

Rolling Actions Log

January 2018

26 January 2018

Item 5.1



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.	Interim Chief Officer	January 2018	Item on agenda for this meeting. Recommended for closure
2	Programme of Development Sessions and Visits	24-03-17	To agree to receive a programme of development sessions and visits for 2017/18 at the June 2017 meeting of the Joint Board.	Interim Chief Officer	Not specified	
3	Responsibilities for Data and Information	16-06-17	To note the intention to report to a future Joint Board meeting on General Data Protection Regulations requirements and responsibilities.	Interim Chief Officer	March 2018	

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4	Annual Accounts 2016-17	22-09-17	To request further information on Workforce Planning once this was available.	Interim Chief Officer	Not specified	
5	Financial Update	22-09-17	1) To agree to receive a detailed action plan, in response to the Financial Update, from the Interim Chief Officer at a future date. 2) That a future Development Session on finance be scheduled.	Interim Chief Officer	Not specified	
6	Older People's Inspection Update	22-09-17	To note the Partnership's intention to review the action plan associated with the Older People's Inspection and report back on priorities and timescales	Interim Chief Officer	March 2018	
7	Primary Care Population and Premises	22-09-17	To request that a fuller report outlining a comprehensive primary care strategy, covering both revenue and capital requirements, be brought back to the Joint Board in the first quarter of the 2018 calendar year	Interim Chief Officer	1 st quarter 2018	
8	Locality Improvement Plans	17-11-17	To agree that community planning would be covered at a future development session.	Interim Chief Officer	Not specified	

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9	Grants Review – Scope, Methodology and Timescales – referral report from the Strategic Planning Group	17-11-17	To agree to add information on evaluation and lessons learned to the progress report in March 2018 and the final report in July 2018.	Interim Chief Officer	March/July 2018	
10	Rolling Actions Log	17-11-17	To add the IJB Risk Register to the Rolling Actions Log for reporting back as necessary.	Interim Chief Officer	Ongoing	
11	Business Resilience Arrangements and Planning	15-12-17	<p>1) To note the intention to create, share and test plans with a view to providing a further update on progress at 18 May 2018 IJB meeting.</p> <p>2) To include further detail in this report on business resilience arrangements in respect of independent contractors and how these arrangements would be planned to link in with the localities.</p>	Interim Chief Officer	18 May 2018	
12	Winter Plan 2017-18	15-12-17	To issue a Direction to implement the Winter Plan in order to achieve the outcomes set out in the Plan with performance, evaluation and lessons learned being monitored and reported back to a future meeting of the Joint Board.	Interim Chief Officer	Not specified	

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13	Joint Board Membership and Appointments to Committee and Sub-Groups	15-12-17	<p>1) To delegate authority to the IJB Interim Chief Officer, in consultation with the Chair and Vice-Chair, to review the membership of the Audit and Risk Committee and the role description and specification for the Audit and Risk Committee Chair and report back to the Joint Board.</p> <p>2) To delegate authority to the IJB Interim Chief Officer, in consultation with the Chair and Vice-Chair, to review the membership of the Performance and Quality Sub-Group and the role description and specification for the Performance and Quality Sub-Group Chair and report back to the Joint Board.</p>	Interim Chief Officer	Not specified	
14	Recruitment of Citizen Members	15-12-17	<p>1) To agree that a short life working group should be established to review the role description and specification for the service user/unpaid carer Board members along with the advertisement and recruitment pack and to report back to the Integration Joint Board with recommendations in January 2018.</p>	Interim Chief Officer	Early 2018	

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			2) To delegate authority to the IJB Interim Chief Officer, in consultation with the Chair and Vice-Chair, to review the recruitment pack and selections arrangements and report back to the Joint Board.			