



<b>Meeting of East Renfrewshire Health and Social Care Partnership</b>	Integration Joint Board
<b>Held on</b>	29 January 2020
<b>Agenda Item</b>	5
<b>Title</b>	Rolling Action Log
<b>Summary</b>	
The attached rolling action log details all open actions, and those which have been completed since the last meeting on 29 January 2020.	
<b>Presented by</b>	Julie Murray, Chief Officer
<b>Action Required</b>	
Integration Joint Board members are asked to note progress.	

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## ACTION LOG: Integration Joint Board (IJB)

March 2020

Action No	Date	Item No	Item Name	Action	Responsible Officer	Status	Due	Progress Update /Outcome
283	29/01/2020	2	Declarations of Interest	Record in the Minute the declaration made by Anne Marie Kennedy in relation Item 9 on account of her position of Chair of Voluntary Action.	DSM	CLOSED	18/03/2020	Recorded in minute
282	29/01/2020	4	Minute of meeting of IJB of 27 November 2019.	Provide information to a future meeting on levels of CAMHS access compared to other IJBs.	CO	OPEN	24/06/2020	Added to forward planner - scheduled for June 2020
281	29/01/2020	5	Rolling Action Log	Make the necessary arrangements as soon as possible for the finalisation and issue of the expenses claim form for carers.	CFO	CLOSED	18/03/2020	Claim form revised. Will be implemented from 1st April 2020
280	29/01/2020	5	Rolling Action Log	Redesignate the action in relation to the Care at Home Improvement and Redesign Programme (271) from closed to open.	CO	CLOSED	18/03/2020	Action 271 redesignated to open
279	29/01/2020	5	Rolling Action Log	In the paper to be submitted to a future meeting in respect of Individual Budget Update (242) take account of the technical developments being introduced such as new technical substitutes for sleepovers, which will impact on individual budgets.	HAHSCL	OPEN	29/04/2020	Implementation of SDS included on March IJB agenda. Overnight Support will be a separate paper which will be presented in April.
278	29/01/2020	7	Appointment of Additional IJB member	Make arrangements to identify the representative/substitute and issue relevant documentation and amend all records accordingly	DSM	CLOSED	18/03/2020	
277	29/01/2020	9	Talking Points – Update	When colour graphs/charts are included in meeting papers ensure the relevant items are able to be displayed on screens at meetings.	DSM/GCO	CLOSED	18/03/2020	Process agreed
276	29/01/2020		Continuing Care – Finance and Policy Implications for Kinship and Foster Care	Make the necessary arrangements for the decisions to be implemented - The Board Approved the report, recognising the impact of legislative and policy change for the HSCP and the Council; Agreed that local guidance should be strengthened to better support carers and young people to financially plan for young people leaving care; Approved the projected financial commitment in respect of continuing care.	CSWO/CFO	CLOSED	18/03/2020	Implemented. Rates agreed
275	29/01/2020	11	East Renfrewshire HSCP Strategic Improvement Plan	Send out a copy of the amended structure chart containing the new HoS post to all members of the IJB	GCO	CLOSED	18/03/2020	Circulated to IJB Members 20/02/20
274	29/01/2020	12	Care at Home Improvement and Redesign Programme – Update	Submit a paper to a future meeting on delayed discharges – numbers; reasons for delay; strategies used for keeping people out of hospital; primary/secondary diagnoses etc	HAHSCL	OPEN	29/04/2020	Paper on Delayed discharges added to forward planner - scheduled for April 2020 IJB
273	29/01/2020	14	IJB Risk Management Policy and Strategy	Make the necessary arrangements for them to be implemented	CFO	CLOSED	18/03/2020	Circulated to HSCP Senior Management Team for action
272	29/01/2020	15	Revenue Budget Monitoring Report	The report was noted and the virements approved. Make the necessary budget adjustments	CFO	CLOSED	18/03/2020	
271	27/11/2019	9	Care at Home Improvement and Redesign Programme	Continue to submit progress reports to each meeting until further notice.	CO	OPEN	ONGOING	Paper included on March IJB agenda
263	25/09/2019	8	Chief Social Work Officer's Annual Report	Submit a report to a future meeting on how the use of data in Children's Services has led to service improvements.	CSWO	OPEN	29/04/2020	Paper originally added to forward planner for March - deferred to April IJB
262	25/09/2019	9	Clinical & Care Governance Annual Report	Collate and circulate information in relation to the reduction in the number of GP appointments required as a result of the introduction of new working practices and initiatives such as the Tier 2 pilot.	HAHSCL/CSWO	OPEN	24/06/2020	Information not yet available
244	26/06/2019	10	Financial Framework for the 5-Year Adult Mental Health Services Strategy in GGC	Submit a progress report in due course.	CFO	OPEN	TBC	Added to forward planer - Timing of progress report will be dependant on system wide programme and agreement of all six HSCPs within Greater Glasgow and Clyde
242	26/06/2019	11	Individual Budget Update	Submit a progress report to a future meeting.	CFO	CLOSED	30/01/2020	Implementation of SDS on March IJB agenda

238	26/06/2019	14	Planned housing developments in East Renfrewshire: Measuring Impact on GP Practice populations	Make arrangements for a seminar to be held to consider the wider implications for health and social care of increasing housing development, prior to submitting an options paper to the Board in Autumn 2019.	Localities Improvement Manager	CLOSED	31/12/2019	Seminar held 17 February 2020
232	01/05/2019	8	East Renfrewshire's Corporate Parenting Plan 2016-18 – Year 2 Progress Report	The Board also recognised the value of engaging with young people and recommended that this method be used as an exemplar for engagement by other services. Submit a report on engagement strategies to a future meeting.	CSWO	OPEN	27/11/2019	This will be included in Participation and Engagement paper - A presentation was delivered to IJB in Jan 2020 and a follow up paper will be presented to IJB in April 2020 (deferred from Mar)
212	20/03/2019	12	Review of Progress with integration of Health & Social Care	The Board also agreed to formalise the commitments in relation to support for carers and carers reps as set out in para 6(iii) of the table and the necessary arrangements	CFO	CLOSED	27/11/2019	CLOSED - SUPERCEDED BY 281 - The Terms of Reference for Your Voice has been updated to include details of expenses and support available. HSCP Replacement Care form developed (Aug 19) awaiting approval and will be shared at Your Voice in Sep
170	27/06/2018	11	Regional Planning	Note this item was deferred to the August meeting of the IJB	HAHSCL	OPEN	TBC	Awaiting updated regional report from the regional planning partnership and will share when available.
131	29/11/2017	14	Appointment of Standards Officer	Make a presentation on Code of Conduct to a future seminar	DSM	OPEN	13/05/2020	Included on programme for next seminar (May 2020)

#### Abbreviations

CCGC	Clinical and Care Governance Committee
IJB	Integration Joint Board
PAC	Performance and Audit Committee

BSM	Business Support Manager
CD	Clinical Director
CO	Chief Officer
CFO	Chief Finance Officer
CSWO	Chief Social Work Officer

DSM	Democratic Service Manager
GCO	Governance and Compliance Officer
HAHSCL	Head of Adult Health and Social Care Localities
SPPPO	Senior Policy, Planning & Performance Officer