

ITEM No ...3(b).....

(DIJB44-2024) DUNDEE CITY HEALTH AND SOCIAL CARE INTEGRATION JOINT BOARD – ACTION TRACKER – MEETING ON 21ST AUGUST, 2024

No	Meeting	Minute Ref	Heading	Action Point	Responsibility	Original Timeframe	Status	Comment
1	24/08/22	XII(iv)	LEARNING DISABILITY STRATEGIC PLAN	to remit the Chief Officer to submit a further report to the Integration Joint Board in December 2022 outlining a Commissioning Plan which would accompany the Strategic Plan.	Locality Manager	December 2022 June 2024 August 2024	Complete	Agenda note provided. Dundee Participated in 2-day Tayside wide Learning Disability development workshop in April. Following this a MH and LD Tayside Wide report has been developed and will be presented to the IJB in August.
2	29/03/23	V	MENTAL HEALTH AND LEARNING DISABILITY IMPROVEMENT PLAN	that a progress report in relation to Priority 2 would be submitted to the IJB later in the year.	Chief Officer	October 2023 June 2024	In progress	Report developed through the Tayside Executive Group and
3	29/03/23	V	MENTAL HEALTH AND LEARNING DISABILITY IMPROVEMENT PLAN	that the Chief Officer would co-ordinate a range of options for IJB members to visit mental health services	Chief Officer	June 2023 June 2024	In progress	Programme of visits to be agreed post summer to align with new members induction.
4	29/03/23	V	MENTAL HEALTH AND LEARNING DISABILITY IMPROVEMENT PLAN	that the Chief Officer would discuss with the Director of Public Health the possibility of arranging a specific development session for IJB members	Chief Officer	June 2023 June 2024 October 2024	In progress	Dates for development sessions to the end of 2024 have now been issued to IJB members. This programme will include a session focused on data (30 October 2024).
5	19/04/23	IX	DUNDEE INTEGRATION JOINT BOARD DIRECTIONS POLICY	that the Directions Policy would be included in a future Development Session	Chief Finance Officer	September 2023 June 2024	Complete	Incorporated within Governance Development Session held in June 2024.

6	21/06/23	VIII	ANNUAL COMPLAINTS PERFORMANCE	that, on the suggestion of the Chair, some investigation be made into carrying out benchmarking against other HSCPs and/or family groups	Lead Officer (Strategic Planning and Business Support)	December 2023 June 2024	In Progress	Complaints Officer reviewing available complaints performance information however limited availability of consistent, published information gathered to date. Work ongoing to identify further options for benchmarking.
7	23/08/23	V	ANNUAL PERFORMANCE REPORT 2022/23	that consideration would be given to arranging a briefing session for IJB members on understanding the data presented.	Chief Finance Officer	March 2024 June 2024 October 2024	In progress	Dates for development sessions to the end of 2024 have now been issued to IJB members. This programme will include a session focused on data (30 October 2024).
8	25/10/23	III(a)	MINUTE OF PREVIOUS MEETING – 23 RD AUGUST 2023	that consideration would be given to arranging a discussion in relation to governance issues.	Chief Officer	February 2024 June 2024	Complete	Incorporated within Governance Development Session held in June 2024.
9	13/12/23	V	DELIVERY OF THE PRIMARY CARE MENTAL HEALTH AND WELLBEING FRAMEWORK	that the developed measures would be brought back to the IJB in the next quarter.	Senior Manager, Service Development and Primary Care	December 2024	Ongoing	Our delivery plan is finalised with priority actions and outcomes underpinned by the national outcomes framework shown in action 12. Measures, and evaluation of services are priority action therefore a workstream will commence in March with service stakeholders to co-design these. We will provide information on the agreed measures relating to outcomes in the next reporting period.

