

Item 5.5 – Rolling Actions Log – March 2016

11 March 2016



No	Subject	Date	Action	Action Owner	Expected completion date	Comments
1	Transition Funding	17/07/15	Update on Scottish Government funding to be circulated.	Chief Officer	When available.	
2	Visits to Establishments	17/07/15 and 25/09/15	Further information on visit options – including visits to acute facilities.	Chief Officer	12 February 2016	A list is currently being finalised and will be presented to the next Development Session.
3	Deputations	20/11/15	<ol style="list-style-type: none"> 1) To agree to pilot deputations at the Joint Board and its committees for twelve months using the procedure outlined in appendix one of the report. 2) To note that following the pilot period, a report reviewing the procedure would be submitted to the Joint Board. 3) To note that the scope for deputations would be made available as part of the forthcoming communications strategy 	Chief Officer/Gavin King	November 2016	
4	Finance	17/07/15	<ol style="list-style-type: none"> 1) Further report on outcome of Internal Audit Teams work on due diligence. 2) To report on a budget consultation strategy as part of the 	Hugh Dunn / Susan Goldsmith	Not specified.	

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			2016/17 budget process.			
5	Performance Sub-Group	20/11/15	To request that the Sub-Group provide regular updates to the Joint Board.	Shulah Allan	Ongoing	
6	Governance Arrangements, Capacity and Infrastructure	25/09/15	<ol style="list-style-type: none"> 1) To request further information on activity within hospital teams to support effective patient discharge 2) To agree to receive further information on the ongoing review of Council Occupational Therapist services. 	Chief Officer	Not specified	
7	Gamechanger – Public Social Partnership Development Sessions 2016/17	25/09/15 15/01/16	<ol style="list-style-type: none"> 1) To consider future options at a development session, to include localities and inequalities issues, and links with the draft Strategic Plan. 2) To include updates on Joint Board Structure and the Leadership Group to the 12 February 2016 Development Session. 3) To add hospital capacity as an additional topic. 	Chief Officer	Not specified 12 February 2016	
8	Financial Assurance for the IJB	25/09/15	<ol style="list-style-type: none"> 1) That the 11 December 2015 development session would focus on the budgets being delegated to the EIJB. 2) To agree to consider Finance at the December 2015 development session, alongside the draft Strategic Plan. 3) To request further information on the decision making process regarding the £1.1m reduction in mental health nursing spend. 	Interim Management Team/ Moira Pringle	December 2015	decisions (1) and (2) reported to Joint Board on 15/01/16
9	Information, Communication and Digital	25/09/15	<ol style="list-style-type: none"> 1) To note the current position on information governance and that a further report would be provided in due course. 2) To invite the Council's ICT Solutions Team and NHS Lothian 	Interim Programme Manager/ Angus McCann	Not specified	

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	Technology: Position Statement		<p>e-Health services to review and comment jointly on the Draft Strategic Plan as part of the consultation.</p> <p>3) To request that an appropriate approach be developed for ensuring that information governance and ICDT requirements could be considered for all major service/pathway re-design proposals to ensure improved information flows along the pathway.</p> <p>4) To request that appropriate and affordable ICDT delivery/implementation plan(s) were developed in relation to these service/pathway re-design proposals</p> <p>5) To use a future development session to address current issues, including shared protocols, and future development, and to ask Angus McCann to act as the Joint Board's member lead on this.</p>			
10	New Grant Programme for Prevention of Health Inequality from 2016/17	25/09/15	To consider grants at the Joint Board meeting in February 2016 for grants starting in April 2016, with a phased approach aligned to partner funding cycles	Chief Officer	March 2016	Grants approved at the Health, Social Care and Housing Committee on 26 January, will be report to the IJB in due course.
11	Progress with Locality Hubs	15/01/16	<p>To note that information on the following would be included in the next update:</p> <ul style="list-style-type: none"> • Case studies. • Confirmation of consultation arrangements with partners 	Chief Officer	March 2016	
12	Review of Edinburgh Professional Advisory Committee	15/01/16	That the general issue of Joint Board support be discussed at the next meeting of pan-Lothian IJB chairs.	IJB Chair	January 2016	

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13	Communications Resource and Strategy for Edinburgh and Lothian's IJB	15/01/16	<ol style="list-style-type: none"> 1) To agree the initial communications and engagement priorities outlined in the report and draft communications plan. This would include the development of a communication and engagement strategy for the Joint Board and further programme of activity for 2016/17. 2) To agree to the development of a dedicated structure and resourcing budget for a new communications team to support the Edinburgh Integrated Joint Board. 3) To ensure that sufficient links with localities existed 4) To request further development of staff communication including: <ul style="list-style-type: none"> • Roles and Remits of the Joint Board and Executive Team. • Scope for newsletters and staff events. 	Chief Officer/ Head of Communications (CEC and NHS)	Not specified	
14	Community Planning Arrangements	15/01/16	<ol style="list-style-type: none"> 1) To agree to option 2, becoming a formal member of the Edinburgh Partnership, as the way forward for supporting community planning arrangements in the city. 2) To request that the management/ support role associated with this work was suitably addressed through the Professional/ Technical and Administrative work stream. 	Chief Officer	Not specified	
15	EIJB Directions Policy	15/01/16	To review the approach to making directions in light of Joint Board operations at the end of 16/17 or any guidance issued by Scottish Government.	Chief Officer	April 2017	

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16	Standing Items	15/01/16	To establish the following as standing items: <ul style="list-style-type: none"> • Locality Hubs • Delayed Discharge • Finance • Sub-group/Committee updates 	Chief Officer	March 2016	