

Action List and Rolling Agenda Matrix

| Meeting Date | Agenda Item | Action | Person(s) Responsible | Current Status/Action Taken | Date Completed |
|--------------|-------------|---|----------------------------|--|-------------------|
| 03/04/2019 | 3 | <p>MINUTE OF MEETING HELD ON 30th JANUARY 2019</p> <p>PH highlighted that NM is now the chair of the Health Board so he is no longer a voting member of the IJB, formal confirmation required from the Health Board. A paper on membership will be brought back to a future meeting.</p> | Laura Geddes / Julie White | <p>01/05/2019 – LG confirmed There is a paper going to Performance Committee on 13th May 2019 in relation to the appointment of the vice chair role and the appointment of an alternative member to replace Nick Morris..</p> <p>AW to provide a Membership update at the July IJB – this has been added to the Agenda Matrix</p> | |
| 03/04/2019 | 6 | <p>FINANCIAL PERFORMANCE 2018/2019 – QUARTER 3 REVIEW</p> <p>AF asked for a Telecare update at the next Clinical Care Governance Committee.</p> | Hannah Green | <p>01/05/2019 – AM sent this to HG to add this to the Rolling Agenda.</p> | 01/05/2019 |
| 03/04/2019 | 8 | <p>LOCALITY PERFORMANCE REPORTS, APRIL 2019</p> <p>JG asked if we should consider more of the challenges rather than the positive outcomes, this would help public understanding of challenges in Health and Social Care. There is no mention in these reports of the Independent Sectors. JW mentioned there will be discussions had with Locality Mangers, this will be delivered in the next reports.</p> | Julie White | <p>14/05/2019 – JW emailed Locality Managers</p> | |

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| 03/04/2019 | 9 | <p>PRIMARY CARE TRANSFORMATION UPDATE</p> <p>There are a number of pieces of work happening across localities, the challenges we are having with Physiotherapy staffing means a number of these initiatives will be delivered in different ways. Giving support to the practices that are in need will be a priority.</p> | Grecy Bell | 01/05/2019 – AM emailed for an update. | |
| 30/01/2019 | 8 | <p>DUMFRIES AND GALLOWAY ALCOHOL AND DRUG PARTNERSHIP REPORT</p> <p>GC reflected that she felt very uncomfortable about the lack of Impact Assessment. GCI mentioned at the commissioning stage there would be an Impact Assessment undertaken, this will be completed and provided to the IJB.</p> <p>JW highlighted if the recommendations can be approved, and then an impact assessment can be brought back to a future IJB or Clinical and Care Governance Committee.</p> | Grahame Clarke | <p>11/03/2019 – GC confirmed Work has now commenced on the Impact Assessment on the ADP Investment Area Funding Proposals, as requested by the IJB. Assistance has been sought Health & Wellbeing and from the NHS Equality Lead. Once the scope of the Assessment is confirmed, a facilitated session will be held with members of the ADP Executive Group to complete the process which will then be reported to the IJB. It is hoped to have the matter reported to the IJB for the meeting of 19/5</p> <p>03/05/2019 – GC called to confirm there was a delay in arranging the session so update paper will come to the July IJB.</p> | |

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| 30/01/2019 | 12 | <p>MOFFAT PROVISION OF GENERAL PRACTITIONER SERVICES</p> <p>All members have asked for an Impact Assessment to be completed as soon as possible and issued.</p> <p>PH confirmed that the Partnership is required to be involved in all discussions regarding GP re-provision.</p> | Grecy Bell | <p>04/03/2019 – GB confirmed the Impact Assessment is currently underway.</p> <p>07/05/2019 – LB confirmed The impact assessment is in progress as we take forward the boundary review.</p> | |
| 30/01/2019 | 14 | <p>INEQUALITIES AND HEALTH INEQUALITIES</p> <p>PH asked to get confirmation of the timeline and membership of the steering group.</p> | Phil Myers | <p>13/03/2019 – PM confirmed Membership and terms of reference for the Health Inequalities Working Group will be finalised during April 2019, following discussion with C&SC Management Team.</p> <p>01/05/2019 – AM emailed GB for an update.</p> | |
| 30/01/2019 | 18 | <p>ANY OTHER BUSINESS DEEMED URGENT BY THE CHAIR DUE TO THE NEED FOR A DECISION</p> <ul style="list-style-type: none"> Carer Aware Training, Have all members old and new taken part <p>Can members come back to Amber Murray with names of those who have taken part in the training.</p> | All Members | <p>24/02/2019 – Lesley Bryce confirmed she is a registered carer and has undertaken Carer Aware Training in 2016.</p> | 03/04/2019 |

