



<b>Meeting of East Renfrewshire Health and Social Care Partnership</b>	Integration Joint Board
<b>Held on</b>	26 June 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 1 May 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 LOG: Integration Joint Board (IJB)

26 June 2019

Action No	Date	Item No	Item Name	Action	Responsible Officer	Status	Progress Update /Outcome
135	01/05/2019	5	Rolling Action Log	Amend the Action log accordingly	CO	CLOSED	
134	01/05/2019	7	Performance & Audit Committee – Appointment of replacement NHSGGC non-executive member	The Board agreed that Anne-Marie Monaghan replace Morag Brown as the NHSGGC IJB member on the Performance and Audit Committee. Make the necessary arrangements.	DSM	CLOSED	
133	01/05/2019	8	East Renfrewshire's Corporate Parenting Plan 2016-18 – Year 2 Progress Report	The progress report was approved and should be remitted to the June ERC meeting for approval.	DSM	CLOSED	Included on agenda for Council (26.06.2019)
132	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	
131	01/05/2019	8	East Renfrewshire's Corporate Parenting Plan 2016-18 – Year 2 Progress Report	The Board also commented on the need for the use of jargon to be eliminated from reports and asked that organisation names/titles etc be stated in full alongside acronyms before acronyms are used on their own. Arrange for this to be introduced across all services	CO	CLOSED	
130	01/05/2019	9	Care at Home Inspection Report and Improvement Plan	It was also noted that regular progress reports would be submitted to the Board and the necessary arrangements should be made.	HAHSCL	OPEN	Paper included on agenda for IJB (26.06.2019)
129	01/05/2019	10	Care in the Home Commissioning Arrangements	Make arrangements to develop a strategic partnership approach.	CO/HAHSCL	OPEN	Work has commenced and progress will be reported to a future IJB
128	01/05/2019	10	Care in the Home Commissioning Arrangements	Enter into interim contractual arrangements for up to 12 months	CO/HAHSCL	OPEN	Interim contractual proposal issued to providers - awaiting provider response
127	01/05/2019	10	Care in the Home Commissioning Arrangements	Direct the Council to establish strategic partnership arrangements for care in the home	CO/HAHSCL	CLOSED	Directions issued
126	01/05/2019	10	Care in the Home Commissioning Arrangements	Direct the Council to put in place interim contractual arrangements	CO/HAHSCL	CLOSED	Directions issued
125	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	HAHSCL	OPEN	
124	01/05/2019	13	Augmentative and Alternative Communication (AAC) in NHS Greater Glasgow and Clyde	The Board agreed that the HSCP host the Scottish Centre for the Communication Impaired (STCI) and associated budgets under the management of the General Manager for Specialist Learning Disability Services, and the NHSGGC Board should be directed accordingly, and the appropriate arrangements should be made.	CO	CLOSED	
123	01/05/2019	14	Revenue Budget Monitoring Report	The report was noted and virements agreed and the necessary action should be taken	CFO	CLOSED	
122	01/05/2019	15	Ministerial Strategic Group for Health & Community Care – Self-Evaluation for the review of progress with integration of health and social care	It was also remitted to the Chief Officer to review the self-evaluation with the ERC & NHSGGC Chief Executives to reach a consensus view with the agreed document being submitted to the Integration Review Leadership Group by 15 May.	CO	CLOSED	Completed template submitted to Scottish Government 14.05.2019. Copy circulated to IJB members.
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

220	20/03/2019	7	Budget 2019/20	Make the necessary arrangements to proceed on the basis as agreed.	CFO	CLOSED	Will be closed on final confirmation of NHS GGC budget following Health Board meeting on 16 April
215	20/03/2019	10	Clinical and Care Governance Proposals	Take the required steps for the new arrangements to be introduced.	CO/CD	CLOSED	First meeting of the new group took place 5 June 2019
214	20/03/2019	10	Clinical and Care Governance Proposals	Make arrangements for the required amendments/alterations to be made to the website and other relevant records etc.	DSM	CLOSED	
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	HAHSCL	OPEN	An update will be provided to the IJB in six months by the HSCP Unscheduled Care Programme
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.	HAHSCL	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
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	OPEN	IJB members invited to CAREDAY afternoon tea 15.02.2019. Proposal for young people to attend August meeting
172	27.06.2018	10	Individual budgets – SDS update	The Board approved the approach to the calculation and implementation of individual budgets for adults and to a consultation exercise with key stakeholders, and the necessary arrangements should now be made to take this forward	CFO	OPEN	A report is on the IJB agenda 26.06.2019
171	27.06.2018	10	Individual budgets – SDS update	Ensure that Equality Impact Assessments are carried out as part of the process	CFO	CLOSED	An Equality Impact Assessment has been undertaken.
170	27.06.2018	11	Regional Planning	Note this item was deferred to the August meeting of the IJB	HAHSCL	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  
 HAHSCL Head of Adult Health and Social Care Localities

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