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| <b>Meeting of East Renfrewshire Health and Social Care Partnership</b>  | Integration Joint Board     |
| <b>Held on</b>  | 14 August 2019              |
| <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 26 June 2019. |                             |
| <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 No | Date       | Item No | Item Name  | Action  | Responsible Officer                  | Status | Progress Update /Outcome   |
|-----------|------------|---------|--|---|--------------------------------------|--------|--|
| 252       | 26/06/2019 | 5       | Rolling Action Log.  | Submit an update report on Action No 213 to the August meeting  | HAHSL                                | CLOSED | Included on IJB agenda 14 Aug  |
| 251       | 26/06/2019 | 5       | Rolling Action Log.  | Submit update reports on Action Nos 59 and 208 to the September meeting   | HAHSL                                | OPEN   | Added to Sep IJB agenda  |
| 250       | 26/06/2019 | 6       | Local Child Poverty Action Report  | The Board approved the report and agreed that it be published, subject to a review of the wording in Paragraph 3.3 relative to the uses to which the Pupil Equity Fund was put. Make the necessary arrangements   | Partnership Development Officer, ERC | CLOSED | Wording of paragraph 3.3 was amended and the report was published on 27 June 2019  |
| 249       | 26/06/2019 | 7       | Unaudited Annual report and accounts   | Submit the audited accounts to the Performance & Audit Committee and the IJB in September   | CFO                                  | OPEN   | Added to Sep agendas   |
| 248       | 26/06/2019 | 8       | Annual Performance Report 2018/19  | Submit it to the Scottish Government by 31 July.  | SPPPO                                | OPEN   |  |
| 247       | 26/06/2019 | 8       | Annual Performance Report 2018/19  | Work with the Comms Team to consider a range of media to engage with the public, illustrate performance and publish the report on the website and through social media.   | SPPPO                                | OPEN   | Report published online. Senior Policy, Planning & Performance Officer liaising with comms team re promotion on social media                                 |
| 246       | 26/06/2019 | 9       | Care at Home Improvement Update  | Continue to submit progress reports to each meeting until further notice.   | HAHSL                                | CLOSED | Paper included on August IJB agenda  |
| 245       | 26/06/2019 | 10      | Financial Framework for the 5-Year Adult Mental Health Services Strategy in GGC                | Make arrangements for the introduction/implementation of the framework in East Renfrewshire.  | CFO                                  | CLOSED | CFO feedback to programme lead that ER IJB approved the principles of the financial framework  |
| 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   | Added to forward planer - Timing of progress report will be dependt on system wide programme and agreement of all six HSCPs within Greater Glasgow and Clyde |
| 243       | 26/06/2019 | 11      | Individual Budget Update   | Make arrangements to introduce the implementation plan. Note that it was also agreed to defer implementing the individual contribution.   | CFO                                  | CLOSED |  |
| 242       | 26/06/2019 | 11      | Individual Budget Update   | Submit a progress report to a future meeting.   | CFO                                  | OPEN   | Added to forward planner   |
| 241       | 26/06/2019 | 12      | Overnight Support  | The Board agreed the revised policy for overnight support provision; agreed the new approach to overnight support planning and endorsed the review programme and communication arrangements and the appropriate actions should now be taken in respect of these matters | HAHSL                                | CLOSED | Commenced arrangements to progress. A progress update will be provided to a future meeting   |
| 240       | 26/06/2019 | 13      | Primary Care Improvement Plan – Year 2 Report  | Make arrangements for the implementation of the updated Plan.   | Localities Improvement Manager       | CLOSED | Implementation continues   |
| 239       | 26/06/2019 | 13      | Primary Care Improvement Plan – Year 2 Report  | Bring forward a progress report in November 2019.   | Localities Improvement Manager       | OPEN   | Added to Nov 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       | OPEN   | Arrangements being made for seminar early August - date TBC  |
| 237       | 26/06/2019 | 15      | Sexual Health Services Transformational Change Programme Implementation Plan                   | Submit the report to a future meeting.  | CO                                   | OPEN   | Added to Nov agenda  |
| 236       | 26/06/2019 | 16      | Calendar of Meetings 2020  | The meeting dates were approved. Make the necessary arrangements to book the meeting rooms, and update the web as appropriate.  | DSM                                  | CLOSED |  |

