

ITEM No ...3(b).....

PAC36-2023

PERFORMANCE AND AUDIT COMMITTEE – ACTION TRACKER – 27th SEPTEMBER 2023

No	Meeting	Minute Ref	Heading	Action Point	Responsibility	Timeframe	Status
1.	26/05/21	III(ii)	MINUTE OF PREVIOUS MEETING – 3RD FEBRUARY 2021	The Partnership to progress public information being placed on the website including information on Voluntary Action Exercise Group.	Chief Finance Officer	(Sept 2021) Sept 2023	In progress. Further initiatives around sharing of information on range of services / activities available continue to be developed
2.	26/05/21	V(vii)	DUNDEE HEALTH AND SOCIAL CARE PARTNERSHIP PERFORMANCE REPORT – 2020/2021 QUARTER 3 SUMMARY	Kathryn Sharp to undertake further analysis of the position in relation to the figures for the North East area to establish what learning could be achieved for the benefit of the other areas in Dundee.	Strategy and Performance Manager	(June 2022) March 2024	Completion of this analysis is not able to be prioritised within existing resources at the present time due to other competing demands associated with statutory requirements and other analytical requests from the PAC and operational services.

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3.	26/05/21	VI (iv)	DISCHARGE MANAGEMENT PERFORMANCE UPDATE ON COMPLEX AND STANDARD DELAYS	Jenny Hill to prepare a one page outline document showing an organisational graph of the Partnership for circulation to the full Committee.	Head of Health and Community Care	(Sep 2021) May 2023	Complete – issued following May PAC meeting
4.	29/09/21	VIII(iii)	DUNDEE INTEGRATION JOINT BOARD INTERNAL AUDIT PLAN PROGRESS REPORT	to note following enquiry from Bailie Wright the explanation from Tony Gaskin in relation to what was meant by Viability as indicated in the report and that a report on Key Risk Viability would be submitted to the February meeting.	Chief Internal Auditor	(February 2022) September 2023	Complete - Deadline moved to coincide with planned completion of Internal Audit Report on provider sustainability which is on Agenda for September 2023 PAC
5.	24/11/21	VII(iv)	DUNDEE HEALTH AND SOCIAL CARE PARTNERSHIP PERFORMANCE REPORT – QUARTER 1	to instruct the Chief Finance Officer to submit a further in-depth analysis of readmissions data, which should include analysis of the data for the specialty with the highest readmission rate (excluding where reasons for poor performance were due to coding) no later than 31st March, 2022 (sections 5.4 and 6 of the report).	Chief Finance Officer	(March 2022) May 2023	Complete – submitted for 27 September 2023.
6.	20/07/22	VI(vi)	DUNDEE HEALTH AND SOCIAL CARE PARTNERSHIP PERFORMANCE	that, at request of Councillor McHugh, information would be provided on the support available to care staff.	Chief Officer	(October 2022)	In progress.

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			REPORT 2021/2022 - QUARTER 4			September 2023	
7.	20/07/22	VII(vi)	DUNDEE HEALTH AND SOCIAL CARE PARTNERSHIP STRATEGIC RISK REGISTER UPDATE	that a date for a development session on risk would be arranged.	Chief Finance Officer	(December 2022) August 2023	Complete – risk appetite session delivered in August 2023
8.	28/09/22	III(b)(iii)	ACTION TRACKER	that consideration would be given by the Management Team to noting the briefing notes, that were issued inbetween PAC meetings, at the next available meeting of the PAC.	Chief Officer	(December 2022) September 2023	In progress – Discussions held with Head of Legal and Democratic Services of Dundee City Council as advisor to the IJB/PAC
9.	28/09/22	IV(vi)	DUNDEE HEALTH AND SOCIAL CARE PARTNERSHIP PERFORMANCE REPORT 2022/23 – QUARTER 1	that consideration would be given to using more nuanced colour coding in the report.	Service Manager, Strategy and Performance	(March 2023) September 2023	Complete
10.	23/11/22	VII	DISCHARGE MANAGEMENT PERFORMANCE UPDATE ON COMPLEX AND STANDARD DELAYS	that arrangements would be made to show actual numbers in the chart, where possible, in future reports.	Senior Officer - Information	June 2023	Complete – due to complexity of charts it is not always possible to include actual numbers without rendering the chart illegible. Charts will

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							continue to be used to illustrate trend information, with actual numbers provided in accompanying text where required. Further breakdowns can also be provided to PAC members on request.