

ACTION LIST – PERFORMANCE AND FINANCE COMMITTEE

Meeting Date	Agenda Item	Action	Person(s) Responsible	Current Status/Action Taken	Date Completed
02/11/2018	3	<p>MINUTES OF THE PREVIOUS MEETING 12th July 2018</p> <p>PH asked for a timeline in regards to Item 7 Business Transformation on the previous minutes. KL confirmed there is more information in the updates at this meeting, there has been no mapping on everything together as of yet, KL will link with JW and will issue prior to next meeting.</p>	Katy Lewis	Confirm this will be presented as part of overall workshop at January meeting.	14/01/19
02/11/2018	5	<p>FINANCE WORKSHOP SESSION</p> <p>KL will look into getting Claire Sweeney down to go through these reports.</p>	Katy Lewis	Contact has been made with Claire Sweeny to get a date organised.	
02/11/2018	5	KL will look into extending the January Performance and Finance meeting by 1 hour to hold this workshop.	Katy Lewis	The January meeting has been extended to accommodate this workshop	14/01/19

02/11/2018	6	BUSINESS TRANSFORMATION UPDATE PH asked the committee if they agree to have a short life working group to confirm how the reports should be written, mainly the IJB Board Members to attend and also Alison Warrick. KL will pick up a conversation with Julie to give an update on the Governance review. Timescale and overarching business view of these cases will be completed.	Julie White	Katy and Julie discussing this on the 7 th January 2019. An update will be provided on 16 th January.	
12/07/2018	6	Dumfries and Galloway Carers Strategy 2017 – 2021 LO will provide a further update in Nov / Dec.	Linda Owen	LO will provide an update at Jan 19 meeting	14/01/19
Completed Actions					
19/04/2018	3	In Committee - BUSINESS TRANSFORMATION PROGRAMME JW confirmed a workshop around the balance of care is required.	Julie White / Katy Lewis	Finance workshop taking place on 2 nd Nov meeting.	2 November 2018
12/07/2018	5	2017 / 18 QUARTER 4 INTEGRATION JOINT BOARD PERFORMANCE UPDATE	Julie White / Hannah Green	Rosie attending meeting on November 2 nd to present paper	2 November 2018

		<p>A paper on SDS (Self Directed Support) will be brought to the next Performance meeting. Rosie Black from Dumfries and Galloway Council's SDS Team will be invited along to the next meeting. As some figures are published quarterly and some are annually for the performance reports, it was suggested that they should be titled 'at a glance report'. AA proposed that future reports will provide a list of websites that report figures.</p>			
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Rolling Agenda Matrix

	22/10/18	14/01/2019	15/04/2019	08/07/2019	21/10/2019
Substantive	• Apologies	• Apologies	• Apologies	• Apologies	• Apologies

Items	<ul style="list-style-type: none"> • Minute of the Previous Meeting • AOCB • Date of Next Meeting 	<ul style="list-style-type: none"> • Minute of the Previous Meeting • Performance Update • Financial Position Update • Business Transformation Update • AOCB • Date of Next Meeting 	<ul style="list-style-type: none"> • Minute of the Previous Meeting • Performance Update • Financial Position Update • Business Transformation Update • AOCB • Date of Next Meeting 	<ul style="list-style-type: none"> • Minute of the Previous Meeting • Performance Update • Financial Position Update • Business Transformation Update • AOCB • Date of Next Meeting 	<ul style="list-style-type: none"> • Minute of the Previous Meeting • Performance Update • Financial Position Update • Business Transformation Update • AOCB • Date of Next Meeting
Items Brought Forward from Previous Agendas	<ul style="list-style-type: none"> • AA to provide assurance in writing. • Rosie Black from SDS invited to meeting 	<ul style="list-style-type: none"> • Linda Owen to provide an update on Carers Strategy 2017-2021 	<ul style="list-style-type: none"> • Graham Dunn from Community Transport PSP to give presentation – Graham to still be invited. 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •
Items Required by Legislation					