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| <b>Meeting of East Renfrewshire Health and Social Care Partnership</b>   | Integration Joint Board     |
| <b>Held on</b>   | 26 September 2018           |
| <b>Agenda Item</b>   | 5                           |
| <b>Title</b>   | Rolling Action Log          |
| <p><b>Summary</b></p> <p>The attached rolling action log details all open actions, and those which have been completed since the last meeting on 15 August 2018.</p> |                             |
| <b>Presented by</b>  | Julie Murray, Chief Officer |
| <p><b>Action Required</b></p> <p>Integration Joint Board members are asked to note progress.</p>   |                             |

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| Action No | Date       | Item No | Item Name  | Action   | Responsible Officer | Status | Progress Update /Outcome   |
|-----------|------------|---------|--|--|---------------------|--------|--|
| 192       | 15.08.2018 | 5       | Rolling Action Log   | Review the status of all actions (in particular actions 26,59 and 70) to confirm whether or not they are still open  | CO                  | CLOSED | Actions have been reviewed and closed where appropriate  |
| 191       | 15.08.2018 | 6       | Minutes of Performance & Audit Committee – 27.06.2018                                  | Provide information to IJB members on the results of the Health and Care Experience Survey.  | CO                  | CLOSED | Information available in Annual Performance Report and CCGC June 18 paper.                             |
| 190       | 15.08.2018 | 7       | Family Wellbeing Service   | The Board welcomed and supported the proposals to expand the service for a further 12 months to September 2019 and agreed that up to £50,000 be applied from the Children's Residential earmarked reserve for that purpose. Make the necessary arrangements for the expansion. | CSWO/CO             | CLOSED | Being progressed with third sector partners  |
| 189       | 15.08.2018 | 8       | East Renfrewshire HSCP Primary Care Improvement Plan                                   | The Board approved the plan. Make arrangements for it to be implemented  | CD/HAHSL            | CLOSED | PCIP Implementation Group formed with first meeting scheduled for September.                           |
| 188       | 15.08.2018 | 10      | Moving Forward Together: Greater Glasgow and Clyde's Vision for Health and Social Care | The Board approved Moving Forward Together. Advise NHSGGC accordingly and move forward with the proposals as outlined in the paper.  | CO                  | CLOSED |  |
| 187       | 15.08.2018 | 11      | Fit for the Future Update  | Submit a further update report to the September meeting of the Board   | CO                  | CLOSED | Update included in Matters Arising paper (29.09.2018)  |
| 186       | 15.08.2018 | 12      | IJB Strategic Risk Register  | Review the mitigation measures in place and review as considered appropriate and thereafter submit a revised version of the register to a future meeting of the Performance and Audit Committee  | CFO                 | CLOSED | Comments from IJB will be reflected in next Strategic Risk Register to PAC                             |
| 185       | 15.08.2018 | 13      | Revenue Budget Monitoring Report   | The Board noted the report and approved the virement as set out at appendix 7. Make the appropriate budget adjustments.  | CFO                 | CLOSED | Actioned   |
| 184       | 15.08.2018 | 13      | Revenue Budget Monitoring Report   | Bring a paper on the future proposals for Bonnyton House to a future meeting   | CO                  | OPEN   | Paper will be submitted to Nov IJB   |
| 183       | 27.06.2018 | 4       | Matters Arising  | Take a view on whether the update on OT improvement work will be considered at the August meeting or a meeting thereafter  | CO                  | CLOSED | Paper presented at Sep IJB (SEE ALSO 164, 126, 72)   |
| 181       | 27.06.2018 | 6       | Minutes of meetings of committees  | Share the information on physiotherapy services with all members of the IJB once it has been received  | HAHSL               | CLOSED | Physio annual report and Q1 report shared with IJB 10/08/2018 (SEE ALSO PAC ACTION 53)                 |
| 177       | 27.06.2018 | 8       | Annual Performance Report 2017/18  | Arrange for the final report to be shared with NHSGGC and ERC  | HAHSL               | CLOSED | Going to Council 12.09.18; shared with Mark White for NHSGGC Board.                                    |
| 175       | 27.06.2018 | 8       | Annual Performance Report 2017/18  | Submit a report on permanency to a future meeting of the IJB   | CSWO                | OPEN   | Seminar on permanency arranged for October   |
| 173       | 27.06.2018 | 9       | Annual Report and Accounts 2017/18   | Submit the audited accounts to the Performance & Audit Committee and the IJB in September  | CFO                 | CLOSED | Present to Sep PAC and IJB   |
| 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   | Ongoing  |
| 171       | 27.06.2018 | 10      | Individual budgets – SDS update  | Ensure that EIAs are carried out as part of the process  | CFO                 | OPEN   | Ongoing  |
| 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. |

