

Item 5.1 – Rolling Actions Log – March 2017

March 2017



No	Subject	Date	Action	Action Owner	Expected completion date	Comments
1	Communications and Engagement Strategy 2016 to 2019	13-05-16	To present an implementation plan to the Joint Board once resources had been identified.	Chief Officer	Not specified	
2	Programme of Visits	13-05-16	1) To ask the Chief Officer to report to the Joint Board on how best to capture comments raised during visits. 2) To note that General Practice visits had been scheduled and would be circulated to the Joint Board.	Chief Officer	Not specified	Recommended for closure -On 16-09-16 it was requested that details of GP visits were circulated to Joint Board members as soon as possible. Item considered at February 2017 Development Session and report on agenda for March 2017.

No	Subject	Date	Action	Action Owner	Expected completion date	Comments
3	Rolling Actions Log (ICT Steering Group)	15-07-16 And 16-09-16	To invite the ICT Steering Group to consider and recommend business-critical ICT issues where the Joint Board might require to issue directions. To ask the ICT Steering Group to report back to the Joint Board on a recommended way forward.	ICT Steering Group	Not specified	
4	Calendar of Meetings	16-09-16	To agree to plan and programme development session (2017) around the scheduled Joint Board meeting dates.	Chief Officer	Not specified.	Recommend for closure Item considered at February 2017 Development Session and report on agenda for March 2017.
5	Delivery of the EH&SC Strategic Plan – action plan	16-09-16	To receive twice yearly reports from the SPG on the delivery of the strategic plan. This would include: <ul style="list-style-type: none"> Tracking of ongoing and proposed major programmes/business cases. 	Chief Officer		
6	Sub group updates – Audit and Risk	18-11-16	To note the immediate concern of the Audit and Risk Committee Chair regarding audit capacity and that a proposal on resource be presented to the next meeting of the Joint Board.	Chief Officer	January 2017	
7	Winter Plan 2016-17 and proposal for future use of	18-11-16	To request that any required directions and related financial information be presented to the next meeting of the Joint Board.	Chief Officer	January 2017	

No	Subject	Date	Action	Action Owner	Expected completion date	Comments
	Liberton Hospital					
8	Performance and Quality Sub-Group	18-11-16	To consider the final draft of the annual performance report at an IJB Development Session prior to being presented for approval at a formal meeting.	Chief Officer	Not specified	
9	Standing Orders – Annual Review	20-01-17	To note that the next annual review of Standing Orders would be presented to the Joint Board in January 2018.	Chief Officer	January 2018	
10	Whole System Delays – Recent Trends	20-01-17	That in future update reports include more specific detail about the acute sites.	Chief Officer	March 2017	Recommended for closure
11	Joint Inspection of Older People	20-01-17	That the assurance statement be discussed at a future development session	Chief officer	Not specified	
12	Southside Practice Update	20-01-17	To agree to receive a further report at the Joint Board's February 2017 meeting	Chief Officer	February 2017	Recommended for closure