

## ACTION LIST – PERFORMANCE AND FINANCE COMMITTEE

Meeting Date	Agenda Item	Action	Person(s) Responsible	Current Status/Action Taken	Date Completed
02/11/2018	5	<p><b>FINANCE WORKSHOP SESSION</b></p> <p>KL will look into getting Claire Sweeney down to go through these reports.</p>	<b>Katy Lewis</b>	<p>Contact has been made with Claire Sweeney to get a date organised.</p> <p>14/01/19 – Ongoing. This will be a joint workshop with NHS, IJB and the Council which is likely to take place in March.</p> <p>31/01/19 – Date for workshop has been confirmed as 15<sup>th</sup> April</p>	
02/11/2018	6	<p><b>BUSINESS TRANSFORMATION UPDATE</b></p> <p>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.</p>	<b>Julie White</b>	<p>Katy and Julie discussing this on the 7<sup>th</sup> January 2019. An update will be provided on 14<sup>th</sup> January.</p> <p>Incorporate As part of Katy's Financial Plan presentation.</p>	

14/01/2019	5	<p><b>2018/19 QUARTER 2 INTEGRATION JOINT BOARD PERFORMANCE AND MINISTERIAL STRATEGIC GROUP UPDATE</b></p> <p>JW will bring back a detailed paper on discharges and patient flow to the next Performance and Finance meeting before it goes to the IJB, including the reasons and the blockages, as Delayed Discharge is a key performance indicator for the IJB.</p>	Julie White	Added to Julie's action log 25/01	
14/01/19	7	<p><b>MINISTERIAL STRATEGIC GROUP IMPROVEMENT OBJECTIVES – DRAFT PROPOSAL FOR 2019/20</b></p> <p>It was discussed that NHS Dumfries and Galloway require to be represented within the Scottish Mental Health forum and JW confirmed that she will pick this up with Denise Moffat. The research within the forum is looking at what the mental health needs are of people in rural Scotland.</p>	Julie White	<p>Added to Julie's action log 25/01.</p> <p>JW picking this up with DM – 07/03</p>	
14/01/2019	8	<p><b>DUMFRIES AND GALLOWAY CARERS STRATEGY 2017-2021 - UPDATE</b></p>	Linda Owen / Hannah Green	Linda Owen will provide a Carers Eligibility Criteria Update at the C&CG meeting in February.	

		<p>LO advised that there is another piece of work ongoing which will report to the Clinical &amp; Care Governance meeting in February.</p> <p>LO will return to Performance and Finance Committee in 6 months to provide a further update.</p>		<p>Carers Strategy 6 monthly update is added to the July agenda</p>	
14/01/2019	9	<p><b>ANY OTHER BUSINESS DEEMED URGENT BY THE CHAIR DUE TO THE NEED FOR A DECISION</b></p> <p><b>Brexit Planning / Impact</b> Graham Abrines attended a recent meeting regarding Brexit planning and so it would be useful for him to provide an update on this at the next meeting.</p>	Hannah Green	<p>Graham to be invited to the next meeting</p>	
14/01/2019	9	<p><b>ANY OTHER BUSINESS DEEMED URGENT BY THE CHAIR DUE TO THE NEED FOR A DECISION</b></p> <p><b>People delayed in hospital</b> JW informed the group of an email sent by Penny Halliday regarding lengthy delayed discharges and noted that the request for further information will be provided in a paper at the next Performance and Finance Committee Meeting.</p>	Julie White / Penny Halliday	<p>Added to Julie's action log 25/01</p> <p>Gail Robertson attending April meeting to provide an update on discharges</p>	

<b>14/01/2018</b>	<b>10</b>	<p><b>FINANCIAL PLANNING WORKSHOP – IJB PERFORMANCE AND FINANCE COMMITTEE – STRATEGIC AND FINANCIAL PLAN UPDATE</b></p> <p>It was agreed that KL, VF &amp; JW would devise criteria and with support of HSCSMT to produce a shortlist of efficiency schemes which will come to a future workshop for scrutiny by members.</p>	<p><b>Julie White, Katy Lewis &amp; Vicky Freeman</b></p>	<p>Added to Julie’s action log 25/01</p> <p>This has taken place</p>	
<b>Completed Actions</b>					
<b>02/11/2018</b>	<b>3</b>	<p><b>MINUTES OF THE PREVIOUS MEETING 12<sup>th</sup> July 2018</b></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>	<p><b>Katy Lewis</b></p>	<p>Confirm this will be presented as part of overall workshop at January meeting.</p>	<b>14/01/19</b>
<b>02/11/2018</b>	<b>5</b>	<p>KL will look into extending the January Performance and Finance</p>	<p><b>Katy Lewis</b></p>	<p>The January meeting has been extended to accommodate this</p>	<b>14/01/19</b>

		meeting by 1 hour to hold this workshop.		workshop	
<b>12/07/2018</b>	<b>6</b>	<b>Dumfries and Galloway Carers Strategy 2017 – 2021</b>  LO will provide a further update in Nov / Dec.	<b>Linda Owen</b>	LO will provide an update at Jan 19 meeting	<b>14/01/19</b>

**Rolling Agenda Matrix**

	<b>22/10/18</b>	<b>14/01/2019</b>	<b>15/04/2019</b>	<b>08/07/2019</b>	<b>21/10/2019</b>
<b>Substantive Items</b>	<ul style="list-style-type: none"> <li>• Apologies</li> <li>• Minute of the Previous Meeting</li> <li>• AOCB</li> </ul>	<ul style="list-style-type: none"> <li>• Apologies</li> <li>• Minute of the Previous Meeting</li> <li>• AOCB</li> </ul>	<ul style="list-style-type: none"> <li>• Apologies</li> <li>• Minute of the Previous Meeting</li> <li>• AOCB</li> </ul>	<ul style="list-style-type: none"> <li>• Apologies</li> <li>• Minute of the Previous Meeting</li> <li>• AOCB</li> </ul>	<ul style="list-style-type: none"> <li>• Apologies</li> <li>• Minute of the Previous Meeting</li> <li>• AOCB</li> </ul>

	<b>Date of Next Meeting</b>	<b>Date of Next Meeting</b>	<b>Date of Next Meeting</b>	<b>Date of Next Meeting</b>	<b>Date of Next Meeting</b>
<b>Items Brought Forward from Previous Agendas</b>	<ul style="list-style-type: none"> <li>AA to provide assurance in writing.</li> <li>Rosie Black from SDS invited to meeting</li> </ul>	<ul style="list-style-type: none"> <li>Norma Hart to return to meeting to provide a further update of the Third Sector Role in Health and Social Care Integration</li> <li>Linda Owen to provide an update on Carers Strategy 2017-2021</li> </ul>	<ul style="list-style-type: none"> <li>Graham Dunn from Community Transport PSP to give presentation</li> <li>Equality Act Specific Duties Report 2019 – Lynsey Fitzpatrick</li> <li>Gail Robertson – update on discharge and patient flow</li> <li>JW to present a discharge paper</li> <li>Graham Abrines regarding Brexit</li> <li>People delayed in hospital paper</li> </ul>	<ul style="list-style-type: none"> <li>LO Carers Strategy – 6 monthly update</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
<b>Items Required by Legislation</b>					