

Integration Joint Board Action List and Agenda Planner

Action Number	Meeting Date	Agenda Item	Action	Person(s) Responsible	Target Due	Current Status/Action Taken	Date Completed
1.	23/06/2022	6	IJB Directions to Constituent Authorities – A Short Life Working Group to progress annual directions to be formed	JW	22/09/2022	SLWG consisting of Chief Finance Officer, Director of Strategic Planning and Governance Officer has been set up and will take forward this work.	22/09/2022
2.	23/06/2022	10	Health and Social Care Partnership Delivery Plan DR to circulate the Delivery Plan Presentation Direction to be updated to include consideration of the role of the Third Sector	DR	22/09/2022	DR had planned to take a paper to the IJB Performance and Finance, however this was cancelled, this will be progressed via the committee structure. AW will confirm the committee dates with DR following today's approval of the committee structure Direction updated and shared with members on the 24 th June	
3.	23/06/2022	13	AOB – Public Social Community Transport Project – DR/NAH to meet to discuss funding proposals Public Social Community Transport Project - WS asked for a report on what is happening in other areas	DR/NAH	22/09/2022	DR/NAH met and DR has provided JW will update to IJB	
4.	23/06/2022	13	AOB – Maternity Services in Wigtownshire WS asked for a report on maternity services in the west of the region, this will be presented via the new committee structure	Linda Williamson	22/09/2022	This will be presented to the first meeting of the IJB Performance, Finance and Quality Committee scheduled for the 13 th October 2022	22/09/2022

5.	18/11/2021	3	Minutes of the Previous Meeting – LB asked for an update on the Workforce Summit, JW will link with Richard Grieveson regarding this.	JW	22/09/2022	This will take place on the 4 th October, PJ to update the meeting if required	22/09/2022
6.	18/11/2021	13	Update on the Scheme of Delegation – A short life working group has been formed and a proposal from this group will come back to the IJB in March 2021	LD	May 2021	Session held with IJB members on 8 th September 2022 Scheme of Delegation brought to the meeting on the 22 nd September 2022	22/09/2022
7.	20/01/2022	5	Addressing Unmet Need in Social Care - PJ will pick up a discussion with Vic McDade regarding staffing and notice periods, this will cover the Partnership, PJ will link with JG	PJ	10/03/2022	PJ and JG met in June to discuss and a proposal is to be JW will ask for N Hamlet to link with NAH around her concerns re the Unmet Need in Social Care.	
8.	10/03/2022	3	Minutes of the 20th January Commissioning timeframes – DR confirmed this is moving to a 3 year cycle, VG will complete a procurement plan for the remaining year and will share this with Members.	VG	23/06/2022	.It has been agreed that this will be presented via the new IJB committee structure AW will confirm date of this following confirmation of committee structure by the IJB on the 22 nd /	
9.	10/03/2022	4	Action List All new members of the IJB to made aware of their role and function of the IJB. AW to ensure induction is available to all members.	AW	23/06/2022	13/06 All new members now invited to induction session. Sessions held 5 th September, 9 th September and 15 th September 2022	08/09/2022

10.	10/03/2022	12	AOB LD asked that a date be confirmed in diaries for a Performance Review in October 2022	AM	23/06/2022	Annual Review to take place online in November, with people/organizations invited to send questions to the panel prior to the review. Panel to consist of Chair, Vice Chair, Chief Officer, Chief Social Work Officer and Chief Finance Officer. Provisional date 1 st December 2022	
COMPLETED ACTIONS							
	Meeting Date	Agenda Item	Action	Person(s) Responsible	Date Due	Current Status/Action Taken	Date Completed
11.	25/04/2022	3	Financial Plan 2022/2023 It was requested that a suite of Directions be brought back to the June IJB	AW	23/06/2022	An overarching Direction was presented to the IJB at the June meeting where JW that it is expected that the IJB will be issuing more detailed directions as we work through the implementation of the newly agreed Strategic Commissioning Plan.	23/06/2022
12.	10/03/2022	3	Minutes of the 20th January Paper and direction template to be updated to show consideration is given to the role of the third sector in delivering directions	AW/NAH	23/06/2022	Work completed and template to be presented to IJB under Matters Arising for 23/6	23/06/2022
	06/02/2020	7	Achieving Excellence in Pharmaceutical Care GB to pick up a conversation with GC around the Impact Assessment in terms of this	Graeme Bryson	February 2021	This is now being scheduled to be presented to the IJB Performance and Finance Committee for their next meeting in September 2022	19/05/2022

Integration Joint Board Agenda Planner 2022-23

Year	Quarter 1 (June)	Quarter 2 (September)	Quarter 3 (December)	Quarter 4 (March)
2022/2023	SPC&DO Committee Annual Report IJB Standing Orders Committee Verbal Updates/Papers Chief Officer Report	T&I/F Committee Annual Report APR Directions Committee Verbal Updates/Papers Chief Officer Report	FP&QI Committee Annual Report Committee Verbal Updates/Papers Chief Officer Report	Directions Interim APR A&R Committee Annual Report Committee Verbal Updates/Papers Chief Officer Report
2023/2024	Financial Plan Committee Verbal Updates/Papers Chief Officer Report	APR Directions Committee Verbal Updates/Papers Chief Officer Report	FP&QI Committee Annual Report Committee Verbal Updates/Papers Chief Officer Report	Directions Interim APR A&R Committee Annual Report Committee Verbal Updates/Papers Chief Officer Report
2024/2025	Financial Plan Committee Verbal Updates/Papers Chief Officer Report	APR Directions Committee Verbal Updates/Papers Chief Officer Report	FP&QI Committee Annual Report Committee Verbal Updates/Papers Chief Officer Report	Directions Interim APR A&R Committee Annual Report Committee Verbal Updates/Papers Chief Officer Report