10	13/12/23	V	DELIVERY OF THE PRIMARY CARE MENTAL HEALTH AND WELLBEING FRAMEWORK	that in relation to the mapping event for children and young people services, consideration would be given to providing feedback from the event to a future IJB meeting.	Head of Health and Community Care Services	December 2024	Ongoing	Work is underway and progressing well. We will provide an overview of progress in the next reporting period.
11	21/02/24	VII	FALLS SERVICE	that in relation to having older people and carers involved in the Falls Group, it had been agreed that this would be a positive addition to the work of the group and Matthew Kendall was following up on identifying reps.	Allied Health Professions Lead	December 2024	Ongoing	Operational falls leads is seeking nominations through engagement work.
12	27/03/24	IV	DUNDEE INTEGRATION JOINT BOARD PROPOSED BUDGET 2024/2025	that the Acting Chief Officer would consider with the Management Team the possibility of bringing a report to a future IJB meeting on social care commissioning.	Acting Chief Officer	June 2024	In progress	Discussion at next Senior Management Team re scope of the report.
13	17/04/24	VI	TAYSIDE PRIMARY CARE STRATEGY – UPDATE	that Shona Hyman would link with colleagues about developing a more simplified version of the Plan on a Page;	Senior Manager, Service Development and Primary Care	TBC	In progress	This was requested in April but uncertainty at this stage as to whether this will be progressed given the link of the Primary Care Strategy to the overarching NHS Tayside Strategy going forward
14	17/04/24	VI	TAYSIDE PRIMARY CARE STRATEGY – UPDATE	that arrangements would be made to bring a report to a future meeting on the dentistry position	Senior Manager, Service Development and Primary Care	October 2024	In progress	Discussed with colleagues in appropriate teams and the content of this is being considered.
15	17/04/24	X	FINANCIAL MONITORING POSITION AS AT FEBRUARY 2024	that a paper may be brought to a future IJB meeting reprofiling and reviewing the reserves position	Chief Finance Officer	August 2024	Complete	An updating report will be brought to August 2024 meeting
16	19/06/24	III(b)	ACTION TRACKER	that an explanation would be provided to Councillor McHugh on the different strands of work on the	Head of Health and Community Care Services (JH)	August 2024	Complete	

				Action Tracker in relation to Mental Health and Learning Disability.				
17	19/06/24	III(b)	ACTION TRACKER	that the Chair and Vice Chair would consider the Action Tracker to identify if the timescales were realistic	Chair & Vice Chair			
18	19/06/24	III(b)	ACTION TRACKER	that Development Session dates would be noted on the IJB agenda as a matter of course.	Committee Services Officer		Complete	Dates now included on IJB Agenda.
19	19/06/24	IV(a)	PERFORMANCE AND AUDIT COMMITTEE MINUTE	that a discussion would take place with Audit colleagues about whether the unapproved PAC minute should be submitted to the IJB and a recommendation brought back.	Chief Officer	October 2024	In Progress	Discussion to be arranged
20	19/06/24	VI	LEARNING DISABILITIES AND AUTISM STRATEGIC PLAN UPDATE	that an update would be provided to the Vice Chair in relation to the current position with face to face meetings.	Head of Health and Community Care Services (JH)		Complete	These meetings are face to face
21	19/06/24	X	ENGAGE DUNDEE – COST OF LIVING CRISIS SURVEY RESULTS	that consideration would be given to making this the focus of a future Development Session.	Chief Officer	December 2024	In progress	To be considered for incorporation within existing schedule or for 2025 programme.
22	19/06/24	XII	ANNUAL REPORT OF THE DHSCP CLINICAL, CARE & PROFESSIONAL GOVERNANCE GROUP 2023-2024	that a premises update report on DDARS would be brought to a future IJB meeting.	Chief Officer		In progress	The property strategy is under review and will incorporate DDARS as a key priority
23	19/06/24	XIII	ANNUAL COMPLAINTS AND FEEDBACK REPORT	that the Customer Care and Governance Officer would be asked to consider providing more trend over time information on complaints.	Lead Officer (Strategic Planning and Business Support)		Complete	Feedback has been provided to the relevant officer. This will be incorporated into the annual report for 2024/25 (due to be submitted June 2025).
24	19/06/24	XIII	ANNUAL COMPLAINTS AND FEEDBACK REPORT	that consideration be given to arranging a presentation from Care Opinion on how they operate.	Lead Officer (Strategic Planning and Business Support)	December 2024	In progress	Possibility of providing a session is being explored with relevant colleagues.