

ROLLING ACTION LIST

Ref No.	Meeting Date and Paper Number	Action	Responsible Officer	Timescale	Progress / Update / Outcome	Status
6	14 June 2017, item 17	Attendance Management - Residential staff – supervision programme detail of format and timescales.	Christina Heuston	June-18		Closed
7	6 September 2017, item 10	Budget Monitoring - Month 3 / Period 4 - Simon Carr requested that a date be established for a report to be presented to the Committee on the set-aside budget.	Sharon Wearing		On agenda for Finance Development Group chaired by Scottish Government, Health Department.	Open
8	6 September 2017, item 15	Service Review Activity - Anne Marie Monaghan questioned if 4% was a sufficient amount of reviews to take place and a table would be useful providing the information on why a planned review was conducted.	James Thomson	Sept-18	A Report will be presented to a future Finance & Audit Committee	Open
19	06 December 2017, item 12	Attendance Management - the financial consequence of the replacement for short term and long term absences be included in future reports.	Christina Heuston / Sybil Canavan		Work is being carried out to develop this information for the Committee as outlined in report to Finance & Audit Committee in June 2018.	Open
20	06 December 2017, item 12	Attendance Management - service area absence figures be provided in reports and those areas with high absence rates have an action plan.	Christina Heuston / Sybil Canavan	June-18		Closed
22	06 December 2017, item 13a	HSCP Performance Report Q2 - HR - officers would review the performance indicators to be included in future reports.	Christina Heuston / Sybil Canavan	Sep-18	A report will be presented to IJB Finance & Audit Committee in September.	Open
23	06 December 2017, item 13b	HSCP Performance Report Q2 - Homelessness - homelessness work plan to be presented at a future Committee.	Jim McBride	Jun-18	A report will be presented to IJB Finance & Audit Committee in June.	Closed
25	07 February 2018, item 6	Glasgow City Integration Joint Board Annual Audit Plan 2017/18 - officers would write to Audit Scotland regarding concerns raised by members to the increase in fee for 2017/18.	Sharon Wearing		Officers advised members at the Finance and Audit Committee on 4th April that a letter had been sent to Audit Scotland regarding the fee and a response received providing a thorough breakdown of cost. Officers were comfortable with the response provided.	Closed
28	07 February 2018, item 10	Transforming Children's Services - a report would be produced on the percentage of families using self-directed support.	Mike Burns	Sep-18	A report will be presented to the IJB Finance and Audit Committee.	Open
29	07 February 2018, item 11	Delivery of the Older People's Transformation Programme - officers would explore the impact upon the female workforce.	Stephen Fitzpatrick		The issue, of potential increase in women employees who have caring responsibilities, is recognised in the staff governance action plan and will be acknowledged in the next update to the IJB on the carers strategy.	Open
30	04 April 2018, item 8	Internal Audit - 6 Monthly Update Report (October 2017 - March 2018) - Officers would write to the Council's Strategic Innovation and Technology Team advising that the Committee was disappointed with the delay of the implementation of payment cards and outline the consequences of this.	Allison Eccles		Letter submitted on behalf Chair of Finance & Audit Committee.	Closed
31	04 April 2018, item 9	HSCP Performance Report Q3 - Officers to clarify if waiting time targets for CAMHS is 18 weeks or 12 weeks.	Allison Eccles	Jun-18	The waiting time targets for CAMHS is 18 weeks.	Closed

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32	04 April 2018, item 9	HSCP Performance Report Q3 - A summary report on the performance management infrastructure would be presented to the Committee in June.	Duncan Goldie	Jun-18	A report will be presented to the Committee in June.	Closed
33	04 April 2018, item 9	HSCP Performance Q3 - officers to advise the Committee if figures from Anticipatory Care Plans from GPs would be included in future reports.	Duncan Goldie		Anticipatory Care Plans, which are reported upon in the HSCP performance report and which HSCP staff promote and support the development of, are the property of patients themselves. GPs maintain Key Information Summaries (KIS) for their individual patients. This is collection of information about a patient extracted from the patient's general practice record and is shared with other services who may be looking after the patient such as A&E, the Ambulance Service etc. This may be used for anticipatory care planning by the GP practice and may contain some similar information to that contained within Anticipatory Care Plans (ACPs). However, the KIS is not an Anticipatory Care Plan so would not be something that would feature within the quarterly performance reports.	Closed