

Rolling Actions Log

May 2018

18 May 2018

Item 5.1



No	Subject	Date	Action	Action Owner	Expected completion date	Comments
1	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	18 May 2018	Recommended for closure – Calendar of Meetings report on the agenda for 18 May 2018 – it is proposed that Development Sessions will be arranged as and when required.

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2	Annual Accounts 2016-17	22-09-17	To request further information on Workforce Planning once this was available.	Interim Chief Officer	Not specified	
3	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.
4	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	
5	Locality Improvement Plans	17-11-17	To agree that community planning would be covered at a future development session.	Interim Chief Officer	Not specified	
6	Grants Review – Scope, Methodology and Timescales – referral report	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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	from the Strategic Planning Group					
7	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	
8	Business Resilience Arrangements and Planning	15-12-17	<ol style="list-style-type: none"> 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	Recommended for closure – on the agenda for 18 May 2018.
9	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	
10	Joint Board Membership and Appointments to Committee and Sub-Groups	15-12-17	<ol style="list-style-type: none"> 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. 2) To delegate authority to the IJB Interim Chief Officer, in consultation with the Chair and Vice- 	Interim Chief Officer	Not specified	

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			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.			
11	Outline Strategic Commissioning Plans for Learning Disability, Mental Health and Older People	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	Recommended for closure – covered at Development Session of 27 April 2018.
12	Edinburgh Alcohol and Drug Partnership Funding	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	
13	Edinburgh Health and Social Care Partnership Communications Action Plan	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	June 2018	

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14	Whole System Delays – Recent Trends	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	
15	Financial Performance and Outlook	02-03-18	To agree to receive an update at the Joint Board meeting on 18 May 2018.	Interim Chief Officer	May 2018	
16	Carers (Scotland) Act 2016	02-03-18	To request a further report in due course detailing the outcomes of the pilot in the North West locality.	Interim Chief Officer	Not specified	
17	Integration Joint Board Risk Register	02-03-18	1) To note the update from the Audit and Risk Committee and agree to receive the Joint Board risk register at its meeting in June 2018. 2) To circulate the current risk register to members	Interim Chief Officer	June 2018	