

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

PERFORMANCE AND AUDIT COMMITTEE – ACTION TRACKER – 1st FEBRUARY 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	Sep 2021 March 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 2023	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)	In progress – deferred until HSCP restructure confirmed. Expected by February 2023 PAC meeting
4.	26/05/21	VIII(vi)	DUNDEE HEALTH AND SOCIAL CARE PARTNERSHIP CLINICAL, CARE AND PROFESSIONAL GOVERNANCE ASSURANCE REPORT	Dave Berry to take forward the provision of information on Equality Impact Assessment in New Member Induction Training and the possibility of training not being confined to new members but offered as a refresher for the full membership with Tony Gaskin.	Chief Finance Officer/Chief Internal Auditor	(June 2022) February 2023	In progress – arrangements to be made with DCC to provide training to IJB members based on that previously delivered to Council elected members. This will form part of ongoing work regarding Public Sector Equality Duty (PSED compliance).
5.	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) May 2023	In progress – Deadline to move to coincide with planned completion of Internal Audit Report on provider sustainability – expected May 2023

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6.	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	(31 st March 2022) May 2023	In progress - deferred due to data availability. Agenda note submitted to July 2022 meeting. Data provided in December 2022 following work to address NHS Tayside recording procedures – data reporting expected to recommence as part of Q3 2022/23 reporting.
7.	20/07/22	VI(vi)	DUNDEE HEALTH AND SOCIAL CARE PARTNERSHIP PERFORMANCE REPORT 2021/2022 - QUARTER 4	that, at request of Councillor McHugh, information would be provided on the support available to care staff.	Chief Officer	(October 2022) February 2023	In progress.
8.	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) March 2023	In progress. Deferred until March due to increased number of other development sessions for IJB members planned

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9.	20/07/22	XIII(vi)	DUNDEE HEALTH AND SOCIAL CARE PARTNERSHIP CLINICAL, CARE AND PROFESSIONAL GOVERNANCE ASSURANCE REPORT	that updates would be provided to the next Committee on the Community Mental Health Service Activity and MAT Standards.	Head of Health and Community Care	(November 2022) February 2023	In progress – drug and alcohol indicator report submitted for 23 November 2022. Draft mental health indicators submitted for consideration at February 2023 meeting.
10.	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) May 2023	In progress – Discussions held with Head of Legal and Democratic Services of Dundee City Council as advisor to the IJB/PAC
11.	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	Ongoing – being considered as part of production of next quarterly performance report.
12.	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	Ongoing – being considered as part of the production of the next six-monthly discharge management report.

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13.	23/11/22	VII	DISCHARGE MANAGEMENT PERFORMANCE UPDATE ON COMPLEX AND STANDARD DELAYS	that Lynne Morman would check if the data on the number of patients being discharged without care packages was being tracked.	Associate Locality Manager, Acute and Urgent Care	February 2023	In progress
14.	23/11/22	VIII	CLINICAL CARE AND PROFESSIONAL GOVERNANCE ASSURANCE REPORT	that Matthew Kendall would ensure that original data was available for future reports to ensure that better quality charts were produced.	AHP Lead	February 2023	Complete

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