

## IJB Performance and Finance Action List and Rolling Agenda Matrix

Meeting Date	Agenda Item	Action	Person(s) Responsible	Target Due	Current Status/Action Taken	Date Completed
08/07/2019	5	<b>Sustainability and Modernisation Programme</b>				
		A Pharmacy workshop will be scheduled at a later date to review prescribing costs amongst other things	Greycy Bell		This has been scheduled for the 6 <sup>th</sup> December directly after the IJB and GB has confirmed she will work to this timescale.	09/09/2019
		A meeting to be set up to review the leadership role within the SAM Programme with NH, JW, KL, AF and PH	Hannah Green		Was this discussed at the P&F workshop on 12 <sup>th</sup> September?	29/07/2019
		All IJB Members are to be invited to attend the region wide tour to promote the SAM Programme, HG will ensure everyone is invited.	Hannah Green	09/09/2019	Invitation circulated	29/07/2019
26/04/2019	5	<b>Community Transport PSP</b>	Julie White	21/10/2019	Meeting arranged for the 17 <sup>th</sup> June – Julie White to have a follow up meeting with NHS Lanarkshire and David Bryson is now preparing a business case which is expected to be submitted by the end of the Summer	
		GD, Julie White, KL, MMcC, NA, David Bryson and a member from the Local Authority to have a meeting to discuss further			Julie White to provide update in meeting	
	7	<b>Governance Arrangements for the Integration Joint Board</b>	Julie White	31/10/2019	A Workshop with all IJB Members, NHS and D&G Council Members is planned for the 18 <sup>th</sup> September.	
		JW advised the committee that this paper is currently in draft format and that they are not being asked to approve this today, just to note. Recommendations will be made at			It is anticipated that this work will be completed shortly after the Workshop has taken place.	

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		the IJB. JW presented the key principles of the paper to the committee for discussion and indicated a final paper would be shared more widely for comment in advance of taking it to a future IJB.			Julie White to provide an update in meeting	
	13	<p><b>Organisational Development Action Plan Update</b></p> <p>NM advised that this is an update report. Review of the group's function to be undertaken and then brought back to the IJB in 6 months time.</p>	Hannah Green/ Natalie Morel	January 2020	HG confirmed with Nat that this update will return in Jan 2020	

**COMPLETED ACTIONS**

Meeting Date	Agenda Item	Action	Person(s) Responsible	Date Due	Current Status/Action Taken	Date Completed
26/04/2019	8	<p><b>Financial Plan Update</b></p> <p>It was discussed that the Financial Improvement Plan requires further detail to be brought back in July.</p> <p>KL will take a revised version of this paper to the IJB for further discussion.</p>	Katy Lewis	08/07/2019	This is on the July Agenda and the May IJB Agenda	08/07/2019
14/01/2019	8	<p><b>DUMFRIES AND GALLOWAY CARERS STRATEGY 2017-2021 - UPDATE</b></p> <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</p>	Linda Owen / Hannah Green	08/07/2019	<p>Linda Owen will provide a Carers Eligibility Criteria Update at the C&amp;CG meeting in February.</p> <p>Carers Strategy 6 monthly update is added to the <b>July agenda</b></p>	08/07/2019

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		provide a further update.				
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		21/08/19 – Denise Moffat is now the representative from the Rural Mental Health forum for Dumfries and Galloway	21/08/19

## Rolling Agenda Matrix - Integration Joint Board Performance and Finance Committee

	23 <sup>rd</sup> January 2020	23 <sup>rd</sup> April 2020	23 <sup>rd</sup> July 2020	22 <sup>nd</sup> October 2020
<b>Substantive Items</b>	<ul style="list-style-type: none"> <li>• Apologies</li> <li>• Minute of Previous Meeting</li> <li>• Any Other Business</li> <li>• Date of Next Meeting</li> </ul>	<ul style="list-style-type: none"> <li>• Apologies</li> <li>• Minute of Previous Meeting</li> <li>• Any Other Business</li> <li>• Date of Next Meeting</li> </ul>	<ul style="list-style-type: none"> <li>• Apologies</li> <li>• Minute of Previous Meeting</li> <li>• Any Other Business</li> <li>• Date of Next Meeting</li> </ul>	<ul style="list-style-type: none"> <li>• Apologies</li> <li>• Minute of Previous Meeting</li> <li>• Any Other Business</li> <li>• Date of Next Meeting</li> </ul>
<b>Items Brought Forward from previous Agendas</b>	<ul style="list-style-type: none"> <li>• Organisational Development Action Plan Update – Natalie Morel</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Update on Carers Programme Board as per HSCSMT July 2019</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Any Other Items</b>	<ul style="list-style-type: none"> <li>• Financial Position Update</li> <li>• MSG Update</li> <li>• Six monthly update on Carers Strategy – LO</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Financial Position Update</li> <li>• MSG Update</li> <li>• Six monthly update on Directions – AW</li> <li>• Six monthly update on Delayed Discharges - GR</li> </ul>	<ul style="list-style-type: none"> <li>• Financial Position Update</li> <li>• MSG Update</li> <li>• Six monthly update on Carers Strategy – LO</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Financial Position Update</li> <li>• MSG Update</li> <li>• Winter Plan</li> <li>• Six monthly update on Directions – AW</li> <li>• Six monthly update on Delayed Discharges - GR</li> </ul>
<b>Programme Boards</b>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>