHS Orkney, to ensure updates from the Committee are provided in a more timely manner.	February 2026.	Stephen Brown.	A discussion has been held with the Head of Corporate Governance, NHS Orkney. The Chair of the Committee has been asked to approve the Chair's Assurance Report, which will be presented to the Board prior to the minutes being approved. The approved minutes will then be presented to the next available meeting of the Board. To be deleted after February 2026 Board meeting.

Matters Arising	Target Date	Lead Officer	Notes
3. Regional Planning – paper to be presented raising awareness of the national planning framework.	April 2026.	Sam Thomas.	A paper will be presented to the Board in April 2026.

Outstanding Matters Arising from Previous Board Meetings

	Matter.	Meeting.	Target Date.	Lead Officer	Notes.
1.	Adaptations – consider ways of providing breakdown on spend and type (those provided by Housing Services, including other registered social landlords, and those provided by OHAC).	April 2025	September 2025. December 2025.	Frances Troup/ Lynda Bradford	<p>Update at July 2025 – a meeting has been scheduled, and breakdown of information will be shared with Members once completed.</p> <p>Update at September 2025 – An initial meeting has been held and a further meeting is scheduled. Suggest Target Date is amended to December 2025.</p> <p>Update at December 2025 – Work has commenced and a briefing note will be circulated in December 2025.</p> <p>Update for February 2026 – A briefing note was circulated on 12 February 2026.</p> <p>To be deleted after February 2026 Board meeting.</p>
2.	Joint Clinical and Care Governance Committee – following meeting with Rona Gold, Rachael King, Sam Thomas and Stephen Brown, the revised Terms of Reference should be circulated via briefing.	April 2025.	September 2025.	Stephen Brown/ Sam Thomas.	<p>Update at July 2025 – a meeting was held on 18 June 2025. A briefing note will be circulated when the relevant amendments have been made.</p> <p>Update at September 2025 – Due to some capacity issues within the service, this has not been circulated yet but will be shortly.</p> <p>Update at December 2025 – This has been superseded and the updated Terms of Reference will be presented in February 2026.</p>

	Matter.	Meeting.	Target Date.	Lead Officer	Notes.
					<p>Update for February 2026 – The Committee approved the Terms of Reference in February 2026, and these will be presented to the Board in April 2026.</p>
3.	Delayed Transfer of Care – update from short life working group to next meeting (noting that outcome of deliberations to be reported back no later than December 2025).	July 2025.	December 2025- March 2027.	Sam Thomas.	<p>Update at September 2025 – Discussions have taken place to agree merging this Short Life Working Group with the Clinical Services Review – Older People workstream to maximise outputs.</p> <p>Update at December 2025 – A series of meetings have been set up to progress this work. Due to capacity issues unfortunately this has not progressed as timely as hoped. Target date to be amended.</p> <p>Update for February 2026 – A series of meetings are ongoing which has identified a number of actions. This is a major workstream for 2026/27. Updated information will be shared with Members in June.</p>
4.	Neurodevelopmental Provision – wider report updating on progress made.	July 2025.	April 2026.	Stephen Brown.	<p>Update at September 2025 – Work is progressing on recruitment and appointing the additional posts. It is anticipated that an update report will be presented to Board in February 2026.</p> <p>Update for February 2026 - Slightly delay to the February target due to some capacity issues which have now been addressed as</p>

	Matter.	Meeting.	Target Date.	Lead Officer	Notes.
					some project support has been identified. Pathway document has now been drafted.
5.	Service User Representative – advertise and submit recommendation to Board.	September 2025.	February 2026.	Stephen Brown.	<p>Update at December 2025 – campaign commenced to gather expressions of interest. There has been good initial interest. Propose to submit recommendations to Board in early 2026.</p> <p>Update for February 2026 – Initial discussions have been held with individuals who are interested. A further meeting to be held in mid-February and a report will be presented to the Board in April 2026.</p>
6.	Community Nursing – more detailed update to be provided to Board.	September 2025.	February 2026.	John Daniels.	<p>Update at December 2025 – further information will be provided to Members via a Briefing Note.</p> <p>Update for February 2026 – Paper on agenda.</p> <p>To be deleted after February 2026 Board meeting.</p>

Regular Reports required and Policy Updates

Report/Policy Review.		Frequency.	Notes.
1.	Proposed New Kirkwall Care Facility.	Six-monthly.	Last reported to April 2025 Board meeting. On agenda for February 2026 Board meeting.
2.	Revenue Expenditure Monitoring.	Quarterly.	Next due February 2026 (for Q3 2025/26). On agenda for February 2026 Board meeting.
3.	Financial Recovery Plan.	Quarterly.	Next due March 2026.
4.	Integrated Workforce Plan.	Every 3 years.	Approved February 2023. Next review due by February 2026. Noted at December 2025 Board meeting that timeline has slipped to March/April 2026.
5.	Climate Change Duties.	Annually, by 30 November (deadline for submitting to Scottish Government).	As Board report cannot be finalised until OIC and NHSO's reports are completed, going forward this will now be reported to the February meeting of the Board. Next due February 2026. On agenda for February Board meeting.
6.	Records Management Plan.	Every 2 years.	Next due March 2026.
7.	Risk Register.	Six-monthly.	Next due March 2026.
8.	Annual Budget.	Annually.	Next due by April 2026.
9.	Market Facilitation Statement.	Every 3 years.	Approved April 2023. Next review due by April 2026.
10.	Strategic Plan Delivery Plan.	Annually.	Approved April 2025. Next review due by April 2026.

Report/Policy Review.		Frequency.	Notes.
11.	Unpaid Carers Strategy	Every 3 years	Approved February 2024. Next due February 2027. Annual update to be provided – first annual update due April 2026.
12.	ADP Strategy.	Every 5 years.	Approved June 2021. Next review due by June 2026.
13.	Child Poverty Strategy.	Every 4 years.	Approved June 2022. Next review 2026. Note – this strategy is owned by The Orkney Partnership.
14.	Annual Performance Report.	To be published within 3 months of end of year to which performance relates.	Approved June 2025. Next due June 2026.
15.	Financial Regulations.	Every 3 years.	Approved August 2023. Next due August 2026.
16.	Reserves Policy.	Every 3 years.	Approved August 2023. Next due August 2026.
17.	Stakeholder Representatives' Expenses	Every 3 years.	Approved August 2023. Next due August 2026.
18.	Revenue Expenditure Outturn.	Annually.	Next due September 2026 (for 2025/26).
19.	Appointment of Standards Officer.	Every 3 years.	Current appointments due to be reviewed by September 2026.
20.	Children's Services Plan	Every 3 years, with annual review.	2023-26 Plan approved February 2024. Next due late 2026. Note – this Plan is led by Orkney Islands Council (Education directorate).
21.	Equality Outcomes and Mainstreaming Progress Report.	Every 2 years.	Approved April 2025. Next review April 2027.

Report/Policy Review.		Frequency.	Notes.
22.	Communications and Engagement Strategy.	Every 2 years.	Approved April 2025. Next review April 2027.
23.	Risk Management Strategy.	Every 2 years.	Approved April 2025. Next review April 2027.
24.	Strategic Plan.	Every 3 years.	Approved April 2025. Next review due April 2028.
25.	Medium Term Financial Plan.	Every 3 years.	Approved June 2025. Next review due by June 2028.
26.	Freedom of Information Policy and Publication Scheme.	Every 3 years.	Approved December 2025. Next review due by December 2028.
27.	Internal Audit.	Every 5 years.	Approved December 2025. Next appointment required by March 2030.