

## Agenda Item 4

### ACTION LIST – INTEGRATION JOINT BOARD and ROLLING AGENDA MATRIX

Meeting Date	Agenda Item	Action	Person(s) Responsible	Current Status/Action Taken	Date Completed
05/04/2018	5	<p><b>AGREED ACTIONS FROM THE PREVIOUS MEETING</b></p> <p>TS enquired whether the Housing Lead officer post had been recruited too. JW will provide an update.</p> <p>TS asked for clarification regarding the Option Appraisal update on Acorn House, JW confirmed A full independent review will take place around the future of Short Break Services for Children, this process is ongoing and will be assessed by the operational team.</p>	<p><b>Julie White</b></p> <p><b>Julie White</b></p>	<p><b>04/05/2018</b> – Julie Seehuber has been appointed</p> <p><b>04/05/2018</b> – The brief has been prepared for an Independent Reviewer but no reviewer appointed as yet</p>	
01/02/2018	9	<p><b>Developing New Models of Care in Esk Valley</b></p>	<p><b>Julie White / Gary Sheehan / Graham Abrines</b></p>	<p><b>10/05/18</b> – GS confirmed that he has been working closely with Loreburn Housing to identify a suitable site in Langholm to develop a new Extra Care facility. A new site has been identified and talks are ongoing. GS will brief the local community through the</p>	

				Esk Valley Reference Group.  <b>01/02/2018</b> – GS will circulate information on this through the partnerships social media.	
<b>30/11/2017</b>	<b>10</b>	<b>Service Planning Framework</b>  A paper on co-production will be brought back to Performance Committee then to the IJB by VG.	<b>Vicky Freeman</b>	<b>09/05/18</b> – VF advised that a paper on co-production will be sent to a Committee in October	
<b>COMPLETED ACTIONS</b>					
<b>01/02/2018</b>	<b>6</b>	<b>Chief Social Work Officers Annual Report</b>	<b>Lillian Cringles</b>	<b>01/02/2018</b> - LC to bring an update on the CSO Annual Report in 6 months.  On Agenda for <b>27/09/18</b>	<b>15/03/18</b>
<b>01/02/2018</b>	<b>7</b>	<b>Financial Performance 2017 / 18 – November 2018</b>	<b>Katy Lewis / Julie White</b>	<b>01/02/2018</b> – KL will bring an update on Budget setting to the April meeting.  <b>05/04/2018</b> – Budget Information was forwarded to Health and Sport Committee on the 2 <sup>nd</sup> May 2018	<b>05/04/18</b>  <b>02/05/18</b>
<b>01/02/2018</b>	<b>8</b>	<b>Developing New Housing with Care Models for People with Particular Needs</b>	<b>Gary Sheehan</b>	<b>01/02/2018</b> – GS confirmed a draft workplan for this post will come back to the IJB in the autumn.  On Agenda for <b>27/09/18</b>	<b>15/03/18</b>

## Rolling Agenda Matrix

	<b>26/07/18</b>	<b>27/09/18</b>	<b>29/11/18</b>	<b>Jan 2019</b>	<b>March 2019</b>	<b>May 2019</b>
<b>Substantive Items</b>	Apologies Notification of Substitutes Declarations of Interest Minute of the Previous Meeting Any Other Business Date of Next Meeting	Apologies Notification of Substitutes Declarations of Interest Minute of the Previous Meeting Any Other Business Date of Next Meeting	Apologies Notification of Substitutes Declarations of Interest Minute of the Previous Meeting Any Other Business Date of Next Meeting	Apologies Notification of Substitutes Declarations of Interest Minute of the Previous Meeting Any Other Business Date of Next Meeting	Apologies Notification of Substitutes Declarations of Interest Minute of the Previous Meeting Any Other Business Date of Next Meeting	Apologies Notification of Substitutes Declarations of Interest Minute of the Previous Meeting Any Other Business Date of Next Meeting
<b>Items Brought Forward from Previous Agendas</b>		Update on Chief Social Work Officers Annual Report – Lillian Cringles  Update on Draft Workplan for Developing New Housing with Care Models for People with Particular Needs – Gary Sheehan				
<b>Items Required by Legislation</b>	Report to Scottish Public Services Ombudsman on Complaints – Outcomes and Trends  Review of IJB Standing Orders  Review of IJB Code of Conduct  Annual Performance Report	Annual Accounts  Report from Chief Finance Officer  Review of IJB Committee Terms of Reference (Scheme of Delegation)  Workforce Plan	Financial Performance - Mid Year Review  Register of Members Interest  Report to Scottish Public Services Ombudsman on Complaints – Outcomes and Trends  Meeting Dates 2019	Performance Report  Report from Chief Finance Officer  Chief Social Work Officers Annual Report	Report to Scottish Public Services Ombudsman on Complaints – Outcomes and Trends	Annual Accounts Update  Financial Year End Position  Review of IJB Code of Conduct