

Stephen Brown (Chief Officer).

Orkney Health and Social Care Partnership.

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Agenda Item: 4.

Integration Joint Board

Date of Meeting: 22 April 2026.

Matters Arising Log from Meeting held on 18 February 2026.

Matters Arising		Target Date	Lead Officer	Notes
1.	Adaptations – further information to be collated on issues surrounding increased costs and demands.	September 2026.	Frances Troup.	Briefing note previously circulated to be updated. Please note that adaptations funded through the HRA (Housing Revenue Account) are met entirely by tenants' rents and not by external funding.
2.	Performance and Audit Committee (PAC) – review Terms of Reference to include scrutiny of financial matters.	June 2026.	Stephen Brown.	Revised Terms of Reference considered by PAC on 18 March 2026. On agenda for April Board meeting (part of Governance paper). Can be deleted following April Board meeting.
3.	Utilisation of Fourth Wing at Hamnavoe House (Brinkies) – identify possible sources of funding to meet cost and thereafter submit draft Direction.	Target date will be under review.	Lynda Bradford.	

Matters Arising	Target Date	Lead Officer	Notes
4. Community Nursing Service – full establishment review to be reported (including model of delivery which took account of compensatory rest arrangements in line with national guidance).	March 2027.	John Daniels	
5. Distress Brief Interventions (DBIs): <ul style="list-style-type: none"> • Provide referral numbers from isles GPs. • Develop exit strategy. • Select test pilot with mainland GP practice to gauge level of referrals. 	September 2026.	Lynda Bradford.	
6. Distress Brief Interventions (DBIs) – Direction approved for further two years, during which recurring funding should be secured.	February 2028.	Lynda Bradford.	
7. Performance Management Framework – third sector information feeding into systems.	May 2026.	Shaun Hourston-Wells.	An initial meeting will be held with the Third Sector Interface with the aim to discuss at a future meeting of the Strategic Planning Group.
8. Primary Care Improvement Plan – further information to be presented before preferred option determined	June 2026.	John Daniels.	A draft report is being worked on with key stakeholders and will be presented to the June Board meeting.

Outstanding Matters Arising from Previous Board Meetings

	Matter.	Meeting.	Target Date.	Lead Officer	Notes.
1.	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> <p>Update at February 2026 – The Committee approved the Terms of Reference in February 2026, and these will be presented to the Board in April 2026.</p> <p>Update for April 2026 – revised terms of reference are included on the agenda for the April Board meeting. Arrangements now in place to make the process more efficient. Can be deleted following April Board meeting.</p>
2.	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.	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.

	Matter.	Meeting.	Target Date.	Lead Officer	Notes.
					<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 at 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>
3.	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 at February 2026 – Slight delay to the February target due to some capacity issues which have now been addressed as some project support has been identified. Pathway document has now been drafted.</p> <p>Update for April 2026 – A project team has been established. The next Strategic Planning Group meeting will have this as an agenda item with further updates available thereafter.</p> <p>Can be deleted following April Board meeting.</p>

	Matter.	Meeting.	Target Date.	Lead Officer	Notes.
4.	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 at 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> <p>Update for April 2026 – meeting in mid-February required to be rearranged. Suggest update target date to June 2026.</p>
5.	Self-Directed Support – provide specific details in regard to requests for provision from the ferry-linked isles residents.	December 2025.	April 2026.	Mohammed Sohail / Lynda Bradford.	<p>Update at February 2026 – Work will commence in spring to provide a briefing note to Members.</p> <p>Update for April 2026 – An update was provided at the IJB development session (theme was finance) on 10 March 2026. A briefing note will also be circulated shortly.</p>
6.	Regional Planning – paper to be presented raising awareness of the national planning framework.	December 2025.	April 2026.	Sam Thomas.	<p>Update at February 2026 – a paper will be presented to the Board in April 2026.</p> <p>Update for April 2026 – Paper on agenda. Can be deleted following April 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 February 2026 Board meeting.
2.	Risk Register.	Six-monthly.	Next due March 2026.
3.	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.
4.	Financial Recovery Plan.	Quarterly.	Next due March 2026. On agenda for April Board meeting. In future, updates on progress with the Financial Recovery Plan will be included within the Revenue Expenditure Monitoring reports and/or reported to the Performance and Audit Committee in accordance with the revised Terms of Reference for that Committee.
5.	Annual Budget.	Annually.	Next due by April 2026. On agenda for April Board meeting (part of Financial Recovery Plan report).
6.	Records Management Plan.	Every 2 years.	Next due March 2026. On agenda for April Board meeting
7.	Market Facilitation Statement.	Every 3 years.	Approved April 2023. Next review due by April 2026. On agenda for April Board meeting.

Report/Policy Review.		Frequency.	Notes.
8.	Strategic Plan Delivery Plan.	Annually.	Approved April 2025. Next review due by April 2026. On agenda for April Board meeting.
9.	Unpaid Carers Strategy	Every 3 years	Approved February 2024. Next due February 2027. Annual update to be provided – first annual update due April 2026. On agenda for April Board meeting (annual update).
10.	Financial Regulations.	Every 3 years.	Approved August 2023. Next due by August 2026. On agenda for April Board meeting.
11.	Reserves Policy.	Every 3 years.	Approved August 2023. Next due by August 2026. On agenda for April Board meeting.
12.	Internal Audit.	Every 5 years.	Approved December 2025. Next appointment required by March 2030. On agenda for April Board meeting.
13.	ADP Strategy.	Every 5 years.	Approved June 2021. Next review due by June 2026.
14.	Child Poverty Strategy.	Every 4 years.	Approved June 2022. Next review 2026. Note – this strategy is owned by The Orkney Partnership.
15.	Annual Performance Report.	To be published within 3 months of end of year to which performance relates.	Next due June 2026.
16.	Stakeholder Representatives' Expenses	Every 3 years.	Approved August 2023. Next due by August 2026.
17.	Revenue Expenditure Outturn.	Annually.	Next due September 2026 (for 2025/26).

Report/Policy Review.		Frequency.	Notes.
18.	Revenue Expenditure Monitoring.	Quarterly.	Next due September 2026 (for Q1 2026/27).
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.	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 2027.
22.	Equality Outcomes and Mainstreaming Progress Report.	Every 2 years.	Approved April 2025. Next review due by April 2027.
23.	Communications and Engagement Strategy.	Every 2 years.	Approved April 2025. Next review due by April 2027.
24.	Risk Management Strategy.	Every 2 years.	Approved April 2025. Next review due by April 2027.
25.	Strategic Plan.	Every 3 years.	Approved April 2025. Next review due by April 2028.
26.	Medium Term Financial Plan.	Every 3 years.	Approved June 2025. Next review due by June 2028.
27.	Freedom of Information Policy and Publication Scheme.	Every 3 years.	Approved December 2025. Next review due by December 2028.