



Meeting of East Renfrewshire Health and Social Care Partnership	Performance and Audit Committee
Held on	21 September 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 22 June 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)

September 2022

Action No	Meeting Date	Agenda Item	Action	Responsible Officer	Status	Date Due / Closed	Progress / Outcome
49	22.06.2022	Rolling Action Log	Close off Action 32 as this has now been superseded by Action 35.		CLOSED	Jun-22	
48	22.06.2022	Unaudited Annual Report and Accounts	The committee approved the recommendations and the Annual Report and accounts should now go to the IJB		CLOSED	Jun-22	Presented to IJB 22 Jun 2022
47	22.06.2022	2021-22 End Year Performance Update and postponement of Annual Performance Report	Seek clarification regarding Cllr Bamforth's concerns that there have been increasing delays in accessing FWS/Healthier Minds.		CLOSED	Sep-22	No increasing delays
46	22.06.2022	Annual Performance Report	Submit the information presented to the ERC and NHS Chief Execs' performance review meeting to a future meeting		CLOSED	Sep-22	CAMHS update in Matters Arising
45	22.06.2022	Specialist Learning Disability In Patients Service Performance Report 2021	Submit a further report with the most up to date information to a future meeting of the IJB for circulation thereafter to the relevant committees in each of the other HSCPs within NHSGGC.		CLOSED	Sep-22	Included on IJB agenda (21.09.22)
44	22.06.2022		Make arrangements to adjust the reporting timeframes to financial and not calendar year.		CLOSED	Jun-23	Future reports will be in calendar years. The 2022/23 performance report has scheduled for June 2023
43	22.06.2022	Audit Update	For those audits where the audit action is for a reminder to be issued to managers, consider how to reflect in the report if managers are taking account of the reminders issued.		OPEN	Dec-22	Where practical we can diarise reminders to Service Managers and HoS to support compliance. If possible exception reports will be issued.
42	22.06.2022	Policy Update	Submit the 6 policies identified in the report to the September meeting of the committee		CLOSED		Policy update included on PAC agenda (21.09.22)
41	22.06.2022	IJB Strategic Risk Register Update	Add a risk to the register in relation to reputational risk and risk to service users due to service failure.		CLOSED		As confirmed at the meeting, reputation service impact and issues relating to patient flow are already contained in the service risk register. Agreement to share the updated performance report as above for other HSCP to consider as part of their own risk management process
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	OPEN	Will be included as part of 2023/24 budget discussions.
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	Sep-22	PAC members contacted to seek view on any changes to the meeting cycle. Calendar dates remain unchanged for 2022.
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		Meeting arranged for 28 September 2022
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 continue to progress.
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	OPEN	No update as at September 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	Mid year review is being undertaken in Impact will be included in ongoing revenue reporting and also in action 40 above.

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