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| 29/11/2018 | 11 | <p>REVISION OF IJB STANDING ORDERS</p> <p>Members agreed to the amendments outlined in the paper with the exception of 5.12 regarding audio recording of meetings. AW confirmed she will investigate other options for audio recording meetings as the current equipment is not reliable.</p> | Alison Warrick | <p>06/12/2018 – Standing orders have been updated and will be added to the website.</p> <p>01/05/2019 – Rod Edgar has confirmed the IJB will now be live streamed / recorded with his new equipment.</p> | 01/05/19 |
| COMPLETED ACTIONS | | | | | |
| 29/11/2018 | 18 | <p>CHARTER FOR INVOLVEMENT (NATIONAL INVOLVEMENT NETWORK)</p> <p>GG will arrange for colleagues from Charter for Involvement to attend a future meeting.</p> | Glen Graham | <p>04/03/2019 – GG confirmed colleagues will meet with Julie, Chair & Vice Chair at the next IJB in April at the Lunch Break for a photograph opportunity and a sign off of the Charter.</p> | 04/03/2019 |

Rolling Agenda Matrix

| | 24/07/2019 | 25/09/2019 | 06/12/2019 | January 2020 | March 2020 |
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| Substantive Items | Notification of Substitutes Declarations of Interest Minute of the Previous Meeting Any Other Business Date of Next Meeting | Notification of Substitutes Declarations of Interest Minute of the Previous Meeting Any Other Business Date of Next Meeting | Notification of Substitutes Declarations of Interest Minute of the Previous Meeting Any Other Business Date of Next Meeting | Notification of Substitutes Declarations of Interest Minute of the Previous Meeting Any Other Business Date of Next Meeting | Notification of Substitutes Declarations of Interest Minute of the Previous Meeting Any Other Business Date of Next Meeting |
| Items Brought Forward from Previous Agendas | <p>Final Draft particular needs housing strategy – Gary Sheehan</p> <p>Operational Response to Urgent Maternity Services situation / Linda Williamson / Karen King</p> <p>Dementia Environmental Audit– Alice Wilson.</p> <p>Update on discussions with Macmillan (re Maggie's) Alex Little / Jeff Ace</p> <p>IJB Workforce Plan Update – Caroline Sharp (As per Sept Meeting)</p> <p>D&G Alcohol and Drug Partnership Report – Grahame Clarke</p> <p>Membership Update – Alison Warrick</p> <p>Primary Care Transformation Programme Update - Greycy Bell</p> | <p>Alcohol and Drug Partnership Annual Report</p> <p>Performance Management Locality Reports for Area Committee (January – June 2019) – Ananda Allan</p> | <p>Update on discussions with Macmillan (re Maggie's) – Alex Little / Jeff Ace</p> <p>Primary Care Transformation Programme Update - Greycy Bell</p> <p>Financial Performance Mid Year Review – Katy Lewis</p> <p>2020 Meeting Dates – Alison Warrick</p> | <p>Chief Social Workers Annual Report – Lillian Cringes (Noting)</p> | <p>Update on discussions with Macmillan (re Maggie's) – Alex Little / Jeff Ace</p> <p>Performance Management Locality Reports for Area Committee (January – June 2019) – Ananda Allan</p> <p>Primary Care Transformation Programme Update – Greycy Bell</p> |

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| Items Required by Legislation | Annual Performance Report – Ananda Allan | Annual Accounts – Katy Lewis | Winter Plan 2019/20 - Standing Orders – Alison Warrick Register of Members Interest – Alison Warrick | | |
| Workshops | | | | | |