



Meeting of East Renfrewshire Health and Social Care Partnership	Performance and Audit Committee
Held on	22 June 2022
Agenda Item	5
Title	Rolling Action Log
Summary	
The attached rolling action log details all actions, including those which have been completed since the meeting on 16 March 2022.	
Presented by	Lesley Bairden, Head of Finance and Resources (Chief Financial Officer)
Action Required	
Integration Joint Board members are asked to note progress.	

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ACTION LOG: Performance and Audit Committee (PAC)

June 2022

Action No	Meeting Date	Agenda Item	Action	Responsible Officer	Status	Date Due / Closed	Progress / Outcome
40	16.03.2022	Rolling Action Log	Arrange for a presentation on overhead allocations at a future seminar for Board member	Chief Financial Officer	OPEN		To be arranged prior to 23/24 budget
39	16.03.2022	Rolling Action Log	Refer to overhead allocations in the Directions letter issued to partners.	Chief Financial Officer	CLOSED	Jun-22	Included in directions letters issued to partners
38	16.03.2022	East Renfrewshire HSCP Strategic Plan	Make arrangements to contact members to discuss views on the timing of the Performance and Audit Committee.	Governance and Compliance Officer/Democratic Services Manager	OPEN	Jun-22	We will contact PAC members for their views once new elected members have been appointed to the Committee by the IJB on 22 June
37	16.03.2022	Performance Report 2021/22 – Quarter 3	Make arrangements to set up a short-life working group to review performance reporting arrangements including the format of future performance reports.	Policy, Planning and Performance Manager	OPEN		As above
36	16.03.2022	Performance Report 2021/22 – Quarter 3	Email members to confirm or otherwise the 8% breastfeeding figure on page 18 (Meeting papers page 111).	Policy, Planning and Performance Manager	CLOSED	Apr-22	Briefing issued to members
35	16.03.2022	Audit Update	Arrange to meet to discuss which of the items considered implemented by the HSCP can be closed off.	Chief Financial Officer	OPEN		We are working with colleagues in audit to progress.
34	16.03.2022	IJB Strategic Risk Register	Ensure the colour code for the risk in respect of the Scottish Child Abuse Inquiry is changed from red to yellow	Governance and Compliance Officer	CLOSED	Mar-22	Amended
33	24.11.2021	Rolling Action Log	Reopen Action 22 as the issue of making sure relevant data (eg percentages and absolute numbers) are included in performance reports requires further refinement.	Policy, Planning and Performance Manager	CLOSED	Jun-22	SUPERSEDED BY ACTION 37. As part of our planned review of performance reporting we will produce written guidance specific to HSCP outlining expectations and best practice for data updates where available.
32	24.11.2021	Internal Audit Annual Report 2020-21 and Internal Audit Plan 2021-22	Arrangements should now be made for the implementation of the audit plan.	Chief Auditor	OPEN	Mar-22	Internal audit have capacity issues and some work is postponed to 22/23
31	24.11.2021	Internal Audit Annual Report 2020-21 and Internal Audit Plan 2021-22	Bring details of the matter under investigation by Police Scotland to the committee at an appropriate time.	Chief Financial Officer	OPEN	Jun-22	No update as at June 2022
17	23.06.2021	Unaudited Annual Report and Accounts	Make arrangements to add reference about discussions with Council colleagues relative to early notice of central support costs	Chief Financial Officer	OPEN	Sep-22	CFO discussed central support charges with Council colleagues as part of 2022/23 budget. Council did not produce a mid year review for 2021/22. Further work is required to establish post covid activity and associated costs. Due date revised from Jan-22 to Sep-22 to reflect ongoing work. Initial discussions with ERC colleagues and referenced in Directions letter.
15	23.06.2021	Performance Update	Continue to review the format/layout of the report to try and achieve a better balance between looking forwards and backwards	Policy, Planning and Performance Manager	CLOSED	Jun-22	SUPERSEDED BY ACTION 37 +A12:129 We will work with the Chair to look at our in-year reporting to ensure we are looking at forward actions to improve performance as well as a retrospective for future performance updates. The report presented Sep-21 is the statutory annual report. Due date extended to Jun-22 - as this will be included in planned review of performance reporting.

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