



G/18/90

ACTION POINTS UPDATE

Perth & Kinross Integration Joint Board

22 June 2018

	Meeting	Minute Reference	Heading	Action Point	Responsibility	Timescale	Status
29	23 Mar 2016	Item 18(v)	Health & Social Care Joint Workforce & Organisational Development Strategy	The finalised Joint Organisational Development Plan be reviewed by the Board in June 2016 to ensure alignment with partnership priorities.	Chief Officer	June 2016 March 2017 June 2017 Dec 2017 Jan 2018 June 2018	31/10/16 Joint OD plan been updated - due to be finalised by March 2017 and to be submitted in June 2017 30/06/17 Update provided. – Finalised workforce plan to be rescheduled– at debrief on 11/07/17 agreed final report to be submitted Dec 2017 Dec Meeting reschedule to Jan 2018 – update to be included in Chief Officer Update 26/01/18 Update in Chief Strategic Update Report. – Finalised workforce plan to IJB June 2018
	30 Jun 2016	Item 10					



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							22.06.18 update provided in Chief Officer Update
59	04 Nov 2016	Item 14	Adult Support & Protection	Development Session to be arranged in 2017 for members on the work of the Adult Protection Committee, Child Protection Committee and Public Protection Work	Chief Officer	Dec 2017 Jan 2018 June 2018	Jan 18 - reschedule to June 2018 22.06.18 Agenda
71	24 Mar 2017	Item 10 – 7.5	Chief Officer Update – Governance & Assurance	Report to be submitted to IJB June 2017 re commissioning Governance and Assurance support.	Chief Officer	June 2017 October 2017 Nov 2017 Jan 2018 March 2018 Sept 2018	30/06/17 In progress final report to be submitted in October 2017 - October Meeting cancelled 23/03/18 Agenda Deferred to June Sept 2018
76	18 Aug 2017	6.3	IJB Complaints Handling Procedure	Quarterly reports to be submitted to the IJB Audit & Performance Committee with Yearly report to be provided to the IJB.	Jane Smith	September 2018	
77	18 Aug 2017	7.1	Annual Performance Report	Requests submitted at IJB August 2017 for the 2018 Report to be more	ED/DF	September 2018	



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				balanced, with more data included. Member from Public Health Team to be involved and along with representation from the wider group.			
80	26 Sept 2017	4.1	Review of Day Services	Progress report to be submitted to IJB in one year.	Diane Fraser	September 2018	
85	26 January 2018	7.1	Redesigning Care - Perth & Kinross Mental Health & Wellbeing Strategy Progress Report	Draft plan with commissioning priorities for community based services	Rob Packham	September 2018	
86	26 January 2018	7.2	Redesigning Care - Perth & Kinross Learning Disabilities Progress Report	Chief Officer to provide update on progress in the implementation of the strategic commissioning plan	Rob Packham	January 2019	
88	26 January 2018	9.1	Developing Strategic Objectives – Strategic Update	Chief Officer to submit report	Rob Packham	26 June 2018	22.06.18 Agenda (Chief Office Update)
89	26 January 2018	9.2	Developing Strategic Objectives – Proposal to Revise Arrangements for Strategic Planning Across P&K HSCP	Chief Officer to refresh the membership of the Strategic Planning Group for approval of IJB and present a refreshed role, remit and terms of reference for these groups	Rob Packham	March 2018 Sept 2018	23/3/18 Update Included within Chief Officers report - Draft Strategic Plan Refresh to be submitted by Sept



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							2018
90	26 January 2018	9.4	Improving Scotlands Health: A Healthier Future – Actions and Ambitions on Diet, Activity & Healthy Weight	Future IJB development session to take place.	Rob Packham	January 2019	
91	26 January 2018	9.5	Delivering the New 2018 General Medical Services Contract in Scotland	Chief Officer to present the necessary actions to develop the Primary Care Improvement Plan to IJB for approval	Rob Packham	June 2018	22.06.18 Agenda
92	23 March 2018	7	Recording of Meetings	Democratic Services to take forward for next meeting	Democratic Services	June 2018	22.06.18 - commenced
93	23 March 2018	9.2	Budget	Chief Officer to develop proposal for a collaborative budget process with NHS Tayside and Perth & Kinross Council for 2019/20	Rob Packham	June 2018	22.06.18 Agenda
94	23 March 2018	9.2	IJB Financial Plan 2018/19	Full update on progress of key actions	Jane Smith	June 2018	22.06.18 Agenda
95	23 March 2018	9.2	3 Year Financial Plan 2018/19:2020/21	Plan to be brought forward to meeting for consideration and approval of further longer term transformation plans.	Jane Smith	June 2018	Deferred to Sept 2018
96	23 March 2018	10.1	Planning for Winter and Festive Season	Detailed report from previous winter plan to June meeting	Rob Packham	June 2018	22.06.18 Agenda



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	Meeting	Minute Reference	Heading	Action Point	Responsibility	Timescale	Status
97	23 March 2018	10.1	Mental Health Transformation Programme	Chief Officer to investigate and include transport as part of update in June meeting	Rob Packham	June 2018 Sept 2018	No update available – c/f Sept 2018
98	23 March 2018	10.2	GP Engagement Programme	Revised request for funding	Hamish Dougall	June 2018	22.06.18 Agenda



ACTION POINTS UPDATE

Perth & Kinross Integration Joint Board

22 June 2018

ACTION POINTS RESOLVED

	Meeting	Minute Reference	Heading	Action Point	Responsibility	Timescale	Status
52	04 Nov 2016	Item 7 – 2.2	OOHs Report	Chief Officer to circulate information to Board Members in relation to test results for nurse led telephone triage within the out of hours service.	Chief Officer	March 2017 November 2017	03/02/17 – E Devine following up this action. 06/02/17 – awaiting response – delay update until October agenda. Oct Meeting cancelled. 26/01/18 Update within Chief Officer Strategic Update Report. Resolved 26.1.18
53	04 Nov 2016	Item 7 – 2.4	GP Clusters	Dr D Walker to submit a briefing paper to future meeting in relation to dietetic work being undertaken at a national level.	Dr D Walker/Chief Officer Chief Officer	August 2017 Dec 2017 Jan 2018	11/07/17 Request at debrief meeting to c/f to Dec 2017 Dec Meeting reschedule to Jan 2018 26/01/18 – Agenda. Resolved 26.1.18



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22 June 2018

72	2 Mar 2017	Item 10	Chief Officer Update	Chief Officer to feedback details to Helen MacKinnon re involvement 3 rd Sector re Engagement Trans Projects.	Chief Officer	June 2017 October 2017 Nov 2017	03/11/17 Feedback still outstanding – Resolved 26/01/18
74	30 June 2017	8.1	Mental Health Service Redesign – Transformation Program	Final Report to be submitted following 3 month consultation period.	Lynne Hamilton	Jan 2018	26/01/18 Agenda – Resolved 26/01/18
78	18 Aug 2017	7.2	Update Report on Participation, Engagement & Communication Strategies.	New Logo approved for P&K HSCP, Strapline to inform what we are about to be developed and submitted at future meeting for approval.	HMCK	December 2017 Jan 2018	Resolved 26/01/18
84	26 Sept 2017	4.2	Review of Residential Care Homes	Optional Appraisal following Consultation on Options 2,3 & 4 re Residential Care Services	Diane Fraser	January 2018	In terms of Standing Order 15.4 carried forward to March meeting Resolved 23/3/18
87	26 January 2018	7.3	Mental Health Service Redesign – Transformation Program	Chief Officer to establish an inclusive process for the development of implementation plans	Rob Packham	March 2018	Resolved 23/3/18