

JMC ACTION LOG

Version V0.1  
Last Updated 28/05/2025  
Owner

Note - Completed Actions on seperate tab

Action Number	JMC meeting date	JMC Action sheet ref	JMC agenda item ref	Action	Lead	Due date	Status	Notes
8	13/12/2024	12	Lead Agency – Model of 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	19/12/24 - joint communication has been circulated 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. 24/01/25 - amended to Lead Agency Model (Fiona Malcolm) <b>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 - close pending JMC discussion and development session discussion</b>
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) to help inform and update about governance structures, policies, procedures and learning and development plans in relation to all professions across the partnership.	Fiona Duncan		In progress	19/12/24 - Pamela Stott meeting with Sarah Compton-Bishop to clarify ask and whether this is required at next JMC 21/02/25 - closed in error 10 Jan 2025 but remains ongoing Fiona Duncan to provide wording JMC 13/03/25 item 5(i). AGREED ACTION that the workplan showing the intention to report on Risk 15 (the need for clear governance structures, as referenced in the Chief Social Work Officer's Annual Report 2023-24) be presented to the next meeting;  JOG update 04/04/25 - discussion regarding content and whether this would come from Clinical and Care Governance. Chief Officers can give assurances on structures etc. Fiona Duncan to discuss with David Park to take forward.  <b>JOG update 28/05/25 - report going to JMC 12/06/25</b>
10	13/03/2025	5 ii	Adult Services Report	AGREED that the presentation of a report to a future meeting on the types of support people were receiving from SDS Option 1, including the national context of the issue (as agreed by the JMC in December 2024) be added to the Action Log.	Fiona Duncan Pamela Stott		In progress	<b>JOG update 04/04/25 - report prepared and ready for next JMC</b>
11	13/03/2025	6 i	Chief Officer's Report - Adult Services	AGREED i. any data / numbers on increased recruitment on Skye be shared with the Committee outwith the meeting;	Pamela Stott		In progress	JOG update 04/04/25 - action Pamela Stott to circulate report prepared for JMC <b>JOG 02/05/25 - no update</b>
15	13/03/2025	8b iv	THC Finance Report	AGREED to consider the issue of transitions from Children's to Adult Services at a future committee.	Fiona Malcolm Pamela Stott		In progress	JOG update 04/04/25 - dependent on audit timescales – take to JMC September 2025 JOG update 02/05/25 - audit has commenced; require timescales of conclusion to update JOG. <b>JOG update 16/05/25 - in progress</b>