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| 168 | 27.06.2018 | 13 | Strategic Commissioning Plan  | The Board agreed to move to further consultation on the strategic commissioning intentions and savings proposals and the necessary arrangements should be made, subject to a seminar being held for IJB members prior to the consultation taking place. Make the necessary arrangements. | HAHSCL    | CLOSED | IJB Seminar took place 31.07.2018 where number of changes agreed. Following this arrangements are being made for consultation.  |
| 155 | 04.04.2018 | 12 | Revenue Budget Monitoring 2017/18 – Position at 05.02.18              | Submit the draft outturn figures to the June meeting of the Board  | CFO       | CLOSED | Included in unaudited annual accounts as reported in June.  |
| 152 | 14.02.2018 | 7  | Adult Mental Health Strategy 2018 – 23                                | The Board approved the draft Adult Mental Health Strategy and appropriate arrangements should now be made for its implementation.  | CO        | CLOSED | Ongoing. Boardwide full day event being arranged to look at implementation  |
| 151 | 14.02.2018 | 7  | Adult Mental Health Strategy 2018 – 23                                | Engage with other HSCP's in the preparation of the Implementation Plan through the Programme Board.  | CO        | CLOSED | Ongoing   |
| 150 | 14.02.2018 | 9  | Delivering the new 2018 General Medical Services contract in Scotland | Progress the necessary actions within East Renfrewshire, and jointly with the 5 other greater Glasgow and Clyde HSCP's, develop the Primary Care Improvement Plan as set out in section 13 of the report and present this to the IJB in June for approval.                               | CO / CD   | CLOSED | PCIP submitted to IJB 15.08.2018 for approval. (SEE 167)<br>PCIP Update paper presented to IJB (27.06.18).<br>Update in Matters Arising (04.04.18).   |
| 143 | 29.11.2017 | 4  | Matters Arising   | Make a presentation on unscheduled care plans and the link to the Renfrewshire Development Programme at a future seminar.  | CO        | OPEN   | Seminar programme being planned   |
| 138 | 29.11.2017 | 9  | Bonnyton House Update   | Submit a further paper in due course when more detail is available on the funding package agreed for the closure of Mearnskirk.  | HHCC /CFO | CLOSED | Superseded by action 184. Paper will be presented to Nov IJB  |
| 131 | 29.11.2017 | 14 | Appointment of Standards Officer                                      | Make a presentation on Code of Conduct to a future seminar   | DSM       | OPEN   | Seminar programme being planned   |
| 110 | 16.08.2017 | 10 | East Renfrewshire Family Wellbeing Services                           | The Board approved the introduction and delivery of the Family wellbeing Service as a pilot project for 12 months and the necessary arrangements should now be made.   | CSWO      | CLOSED | Paper and presentation made at IJB 15.08.2018   |
| 90  | 29.03.2017 | 12 | Proposed Review; GP Out Of Hours                                      | The Board noted the report and supported the proposed approach to conducting the review.   | HSS       | CLOSED | Glasgow City leading  |
| 70  | 05.10.2016 | 7  | Early Years Strategy  | Take up with NHSGGC the issue of smoking cessation programmes not being directed locally and report back to a future meeting.  | HSS       | OPEN   | NHSGGC considering proposals to integrate smoking cessation services - staff consultation underway (March 2018)   |
| 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.  |
| 26  | 17.02.2016 | 9  | Complaints Bi-Annual Report   | Investigate the possibility of signing up to the Patient Opinions website.   | CD        | CLOSED | Aug 2018 - Stuart McMinigal met with patient opinion and is awaiting proposal and costings.<br>Mar 2018 - Progressing. Liaising with public engagement officer.<br>Initial meeting exploring signup taken place and an options paper will be presented to DMT |

#### Abbreviations

|        |   |
|--------|---|
| 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 |

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