Clinical and Care Governance Committee
Section 1 – Action List

Meeting Date	Agenda Item	Action	Person(s) Responsible	Target Date	Current Status/Action Taken	Date Completed
12/12/2019	8	**Working Well Programme Update –** Natalie Morel to contact Third and Independent Sector representative to discuss how to capture their workforce	**Natalie Morel**	**13/02/2020**	07/01/2020 Emailed NM	
12/12/2019	9	**Culture Update –** NM will present action plan to IJB Performance and Finance Committee and will ensure that this work is discussed at Integration Partnership Forum	**Natalie Morel**	**13/02/2020**	This is on the Agenda Matrix for Performance and Finance for their April meeting. 07/01/2020 Emailed NM	
12/12/2019	10	**iMatter Update –** A proposal is to be made to the Chair and Vice Chair of the IJB for the members to complete an iMatter questionnaire as a team.	**Natalie Morel**	**13/02/2020**	07/01/2020 Emailed NM	
15/08/2019		**Alcohol and Drug Partnership** GC to circulate drug death report post September	**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

12/12/2019	2	**Declarations of Interest –** Elaine Murray was proposed as the new Vice Chair of the Committee, as she was not present Alison Warrick to discuss this with her	**Alison Warrick**	**13/02/2020**	16/12/19 – EM has confirmed she is happy to take up the position of Vice Chair	**16/12/19**
12/12/2019	4	**Agreed Actions from the Previous Meeting and Rolling Agenda Matrix –** Outcomes for each meeting to be added to the Rolling Agenda Matrix	**Alison Warrick**	**13/02/2020**	06/01/2019 Confirmed at the Agenda setting meeting and added to the Rolling Agenda Matrix	**07/01/2020**
12/12/2019	7	**Carers Report –** Linda Owen will include a RAG status on future action plans	**Linda Owen**	**13/02/2020**	LO has confirmed that this will be included in future action plans.	**07/01/2020**

Section 2 Rolling Agenda Matrix

	13/02/20	14/05/20	13/08/20	12/11/20
Substantive Items	• **Apologies** • **Minute of Previous Meeting** • **Any Other Business** • **Date of Next Meeting**	• **Apologies** • **Minute of Previous Meeting** • **Any Other Business** • **Date of Next Meeting**	• **Apologies** • **Minute of Previous Meeting** • **Any Other Business** • **Date of Next Meeting**	• **Apologies** • **Minute of Previous Meeting** • **Any Other Business** • **Date of Next Meeting**
Items for discussion	• **May 2019 notes require approval** • **Public Health – contact to be made with Valerie White regarding the National Public Health Priorities. Perhaps a presentation to be delivered at the Feb meeting** • **Self Directed Support** • **Transforming Wigtownshire – focus on how outcomes 1 &2 are being delivered** • **Technology Enhanced Care – Operational Paper**	• **Service User Feedback Report – LC** • **Realistic Medicine – next 12 month priorities** • **Mental Health deferred paper?** • **Alcohol and Drug Partnership update** • **Public Health Inequalities – Valerie White** • **Partnership group x3 – Equality and Diversity, what are the group doing? Role of the group etc?**		• **Carers Strategy Update – Linda Owen**

	• **Draft Palliative Care Strategy** • **Frailty Work**			
Outcomes for Discussion	• **Outcome 1** • **Outcome 2**	• **Outcome 4** • **Outcome 5**	• **Outcome 3** • **Outcome 7**	• **Outcome 6** • **Outcome 8**