

Integration Joint Board Action List and Rolling Agenda Matrix

Meeting Date	Agenda Item	Action	Person(s) Responsible	Target Due	Current Status/Action Taken	Date Completed
06/12/2019	8	Independent Review of Short Breaks for Children Chair to write to all families involved to advise of today's outcome	Linda Williamson	06/02/2020	LW is progressing this and will liaise with AF	
06/12/2019	10	Chief Social Workers Annual Report 2018/19 LC and JG to discuss how Scottish Care can assist with the Power of Attorney in care homes. LC to determine cost and benefit of spend to save model for POA	Lillian Cringles	06/02/20	In progress	
25/09/19	7	Summary Performance Report August 2019 AA confirmed that Social Work Pathways project will be completed by the end of the financial year.	Ananda Allan	31/03/20		
COMPLETED ACTIONS						
Meeting Date	Agenda Item	Action	Person(s) Responsible	Date Due	Current Status/Action Taken	Date Completed
06/12/2019	3	Minute of the IJB held on the 25th September 2019 Recommendations to be added to number 5. Action for Children	Amber Murray	06/02/2020	Minute of 25/09/2019 updated	06/01/2020
06/12/2019	4	Action List and Rolling Agenda Matrix Workshop to be organised on	Amber Murray	06/02/2020	This has been added to the Rolling Agenda Matrix	07/01/2020

		Strategic Commissioning Intentions				
06/12/2019	6	Governance Arrangements for the IJB Julie White to provide an update at the next meeting	Julie White	06/02/2020	On Agenda for the February meeting	07/01/2020
06/12/2019	7	Scheme of Delegation IC will discuss amendment to Audit and Risk section with Alison Warrick who will make the changes	Alison Warrick	06/02/20	10/12/2019 – Changes made and Scheme of Delegation uploaded to website	10/12/2019
06/12/2019	8	Independent Review of Short Breaks for Children Julie White to meet with Action for Children to discuss Option Appraisal The Option Appraisal to be brought back to the IJB in June (Agenda to be kept light) Recommendations to be changed to say Direct authority to Chief Officer	Julie White	06/02/2020	All Actions have been completed and the Option Appraisal has been added to the Agenda Matrix for the June meeting	19/12/2019
06/12/2019	9	Day Services Review A Direction to be included in this paper Recommendation to be updated to included to thank everyone for their hard work and successful inclusion	Linda Owen/Alison Warrick Amber Murray	06/02/2020	Completed and forwarded to the Chief Executive of Dumfries and Galloway Council	07/01/2020
06/12/2019	11	Adverse Childhood Experiences, Trauma and Resilience LC and JW to discuss plans for a seminar	Lillian Cringles/Julie White	06/02/20	Julie and Lillian to discuss at next meeting 30 th January 2020	30/01/2020
06/12/2019	13	Inequalities and Health Inequalities Steering Group	Philip Myers	06/02/20	Draft Action Plan to be presented to HSCSMT in February. Paper	14/01/2020

		Update Draft Action Plan to come back to a future meeting of Health and Social Care Senior Management Team			received from Phil Myers.	
06/12/2019	14	Financial Performance – Quarter Two Further recommendation to be added to ask IJB to note the work of the SAM programme to help address the financial gap	Amber Murray	06/02/20	Minutes updated	06/01/2020
06/12/2019	15	NHS Dumfries and Galloway Board Summary Performance Report (October 2019) AA and JG to discuss the performance figures around delayed discharges	Ananda Allan/Jim Gatherum	06/02/20	Meeting taking place 21/01/2020	21/01/2020
06/12/2019	16	IJB Annual 2018/19 Event Feedback Recommendation to be added to include thanks to both Julie and Vicky's teams for their hard work in pulling the event together	Amber Murray	06/02/20	Minutes updated	06/01/2020
25/09/2019	3	Minutes from the Previous Meeting of 24th July 2019 <ul style="list-style-type: none"> LD highlighted that the Minute does not show the Actions she asked for 	Amber Murray	06/12/19	Minutes amended and circulated to Members. Updated Minutes added to the website.	13/01/2020
25/09/19	6	Locality Performance Reports <ul style="list-style-type: none"> AF will raise PH's concerns with colleagues in housing over delays at the Garrick site in Stranraer 	Andy Ferguson	06/12/19	AF has discussed this with housing colleagues and updated PH	06/01/2020

25/09/19	10	Draft Health and Social Care Partnership Workforce Plan <ul style="list-style-type: none">• Workshop to be organized on Strategic Commissioning Intentions	Vicky Freeman	06/12/19	Organised for the June meeting	07/01/2020
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Integration Joint Board Rolling Agenda Matrix

	09/04/2020	04/06/2020	06/08/2020	23/09/2020	03/12/2020	January 2021
Substantive Items	<ul style="list-style-type: none"> • Notification of Substitutes • Declarations of Interest • Minute of Previous Meeting • Any Other Business • Date of Next Meeting 	<ul style="list-style-type: none"> • Notification of Substitutes • Declarations of Interest • Minute of Previous Meeting • Any Other Business • Date of Next Meeting 	<ul style="list-style-type: none"> • Notification of Substitutes • Declarations of Interest • Minute of Previous Meeting • Any Other Business • Date of Next Meeting 	<ul style="list-style-type: none"> • Notification of Substitutes • Declarations of Interest • Minute of Previous Meeting • Any Other Business • Date of Next Meeting 	<ul style="list-style-type: none"> • Notification of Substitutes • Declarations of Interest • Minute of Previous Meeting • Any Other Business • Date of Next Meeting 	<ul style="list-style-type: none"> • Notification of Substitutes • Declarations of Interest • Minute of Previous Meeting • Any Other Business • Date of Next Meeting
Items Brought Forward from previous Agendas	<ul style="list-style-type: none"> • Locality Performance Reports – Ananda Allan • Draft Budget Financial Plan – Katy Lewis • Update on Transforming Wigtownshire – Graham Abrines • Digital Health and Care Strategy – Ruth Griffiths • Final Draft Particular Needs Housing Strategy – Viv Gratton / Julie Morley <i>(Deferred from Feb Meeting)</i> • Progressing key issues from the Workforce and Sustainability Programme Board – 	<ul style="list-style-type: none"> • Action for Children to be main focus of Agenda for Option Appraisal 	<ul style="list-style-type: none"> • Records Management Plan 	<ul style="list-style-type: none"> • Brexit Update – Jeff Ace • Learning Disability Strategy – Glen Graham 	<ul style="list-style-type: none"> • Revision of Standing Orders 	

	<p>Caroline Cooksey</p> <ul style="list-style-type: none"> • Palliative care plan – Liz Forsyth • Role of the Strategic Planning Group – Alison Warrick 					
Items Required by Legislation	<ul style="list-style-type: none"> • Committee Minutes for Noting (if applicable) 	<ul style="list-style-type: none"> • Performance Management Locality Reports for Area Committees – Ananda Allan • Committee Minutes for Noting (if applicable) 	<ul style="list-style-type: none"> • Committee Minutes for Noting (if applicable) • Annual Performance Report – Ananda Allan 	<ul style="list-style-type: none"> • Annual Accounts • Committee Minutes (for Noting) • Area Committee Locality Performance Reports 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Committee Minutes for Noting (if applicable)
Workshops	Workforce Implications of the Strategic Commissioning Plan – Tracy Parker	Strategic Commissioning Intentions – Vicky Freeman				

Items required for beyond the current Matrix: