



Meeting of East Renfrewshire Health and Social Care Partnership	Performance and Audit Committee
Held on	22 June 2022
Agenda Item	Policy Update
Title	11
<p>Summary</p> <p>This paper provides an overview of the policies relating to the Integration Joint Board and due dates for review. This is for information only.</p>	
Presented by	Lesley Bairden, Head of Finance and Resources (Chief Financial Officer)
<p>Action Required</p> <p>Performance and Audit Committee are asked to note the report and that those policies requiring review will be brought to the September meeting of the Committee and at required intervals thereafter.</p>	

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EAST RENFREWSHIRE INTEGRATION JOINT BOARD

PERFORMANCE AND AUDIT COMMITTEE

22 June 2022

Report by Chief Officer

POLICY UPDATE

PURPOSE OF REPORT

1. This paper provides an overview of the current status of policies relating specifically to Integration Joint Board governance, along with dates for future review.

RECOMMENDATION

2. Performance and Audit Committee are asked to note the report and that those policies requiring review will be brought to the September meeting of the Committee and at required intervals thereafter.

BACKGROUND

3. The Integration Joint Board has a number of policy documents which relate specifically to the governance of the IJB. These comprise:-
 - Integration Scheme
 - Standing Orders
 - Code of Conduct
 - Reserves Policy
 - Financial Regulations
 - IJB Risk Policy and Strategy
 - IJB FOI Policy
 - IJB Publication Scheme
 - IJB Records Management
 - IJB Complaints Handling Procedure
4. Not all policies will have been presented at Performance and Audit Committee in the past; some policies go to PAC, some to IJB and some to both, however to promote transparent governance we propose to bring an annual overview report to this Committee. This will provide a clearer reference point. It is suggested that September is a suitable date for annual review as a number of policy renewals fall then. Should any policies require changes outwith their regular review cycle e.g. legislation changes, the revised policy will be brought to next scheduled meeting of PAC or IJB.
5. Some policies do not have a statutory review date or are dependent on other bodies/legislation changes. We propose that these particular policies are reviewed annually to promote governance.

REPORT

6. The table below provides an overview of when policies were last presented to Performance and Audit Committee and when they are next due for consideration.
7. The review dates for each of these policies will differ depending on the initial start date and any legislative changes or requirements.

Policy	Last Approved By:	Last Presented to PAC	Review Cycle	Next PAC date
IJB Risk Policy and Strategy	IJB (29.01.2020)	27.11.2019	Bi-annually	21.09.2022
Financial Regulations	PAC (22.09.2021)	22.09.2021	Annually	21.09.2022
Reserves Policy	PAC (22.09.2021)	22.09.2021	Annually	21.09.2022
IJB FOI Policy	IJB (25.11.2015)	n/a	Not specified – we will review annually	21.09.2022
IJB Publication Scheme	PAC (29.03.2017)	29.03.2017	Not specified – we will review annually	21.09.2022
IJB Records Management	IJB (30.01.2019)	28.11.2018	Annually	21.09.2022
IJB Complaints Handling Procedure	IJB (12.05.2021)	n/a	No specific review period - as required by Scottish Public Services Ombudsman	n/a as required
Integration Scheme	IJB (14.02.2018)	n/a	No specific review period – As required by The Public Bodies (Joint Working) (Integration Joint Boards) (Scotland) 2014 Act	n/a as required Review currently underway. Will be presented to IJB in due course
Standing Orders	IJB (01.06.2016)	n/a	No specific review period – As required by The Public Bodies (Joint Working) (Integration Joint Boards) (Scotland) 2014 Act	n/a as required
Code of Conduct	IJB (16.03.2022)	n/a	No specific review period – As required by Standards Commission	n/a as required

CONCLUSIONS

8. This annual update will promote governance and provide a clear reference point for the review status of all policies relating to the Integration Joint Board.

RECOMMENDATIONS

9. Performance and Audit Committee are asked to note the report and that those policies requiring review will be brought to the September meeting of the Committee and at required intervals thereafter.

REPORT AUTHOR AND PERSON TO CONTACT

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June 2022

Chief Officer, IJB: Julie Murray

BACKGROUND PAPERS

IJB Risk Policy and Strategy: https://www.eastrenfrewshire.gov.uk/media/1436/Integration-Joint-Board-Item-14-29-January-2020/pdf/Integration_Joint_Board_Item_14_-_29_January_2020.pdf?m=637284294607930000

Financial Regulations: https://www.eastrenfrewshire.gov.uk/media/6843/PAC-item-08-22-September-2021/pdf/PAC_item_08_-_22_September_2021.pdf?m=637673822311100000

Reserves Policy: https://www.eastrenfrewshire.gov.uk/media/6843/PAC-item-08-22-September-2021/pdf/PAC_item_08_-_22_September_2021.pdf?m=637673822311100000

IJB FOI Policy:

IJB Publication Scheme: https://www.eastrenfrewshire.gov.uk/media/3764/Performance-and-Audit-Committee-Item-05-29-March-2017/pdf/PAC_Item_05_-_29_March_2017.pdf?m=637395819250030000

IJB Records Management: https://www.eastrenfrewshire.gov.uk/media/2286/Integration-Joint-Board-Item-10-30-January-2019/pdf/Integration_Joint_Board_Item_10_-_30_January_2019.pdf?m=637351747528500000

IJB Complaints Handling Procedure: https://www.eastrenfrewshire.gov.uk/media/2286/Integration-Joint-Board-Item-10-30-January-2019/pdf/Integration_Joint_Board_Item_10_-_30_January_2019.pdf?m=637351747528500000

Integration Scheme: https://www.eastrenfrewshire.gov.uk/media/2794/Integration-Joint-Board-Item-08-14-February-2018/pdf/Integration_Joint_Board_Item_08_-_14_February_2018.pdf?m=637375984459770000

Standing Orders: https://www.eastrenfrewshire.gov.uk/media/5496/Integration-Joint-Board-Item-7-1-June-2016/pdf/IJB_Item_7_-_1_June_2016.pdf?m=637660864758500000

Code of Conduct: https://www.eastrenfrewshire.gov.uk/media/7445/IJB-item-14-16-March-2022/pdf/IJB_item_14_-_16_March_2022.pdf?m=637822661479670000

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