

AGENDA ITEM 2.2.1**PLANNING, PERFORMANCE & FINANCE COMMITTEE
ACTION LOG – UPDATED FOLLOWING MEETING HELD - 27 APRIL 2021**

MEETING DATE	SUBJECT	KEY ACTIONS/DECISIONS	RESPONSIBLE OFFICER	STATUS
25/07/2019	NHS Benchmarking Reports on Cwm Taf UHB	Discussion to be held with the Interim Chief Executive and the Executive Team as to whether the report should be shared with Board for further discussion	SW	Updated 27.04.21 The report had previously been shared with PPFC Members. However this would now need to be refreshed due to the Planned Care Recovery work and the ILGs budget setting due at the end of May.
21/11/2019	Estates Performance Report	Report on Estates performance for the Bridgend locality element of the Estate to be presented to the February 2020 meeting of the Committee	SW	Updated 15.06.21 Estates Team to provide an update report for the August 2021 meeting.
21/11/2019	Estates Performance Report	Review to be undertaken of proportion of estates calls undertaken on a desk response basis as opposed to yearly statutory maintenance	SW	Updated 15.06.21 Further work to be undertaken by the team with the analysis of the work to be reported at the committee's next meeting in August 2021.

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20/02/2020	Unscheduled Care Performance and Progress Against the Winter Plan including Delayed Transfers of Care	Following issues raised in relation to governance and accountability arrangements M Jehu and P Griffiths suggested this be discussed with the Vice Chair of Regional Partnership Programme.	M Jehu & P Griffiths	Updated 27.04.21 Chair to discuss with the Assistant Director of Governance and Risk outside of the meeting
20/10/2020	Quarter 3/4 Plan	Members discussed whether it would be appropriate for the ILGs to attend a future meeting in terms of scrutiny and it was AGREED that a discussion would be held outside of the meeting with the Chair, C. Williams and A. Lawrie.	CW/GG	Updated 27.04.21 Discuss with the Director of Corporate Governance regarding a consistent approach across all Committees in relation to ILG attendance at Sub Committees.
20/10/2020	Month 6 Finance Report	The report would be revised to make it easier to review for Members for future meetings	SW	COMPLETE New Section added to report.

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25.02.2021	Developing the Approach to the IMTP 2021-22	<p>Health inequalities and co-creating with staff re: their specialist “soft” intelligence when trying to capture data – CW to go back to the Systems Group Directors and enquire who they are engaging with when having population based conversations and will report back.</p> <p>Elective care recovery plan and ability to achieve the two per cent – an overarching view of what the ILGs can deliver and map out in a Gant Chart, looking at skills to deliver within the teams and the role of external support to be considered and undertaken and brought back to the Board in a fairly short order for consideration.</p>	<p>CW</p> <p>GR/SW</p>	<p>COMPLETE</p> <p>Systems Groups are building engagement with the population into the approach to their work programme, with community staff as members of the Groups to provide local knowledge.</p>
25.02.2021	Integrated Performance Dashboard	<p>Ophthalmology – detailed report to be brought to a future meeting on actions for recovery.</p> <p>Neurodevelopment Service – work currently being undertaken to improve capacity and resolve issues as part of the component in elective recovery and will report back as part of the IMTP position.</p>	<p>GR</p> <p>GR</p>	<p>Added to Forward Plan</p> <p>Update provided at meeting held on 27.04.21</p>

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27.04.21	IMTP 2021-22	Discussion to be held with the Director of Corporate Governance in relation to the governance arrangements for the Health Board to sign-off of the final Plan in June 2021.	CW/CH/GG	COMPLETE Governance arrangements in place for sign-off of final plan.
27.04.21	Performance Dashboard	Remove the graph from page 2 of the Dashboard and report back in six months with a more detailed narrative on the work programmes. Narrative to be amended to reflect comments around language raised by Independent Members	CW CW	
27.04.21	Organisational Risk Register	Update on the CAMHS Internal Special Measures to be provided at the next meeting. Discussions to be held with the Facilities Team to review the Laundry Services risk and also review and consider whether the risk should sit with this Committee	GR CH	On agenda – June 2021 Since the previous update there has been a delay to the transfer of the laundry service over to NWSSP due to the requirement for an SLA to be developed. In addition to this, due to its age and no longer being able to purchase spare parts to resolve problems with staining etc. the current remat system used (Remat 9500) has been condemned and removed. As a contingency the service is continuing but in a slightly different way with items still being thermally disinfected in the wash

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				<p>process ensuring infection control is adhered to. The Laundry Service have now received full funding for a Roll Cage Cleaner which is due on site 19th May 2021. The purchase of this equipment will move the service closer to achieving HTM01-04 as we will have documentation that roll cages have been thermally cleaned/disinfected. Action: The Roll Cage Cleaner will be commissioned and training provided for staff on its operation by the 4th June 2021. Timescale: 30/06/2021.</p> <p>The Assistant Linen Services Manager and Facilities Governance Manager have agreed that as the only difference is in the mechanics of the drying with no impact on infection control, with the tumble driers on site the risk level can reduce to 2 severity x 2 likelihood = 4. Based on this update the risk has been reduced to a low risk but it has been decided to not archive this risk at present but instead monitor it until NWSSP transfer of the laundry is complete (DW 30/04/2021).</p>