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| 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   | Added to forward planner  |
| 229 | 01/05/2019 | 10 | Care in the Home Commissioning Arrangements                                    | Make arrangements to develop a strategic partnership approach.   | CO/HAHSL | CLOSED | Work has commenced and progress will be reported to a future IJB  |
| 228 | 01/05/2019 | 10 | Care in the Home Commissioning Arrangements                                    | Enter into interim contractual arrangements for up to 12 months  | CO/HAHSL | CLOSED | Update provided in 'Care at Home Improvement Update - July' reported to August IJB  |
| 225 | 01/05/2019 | 11 | Talking Points   | Submit a report to a future meeting monitoring the use of the funding provided to the Carers Centre and also on the training and support being provided by Voluntary Action East Renfrewshire  | HAHSL    | OPEN   | Added to forward planner  |
| 221 | 20/03/2019 | 6  | East Renfrewshire's Family Wellbeing Service                                   | Bring update reports to future meetings, including a report on the proposed evaluation framework for the project   | CSWO     | OPEN   | Update report scheduled for September IJB   |
| 213 | 20/03/2019 | 12 | Review of Progress with integration of Health & Social Care                    | Take appropriate steps to deliver on the targets and continue with involvement in the wider programme  | HAHSL    | OPEN   | An update will be provided to the IJB in six months by the HSCP Unscheduled Care Programme (SEE ALSO 252)   |
| 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      | OPEN   | The Terms of Reference for Your Voice has been updated to include details of expenses and support available. A meeting is being arranged with carers to develop a process to support this.                      |
| 208 | 30/01/2019 | 9  | Audit Scotland Report: Health and Social Care Integration – Update on Progress | Following the issue of the MSG report consider the amalgamation of the action plan that will be prepared in response to the MSG recommendations and the actions in the current plan in relation to the Audit Scotland recommendations. | HAHSL    | OPEN   | Recommendations from the Audit Scotland Report and the proposed actions agreed through the self evaluation have been amalgamated into one action plan. Progress will be reported to a future IJB (SEE ALSO 251) |
| 207 | 30/01/2019 | 10 | IJB Records Management Plan  | Make arrangements for a copy of the Records Management Plan and Memorandum of Understanding to be sent to the Keeper of the Records of Scotland for agreement and implementation thereafter.   | BSM      | OPEN   | The RMP has been sent to the Keeper of Records Scotland. The MOU is awaiting sign off by NHGGC Chief Executive.   |
| 198 | 28.11.2018 | 11 | Chief Social Work Officer's Annual Report                                      | Consider the possibility of an event/seminar for the IJB to meet Care Experienced Young People   | CSWO     | CLOSED | IJB members invited to CAREDAY afternoon tea 15.02.2019. Young people presenting at August IJB meeting  |
| 170 | 27.06.2018 | 11 | Regional Planning  | Note this item was deferred to the August meeting of the IJB   | HAHSL    | OPEN   | 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   | Planned for Autumn  |
| 59  | 17.08.2016 | 10 | Participation & Engagement Strategy  | Make the necessary arrangements for the implementation of the strategy and the publication of information on the web.  | HSS      | OPEN   | To be updated in light of new strategic planning approach - we are currently drafting a participation & engagement statement for strategic plan and commissioning plan  |

#### Abbreviations

|       |   |
|-------|---|
| BSM   | Business Support Manager                        |
| CD    | Clinical Director                               |
| CO    | Chief Officer                                   |
| CFO   | Chief Finance Officer                           |
| CSWO  | Chief Social Work Officer                       |
| DSM   | Democratic Service Manager                      |
| HAHSL | Head of Adult Health and Social Care Localities |

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