

Rolling Actions Log

June 2018

15 June 2018

Item 5.1



No	Subject	Date	Action	Action Owner	Expected completion date	Comments
1	Annual Accounts 2016-17	22-09-17	To request further information on Workforce Planning once this was available.	Chief Officer, Edinburgh Health and Social Care Partnership	December 2018	
2	Financial Update	22-09-17	To agree to receive a detailed action plan, in response to the Financial Update, from the Interim Chief Officer at a future date. That a future Development Session on finance be scheduled.	Chief Officer, Edinburgh Health and Social Care Partnership	Not specified October 2017	2) Covered at the October 2017 Development Session.

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3	<u>Primary Care Population and Premises</u>	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	Chief Officer, Edinburgh Health and Social Care Partnership	June 2018	Recommended for closure – on the agenda for 15 June 2018.
4	<u>Locality Improvement Plans</u>	17-11-17	To agree that community planning would be covered at a future development session.	Chief Officer, Edinburgh Health and Social Care Partnership	Autumn 2018	A report on the programme of Development Sessions for 2018/19 will be presented in September 2018.
5	<u>Grants Review – Scope, Methodology and Timescales</u>	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.	Chief Officer, Edinburgh Health and Social Care Partnership	September 2018	
6	<u>Rolling Actions Log</u>	17-11-17	To add the IJB Risk Register to the Rolling Actions Log for reporting back as necessary.	Chief Officer, Edinburgh Health and Social Care Partnership	June 2018	Recommended for closure – on the agenda for 15 June 2018, and will be reported annually.

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7	Motion by Councillor Main – John’s Campaign (Agenda of 17 November 2017)	17-11-17	The IJB recommends that providers, in public, voluntary and private sectors, of all relevant services within its remit, sign up to John’s Campaign by 31st January 2017. A report listing those who have signed up and those who have not signed up with the reasons given will be presented to the Board in two cycles	Chief Officer, Edinburgh Health and Social Care Partnership	September 2018	
8	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.	Chief Officer, Edinburgh Health and Social Care Partnership	September 2018	
9	Joint Board Membership and Appointments to Committee and Sub-Groups	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.	Chief Officer, Edinburgh Health and Social Care Partnership	September 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 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.			Recommended for closure – reported to the IJB on 18 May 2018.
10	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.	Chief Officer, Edinburgh Health and Social Care Partnership	September 2018	
11	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.	Chief Officer, Edinburgh Health and Social Care Partnership	September 2018	
12	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.	Chief Officer, Edinburgh Health and Social Care Partnership	September 2018	

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13	Financial Performance and Outlook	02-03-18	To agree to receive an update at the Joint Board meeting on 18 May 2018.	Chief Officer, Edinburgh Health and Social Care Partnership	May 2018	Recommended for closure – reported to the IJB on 18 May 2018.
14	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.	Chief Officer, Edinburgh Health and Social Care Partnership	September 2018	
15	Integration Joint Board Risk Register	02-03-18	<ol style="list-style-type: none"> 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 	Chief Officer, Edinburgh Health and Social Care Partnership	June 2018	Recommended for closure – on the agenda for 15 June 2018.
16	City of Edinburgh Council Motion by Councillor Miller – Attracting and Retaining Carers (Agenda for 29 June 2017)	29-06-17	<ol style="list-style-type: none"> 1) Agrees to call for a report into the improvements including pay and conditions that could attract and retain care workers, in comparison to other employment options, and meet the shortfall in care provision, taking into account the results of the research. 	Chief Officer, Edinburgh Health and Social Care Partnership	January 2019	

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			2) To instruct officers to remit the report to the Integration Joint Board and Corporate Policy and Strategy Committee for further scrutiny.			
17	<u>Note of Meeting of the Strategic Planning Group of 9 March 2018</u>	18-05-18	To note that the paper on cross cutting themes would be circulated to all Reference Boards for consideration.	Chief Officer, Edinburgh Health and Social Care Partnership	June 2018	The Cross Cutting Themes paper has been to the reference groups for Disabilities (3 May 18) and Mental Health (26 April 18), it has been to the working group for Older People (24 April 18) and will go to the next meeting of the Primary Care Reference Group (18 July 18). The Older People's Reference group is yet to meet, but the paper will

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						also be circulated there (20 June 18)
18	<u>Business Resilience Arrangements and Planning – Spring Update</u>	18-05-18	That an update report be submitted to the Joint Board by the end of 2018	Chief Officer, Edinburgh Health and Social Care Partnership	December 2018	
19	<u>2018/19 Financial Plan</u>	18-05-18	<ol style="list-style-type: none"> 1) To note that the Chief Officer intended to arrange a workshop on the overall programme delivery. 2) To agree that the Chief Officer would submit a report to the next meeting of the IJB providing an interim update on progress against savings targets 	Chief Officer, Edinburgh Health and Social Care Partnership	September 2018	
20	<u>Plan for Immediate Pressures and Longer Term Sustainability</u>	18-05-18	<ol style="list-style-type: none"> 1) To ask that a communications and engagement strategy to complement the Plan be submitted to a future meeting of the IJB. 2) To ask the Project Lead Officer to arrange a presentation to Board Members either at a development session or at a formal meeting on the assessment project. 	Chief Officer, Edinburgh Health and Social Care Partnership	September 2018	

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21	Royal Edinburgh Campus and St Stephen's Court	18-05-18	To ask the IJB chair to write to the chair of NHS Lothian's Finance and Resources Committee noting the IJB's approval, with an expectation that outstanding issues are resolved and returned to the IJB before final design and financial agreement	Chief Officer, Edinburgh Health and Social Care Partnership	Not specified	Recommended for closure – letter sent on 18 May 2018.
22	The Inclusive Homelessness Service at Panmure St Ann's	18-05-18	To ask the Council and NHS Lothian to develop a framework for the funding of capital projects that are developed in partnership.	Chief Officer, Edinburgh Health and Social Care Partnership	December 2018	
23	Appointments and Review of Sub-Groups	18-05-18	To note that the Chief Officer would provide an update report on the review of Board assurance processes and structures to the next meeting in June, with the final report to be submitted in two cycles (September 2018).	Chief Officer, Edinburgh Health and Social Care Partnership	September 2018	Report to be submitted in September 2018.
24	Motion by Councillor Webber – NHS Attend Anywhere (Agenda for 18 May 2018)	18-05-18	Calls for a short report within 1 cycle on the timescales and feasibility of introducing this service, quantifying the risks of adoption and non-adoption, and the costs & benefits associated with implementation in collaboration with NHS Lothian to support IJB services and priorities including the transformation of primary care services.	Chief Officer, Edinburgh Health and Social Care Partnership	June 2018	Recommended for closure – on the agenda for 15 June 2018.