

# Rolling Actions Log

## March 2018

2 March 2018

Item 5.1



No	Subject	Date	Action	Action Owner	Expected completion date	Comments
1	<b>Programme of Development Sessions and Visits</b>	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	18 May 2018	
2	<b>Responsibilities for Data and Information</b>	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	<b>Recommended for closure – on the agenda for 2 March 2018</b>
3	<b>Annual Accounts 2016-17</b>	22-09-17	To request further information on Workforce Planning once this was available.	Interim Chief Officer	Not specified	

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4	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  October 2017	Covered at the October 2017 Development Session.
5	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	<b>Recommended for closure – on the agenda for 2 March 2018</b>
6	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	1st quarter 2018	
7	Locality Improvement Plans	17-11-17	To agree that community planning would be covered at a future development session.	Interim Chief Officer	Not specified	
8	Grants Review – Scope, Methodology and Timescales –	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	

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	<b>referral report from the Strategic Planning Group</b>					
9	<b>Rolling Actions Log</b>	17-11-17	To add the IJB Risk Register to the Rolling Actions Log for reporting back as necessary.	Interim Chief Officer	Ongoing	
10	<b>Business Resilience Arrangements and Planning</b>	15-12-17	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. 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.	Interim Chief Officer	18 May 2018	
11	<b>Winter Plan 2017-18</b>	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	
12	<b>Joint Board Membership and Appointments to Committee and Sub-Groups</b>	15-12-17	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.	Interim Chief Officer	Not specified	

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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 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.			
13	<b>Outline Strategic Commissioning Plans for Learning Disability, Mental Health and Older People</b>	26-01-18	To agree to use the IJB development session scheduled for 27 April 2018 to provide members with the opportunity to consider the draft final outline strategic plans in detail prior to approval at a formal meeting.	Interim Chief Officer	April 2018	
14	<b>Edinburgh Alcohol and Drug Partnership Funding</b>	26-01-18	That a briefing note be sent to Joint Board members setting out the broader challenges and information on approaches taken by the other Lothian IJBs and the impact of service review, redesign and efficiencies in each area of change.	Interim Chief Officer	Not specified	
15	<b>Edinburgh Health and Social Care Partnership Communications Action Plan</b>	26-01-18	To note that a separate engagement/communication plan for the IJB will be presented for consideration and agreement within 6 months.	Interim Chief Officer	April 2018	

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16	<b>Whole System Delays – Recent Trends</b>	26-01-18	To note that a further report setting out the underlying longer term strategy, improvement plan, projects and actions would be submitted to a future meeting of the Joint Board.	Interim Chief Officer	Not specified	