## JMC ACTION LOG

Version Last Updated V0.1 17/12/2024

Owner

Note - Completed Actions on seperate tab

Action	JMC	JMC Action	JMC agenda item ref	Action	Lead	Due date	Status	Notes
Number	meeting date	sheet ref						
1	19/06/2024	4 ii		<b>Further information be provided outwith the meeting on SDS performance</b> , including a breakdown by area and information on whether SDS usage was levelling off, as requested at the previous meeting;	Pamela Stott		In progress	08/11/24 - linked to future strategic work - ref JOG agenda item 5.3 12/02/25 - Fiona Watt request update from Simon Steer
2	19/06/2024	4 iii	Performance Review	Provide information at the next meeting of the Committee on the <b>revised timescales for</b> implementation of the ten commissioning proposals for Care Homes and Care at Home	Pamela Stott		In progress	08/11/24 - linked to future strategic work - ref JOG agenda item 5.3 07/02/25 - category amended to 'Adult Services report' - link to next Adult Services Report for JMC
8	13/12/2024	12	Delivery	12ii To create a strategic Steering Group to oversee the required work with representation from both lead agencies including councillor and officer representation from The Highland Council and executive and non- executive director representation from NHS Highland; and 12iii. AGREED the approach to joint communications advised in this paper, to ensure that all stakeholders were fully appraised of plans as they evolved and had the chance to shape them.	Gareth Adkins Kate Lackie		In progress	<ul> <li>19/12/24 - joint communication has been circulated</li> <li>10/01/25 - in terms of the Strategic Group, proposal paper to be submitted to NHS Board in the latter part of January 2025 for agreement and feedback to JMC.</li> <li>24/01/25 - amended to Lead Agency Model (Fiona Malcolm)</li> <li>07/02/25 - included on JMC agenda 13 March 2025; remit is THC and NHSH (not JMC) – amend action leads to Gareth Adkins and Kate Lackie</li> </ul>

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Number	meeting date	sheet ref						
3	19/06/2024	4 iv	HHSCP Annual	Future Annual Performance Reports should start with a one-page accessible summary to	Pamela Stott		Completed	08/11/24 - completed
			Performance Review	set in context the breadth of activity and scale of the challenge to sustain operational delivery				
4	19/06/2024	7 iii	Children's Services	A report on NDAS (Neuro developmental assessment service) be presented to the next meeting of the Committee	Fiona Davies		Completed	08/11/24 - KatherineSutton actioning - Pamela Stott to confirm whether completed 07/02/25 - confirmed as complete
5	19/06/2024	7 iv	Children's Services	<b>Further information on NDAS Indicator 13</b> (with specific reference to the 5% of children and young people waiting less than 18 weeks from date of request received by NDAS) be provided to the Committee as soon after the meeting as possible	Katherine Sutton		Completed	04/10/24 (JOG) - task to Katherine Sutton as NDAS Chair - email sent 14/10/24 08/11/24 - Pamela Stott to confirm whether completed 07/02/25 - confirmed as complete
6	19/06/2024	9 iii	National Care Service	HC and NHSH responses to the National Care Service (Scotland) Bill (Stage 2) consultation be circulated to the Committee	Kate Lackie (for Fiona Malcolm)		Completed	08/11/24 - Fiona Malcolm to confirm whether completed 07/02/25 - confirmed as complete
			Neurodevelopment Assessment Service (NDAS)	8i - To support the integrated and multi-agency approach being taken through the NDAS programme board;	Katherine Sutton		Completed	10/01/25 - Programme Board in place - Fiona Watt to ask Katherine Sutton for narrative for JMC update (requested via email 10/01/25) 07/02/25 confirmed as complete
				8ii - To support the investigation of a networked model of support and care towards those with ND needs; and	lan Kyle		Completed	10/01/25 - confirmed as ongoing work 07/02/25 confirmed as complete
7	13/12/2024	8		8 iii. that the responsibility to provide support for those with ND needs sat across NHSH, THC, and 3rd partners in collaboration; and	lan Kyle Pamela Stott Katherine Sutton		Completed	10/01/25 - Pending confirmation of action owners as Ian Kyle and Pamela Stott acorss Adult and Children's Services; this is the interface between the Strategic Group and the broader work in terms of wider support <b>07/02/25 confirmed as complete</b>
				iv. the importance of capturing the views of young people as part of the Getting it right for every child (GIRFEC) refresh be discussed outwith the meeting with a view to including it in a future report.	lan Kyle		Completed	10/01/25 - pulled out as a separate action 07/02/25 confirmed as complete
9	13/12/2024	5	Chief Social Work Officer Annual Report 2023-24	AGREED a report be presented to a future meeting on Risk 15 (from the Risk Register), the need for clear governance structures, policies, procedures and learning and development plans in relation to all professions across the partnership.	Fiona Malcolm		Completed	19/12/24 - Pamela Stott meeting with Sarah Compton-Bishop to clarify ask and whether this is required at next JMC 10/01/25 - owner amended to Fiona Malcolm (previously Fiona Duncan) who will take forward with Gareth Adkins, NHSH for submission to Board Development Session scheduled 21/01/25 and then for agreement. Action completed.

### Status

Unable to progress / not started / outstanding
In progress
Completed
Proposed to close

### **JMC** category

Adult Services Report Chief Officer's Report - Adult Services Chief Social Work Officer Annual Report 2023-24 Children's Services HHSCP Annual Performance Review HHSCP Finance Report Lead Agency – Model of Delivery Learning Disability Services National Care Service Neurodevelopment Assessment Service (NDAS) THC Finance Report