



<b>Meeting of East Renfrewshire Health and Social Care Partnership</b>	Performance and Audit Committee
<b>Held on</b>	23 November 2022
<b>Agenda Item</b>	5
<b>Title</b>	Rolling Action Log
<b>Summary</b>	
The attached rolling action log details all actions, including those which have been completed since the meeting on 21 September 2022.	
<b>Presented by</b>	Lesley Bairden, Head of Finance and Resources (Chief Financial Officer)
<b>Action Required</b>	
Performance and Audit Committee members are asked to note progress.	

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**ACTION LOG: Performance and Audit Committee (PAC)**

November 2022

No	Meeting Date	Agenda Item	Action	Responsible Officer	Status	Date Due / Closed	Progress / Outcome
55	21.09.2022	Rolling Action Log	Check the invitation list for the meeting of the short-life working group to review performance reporting arrangements, to ensure Anne Marie Kennedy invited	Policy, Planning and Performance Manager	CLOSED	Sep-22	Invite re-issued
54	21.09.2022	Annual Performance Report 2021-22	The committee made a number of recommended changes to the report in relation to governance chart. Make sure these are incorporated in the final version of the report.	Policy, Planning and Performance Manager	CLOSED	Nov-22	Changes incorporated and report recirculated for final comment ahead of publication
53	21.09.2022	Annual Performance Report 2021-22	Comment was made on the fact that due to the timing of meetings of the committee and the Board and changes recommended by committee are not able to be incorporated into the document presented to the Board. Review the timing of the presentation of future reports to committee to see if this issue can be resolved.	Policy, Planning and Performance Manager	CLOSED	Nov-22	Members were given the opportunity for further comment, following the meeting. Going forward, due to the meeting schedule, it will be possible to present to PAC earlier, if the APR presented to IJB was delayed until August. We are awaiting national guidance on timescales for publication
52	21.09.2022	Internal Audit Plan 2022-23	Work to establish if comments from Jacqui Forbes about all IJB/HSCP related audit reports from the Chief Auditor, ERC or NHS being presented to the committee can be accommodated	Chief Financial Officer/Chief Internal Auditor	OPEN	Nov-22	Update will be provided in Internal Audit Annual Report included on PAC agenda (23.11.22)
51	21.09.2022	Audit Update	Update the timescale for completion of actions re 4.5.1 and 4.5.3 once response from management is received and (Appendix 2I) and recheck the actions re Appendix 2K	Chief Financial Officer/Chief Internal Auditor	CLOSED	Nov-22	Audit reports at appendix 2I and 2K have been superseded by the new follow-up report included in PAC Audit Update (23.11.22)
50	21.09.2022	Calendar of meetings 2023	The 2023 meetings calendar was approved. Make the necessary arrangements and circulate the meeting details to the relevant persons	Democratic Services Manager	OPEN	Nov-22	
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	Nov-22	This will be included as part of the budget presentation to IJB on 18 November.
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	CLOSED	Sep-22	Follow-up audits have taken place and new report issued
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 November 2022

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