

ACTION LIST – Clinical and Care Governance Committee

Meeting Date	Agenda Item	Action	Person(s) Responsible	Target Date	Current Status/Action Taken	Date Completed
15/08/2019		<p>Action List and Rolling Agenda Matrix</p> <p>VF to contact Alzheimers Scotland and invite them to the next Carers Programme Board</p>	Vicky Freeman	14/11/2019	This has been completed.	28/11/19
15/08/2019		<p>Alcohol and Drug Partnership</p> <p>GC to circulate drug death report post September</p>	Grahame Clarke	14/11/2019	22/10/19 Emailed GC for an update	
Completed Actions						
Meeting Date	Agenda Item	Action	Person(s) Responsible	Target Date	Current Status/Action Taken	Date Completed
15/08/2019		<p>Scottish Care</p> <p>Elaine McCartney to link with Rod Edgar around sharing information on social media</p>	Elaine McCartney	14/11/2019	23/10/19 EMc now liaises with RE around the sharing of information	23/10/19
15/08/2019		<p>NHS Dumfries and Galloway Report on Feedback 2018/19</p> <p>In future annual reports on service user feedback from both the NHS and Local Authority to be submitted to the Committee for discussion</p>	Lillian Cringles/Joan Pollard	14/11/2019	23/10/19 LC has confirmed that a report will be ready in Spring 2020 – Added to the Rolling Agenda Matrix	24/10/19

Rolling Agenda Matrix – Clinical and Care Governance Committee

	13/02/20	14/05/20	13/08/20	12/11/20
Substantive Items	<ul style="list-style-type: none"> • Apologies • Minute of Previous Meeting • Any Other Business • Date of Next Meeting 	<ul style="list-style-type: none"> • Apologies • Minute of Previous Meeting • Any Other Business • Date of Next Meeting 	<ul style="list-style-type: none"> • Apologies • Minute of Previous Meeting • Any Other Business • Date of Next Meeting 	<ul style="list-style-type: none"> • Apologies • Minute of Previous Meeting • Any Other Business • Date of Next Meeting
Items Brought Forward from Previous Agendas	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Service User Feedback Report - LC 		<ul style="list-style-type: none"> • Carers Strategy Update – Linda Owen