

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
COMPLETED ACTIONS						
		Action	Person(s)	Date Due	Current Status/Action Taken	Date
21/10/2019	6	<p>Progress Update – Dumfries and Galloway Carers Strategy 2017-2021</p> <p>Bi annual reports will be submitted to Performance and Finance as well as Clinical and Care Governance – 6 months apart</p> <p>An indepth Carers Strategy report will be presented to the next Clinical and Care Governance Committee</p>	LO	23/01/20	<p>Following discussion with LO these reports have been added to the Rolling Agenda Matrix for both Performance and Finance (July 2020) and Clinical and Care Governance Committee (November 2020)</p> <p>On the Agenda for the next CCG Committee</p>	28/11/2019
21/10/2019	8	<p>Delayed Discharge Performance Report</p> <p>Contact to be made with local Solicitors to obtain a fixed price for implementation of Power of Attorney campaign</p> <p>RE to advertise the campaign on social media</p>	RE	23/01/2020	The POA campaign has been advertised on social media	28/11/2019
	9	<p>Ministerial Strategic Group Improvement Objectives Report September 2019</p> <p>It was suggested that it may be beneficial for the draft scrutiny questions used for all IJB P&F reports in future – VF and AA will</p>	VF/AA	23/01/20	VF has confirmed that AA will include scrutiny questions to her papers going forward	28/11/2019

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		<p>explore this further</p> <p>VF to check for future reports whether the figures include patients within the Alexandra Unit</p>			3.6 VF has confirmed that these figures do not include the Alexandra Unit	28/11/2019
21/10/2019	11	<p>Sustainability and Modernisation Programme Update</p> <p>There is to be a detailed communications plan aligned with the next SAM Directors tour to convey to staff what the function of the next tour is</p> <p>Localities to be included in the SAM tours</p>	RE	30/11/2019	This has been completed by RE	28/11/19
21/10/2019	12	<p>Financial Update</p> <p>Once Members have been appointed to the IJB they are to have a meeting with the Chief Officer and Chief Finance Officer</p>	AW	23/01/2020	07/01/2020 Appointment Letters have been sent to all new Members of the IJB	06/01/2020
26/04/2019	5	<p>Community Transport PSP</p> <p>GD, Julie White, KL, MMcC, NA, David Bryson and a member from the Local Authority to have a meeting to discuss further</p>	Julie White	21/10/2019	<p>Further report on Community Transport to come back to the January meeting – Derek Crichton and Graham Dunn</p> <p>On the Matrix for the January meeting</p>	21/10/19
26/04/2019	7	<p>Governance Arrangements for the Integration Joint Board</p> <p>Julie White 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 the IJB. Julie White presented the key principles of the</p>	Julie White	31/10/2019	Presented to the IJB on the 6 th December 2019	06/12/19

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		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.				
26/04/2019	13	<p>Organisational Development Action Plan Update</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	<p>HG confirmed with Nat that this update will return in Jan 2020</p> <p>On the Agenda Matrix</p>	21/10/19

Rolling Agenda Matrix - Integration Joint Board Performance and Finance Committee

	16/04/20	23/07/20	22/10/20	January 2021
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"> • Update on Delayed Discharges • Strategic Advocacy Plan – Linda Owen • ODL Update – Nat Morel • Update on Carers Programme Board as per HSCSMT July 2019 – Linda Owen • Community Transport (deferred from January meeting) • Operational Development Plan 	<ul style="list-style-type: none"> • Directions • Progress Update – Dumfries and Galloway Carers Strategy 2017-2021 • Carers Programme Board 	<ul style="list-style-type: none"> • Update on Delayed Discharges 	<ul style="list-style-type: none"> • Update on Directions
Any Other Items	<ul style="list-style-type: none"> • Sustainability and Modernisation Programme Update • Performance Update • Finance Update 	<ul style="list-style-type: none"> • Sustainability and Modernisation Programme Update • Performance Update • Finance Update 	<ul style="list-style-type: none"> • Sustainability and Modernisation Programme Update • Performance Update • Finance Update 	<ul style="list-style-type: none"> • Sustainability and Modernisation Programme Update • Performance Update • Finance Update
Programme Boards	•	•	•	•